

#### Message from the Chair

I am delighted to report that our strategy of building Connectivity in the communities we serve has been more successful than we could have dared to dream.

This has manifested itself in many pleasing ways but some highlights have been residents of Grove Park fundraising for us, our participation in several Barnes village events and being chosen as one of Mayor Nancy Baldwin's charities during her hugely successful year as Mayor of Richmond. This has allowed us to reach more families, volunteers and supporters. We have increased volunteer numbers in every area.

Our aims for the next year are to invest in our digital presence both in social media and to explore innovative ways to support families.

Thanks as always to our wonderful staff led by Karen McLean, who make everything happen.

**Louise Kerr**



#### OUR WORK IN NUMBERS

**329**

families supported



**502**

children nurtured



**189**

active volunteers



**60%**

parents affected  
by mental health



**73**

children with a disability  
or development delay



**51**

families affected  
by domestic abuse



**83%**

families felt less  
isolated



**78%**

parents felt more involved  
with their child's learning  
& development



**80%**

parents' self-esteem  
had improved



## Director's Service Overview

As we look to 25 years, the vital support that volunteers offer families – listening, giving practical support and helping families through tough times – remains as important now as it always has been. Isolation, struggles with poor mental health and well-being were critical issues for families before the impact of Covid-19.

Clearly the period ahead represents significant challenges and opportunities as we support families through the impact of the pandemic on daily life. Responding to the changing needs and the restrictions, which will inevitably become part of our lives, will be critical as we work to support families through the coming months.

Our volunteer development programme continues to thrive ensuring that through their volunteering we continually build the confidence, skills and knowledge of our fabulous team of volunteers. Alongside our core sessions, we delivered nine advanced training sessions on Neglect, Universal Credit and Good Money Management and Paediatric First Aid.

Our team of amazing volunteers bring hope, laughter and connection to families along with real practical and immediate support.

**Karen McLean**

*"The support required of me was bigger, more intense, more urgent and more appreciated than I could have imagined. Deeply rewarded by seeing kids reap joy from mum's new confidence."*

**Home-Start Volunteer**



*"I have been a practising Health Visitor for over 20 years. Having access to the local Home-Start team, as a resource of information, and to refer to for our more fragile and vulnerable families, is crucially important."*

*"It's fantastic for mothers who are anxious or have low self-esteem to have the Home-Start groups at Tangle Park and Barnes Children's Centre, where I have observed how nurturing and respectful Home-Start staff are - what a lifeline these groups can be."*

**Health Visitor**  
**Central London Community Healthcare NHS Trust**

Across the three boroughs of Richmond, Kingston and Hounslow we continue to offer parent to parent support to a diverse range of strained families with young children. Achieved through our local community network of trained volunteers and expert staff, we help parents regain confidence and provide their child with a positive and stable childhood.

The early years of a child's life are integral to learning the skills they need to thrive throughout life. Early intervention is key in avoiding lasting impact caused during a child's most important first 5 years. It's through our remote and in-home support and family groups that we are able to work alongside parents through challenging times.

We could not do this without our funding partners, local business sponsors, individual donors, fundraisers and supporters - visit our website for the detailed list - thank you for enabling us to reach 25 years.

*"I am so grateful for your calls...your work makes a difference!"*

**Family supported by Home-Start**



## Treasurer's Report

I am very pleased to present the Treasurer's report for Home-Start Richmond, Kingston and Hounslow for the twelve months to 31st March 2020. The annual deficit of £17,748 was in line with our expectations for the year.

Our cash position at the year-end was robust however, reserves will continue to be used to support the delivery of charitable activities until income exceeds expenditure in the year. Total reserves decreased from £298,313 in the prior year to £280,565. Our total expenditure during the period of £391,284 was similar to the prior year at £391,746. Total income received for the twelve months to 31st March 2020 was £373,537, lower than prior year at £385,465, due to the continued pressure on fund raising in the sector. Funding received from Achieving for Children (on behalf of the London Boroughs of Richmond Upon Thames and Kingston Upon Thames), and the London Borough of Hounslow remained on par with the prior year, and was our core source of funds, providing 68% of our income.

I would like to thank those funders for their continued and vital support. I am also pleased to recognise that our energetic community fundraising efforts in the year resulted in greater than forecast income from individual donations and events. In March 2020, at the end of our financial period, we were impacted by the restrictions and risks associated with COVID-19. In response we realigned our operational activities and pivoted to greater digital fundraising. Our forecast cash flow and reserves remain robust as we received Government support through the Job Retention Scheme. We will continue to focus on cost and cash management during the year.

The accounts were reviewed by an Independent Examiner, Rebecca Tweed ACA, and have been approved by the Board of Trustees. My thanks go to Rebecca for her work on the independent review. My sincere thanks go to our Finance Officer, Ann Edes, for her dedication this year.

**Rahel Biddle**

## Connect with us:

**Home-Start Richmond, Kingston & Hounslow**

211 Parkway House, Sheen Lane, East Sheen, London SW14 8LS

T: 020 8487 8500 E: [info@homestart-rkh.org.uk](mailto:info@homestart-rkh.org.uk) W: [homestart-rkh.org.uk](http://homestart-rkh.org.uk)

Registered Charity No: 1108975. Company limited by guarantee in England and Wales No: 5386801  
Proud holders of Home-Start UK and Investors in Volunteers quality marks



**Home-Start Richmond, Kingston & Hounslow**  
**Charity Number 1108975**  
**Company Number 5386801**

**Financial Report for the year ended 31 March 2020**



**Richmond, Kingston  
& Hounslow**

## Home-Start Richmond, Kingston & Hounslow

### Legal & Administrative Information For the year ended 31 March 2020

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<b>Charity Name</b>	Home-Start Richmond, Kingston & Hounslow
<b>Charity Registration Number</b>	1108975
<b>Company Registration Number</b>	5386801, company limited by guarantee
<b>Principal Address</b>	Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS
<b>Telephone, e-mail and website</b>	T: 020 8487 8500 E: info@homestart-rkh.org.uk W: homestart-rkh.org.uk
<b>Governing Documents</b>	Memorandum and Articles of Association dated 20th November 2019
<b>Objects</b>	<ol style="list-style-type: none"><li>1. To safeguard, protect and preserve the good health, both mental and physical of children and parents of children</li><li>2. To prevent cruelty and maltreatment of children</li><li>3. To relieve sickness, poverty and need amongst children and parents of children</li><li>4. To promote the education of the public in better standards of child care within the areas of the London Boroughs of Richmond upon Thames, Hounslow and the Royal Borough of Kingston upon Thames and their environs</li></ol>
<b>Trustees</b>	Louise Kerr (Chair) Nancy Jo Baldwin (appointed 25/06/2020) Rahel Biddle (Treasurer) Sophia Bano Ali (resigned 25/09/2019) Janet Barbara Callow Stephanie Campbell (appointed 25/09/2019) Felicity Ann Clarkson (resigned 25/09/2019) Helen Margaret Edward Michele Harris (appointed 29/04/2020) Margaret Annette O'Connor Jacqueline Leila Oppenheimer Lisa Jayne Peacock (resigned 25/09/2019) Gerard Adrian Ring Gina Vyvyan Roughan (appointed 29/01/2020) Victoria Shaw (resigned 15/05/2019) Miranda Jane Tottman
<b>Director</b>	Karen McLean
<b>Key Management Personnel</b>	The Director is in charge of directing, controlling, running and operating the Charity on a day to day basis.
<b>Bankers</b>	CAF Bank Ltd 25 Kings Hill Avenue, Kings Hill West Malling, Kent ME19 4JQ
<b>Independent Examiner</b>	Rebecca Tweed ACA 13 Sutherland Gardens, East Sheen, SW14 8DB

Home-Start Richmond, Kingston & Hounslow

Statement of Financial Activities  
For the year ended 31 March 2020

		Year ended 31 March 2020			Year ended 31/03/2019
	Note	Unrestricted funds	Restricted funds	Total funds	Prior year funds
		£	£	£	£
<b>Income from:</b>	<b>2</b>				
Donations		19,639	5,250	24,889	42,525
Charitable activities		0	330,601	330,601	328,656
Other trading activities		15,039	0	15,039	13,335
Investments		3,008	0	3,008	949
<b>Total</b>		<b>37,686</b>	<b>335,851</b>	<b>373,537</b>	<b>385,465</b>
<b>Expenditure on:</b>	<b>3</b>				
Raising funds		22,231	0	22,231	19,642
Charitable activities		15,148	353,761	368,909	372,041
Governance costs		145	0	145	63
<b>Total</b>		<b>37,523</b>	<b>353,761</b>	<b>391,284</b>	<b>391,746</b>
<b>Net income/(expenditure)</b>		<b>162</b>	<b>(17,910)</b>	<b>(17,748)</b>	<b>(6,281)</b>
<b>Transfers between funds</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net movement in funds</b>		<b>162</b>	<b>(17,910)</b>	<b>(17,748)</b>	<b>(6,281)</b>
<b>Balance of funds brought forward</b>		<b>207,554</b>	<b>90,759</b>	<b>298,313</b>	<b>304,594</b>
<b>Total funds carried forward</b>		<b>207,716</b>	<b>72,849</b>	<b>280,565</b>	<b>298,313</b>

# Home-Start Richmond, Kingston & Hounslow

## Balance Sheet As at 31 March 2020

	Note	£	2020 £	£	2019 £
<b>Fixed Assets</b>					
Tangible fixed assets	4		<u>1,182</u>		<u>1,991</u>
<b>Current Assets</b>					
Cash at bank and at hand	5	300,478		299,860	
Prepayments		1,585		1,421	
Debtors	6	<u>19,259</u>		<u>32,897</u>	
<b>Total Current Assets</b>			<u>321,323</u>		<u>334,178</u>
Creditors: amounts falling due within one year	7	3,839		4,756	
Income received in advance	8	38,100		33,100	
			<u>41,939</u>		<u>37,856</u>
<b>Net Current Assets</b>			<u>279,383</u>		<u>296,322</u>
<b>Total Net Assets</b>			<u><b>280,565</b></u>		<u><b>298,313</b></u>
<b>Funds of the Charity</b>	9				
Unrestricted Reserves			207,716		207,554
Restricted Reserves			<u>72,849</u>		<u>90,759</u>
			<u><b>280,565</b></u>		<u><b>298,313</b></u>

For the year ending 31/3/2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

They were approved by the Trustees on 8th July 2020 and signed on their behalf by:

Rahel Biddle - Treasurer



Company Number: 5386801

**Notes to the Financial Statements**  
**For the year ended 31 March 2020**

**1 Accounting Policies****Basis of accounting**

The financial statements have been prepared in accordance with the 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 (Charities SORP (FRS 102), effective 1 January 2019) and the Companies Act 2006.

**Going Concern**

We believe that the Charity is a going concern in accordance with Charities SORP (FRS 102), effective 1 January 2019.

**Tangible Fixed Assets**

Depreciation is charged on a straight-line basis method over the estimated useful life of the asset. The depreciation rates in use are as follows: - office equipment 25% and computer equipment 33%.

Small capital items (cost of under £500 each) are written off in the year of purchase.

**2 Income**

	Unrestricted	Restricted	2020	2019
Charitable Activities	£	£	£	£
Achieving For Children - Family Support Services		180,000	180,000	180,000
Barnes Fund		5,250	5,250	5,250
Early Years - London Borough of Hounslow		60,000	60,000	60,000
Hampton Fund		35,000	35,000	35,000
Heathrow Community Fund			-	1,250
Home-Start UK: Mums Connected			-	3,000
Hounslow CCG - Future in Mind		7,000	7,000	6,900
Isleworth & Hounslow Charity		595	595	-
Lon Borough of Hounslow Community Partnerships		7,156	7,156	7,156
Postcode Community Trust Lottery		20,000	20,000	-
Richmond Parish Lands Charity		15,600	15,600	15,600
St James's Place Charitable Trust			-	10,000
Tesco			-	3,000
Thames Valley Housing			-	1,500
	-	330,601	330,601	328,656
	Unrestricted	Restricted	2020	2019
Donations	£	£	£	£
Featherstone Leigh Estate Agents	900		900	900
Kew Fete			-	600
Mortlake Parish Church	1,819		1,819	1,819
Munro Charitable Trust		1,000	1,000	-
Richmond May Ball			-	27,600
Royal Borough of Kingston		2,750	2,750	-
RFU Community Engagement	1,500		1,500	-
The Freshwater Foundation		1,500	1,500	-
Other donations	10,720		10,720	6,445
Volunteers expenses donated	3,390		3,390	3,813
Gift Aid refunded	1,309		1,309	1,348
	19,639	5,250	24,889	42,525
Other trading activities				
Fundraising and events	15,039	-	15,039	13,335
Investment Income				
Bank interest	3,008		3,008	949
Total Income	37,686	335,851	373,537	385,465

### 3 Expenditure

	Unrestricted	Restricted	2020	2019
	£	£	£	£
<b>Raising Funds</b>				
Staff & personnel costs	19,042		19,042	17,462
Publicity	1,161		1,161	103
Events	1,200		1,200	780
Fundraising	828		828	1,297
	<u>22,231</u>	<u>-</u>	<u>22,231</u>	<u>19,642</u>
<b>Charitable Activities</b>				
Staff & personnel costs	15,148	296,933	312,081	306,281
Volunteer training & support		7,857	7,857	8,933
Direct grants to families		595	595	3,500
Direct support to families and family events		1,200	1,200	1,928
Office costs		13,508	13,508	16,979
Premises costs		26,387	26,387	26,471
Affiliations and fees		7,280	7,280	7,948
	<u>15,148</u>	<u>353,761</u>	<u>368,909</u>	<u>372,041</u>
<b>Governance costs</b>				
Management Committee expenses	97		97	50
Other	48		48	13
	<u>145</u>	<u>-</u>	<u>145</u>	<u>63</u>
<b>Total Expenditure</b>	<u><b>37,523</b></u>	<u><b>353,761</b></u>	<u><b>391,284</b></u>	<u><b>391,746</b></u>

#### 3a Staff Costs

Included within expenditure are the following staff costs:

	Unrestricted	Restricted	2020	2019
	£	£	£	£
Wages & salaries	31,316	249,697	281,013	281,370
Employer's national insurance	1,099	19,437	20,535	20,395
Employment allowance		(3,000)	(3,000)	(3,000)
Pension contributions	1,327	19,256	20,583	17,677
	<u>33,742</u>	<u>285,389</u>	<u>319,131</u>	<u>316,442</u>
Of which the following staff costs were in respect of key management personnel	<u>-</u>	<u>40,326</u>	<u>40,326</u>	<u>39,576</u>

The average number of employees of the Charity in the year was 15 (9.3 full-time equivalent). In 2019, it was 15 staff and 9.2 FTE. The Charity also pays two hourly-rate workers who run the weekly family groups, in Hampton, Barnes and Kingston.

### 4 Fixed Assets

	Office Equipment	Computers	Total
	£	£	£
<b>Cost</b>			
At 1 April 2019	10,589	26,661	37,250
Additions	-	-	-
Disposals	-	-	-
<b>At 31 March 2020</b>	<u>10,589</u>	<u>26,661</u>	<u>37,250</u>
<b>Depreciation</b>			
At 1 April 2019	9,165	26,094	35,259
Charge	525	284	809
<b>At 31 March 2020</b>	<u>9,690</u>	<u>26,378</u>	<u>36,068</u>
<b>Net Book Value</b>			
<b>At 31 March 2020</b>	<u><b>899</b></u>	<u><b>283</b></u>	<u><b>1,182</b></u>
As at 31 March 2019	<u>1,424</u>	<u>567</u>	<u>1,991</u>



<b>5 Cash at Bank and in Hand</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Bank accounts	300,401	299,677
Petty cash	77	183
	<u>300,478</u>	<u>299,860</u>

<b>6 Debtors</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Achieving for Children	15,000	15,000
London Borough of Hounslow	-	15,000
HMRC Gift Aid	1,309	1,347
Sundry debtors	2,950	1,550
	<u>19,259</u>	<u>32,897</u>

<b>7 Creditors: amounts falling due for payment within one year</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Grants payable to families	1,183	2,071
Trade creditors	2,656	2,685
Total	<u>3,839</u>	<u>4,756</u>

<b>8 Income received in advance</b>		
Funding received during the current period relating to the following year		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Hampton Fund	17,500	17,500
Richmond Parish Lands Charity	20,600	15,600
	<u>38,100</u>	<u>33,100</u>

<b>9 Movement in Funds</b>	<b>1 April 2019</b>				<b>31 March</b>
	<b>Opening</b>				<b>2020 Closing</b>
	<b>Balance</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted</b>					
Home Visiting and Family Support	38,263	335,851	302,396		71,719
Whitehall Mental Health	48,778		48,778		0
Innovation	3,718		2,587		1,131
	<u>90,759</u>	<u>335,851</u>	<u>353,761</u>	<u>0</u>	<u>72,849</u>
<b>Unrestricted</b>	207,554	37,686	37,523		207,716
<b>Total</b>	<u><b>298,313</b></u>	<u><b>373,537</b></u>	<u><b>391,284</b></u>	<u><b>0</b></u>	<u><b>280,565</b></u>

#### 10 Trustee Remuneration and Related Party Transactions

Gerard Ring, a trustee, received £200 (2019: £400) during the year for services relating to safeguarding trainee of volunteers and staff.  
Miranda Tottman, a trustee, received £215 (2019: £0) during the year for paid summer cover family support.

The expenses of the trustees amounting to £97 (2019: £50) in relation to costs incurred in fulfilling their duties, including for training, travel and subsistence, accommodation, equipment and other expenses were met during the year.

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

£6,938 (2019: £6,768) was paid to Home-Start UK to cover the annual membership levy for centralised services provided, such as branding, policy guidance and legal services.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

HOME-START RICHMOND, KINGSTON & MOUNSLOW

On accounts for the year  
ended

31 MARCH 2020

Charity no  
(if any)

5386801

Set out on pages

1-6

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 03 2020.

Responsibilities and  
basis of report

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ~~insert name of applicable listed body~~]. Delete [ ] if not applicable.

THE INSTITUTE OF  
CHARTERED ACCOUNTANTS  
OF

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~) which gives me cause to believe that in, any material (ICAS). respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

R. J. Tweed

Date:

9.7.20

Name:

REBECCA J. TWEED

Relevant professional  
qualification(s) or body

A.C.A.

(INSTITUTE OF CHARTERED ACCOUNTANTS OF SCOTLAND) (ICAS)

(if any):

Address:

13 SUTHERLAND GARDENS

EAST SILEEN

LONDON. SW14 8DB

## Section B

## Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.