

**REGISTERED COMPANY NUMBER: 05283272 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1109568**

**Report of the Trustees and  
Financial Statements  
for the Year Ended 31st March 2020  
for  
HOME-START WESTMINSTER**

## HOME-START WESTMINSTER

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**Report of the Trustees  
for the year ended 31st March 2020**

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 31st March 2020. 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 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

To offer support and friendship to **ANY** local family, with at least 1 child under 5, who needs us. We aim to make a positive impact on the emotional and physical development of children from pre-birth to pre-school, and on their parents.

**Standards and methods of practice**

Home-Start Westminster works with families living in the London Borough of Westminster and its environs who are experiencing difficulties and who have at least one child under the age of 5.

Home-Start Westminster is an independent voluntary organisation, which works towards the increased confidence and independence of the family through our core service of recruiting, training and matching a team of volunteers to undertake home visiting. The volunteer, who is supervised by an experienced co-ordinator, will:

- Visit the family regularly in their own home where the dignity and identity of each individual can be respected and protected.
- Reassure parents that difficulties in bringing up children are not unusual and encouraging enjoyment in family life.
- Develop a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs.
- Encourage the parents' strengths and emotional wellbeing for the ultimate benefit of their children.
- Encourage families to widen their network of relationships and to use effectively the support and services available within the community.

**Charitable activities**

**Chairs Report Year 2019/20**

This past year and the challenges brought by the Covid-19 pandemic in March 2020 have highlighted the need for our services more than ever. The number of families we have supported has increased by 5%, and the number of children supported has increased by 19%. Our therapy service continues to be in demand, with 36% more parents accessing therapeutic support. As demonstrated through the positive family outcomes outlined in this report we are continuing to maximise the benefits of our new database as part of our broader aim of strengthening our evidence base.

This year we have made progress towards our aim of increasing the coverage of our work. Hammersmith & Fulham, where we currently only support families on our Bump-Start project, have agreed to fund a pilot to explore the scope for greater coverage in the borough. Another important breakthrough has been agreement from the NHS to fund a project based around perinatal support, working in partnership with Home-Start London and 2 other Home-Start schemes. We plan to change our name formally to reflect the fact that we now work in three boroughs, and are already known informally as Home-Start Westminster, Kensington & Chelsea and Hammersmith & Fulham.

We recruited four new trustees this year with the required expertise, resulting in a very diverse board of nine. We are currently benefiting enormously from the Board's range of skills and backgrounds through our main committee which meets six times a year, through Finance, Fundraising, HR and innovation sub-committees and through individual trustees' portfolio roles. In September Caroline Banks stepped down as Chair of the Board of Trustees. I would like to thank her for steering the organisation through three challenging years and for achieving a lasting legacy of increased capability and resilience.

**Report of the Trustees  
for the year ended 31st March 2020**

**Chairs Report Year 2019/20 (continued)**

That resilience shone through at the end of 2019-20 when the staff switched seamlessly to remote working six days before the Government's coronavirus lockdown. Staff developed new processes for working with families and volunteers remotely ensuring families have been supported throughout. Funders have been hugely supportive. We expect to emerge a stronger and more innovative organisation.

It is hard to express my thanks adequately to funders, volunteers, staff and trustees for this year's achievements.

Christina Smyth, Chair

**Treasurer's Report**

Home-Start Westminster generated income of £310,485, a 12% increase on the previous year. This growth was achieved due to a full year's of funding from Children in Need which began in 2019, and a new multi-year grant which was provided by John Lyons who have supported us in the past, and continue to be a long-term, funding partner.

As highlighted in the 2019 accounts, we built our staff base to invest in our focus on volunteers, family coordination and financial support. 2020 saw the first year where a full year of this new staff cohort were in place and is the main reason for the growth in our expenditure by 11% to £309,487.

With the new funding in place, we have been able to maintain reserves of £149,025, representing 6 month's expenditure which is in line with our reserves policy. With the growing staff team, and the risks to operations highlighted by the pandemic, the Board has undertaken to perform a review of our reserves policy in the coming year to ensure we have a resilient financial base on which to operate.

2020 sees the final period of funding from the National Lottery Community Fund which has provided a solid, regular, third of our income over the past 3 years. Therefore the Funding Committee has been focused on securing replacement funding streams. Given the exceptional environment in which we and all charities are competing for funding, this is a challenging task.

We have been able to maintain funding from Kensington & Chelsea for core befriending services, and are pleased to be able to plan the next year with funding from Hammersmith & Fulham and the Central and North West London NHS Foundation. We have been able to continue to provide support thanks to the ever-present funding from key donors. The John Armitage Charitable Trust, our longest standing funder, has again supported us this year. Together with our growing base of small regular donors and partners, and an incredible staff and volunteer team, our services to our families have continued.

Our commitment to maintaining the correct financial base in the organisation has been highlighted during this period when we have been most needed. While the impact of the pandemic is seen in next year's accounts, we can already say that costs have been managed effectively, and we are able to look forward with optimism to continued service in the coming years.

Tinuke Bell, Treasurer

**Public benefit**

Home-Start Westminster provides a range of services to the local community as it aims to improve the lives of local families. We continue to supply services across three boroughs - Westminster, Kensington and Chelsea and Hammersmith to any family with a child under the age of 5 who needs it because they are experiencing emotional or practical difficulties. In addition to our core service of home visiting we offer our Bump-Start support service for mothers from pregnancy through to the child's 1st birthday. This programme aims to give all babies the best start in life. Referrals to our programmes come primarily from statutory bodies such as health and social services but are open to self-referrals. We provide a wide variety of benefits, ranging from the provision of parenting support to improved health & wellbeing including therapy and specific training on current issues such as budgeting. The charity has considered the Charity Commission's general guidance on public benefit in setting its objectives and planning its activities.

**HOME-START WESTMINSTER (REGISTERED NUMBER: 05283272)**

**Report of the Trustees  
for the year ended 31st March 2020**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Status and governing document**

The organisation is a charitable company limited by guarantee, incorporated on 10 November 2004 and registered as a charity on 20 May 2005.

The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association.

**Directors and trustees**

Under the Memorandum & Articles of Association, the officers of the charity (Chair, Vice Chair, Treasurer and Company Secretary) are appointed by the Trustees. The Trustees according to the Articles of Association are elected by the members of the charity attending the Annual General Meeting. The training and induction of Trustees will depend on their existing experience.

Under the Articles of Association, one third of the trustees retire by rotation at each Annual General Meeting.

The Trustees may co-opt any person duly qualified to be appointed as Trustee and that person will hold office until the next Annual General Meeting.

Once appointed, trustees will be supported by the Board of Trustees in any area of induction or training needed.

The Trustees meet bi monthly to ensure the compliance with the Memorandum and Articles and the policies of Home-Start. The day to day operation within the policies, forward plan and budgets are delegated to the Scheme Manager.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05283272 (England and Wales)

**Registered Charity number**

1109568

**Registered office**

St Paul's Church Centre  
Rossmore Road  
London  
NW1 6NJ

**Trustees**

The trustees who have served during the year and to the date of this report:

|                  |                           |
|------------------|---------------------------|
| Caroline Banks   | Chair*                    |
| Christina Smyth  | Chair*                    |
| Tinuke Bell      | Treasurer                 |
| Rob Bradshaw     |                           |
| Isla Johns       |                           |
| Uwa Adedeji      | - Appointed 4 July 2019   |
| Elizabeth Jarvis | - Appointed 1 May 2019    |
| Denise Loewen    | - Appointed 1 May 2019    |
| Saleem Khalid    | - Appointed 1 August 2019 |

\* - Caroline Banks resigned as Chair and Christina Smyth was appointed as Chair on 12 September 2019

**Company Secretary**

|                   |                              |
|-------------------|------------------------------|
| Emily Henderson   | - Appointed 27 November 2019 |
| Thienhuong Nguyen | - Resigned 27 November 2019  |

**Report of the Trustees  
for the year ended 31st March 2020**

**Patron**

Cornelia Funke

**Advisors**

Janette Brown (volunteer representative)

**Finance Committee**

Tinuke Bell

Christina Smyth

Emily Henderson

Maria Branca Mattia

Lucy Allison

**Fundraising Committee**

Tinuke Bell

Christina Smyth

Emily Henderson

Lucy Allison

**HR Committee**

Caroline Banks

Emily Henderson

Christina Smyth

**Auditors**

Simpson Wreford & Partners

Chartered Accountants & Statutory Auditors

Suffolk House

George Street

Croydon

Surrey

CR0 0YN

**Bankers**

CAF Bank

25 Kings Hill Avenue

Kings Hill

West Malling

Kent

NW1 6NJ

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

Approved by order of the board of trustees on 10/9/20 and signed on its behalf by:

C Smyth  
C Smyth - Trustee

## **HOME-START WESTMINSTER**

### **Statement of Trustees' Responsibilities for the year ended 31st March 2020**

The trustees (who are also the directors of Home-Start Westminster 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.

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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

## **Report of the Independent Auditors to the Members of Home-Start Westminster**

### **Opinion**

We have audited the financial statements of Home-Start Westminster (the 'charitable company') for the year ended 31st March 2020 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.



## **Report of the Independent Auditors to the Members of Home-Start Westminster**

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of  
Home-Start Westminster**

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Alasdair Weaks (Senior Statutory Auditor)  
for and on behalf of Simpson Wreford & Partners  
Chartered Accountants & Statutory Auditors  
Suffolk House  
George Street  
Croydon  
Surrey  
CR0 0YN

Date: 11<sup>th</sup> September 2020

# HOME-START WESTMINSTER

## Statement of Financial Activities for the year ended 31st March 2020

|                                    | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.20<br>Total<br>funds<br>£ | 31.3.19<br>Total<br>funds<br>£ |
|------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                            |                          |                                |                                |
| Donations and legacies             | 3     | 72,909                     | 236,506                  | 309,415                        | 277,401                        |
| Investment income                  | 4     | <u>1,070</u>               | <u>-</u>                 | <u>1,070</u>                   | <u>766</u>                     |
| <b>Total</b>                       |       | <b>73,979</b>              | <b>236,506</b>           | <b>310,485</b>                 | <b>278,167</b>                 |
| <b>EXPENDITURE ON</b>              |       |                            |                          |                                |                                |
| <b>Charitable activities</b>       | 5     |                            |                          |                                |                                |
| Charitable activities              |       | <u>72,981</u>              | <u>236,506</u>           | <u>309,487</u>                 | <u>278,176</u>                 |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | <b>998</b>                 | <b>-</b>                 | <b>998</b>                     | <b>(9)</b>                     |
| <b>RECONCILIATION OF FUNDS</b>     |       |                            |                          |                                |                                |
| <b>Total funds brought forward</b> |       | <u>148,027</u>             | <u>-</u>                 | <u>148,027</u>                 | <u>148,036</u>                 |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u><b>149,025</b></u>      | <u><b>-</b></u>          | <u><b>149,025</b></u>          | <u><b>148,027</b></u>          |

The notes form part of these financial statements

**HOME-START WESTMINSTER (REGISTERED NUMBER: 05283272)**

**Balance Sheet  
31st March 2020**

|  | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.20<br>Total<br>funds<br>£ | 31.3.19<br>Total<br>funds<br>£ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>CURRENT ASSETS</b>                        |       |                            |                          |                                |                                |
| Debtors                                      | 9     | 17,422                     | -                        | 17,422                         | 31,303                         |
| Cash at bank                                 |       | <u>181,436</u>             | <u>-</u>                 | <u>181,436</u>                 | <u>140,839</u>                 |
|  |       | 198,858                    | -                        | 198,858                        | 172,142                        |
| <b>CREDITORS</b>                             |       |                            |                          |                                |                                |
| Amounts falling due within one year          | 10    | (49,833)                   | -                        | (49,833)                       | (24,115)                       |
|  |       | <u>-</u>                   | <u>-</u>                 | <u>-</u>                       | <u>-</u>                       |
| <b>NET CURRENT ASSETS</b>                    |       | <u>149,025</u>             | <u>-</u>                 | <u>149,025</u>                 | <u>148,027</u>                 |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       | <u>149,025</u>             | <u>-</u>                 | <u>149,025</u>                 | <u>148,027</u>                 |
| <b>NET ASSETS</b>                            |       | <u>149,025</u>             | <u>-</u>                 | <u>149,025</u>                 | <u>148,027</u>                 |
| <b>FUNDS</b>                                 | 12    |                            |                          |                                |                                |
| Unrestricted funds                           |       |                            |                          | <u>149,025</u>                 | <u>148,027</u>                 |
| <b>TOTAL FUNDS</b>                           |       |                            |                          | <u>149,025</u>                 | <u>148,027</u>                 |

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 10/9/20 and were signed on its behalf by:

C Smyth  
C Smyth - Trustee

T Bell  
T Bell - Trustee

The notes form part of these financial statements

## HOME-START WESTMINSTER

### Notes to the Financial Statements for the year ended 31st March 2020

#### 1. GENERAL INFORMATION

Home-Start Westminster is a company limited by guarantee, registered in England and Wales (Company number: 05283272) and a charity registered with the Charity Commission (registered number: 1109568). Home-Start Westminster's registered address is St Paul's Church Centre, Rossmore Road, London, NC1 6NJ.

The charity meets the definition of a public benefit entity under FRS 102.

#### 2. 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.

##### **Going concern**

Having considered post year-end financial results and cash reserves, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **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.

Grant income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donations and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Investment income includes interest receivable and is included in the accounts when the charity becomes entitled to the income.

##### **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.

All expenditure is shown inclusive of irrecoverable VAT

##### **Taxation**

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

## HOME-START WESTMINSTER

### Notes to the Financial Statements - continued for the year ended 31st March 2020

#### 2. 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.

##### **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### **Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### **Financial instruments**

The charity has elected to apply Sections 11 and 12 of FRS 102 in respect of financial instruments.

Financial assets and financial liabilities are recognised when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Operating leases**

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

##### **Pension and other post-retirement benefits**

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payment obligations.

The contributions are recognised as an expense in the Statement of Financial Activities when they fall due. Amounts not paid are shown in creditors as a liability in the Balance Sheet. The assets of the plan are held separately from the charity in independently administered funds.

# HOME-START WESTMINSTER

## Notes to the Financial Statements - continued for the year ended 31st March 2020

### 3. DONATIONS AND LEGACIES

|           | 31.3.20        | 31.3.19        |
|-----------|----------------|----------------|
|           | £              | £              |
| Donations | 7,891          | 10,504         |
| Grants    | <u>301,524</u> | <u>266,897</u> |
|           | <u>309,415</u> | <u>277,401</u> |

### 4. INVESTMENT INCOME

|                          | 31.3.20      | 31.3.19    |
|--------------------------|--------------|------------|
|                          | £            | £          |
| Deposit account interest | <u>1,070</u> | <u>766</u> |

### 5. CHARITABLE ACTIVITIES COSTS

|                     | Direct costs   | Support costs | Total          | Total          |
|---------------------|----------------|---------------|----------------|----------------|
|                     | £              | £             | 31.3.20        | 31.3.19        |
| Staff costs         | 241,853        | -             | 241,853        | 217,218        |
| Support of families | <u>64,538</u>  | <u>3,096</u>  | <u>67,634</u>  | <u>60,958</u>  |
|                     | <u>306,391</u> | <u>3,096</u>  | <u>309,487</u> | <u>278,176</u> |

### SUPPORT COSTS

|                        | Total        | Total        |
|------------------------|--------------|--------------|
|                        | 31.3.20      | 31.3.19      |
|                        |              | £            |
| Auditors' remuneration | <u>3,096</u> | <u>2,713</u> |

### 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2020 nor for the year ended 31st March 2019.

#### Trustees' expenses

Trustees were not reimbursed for any expenses during the year (2019 - £nil).

# HOME-START WESTMINSTER

## Notes to the Financial Statements - continued for the year ended 31st March 2020

### 7. STAFF COSTS

|                       | 31.3.20        | 31.3.19        |
|-----------------------|----------------|----------------|
|                       |                | £              |
| Wages and salaries    | 213,863        | 192,329        |
| Social security costs | 16,886         | 15,167         |
| Other pension costs   | <u>11,104</u>  | <u>9,722</u>   |
|                       | <u>241,853</u> | <u>217,218</u> |

The average number of staff employed during the year was 8 (2019 - 7).

There were no staff paid more than £60,000 during the year (2019 - none).

### 8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

|                                    | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|------------------------------------|----------------------------|--------------------------|---------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |                            |                          |                     |
| Donations and legacies             | 76,927                     | 200,474                  | 277,401             |
| Investment income                  | <u>766</u>                 | <u>-</u>                 | <u>766</u>          |
| <b>Total</b>                       | 77,693                     | 200,474                  | 278,167             |
| <b>EXPENDITURE ON</b>              |                            |                          |                     |
| <b>Charitable activities</b>       |                            |                          |                     |
| Charitable activities              | <u>77,702</u>              | <u>200,474</u>           | <u>278,176</u>      |
| <b>NET INCOME/(EXPENDITURE)</b>    | (9)                        | -                        | (9)                 |
| <b>RECONCILIATION OF FUNDS</b>     |                            |                          |                     |
| <b>Total funds brought forward</b> | <u>148,036</u>             | <u>-</u>                 | <u>148,036</u>      |
| <b>TOTAL FUNDS CARRIED FORWARD</b> | <u>148,027</u>             | <u>-</u>                 | <u>148,027</u>      |



# HOME-START WESTMINSTER

## Notes to the Financial Statements - continued for the year ended 31st March 2020

### 9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

|                     | 31.3.20       | 31.3.19       |
|---------------------|---------------|---------------|
|                     | £             | £             |
| Accounts Receivable | 12,415        | 29,550        |
| Other debtors       | <u>5,007</u>  | <u>1,753</u>  |
|                     | <u>17,422</u> | <u>31,303</u> |

### 10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

|                                 | 31.3.20       | 31.3.19       |
|---------------------------------|---------------|---------------|
|                                 | £             | £             |
| Trade creditors                 | 5,786         | 30            |
| Social security and other taxes | 6,742         | 3,992         |
| Accruals and deferred income    | <u>37,305</u> | <u>20,093</u> |
|                                 | <u>49,833</u> | <u>24,115</u> |

### 11. LEASING AGREEMENTS

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

|                            | 31.3.20        | 31.3.19        |
|----------------------------|----------------|----------------|
|                            | £              | £              |
| Within one year            | 16,240         | 16,000         |
| Between one and five years | 64,960         | 64,960         |
| In more than five years    | <u>43,307</u>  | <u>59,547</u>  |
|                            | <u>124,507</u> | <u>140,507</u> |

### 12. MOVEMENT IN FUNDS

|                           | At 1.4.19      | Net movement in funds | At 31.3.20     |
|---------------------------|----------------|-----------------------|----------------|
|                           | £              | £                     | £              |
| <b>Unrestricted funds</b> |                |                       |                |
| General fund              | 148,027        | 998                   | 149,025        |
|                           | <u>148,027</u> | <u>998</u>            | <u>149,025</u> |
| <b>TOTAL FUNDS</b>        | <u>148,027</u> | <u>998</u>            | <u>149,025</u> |

# HOME-START WESTMINSTER

## Notes to the Financial Statements - continued for the year ended 31st March 2020

### 12. MOVEMENT IN FUNDS - continued

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

|                                 | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b>       |                            |                            |                           |
| General fund                    | 73,979                     | (72,981)                   | 998                       |
| <b>Restricted funds</b>         |                            |                            |                           |
| National Lottery Community Fund | 95,104                     | (95,104)                   | -                         |
| BBC Children in Need            | 37,221                     | (37,221)                   | -                         |
| Family grants received          | 3,690                      | (3,690)                    | -                         |
| John Lyons Charity              | 37,800                     | (37,800)                   | -                         |
| Kensington & Chelsea            | 40,000                     | (40,000)                   | -                         |
| Westminster Foundation          | 9,733                      | (9,733)                    | -                         |
| WAES                            | 9,158                      | (9,158)                    | -                         |
| Camden Charities                | 3,000                      | (3,000)                    | -                         |
| Donations for anniversary       | 800                        | (800)                      | -                         |
|                                 | <u>236,506</u>             | <u>(236,506)</u>           | <u>-</u>                  |
| <b>TOTAL FUNDS</b>              | <u>310,485</u>             | <u>(309,487)</u>           | <u>998</u>                |

The general reserves fund is an unrestricted fund which the trustee have earmarked to cover the potential cost of cutting back the charity's activities, or, in the (unlikely) worst case, to close down in an orderly manner, in the case that were ever necessary, meeting obligations to beneficiaries and staff. The trustees reviewed the level of the general reserves fund and decided to maintain it at a level of approximately six months' operating costs.

Restricted funds are there to support specific costs and projects that contribute to the charity's overall vision; that every parent has the support they need to give their children the best start in life.

### Comparatives for movement in funds

|                           | At 1.4.18<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.3.19<br>£ |
|---------------------------|----------------|----------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                                  |                    |
| General fund              | 148,036        | (9)                              | 148,027            |
|                           | <u>148,036</u> | <u>(9)</u>                       | <u>148,027</u>     |
| <b>TOTAL FUNDS</b>        | <u>148,036</u> | <u>(9)</u>                       | <u>148,027</u>     |

# HOME-START WESTMINSTER

## Notes to the Financial Statements - continued for the year ended 31st March 2020

### 12. MOVEMENT IN FUNDS - continued

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

|                                 | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b>       |                            |                            |                           |
| General fund                    | 77,693                     | (77,702)                   | (9)                       |
| <b>Restricted funds</b>         |                            |                            |                           |
| National Lottery Community Fund | 95,103                     | (95,103)                   | -                         |
| BBC Children in Need            | 24,395                     | (24,395)                   | -                         |
| Family grants received          | 4,454                      | (4,454)                    | -                         |
| John Lyons Charity              | 2,900                      | (2,900)                    | -                         |
| Kensington & Chelsea            | 40,000                     | (40,000)                   | -                         |
| WLZ                             | 2,328                      | (2,328)                    | -                         |
| TESCO                           | 1,000                      | (1,000)                    | -                         |
| WAES                            | 11,928                     | (11,928)                   | -                         |
| City Bridge Trust               | 7,500                      | (7,500)                    | -                         |
| John Lyons (Grenfell)           | <u>10,866</u>              | <u>(10,866)</u>            | -                         |
|                                 | <u>200,474</u>             | <u>(200,474)</u>           | -                         |
| <b>TOTAL FUNDS</b>              | <u>278,167</u>             | <u>(278,176)</u>           | <u>(9)</u>                |

### 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2020.

### 14. COMPANY LIMITED BY GUARANTEE

Home-Start Westminster is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.