



Kennet

Annual Report and Accounts

Home-Start Kennet Annual Report and Accounts 2019-2020



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What is Home-Start Kennet?

Home-Start Kennet is a registered charity, based in Wiltshire. We support local families from all backgrounds, through their most challenging times

Being a parent has never been easy. It can be lonely, frustrating, heart-breaking and overwhelming. Life-changing events can happen to anyone.

All parents struggle at one time or another. We are there to support families through their toughest times.

Families we help may be facing challenges such as:

- Poor mental or physical health – including post-natal depression
- Family breakdown, or bereavement
- Isolation
- Financial worries
- Twins, triplets ... or more!

There for parents when they need us the most

We have a wonderful, committed team of volunteers who visit families once a week, in their own homes, for 2-3 hours. They aim to build family resilience, confidence and wellbeing. Our volunteers offer no judgement; just compassionate, confidential help and support.

Our Mission

Home-Start Kennet offers non-judgemental support, friendship and practical help to parents with young children. We train and supervise volunteers to visit families at home, or support them through group activities, working together in an informal, flexible and confidential way. We work with families at times of difficulty to promote family resilience and improve children's life chances; our aim is to empower parents to give their children the best possible start in life.



Constitution

Home-Start Kennet is a Company Limited by Guarantee – Registration Number 5208226 – governed by a Memorandum and Articles of Association (incorporated on 17.08.04), and has a Charity Registration Number: 1106736. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member.

Registered Office: Unit 1, Fordbrook Business Centre, Pewsey, SN9 5NU

E: hskadmin@homestartkennet.co.uk; T: 01672 569457 W: www.homestartkennet.co.uk

Board of Trustees April 2018 - March 2019

Chair	Jo Owen-Jones	Treasurer	Marcia Johnson
Trustee	Sheree Whorlow	Trustee	Eileen Emptage
Trustee	Alison Millett	Trustee	Jack Blake (Resigned June 2019)
Trustee	Lt Col Mick Haynes	Trustee	Janice Fakes (Resigned Sept 2019)
Trustee	Wendy Stuart	Trustee	Peter Mills (Resigned Feb 2020)

We are seeking to appoint new trustees, up to a maximum of twelve. In particular, we are looking for someone with financial skills, able to support our Treasurer. Applicants should have an interest in children, young families or the voluntary sector. Successful candidates will be co-opted and come up for election at the next AGM. Induction and further training opportunities are provided. Full details are available on our website.

Committees

There are two sub-committees, which meet regularly and report to the Board:

Human Resources (HR) Committee – Chair – Sheree Whorlow

Finance and Fundraising (F & F) Committee – Chair – Marcia Johnson

Designated Trustees

Data Protection	Wendy Stuart
Health and Safety	Mick Haynes
Safeguarding	Jo Owen-Jones

Staff Team 2019-20

Scheme Manager	Tania Rackham
Family Support Organisers	Teng Smith, Edwina Astle, Caz Flippance and Alison Sage
Scheme Administrator	Dawn Wilson
Admin and Finance Assistant	Carol Adams / Rachel King/Frank Pessell
Financial support	Paul Bennet
Family Group Leader	Claire Ansell
Fundraiser	Joanne Kent

Chair's Annual Report

This has been a very turbulent twelve months for Home-Start Kennet in more ways than one. As I write this we are in the midst of the global pandemic that has caused so much suffering and tragedy in both direct and indirect ways for everyone. It has touched the lives not just of the families that we help but also the HSK family –our staff and all the volunteers in whatever capacity they help us and our supporters in the wider community from whom we have had some wonderfully encouraging letters and donations which have helped so much to boost morale.



We also experienced considerable anxiety in the latter part of 2019 regarding ongoing funding for the scheme but thanks to a huge amount of hard work on the part of the bid writing team we were elated to hear in February that the bid to the Big Lottery had been successful and this together with funds from other sources which you will hear more about in the Treasurer's report means that we can continue our work helping families for the next three years.



Pictured above (right) is Jenny Fish, National Lottery Funding Officer, with Tania and Caz. Thank You to the National Lottery – we are so grateful.

I feel that I need to deal with the Covid-19 situation first as it has had such an impact. We held an emergency staff meeting on March 17th and entered lockdown mode. We decided that we could continue to operate remotely albeit offering a different kind of help from the normal home visiting and we have managed to maintain support through telephone contacts, the arrangement of emergency provisions, sourcing educational and developmental toys and facilitating supportive groups as well as sign posting to other agencies as usual. The face to face and group work may have stopped physically but we feel that the work that we are able to do is even more important at the present time given that so many statutory services have been curtailed or withdrawn altogether.

We discussed the HSK Memorandum and Articles which normally require at least five trustees to be present in person for decisions to be taken as a board. The Charity Commission acknowledged that in view of the situation with the Corona virus pandemic face to face meetings were not possible.

We therefore decided in the interest of good governance that we would continue to meet virtually until it became possible to hold normal board meetings again and we have all become adept at communicating virtually via Zoom. We have managed to carry out all the administrative work remotely apart from once a week when Dawn has been coming into the office to check the post and, with Marcia, pay the bills. This has meant a great deal of change for everyone and I would like to congratulate the team on their willingness and ability to adapt to online working.

We had already planned several IT changes for this year prior to Covid-19 striking. The HSUK data collection programme, MESH, was due to be phased out in September 2020 and although this deadline has now been slipped to next year we had already decided to change to Lamplight which is an alternative system with more features and flexibility, one of which is the facility for more streamlined remote working. All records will be on line which would enable us to become paper light and eventually hopefully paperless. Clearly we have had to do some remote work in advance of the system being installed but it has been a great opportunity for learning the benefits of paperless working and sharing data safely.

We have also been in discussions about a new website as the current one is dated and not easy to use and a lot of enquiries are being lost to the HSUK site. After carefully evaluating several potential providers, we have chosen to use the website developer recommended by HSUK and this will incorporate the new Home-Start logos together with a lot of new links and up to date information about HSK.

Continuing the theme of updating, we have had to replace our accounting package which was no longer being maintained and are about to install Xero. All of this means a lot of work learning new technology but will have great benefits and by this time next year will hopefully seem just as familiar as the old ones.

Networking continued as normal prior to the lockdown. Several staff and trustees attended the Bristol cluster day in June and Claire hosted one of the workshops sharing her experience of group working and working with forces families. This was very well received and we also learnt a lot from other schemes both large and small in the south west region. The liaison with HSSW has continued with a joint project helping forces families and there were regular meetings with them throughout the year. Tania in particular has regular contacts with all the other local children's charities.

Last year I mentioned that we had been approached about expanding the scheme to cover the Malmesbury area. This was investigated in some depth but after much thought and work about the practicalities and costs it was decided not to proceed with this at the moment. However as part of our bid to the Big Lottery, we have committed to exploring the need for HS services in Swindon and the possibilities of extending our scheme to help families there, as the Home-Start in Swindon closed several years ago.

We continue to ensure that QA standards are met although we are not due for a formal assessment this year. The trustee of the month attends staff meetings and during their duty month they check several sets of records to make sure that they conform to the set standards. This has been a

particular challenge at present and we will have a lot of catching up to do once we can get back into the office.

Maintaining safeguarding training has also been more difficult as the annual training day should have been in April and had to be cancelled. However we have an on-line training arranged and ready to be rolled out as it is most important that all staff and volunteers keep up to date in this vital area of our work.

Amongst the current gloom it is good to remember a wonderful evening that we had in February in Pewsey. This was a fund raiser largely arranged by Mick and Elaine Haynes and thanks to the generosity of Pewsey Rugby Club who allowed us to piggy back on the event that they had arranged and which they helped to run on the night. It was an Only Fools and Horses night out with dinner and a “quiz” but not as you would normally know it. The combination of ticket sales, on the night events and donations raised £1000 for HSK and I would like to thank all those involved with making it such a success.



Trustees

Once again, we have had several changes amongst the trustees. We were sorry to say goodbye to Peter Mills who has moved away from the area. Peter had been a trustee since January 2018 and responsible for IT matters and was on the HR committee. We welcomed Janice Fakes to the board in January 2019 but she had to resign for personal reasons in September. However, she kindly agreed to stay on as an HR advisor that we could call on if we needed her advice. I would like to thank them both for their input.

We were fortunate in June last year to recruit Eileen Emptage to the Board. Eileen is a health visitor so brings with her a great understanding of the needs of families with children under 5. She has also displayed hidden talents as a media representative having appeared on the Children in Need TV programme and BBC Wiltshire Sounds talking about HSK.



Left to right - Eileen , Jo , Amber and Tania at Children in Need programme on November 15th 2019

All the trustees have been working hard this year to keep HSK funded and thriving. I have already mentioned the great work done by Alison, Marcia and Eileen together with Tania and Jo Kent in ensuring ongoing funding for the scheme. This involves endless hours of research, bid writing and presentation. This is followed by evaluation (thanks to Alison’s expertise) and reports once the

money has been received. Marcia, as our long-standing treasurer, has to provide the financial information necessary for the bids as well as trying to balance the books (no easy task with multiple streams of funding to juggle) and pay the staff and the bills. Sheree has led the HR team very ably and supported Tania through this side of her job whilst Wendy continues to ensure that we comply with all aspects of GDPR and our policies. Mick has continued his liaison role with the Army together with his new role as entertainments manager. I would like to thank all the trustees for their hard work and for ensuring that we continue for another three years at least.

Volunteers

We had a very successful prep course in the autumn in Devizes and were delighted to welcome ten new volunteers. Sadly the spring course in Tidworth was stopped after one session only, due to the pandemic but it is hoped that we can resume this in the autumn. HSUK have been discussing a prep course for telephone volunteers and to give advice to those volunteers who have been thrust into this role and feel they may like more advice. HSUK has been giving very helpful support throughout and have held some excellent webinars.



Devizes Volunteers at end of course presentation with Mayor of Devizes Cllr Judy Rose and HSK staff

We also now have dedicated fundraising volunteers who have represented HSK at numerous events such as supermarket stalls and bag packing, fairs and carnivals, street collections etc. Jo Kent our fund raiser has been instrumental in organising all of this together with coffee morning “taster” sessions for anyone who might be interested in volunteering to come along and find out a bit more about us as an organisation.

Last summer we had a most enjoyable garden party in Huish to thank all our volunteers. It was held in the delightful gardens of James and Lygo Roberts who very kindly allowed us to use their grounds and barns to host the party and I would like to thank them for this. This year were not able to celebrate volunteers’ week in this way but we do hope to hold a Christmas party as we did last year. There are also plans afoot for a families’ Christmas party as our annual trip to the Cotswold Wildlife park has been cancelled. Last year a lot of volunteers came along and supported their families on a fun if very wet day out.

It has been difficult and disappointing for many volunteers not to be able to visit their families at a time when they are most needed but like the staff team they have adapted to giving telephone support and as always I would like to thank them for giving their time so generously and I hope that we will be able to get back to normal visiting just as soon as we get government advice that it is safe to do so.

Staff

There have been some changes to the staff team as well this year. Our financial assistant Rachel King left in August and we were very grateful to Dawn and Carol who increased their hours to cover her work while we recruited and to Alison and Tania who helped out with some of the administrative work.

Frank Pessell was recruited as a financial officer to support Marcia in the Treasurer's role. He has coped remarkably well having just been through his induction period when lockdown occurred and has been working hard to bring the accounts up to date for year end.

Carol has produced handbooks for both staff and volunteers which are in a user friendly form and has plans for a trustee version in due course. Dawn has been holding the office together particularly during lockdown, having volunteered to go into the office once a week and she has been taking all the office phone calls at home.

Jo Kent has had a very good year with promotions, bid writing and ensuring that the name of Home-Start Kennet is much more widely recognised as well as organising her own team of volunteers and persuading anyone else who is available to come and help with stalls etc.

The FSOs have been working hard with the families particularly in the last few months when they have had to take over some of the work normally done by volunteers. This has particularly been the case with new referrals where the normal risk assessments have not been able to be performed. They have also moved towards paperless working and embraced technology, such as Zoom and Microsoft Teams to keep in touch with each other and the rest of the team. Claire has joined the FSO team as well as keeping her role in running the group sessions and acting as army liaison for the great number of forces families that have moved into Wiltshire.

Holding all of this together has been Tania who has had a major role in the bids processes and report writing as well as the day to day supervision of the staff team. During 2019 she was liaising with the council over the new single point of access and other work as well as her role on the CFVSF committee and so has been extremely busy.



I would like to thank the whole staff team for their hard work and I hope that the next twelve months will be easier. We can however use all that we have learnt to take us forward into 2021.

Finally I would like to wish all our members and supporters continued good health and look forward to another year supporting children for whom, whatever happens, childhood won't wait.



Part of HSK Team from left to right: Jo, Carol, Tania, Jo, Dawn, Caz, Teng.

Quote from a volunteer:

What is the most rewarding part of being a Home-Start Volunteer?

Supporting the family by alleviating some of the pressures that affect their situations. Being a listening ear and making the parent feel valued in a role where, on occasions, they cannot see the wood for the trees. Providing reassurance and pointing out the solutions they are achieving, in a supportive and caring manner. This becomes a two-way street, as the volunteer also feels much rewarded and appreciated.

1-in-9
volunteers have previously
received support from
Home-Start

HOME
START



Our Work with Families

Total number of families supported in 2019 – 2020	94
Number of children supported this year	176
Total number of families supported in groups	26

Sources of Professional Referrals	2019-20	2018-19
Health Visitor	20%	35%
Children's Centre	20%	21%
Midwifery	1%	4%
Social Worker	5%	4%
Education	6%	6%
Other	6.4%	2%

Quotes from Families

"It was nice to know if I was having any struggles every week I had a chance to discuss them. It made me remember I have my own identity and can achieve things for myself as well as be a mum and wife." *(Military parent in a group, April 2019)*

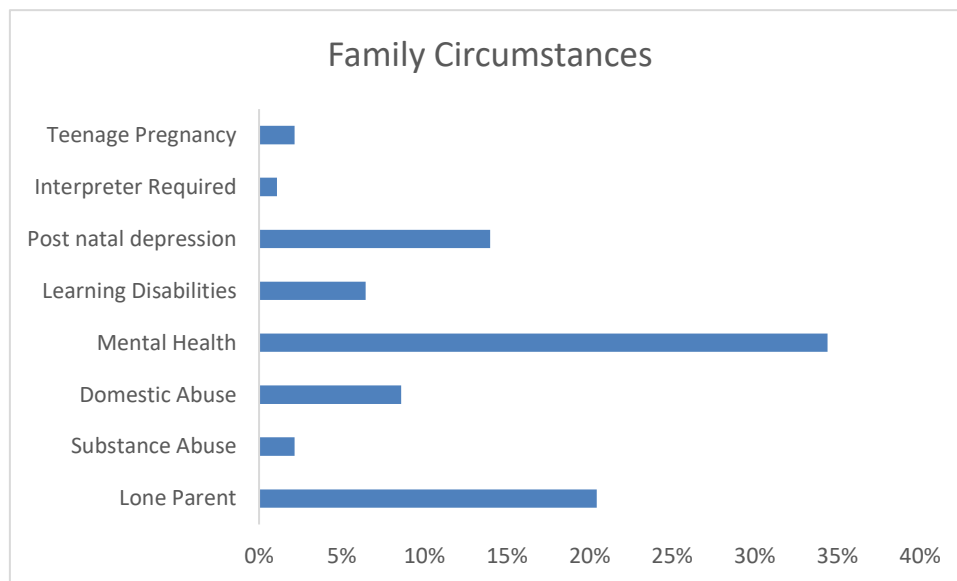
"My volunteer was great with the kids and very understanding of my needs. It was great to have the visits to look forward to. It was nice to have an outsiders perspective which made any problems seem smaller or be solved all together. *(Parent Jan 2020)*

What did you find useful?

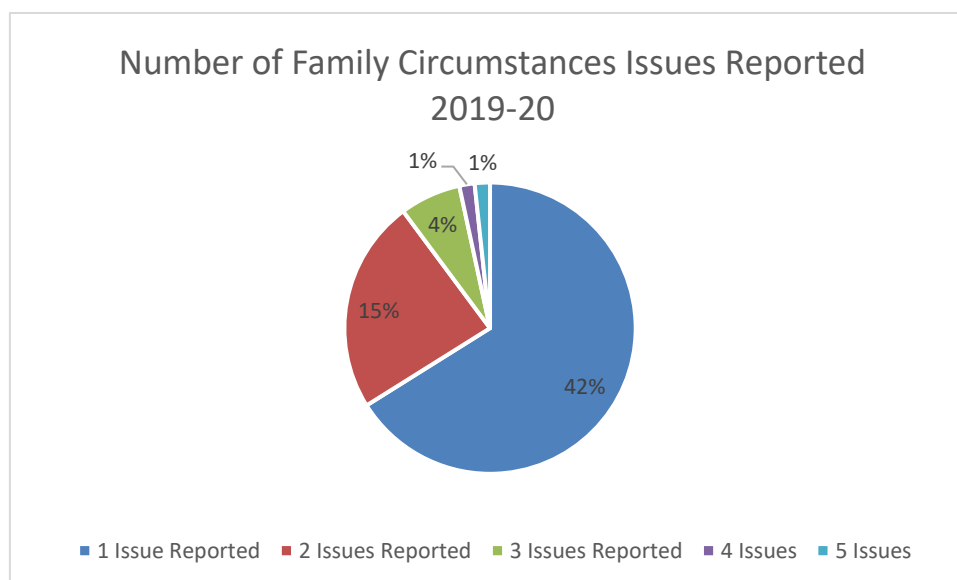
"Really good, open minded, extremely helpful organisation. Fantastic service because we used an interpreter. FSO coming to the home with her ideas or reflecting on my ideas and having a dialogue. Home visits most useful. Resources very interesting and helpful change the children's behaviour (for the better) - really fantastic." *(Parent May 2019)*

The Circumstances of Supported Families – [Edit from here](#)

The chart below illustrates the circumstances of the families we have supported over the past year.



Several of these families selected multiple options, which is an indicator of more complex needs (for example, a lone parent might also have been struggling with mental health difficulties); 39 families reported experiencing one issue, 14 reported two issues and 6 families reported experiencing three issues or above. This latter figure represents a slight decrease in complexity when compared with the previous year.



Other identified issues included multiple births and being new to the area. The most prevalent issue reported by families was isolation, which highlights the importance of the befriending nature of volunteer support and reinforces the need for our expansion into group work.

Our latest full Evaluation Report (updated in January 2020 and available on our website), showed 98% of families were satisfied or very satisfied with the support they received from HSK. This review highlighted that the most valued aspects of the service were the social contact (90% regarded this

as helpful), the regularity of the visits (83%), the opportunity to talk over problems confidentially (76%) and being able to see the volunteer engage in play with the children (69%)

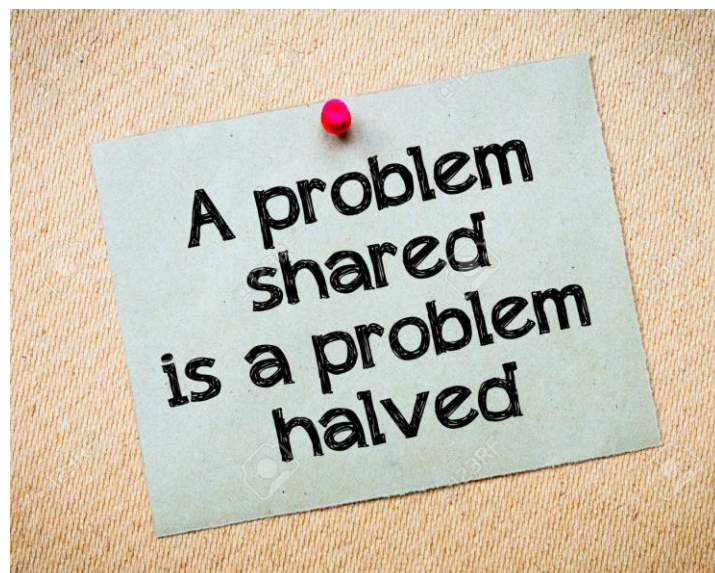
What did you find useful? *"The much needed extra pair of hands in the late afternoon/early evening. A few times the Volunteer encouraged me to go out of the house when I maybe wouldn't have done otherwise. Walking the dog or going to the park, which made me feel much better. (Parent, January 2020)*

The response of military families to our family groups was very positive:

"I found the support incredible; the volunteer was very helpful and kind.." (Military Parent, November 2019)

The success of our group work pilot has resulted in the further provision of groups.

Initial feedback suggests that group work may help to resolve certain needs more successfully than in-the-home visiting, and vice versa.



Outcomes

76% of families reported a positive outcome following support from Home-Start Kennet. This provides strong evidence of the effectiveness of our services.

Title	Total Families	Need Achieved	Need Partially Achieved	% Achieved
Managing children's behaviour	16	13	1	88%
Being involved in the children's development/learning	13	11	2	100%
Coping with physical health	18	9	2	61%
Coping with mental health	16	9	4	81%
Coping with feeling isolated	16	10	4	88%
Parent's self-esteem	18	8	5	72%
Coping with child's physical health	7	6	1	100%
Coping with child's mental health	7	5	0	71%
Managing the household budget	14	8	4	86%
The day-to-day running of the home	16	9	3	75%
Stress caused by conflict in the family	15	4	3	47%
Coping with extra work of multiple children under 5	7	1	1	29%
Use of services	8	7	0	88%
Other	4	4	0	100%
Parents own learning needs	7	2	3	71%

It is notable that being involved in the children's development/learning has continued at 100% and Coping with child's physical health has risen to 100%.



Home-Start Kennet Quotes

What did you enjoy most about having volunteer support?

"Someone that wasn't a family member to talk to, Seeing someone who listened and didn't judge, Seeing another adult on a regular basis, Being able to share problems confidentially" (Family Sept 2019)

Volunteer input is highly valued ...

"I feel it is a great scheme which is evolving, follows feedback and suggestions from its members and families. It grows with their needs and people are committed to the organisation"

"Volunteering has given me a new purpose in life. It has helped with my confidence and self-esteem" (Volunteer survey Sept 2019)

Our support is effective ...

"Volunteer was amazing! So kind and caring. We will miss her so much. She helped me to get out more which I didn't do beforehand and made me feel confident!." (Family Feb 2020)



Scheme Manager's Report

Scheme Manager's Report 2019-2020



During 2019-20, Home-Start Kennet (HSK) has provided vital support to 94 local families, including 176 young children.

This year, we have been pleased to see 35% of families turn to our service via self-referral, which has now become the most popular way to access our help. However, we recognise that it can be incredibly hard to ask for support; our latest evaluation survey highlighted that it initially took one of our supported parents two months to '*pluck up the courage to ask for help*'. We therefore remain committed to finding new ways to reach out to families directly, to remind them that we offer no judgement - just compassionate, confidential support. For example, through collaboration with students from the University of Bath, we have recently produced a series of short videos, which have proved particularly effective in promoting our service - see 'Sally's Story' <https://www.facebook.com/watch/?v=3005675316192535>



Children's Centres and Health Visitors each introduced a further 20% of families to our service, and other partner agencies have included schools, social services, GPs, midwifery services, local food banks and military welfare services.

We have continued to position ourselves as an early help service, with volunteers and staff encouraging families to develop coping strategies and utilise local community supports, preventing problems from escalating into crises. This now aligns with the 'Green' and on occasions, 'Amber' categories of the Wiltshire Safeguarding Thresholds Guidance:

	Child and family needing help	Families are generally resilient and relationships with others within and outside the family are mostly positive. They can express their needs and proactively seek support for their children - keen to resolve their worries and concerns. Families are seeking or wanting more for their children but unsure what, where and how.
	High stress family in need of significant and/or intensive help	Families live with high levels of stress. Things are consistently tough, the family are all troubled by the child's behaviour, money is worryingly tight. Families may be wanting to move on after crisis, trauma or significant life event but are isolated with few resources. Children may appear to 'get by' but have lower levels of emotional resilience and skill. Children are less likely to be safe and achieve their full potential. The family situation is likely to reappear in future generations.

The following is an example of the positive outcomes achieved through HSK support:

A mother had recently moved to Wiltshire with her young family. At the point of referral, mother was experiencing significant anxiety and depression, her partner was working away from home and she had no family or friends living locally to turn to for support.

During the initial visit, Mother's self-reported coping scores indicated that she needed particular help with:

- isolation (1)
- low self-esteem (2)
- poor mental health (2)
- financial difficulties (2)

(on a scale where 1 = lowest available score)

Mother's goals were to get to know people in her local area, start to attend groups, and find ways to cope on her own.

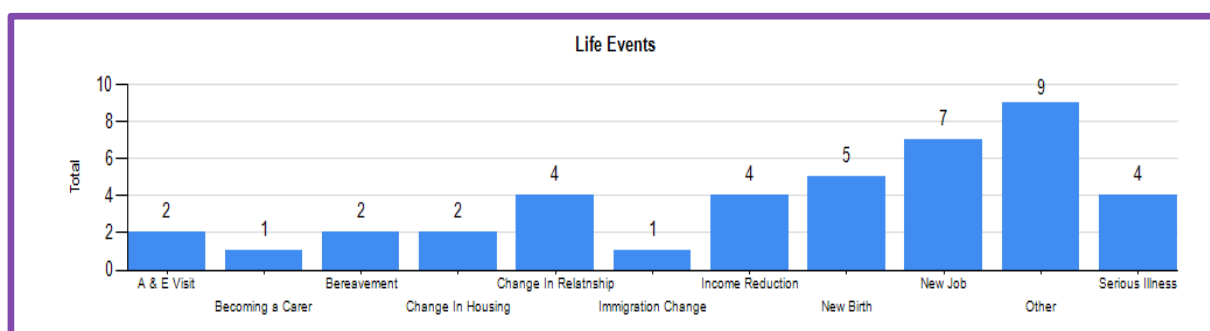
Mother was carefully matched with a Home-Start volunteer who was able to offer emotional support and an invaluable 'listening ear'. The volunteer provided consistent weekly visits over a six month period, during which she helped mother to get to know her new area, to enjoy outings with her child, to develop friendships and to build a new support network in her local community.

At the closing visit, mother described herself as '*a different person*'. Her coping scores had increased significantly and she now reported:

- no longer feeling isolated (5)
- a strong sense of self-esteem (5)
- significantly improved mental health (4)
- healthy financial circumstances (5)

(on a scale where 5 = highest available score).

As illustrated above, we have continued to maintain a strong focus on promoting family resilience and subsequently, the majority of family support we have provided has been concluded within six months. However, this year, 20% of families received an extended period of support for up to 12 months, to help them overcome new challenges that were created by a range of unexpected life events. These are detailed fully in the chart on the next page:



As always, we would like to extend a special thank you to each of the 42 volunteers who made the above activities possible:

Angie, Bex, Catherine, Dawn B., Dawn G., Felicity, Frances, Gill, Hannah, Jane B., Jane C., Jane K., Jenny C., Jenny W., Jill, Joanne, Jodie, Judie, Julie H., Julie Sp., Julie St., Karen, Katja, Kristy, Lucy, Lynsey, Mary C., Mary E., Maureen, Michaela, Michelle, Naomi, Pam, Rose, Ruth, Sally G., Sally W., Samantha, Sandra, Sarah, Susan and Victoria.

And to those waiting in the wings, whose March Volunteer Preparation Course unfortunately had to be postponed:

Catherine, Eleanore, Elizabeth, Jane, Janet, Janie, Karen, Peter, Richard and Sue.

We have continued to work hard to maintain volunteer retention and improve our volunteers' sense of feeling valued by the organisation – which they certainly are. Additional training sessions delivered to volunteers this year have included First Aid, domestic violence and safeguarding. In September 2019, HSK volunteers were consulted by postal survey, which achieved a 65% response rate. We were delighted to see that the overwhelming majority (94%) of volunteers, reported finding their role extremely or very meaningful, 94% were extremely or very satisfied with their volunteering experience, and 83% were extremely or very likely to continue volunteering with HSK. One volunteer stated, *"This is the first company that has made me feel valued!"*

We have also received positive feedback from our referrers, with 100% of referrers surveyed for our January 2020 Evaluation Report reporting that HSK had responded efficiently and effectively to their request. 100% of referrers said that they would refer to HSK again:

"It's been fantastic. You have supported the family to get out, attend appointments and gain confidence."

However, as we reached the end of this successful year, it quickly became clear that we were entering the beginning of an unprecedented period of disruption and uncertainty: the Covid-19 pandemic. Our rapid response to this crisis is detailed in full in our Covid-19 Interim Report 2020, presented at the 2020 AGM and available on our website.



Treasurers Report 2019-2020

The Independent Examiner's Report and Annual Accounts give a full and detailed picture of the income and expenditure of Home-Start Kennet for the year ending 31st March 2020. The division of the expenditure between charitable activities and governance shows that 4.2% of our income is spent on the latter.

During 2019/20 the scheme made successful applications to The Community Foundation for Wiltshire and Swindon, The Garfield Weston Foundation, Zurich Community Fund, Chippenham Borough Lands Charity, Tampon Tax Community Fund and The Co-op Community Fund.

The joint project with Home-Start South Wiltshire funded by The Armed Forces Community Covenant continued for its third and final year. The joint project for Group Work with Army families moving into the area funded by Army Benevolent Fund and The Royal British Legion was successfully completed.

Another grant from the Army Benevolent Fund has enabled Group Work to continue in Tidworth. While a three-year grant from Children in Need has provided funding for targeted work with children.

A grant from the Big Lottery for £375,411, covering approximately 80% of the scheme's costs for a three-year period was due to end in April 2019. An under spend enabled this grant to continue until the end of July.

Towards the end of the year an application for £410,000 over 3 years was made to The National Lottery Community Fund. The success of this application starting April 2020 combined with the ongoing three-year grant from the Henry Smith Charity means that the scheme has a secure financial basis for the next two to three years, although additional funds still needed to be raised.

Additional Income was raised from small donations and fundraising activities.

The Balance Sheet at 31st March 2020 shows assets less current liabilities of £70,177 (£124,456 in 2018/2019). Some of this money is in restricted funds and must be used to support the projects for which the grants were awarded. Part of the remainder has come from fundraising towards the end of the financial year and will be used during 2020/21. Also included is a prepayment (£19,898) to Green Machines for IT support for the next 4 years.

HSK also holds sufficient funds in reserve so that if there was a sudden loss of Grant Funding there would not be an abrupt cessation of support to vulnerable families. Money is also held to cover a contingent liability to TPT, HSK's Pension Provider.

We would like to thank all our funders and everyone else who has supported the scheme.

Exemption from the appointment of auditors

For the year ending 31 March 2020 the Company was entitled to exemption from audit under section 477(2) 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.

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



Marcia Johnson
Honorary Treasurer

Date: 12th October 2020

This annual report was approved by the Trustees and signed on their behalf by



Jo Owen Jones
Chair of Trustee Board

Date: 12th October 2020



Thank You - update

To all who support through Amazon Smiles, Easy Fund-raising, Local Giving, Virgin Money Giving and Payroll Giving. To all Volunteers and Trustees who donate their expenses.

To all of those listed below and to our anonymous donors:

Adey	Mr & Mrs Marais
A Millett	Pewsey Rugby Club (Cushty Dining Experience)
ABF The Soldiers' Charity	Mick & Elaine Haines
Bath University Rotork Challenge Team	Marlborough Town Council
Reaching Communities Fund	Annie Sherman
Castle & Ball Marlborough	Morrisons Devizes
Chippenham Borough Lands Charity	R Geasley
Chippenham Lions	Mrs Cathy Lawson
Chippenham Town Council	P & J Noble
Co-op Community Fund	HS Paderborn/Sennolager
Co-op: Pewsey & Market Lavington	Ramsbury Fair
Devizes Lions	Ruth Lamdin
The Bellinger Donney Charitable Trust	Sara Holden
Susan K Wade	St George's Church Preshute
East Kennet Carol Singers	Children in Need
Esso Garage Marlborough	Tampon Tax Community Fund
Haine & Smith Opticians	Tesco Bags of Help
Garfield Weston Foundation	Tesco in Marlborough & Tidworth
Henry Smith	The Armed Forces Covenant Fund Trust
HJ & EJ O'Regan	The Green Dragon Market Lavington
J & K Saunders	The Royal British Legion
J Blunt Trust	Tidworth Garrison Firework Display
Christine Hankins	Waitrose Green Tokens
M Yates	Waitrose Marlborough
Easterton Parish Council	Walter Guinness Charitable Trust
J Clark	Wiltshire & Swindon Community Foundation
Marlborough and District Lions	Zurich Community Trust
Penny Teather	Birley
Kate Fry	

Thank you to all of our partners and referrers:

Army Welfare Service	Spurgeons Children's Charity
Home-Start South Wiltshire	The Rise Trust
Home-Start UK	Unit Welfare Officers
Parent Support Advisers	Virgin Care Services
Splitz Support Service	Wiltshire Public Health

And finally a thank you to all those companies and individuals who donated time or other resources to our organisation and the families we support.



ACCOUNTS 2019-2020

COMPANY REGISTRATION NUMBER
05208226
ENGLAND & WALES

REGISTERED CHARITY NUMBER
1106736

HOME-START KENNET
COMPANY LIMITED BY GUARANTEE

ACCOUNTS
31 MARCH 2020



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's report
on the accounts**

Section A

Independent Examiner's Report

**Report to the
trustees/directors/
members of**

Home-Start Kennet

**On accounts for the
year ended**

31st March 2020

Charity no.:

1106736

Company no.:

05208226

Set out on pages

23-34

**Responsibilities and
basis of report**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2020.
As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

**Independent
examiner's
statement**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Signed:

DG Hughes

Date:

10-9-2020

Name and Address:

Mrs Diana J Hughes, FCCA, Charlton Baker Ltd
7-7c Snuff Street, Devizes, Wiltshire, SN10 1DU

STATEMENT OF FINANCIAL ACTIVITIES - Year Ended 31 March 2020							
			Unrestrict ed Funds	Restrict ed Funds	BIG Lottery Funds	Total Funds 2020	Total Funds 2019
		Not e	£	£	£	£	£
INCOME							
Grants and Donations	2		10,830	129,088	9,568	149,487	196,221
Income from Investments	3		690	0	0	690	541
TOTAL INCOME			11,521	129,088	9,568	150,177	196,762
EXPENDITURE							
Charitable activities	4		21,808	138,932	36,501	197,241	184,835
Governance costs	5		3,707	3,022	486	7,215	8,267
TOTAL EXPENDITURE			25,515	141,954	36,987	204,456	193,102
NET INCOME/(EXPENDITURE)			(13,995)	(12,865)	(27,419)	(54,279)	3,660
TRANSFERS BETWEEN FUNDS			0	0	0	0	0
NET MOVEMENT IN FUNDS			(13,995)	(12,866)	(27,419)	(54,279)	3,660
Reconciliation of Funds							
Funds brought Forward			74,559	22,478	27,419	124,456	120,796
FUNDS CARRIED FORWARD			60,565	9,612	0	70,177	124,456

BALANCE SHEET - as at 31 March 2020							
		31.03.20			31.03.19		
	Note	£		£	£		£
CURRENT ASSETS							
Debtors	8	20,195			25,627		
Cash at Bank and in hand		121,097			186,098		
		141,292			211,725		
CREDITORS							
Amounts falling due within one year	9	42,393			62,851		
NET CURRENT ASSETS				98,899			148,874
TOTAL ASSETS LESS CURRENT LIABILITIES				98,899			148,874
PROVISIONS FOR LIABILITIES							
Other provisions (existing)	10			21,228			15,327
NPV of deficit recovery contributions	11			7,494			9,091
NET ASSETS				70,177			124,456
FUNDS							
Restricted	12			9,612			49,897
Unrestricted	13			60,565			74,559
				70,177			124,456

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006, Charities SORP FRS102.

For the year ending 31 March 2020 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

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:

- i) ensuring the Company keeps accounting records which comply with section 386 of the Companies Act 2006 and
- ii) preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act 2006 relating to Accounts, so far as is applicable to the Company.

The accounts on pages 23 to 34 were approved by the Board of Trustees on: October 12th 2020

Marcia Johnson, Treasurer and Trustee



NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (Charities SORP FRS102) and the Charities Act 2006.

Going concern

Sources of substantial funding for the charity continue, so the trustees are confident that the charity will be able to continue as a going concern for the following twelve months.

Donations

Grants and donations are allocated to income in the accounting period to which the funds relate. They are recognised as soon as the Charity is informed they are due and receivable. Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

Fixed assets

It is the policy of the Charity to write off in the year of purchase any individual item of equipment costing less than £2,000. Items of equipment costing in excess of £2,000 will be capitalised and depreciated at rates to be determined at the time.

Governance costs

Governance costs are made up of Management Committee expenses, Consultancy Fees, Independent Examination expenses, Book Keeping and Accountancy costs, and staff costs relating to Quality Assurance compliance.

Pension costs – current service

The Charity operates a money purchase (defined contribution) pension scheme for the benefit of its current employees who wish to join and become members. The assets of the scheme are held separately from those of the Home-Start Kennet. Contributions are charged to the Statement of Financial Activities in the period in which they fall due. Home-Start Kennet and the members each paid contributions at the rate of 5% during the accounting period to The Pensions Trust. There were no unpaid contributions at the balance sheet date.

Pension provision – past service

SCHEME: TPT Retirement Solutions – The Growth Plan

The company participates in the scheme, a multi-employer scheme which provides benefits to some 950 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

The scheme is classified as a 'last-man standing arrangement'. Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

Deficit contributions

From 1 April 2019 to 31 January 2025:	£11,243,000 per annum (payable monthly and increasing by 3% each on 1st April)
---------------------------------------	--

Unless a concession has been agreed with the Trustee the term to 31 January 2025 applies.

Note that the scheme's previous valuation was carried out with an effective date of 30 September 2014. This valuation showed assets of £793.4m, liabilities of £969.9m and a deficit of £176.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

Deficit contributions

From 1 April 2016 to 30 September 2025:	£12,945,440 per annum (payable monthly and increasing by 3% each on 1st April)
---	--

From 1 April 2016 to 30 September 2028:	£54,560 per annum (payable monthly and increasing by 3% each on 1st April)
---	--

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

PRESENT VALUES OF PROVISION

RECONCILIATION OF OPENING AND CLOSING PROVISIONS

	Period Ending 31 March 2020 (£s)	Period Ending 31 March 2019 (£s)
Provision at start of period	9,091	12,789
Unwinding of the discount factor (interest expense)	115	205
Deficit contribution paid	(1,509)	(1,648)
Remeasurements - impact of any change in assumptions	(203)	83
Remeasurements - amendments to the contribution schedule	-	(2,338)
Provision at end of period	7,494	9,091

INCOME AND EXPENDITURE IMPACT

	Period Ending 31 March 2020 (£s)	Period Ending 31 March 2019 (£s)
Interest expense	115	205
Remeasurements – impact of any change in assumptions	(203)	83
Remeasurements – amendments to the contribution schedule	-	(2,338)
Contributions paid in respect of future service*	*	*
Costs recognised in income and expenditure account	*	*

*includes defined contribution schemes and future service contributions (i.e. excluding any deficit reduction payments) to defined benefit schemes which are treated as defined contribution schemes. To be completed by the company.

ASSUMPTIONS

	31 March 2020 % per annum	31 March 2019 % per annum	31 March 2018 % per annum
Rate of discount	2.53	1.39	1.71

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

The following schedule details the deficit contributions agreed between the company and the scheme at each year end period:

DEFICIT CONTRIBUTIONS SCHEDULE

Year ending	31 March 2020 (£s)	31 March 2019 (£s)	31 March 2018 (£s)
Year 1	1,554	1,509	1,648
Year 2	1,601	1,554	1,698
Year 3	1,649	1,601	1,748
Year 4	1,698	1,649	1,801
Year 5	1,457	1,698	1,855
Year 6	-	1,457	1,911
Year 7	-	-	1,968
Year 8	-	-	1,013
Year 9	-	-	-
Year 10	-	-	-
Year 11	-	-	-
Year 12	-	-	-
Year 13	-	-	-
Year 14	-	-	-
Year 15	-	-	-
Year 16	-	-	-
Year 17	-	-	-
Year 18	-	-	-
Year 19	-	-	-
Year 20	-	-	-

The company must recognise a liability measured as the present value of the contributions payable that arise from the deficit recovery agreement and the resulting expense in the income and expenditure account i.e. the unwinding of the discount rate as a finance cost in the period in which it arises.

It is these contributions that have been used to derive the company's balance sheet liability.

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

2. GRANTS AND DONATIONS	Unrestricte d Funds	Restrict ed Funds	BIG Lottery Fund	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
BIG Lottery			9,568	9,568	116450
Children in Need	-	4,000		4,000	0
Wilts & Swindon Community Foundation	-	5,000		5,000	5000
Zurich	-	4,000		4,000	0
Henry Smith	-	36,500		36,500	24000
Army Benevolent Fund	-	9,195		9,195	4375
Garfield Weston	-	20,000		20,000	0
Tampon Tax	-	4,875		4,875	1625
The Armed Forces Community Covenant	-	16,800		16,800	16800
Royal British Legion MIMO	-	11,083		11,083	
Chippenham Borough Lands/ Chippenham Town Council (2019)	-	10,758		10,758	2100
Co-op	-	5,052		5,052	6777
Families Fund	-	1,825		1,825	906
Other Donations	10,830	-		10,830	12771
Total	10,830	129,088	9,568	149,487	196,221

	Unrestricte d Funds	Restricted Funds	BIG Lottery Fund	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
3. INVESTMENT INCOME					
Interest receivable	690	0	0	690	541

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

4. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES					
			BIG	Total	Total
	Unrestricted	Restricted	Lottery	Funds	Funds
	Funds	Funds	Fund	2020	2019
	£	£	£	£	£
Employment costs (Note 6)	11,647	109,778	23,150	144,575	130,519
Staff travel	257	3,996	858	5,111	6,037
Staff training	227	163	152	542	508
Staff recruitment	-	-	-	-	-
Volunteer travel	-	3,546	800	4,346	4,859
Volunteer training	-	826	1,000	1,826	1,694
Rent and rates	2,310	7,308	5,000	14,618	14,220
Telephone, internet and fax	-	1,678	1,170	2,848	3,101
Printing, Post and stationery	311	1,429	-	1,740	6,285
Advertising and promotion	-	2,218	510	2,728	3,127
Service charges (Affiliation fees)	-	3,541	-	3,541	2,262
Insurance	23	129	745	897	838
Families fund expenses	-	4,320	-	4,320	870
Resilience building	2,354	-	3,116	5,470	7,452
Equipment purchase	4,679	-	-	4,679	3,018
Sundry	-	-	-	-	45
Total	21,808	138,932	36,501	197,241	184,835

5. GOVERNANCE COSTS					
			BIG	Total	Total
	Unrestricted	Restricted	Lottery	Funds	Funds
	Funds	Funds	Fund	2020	2019
	£	£	£	£	£
Salaries	2,500	-	-	2,500	2,330
Consultancy fees	-	137	386	523	311
Independent examination	250	-	-	250	200
Management committee expenses	-	601	100	701	1,309
Management training	495	207	-	702	454
Book keeping and accountancy	356	1,793	-	2,149	3,663
General	106	284	-	390	-
Total	3,707	3,022	486	7,215	8,267

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 March 2020

6. EMPLOYMENT COSTS					2020				2019
					£				£
Salaries					130,689				125,084
Employer's NI					3,936				3,910
Pension expense - current service					6,637				5,905
Pension - past service provision for pension deficit					5,901				(2,338)
FRS102 - I&E finance expense re PV of pension deficit contributions liability (Note 11)					(88)				288
Total					147,075				132,849
Attributable to Charitable activities					144,575				130,519
Attributable to Governance					2,500				2,330
Total employment costs					147,075				132,849
There are no employees with emoluments exceeding £50,000									
The average number of staff employed by the charity during the financial year amounted to:									
					2020			2019	
Number of staff					10			10	
These were all part time positions and represent:									
Average number of full time equivalent positions					5.6			5.5	
7. CORPORATION TAX									
Home-Start Kennet is a registered charity and is therefore exempt from Corporation Tax									
8. DEBTORS				31.03.20				31.03.19	
				£				£	
Other debtors – Gift Aid tax refund				287				259	
Other debtors – Refund Staff Training				10					
Other debtors – Payment in Advance Computer Contract				19,898				25,368	
Total				20,195				25,627	

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

9. CREDITORS: Amounts falling due within one year						
			31.03.20			31.03.19
			£			£
Creditors & accruals			2,350			2,200
Funds received in advance			40,043			60,651
Total			42,393			62,851
10. OTHER PROVISIONS (existing)			31.03.20			31.03.19
			£			£
Provision for pension deficit (debt on withdrawal)			21,228			15,327
Total			21,228			15,327
11. NPV OF DEFICIT RECOVERY CONTRIBUTIONS			31.03.20			31.03.19
			£			£
Net present value			7,494			9,091
12. RESTRICTED FUNDS: Movement in resources		Balance at	Incoming	Outgoing		Balance at
	31.03.19					31.03.20
BIG Lottery	27,419	9,568		36,987		-
Families Fund	285	1,825		1,554		556
Royal British Legion	1,301	11,083		12,384		-
The Armed Forces Community Covenant		16,800		16,800		-
Army Benevolent Fund	1,179	9,195		9,844		530
Henry Smith	18,068	36,500		46,994		7,574
Garfield Weston		20,000		20,000		-
Zurich		4,000		4,000		-
Children in Need		4,000		3,100		900
Chippenham Borough Lands	-	10,758		10,758		-
Wiltshire & Swindon Community Foundation	54	5,000		5,002		52
Co-Operative		5,052		5,052		-
Tampon Tax	1,140	4,875		6,015		-
Chippenham Town Council	451	-		451		-
Total	49,897	138,656		178,941		9,612

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2020

13. UNRESTRICTED FUNDS	Balance at		Transfer		Incoming		Outgoing		Balance at
	31.03.19								31.03.20
General	43,912		-		11,521		25,515		29,918
Designated	30,647		-		-		-		30,647
Total	74,559		-		11,521		25,515		60,565
14. ANALYSIS OF NET ASSETS		Cash at Bank			Other net			Total	
		and in hand			Assets/liabilities				
Restricted:									
Families Fund		556						556	
Children in Need		900						900	
Henry Smith		7,574						7,574	
Army Benevolent Fund		530						530	
Wiltshire & Swindon Community Foundation		52						52	
General		80,837			(50,920)			29,917	
Designated		30,647						30,647	
Total		121,096			(50,920)			70,177	

