

COMPANY REGISTRATION NUMBER : 10348139

**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
UNAUDITED FINANCIAL STATEMENTS
31 MARCH 2020**

Charity Number : 1170940



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 0AW

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

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**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 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 period ended 31 March 2020. The Trustees/Directors have prepared the accounts in accordance with the Charities Act 2011, the Companies Act 2006 and 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 2015).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

10348139 (England and Wales)

Registered Charity number

1170940

Registered office

Home-Start Essex
Unit 16D
Reeds Farm Estate
Roxwell Road
Chelmsford
Essex CM1 3ST

Trustees

Jill Barclay – appointed 17/09/2019 / resigned 4/05/2020
Bryan Burrough – appointed 17/09/2019
Kuldip Byatt – resigned 17/01/2020
Karl Davies
Diane Deans – appointed 17/04/2020
Rebecca Dixon
Geoffrey Doel – resigned 20/12/2019
Clare Dorothy – appointed 25/10/2019
Trudy Nash – appointed 18/09/2020
David Neale
Nerisha Sethi – appointed 15/05/2020
Lance Spring
Sarah St. Pierre (Chair)
Ann Tomlins

Company Secretary

David Neale

Chief Executive Officer

Nicola O'Brien

**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2020

Members Guarantee

The company is a registered charity and a company limited by guarantee with liability of each of the members being limited to £1.

Independent examiner

Raymond Crace FCA
Edmund Carr LLP
146 New London Road
Chelmsford
Essex
CM2 0AW

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Objects of the Charity are:

- a) *To safeguard, protect and preserve the good health, both mental and physical of children and parents of children;*
- b) *To prevent cruelty to or maltreatment of children;*
- c) *To relieve sickness, poverty and need amongst children and parents of children;*
- d) *To promote the education of the public in better standards of child care;*

Principally but not exclusively within the area of Essex and its environs.

The vision of the charity, as captured in our Strategic Plan is:

“For every child and young person in Essex to grow up in a family that is strong and resilient and able to access the support they need, when and where they need it.”

The charity’s Mission Statement is:

“To provide high-quality, family led services, by ourselves and in collaboration with others, which enable families to be strong and resilient.”

The financial year to 31st March 2020 was our third full year of trading. There was further change as Geoff Doel, who had joined Home-Start Essex as Chair at the point of its establishment, stepped down in November 2019, to pursue other opportunities, and Sarah St Pierre (Vice Chair) took on the role of Chair. It was a year of embedding a new organisational structure and building our online presence through our website and social media presence.

A key focus of our support to families remains our volunteer home-visiting services, alongside group and school readiness programmes. Home-Start Essex believes that all children need a happy and secure childhood to help them to achieve their full potential. The recognition that parents play a key role in giving their children the best start in life has meant that there is an increasing emphasis on developing our wellbeing services in order to support the emotional and mental health needs of parents.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2020

Public benefit

The Trustees confirm that they have reviewed the Charity Commission's guidance on public benefit, including guidance on public benefit and charging, when setting and reviewing the aims and objectives of the charity and making plans for the future.

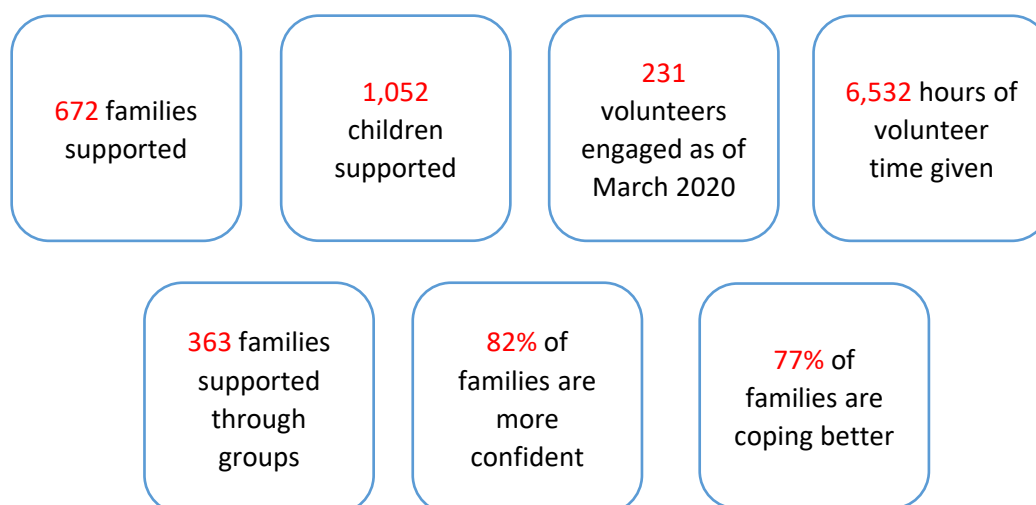
The charity currently provides services at no cost to beneficiaries, funded through applications to the National Lottery, public sector bodies, trusts and charities, and through individual giving and sponsorship. In the future, fees may be charged for some services; however, the Trustees would at all times be mindful of the needs of those living on low incomes and on benefits, when setting fees, charges and concessions.

Home-Start Essex recruits and trains volunteers, who have parenting experience or experience of working with families and children themselves, to visit families, usually with at least one child under five, in their home environment. Volunteers also help with the family groups and other special projects. They offer practical help and informal, friendly, confidential support.

Home-Start Essex's support of parents helps them to grow in confidence, strengthen their relationship with their children, widen their links within the local community and so give their children the best possible start in life.

ACHIEVEMENTS AND PERFORMANCE

Through the charity's work, and that of its predecessors, the Trustees/Directors are pleased to report the following Outputs and Outcomes as highlights for the financial year to 31 March 2020:



The number of families supported has increased by 143 and the number of families supported by groups has grown by 80. This is due to more families being supported by Family Groups and Well-Being groups as we have expanded our provision across the County. Service delivery volunteer numbers have dropped by 18 where volunteers' personal commitments have changed. However, volunteer time given has increased proportionately with the number of volunteers. In addition, the volunteers on the Board of Trustees give a consistently high number of hours.

We are actively recruiting service delivery volunteers more widely to recruit a broader base of volunteers over a wider demographic.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
TRUSTEES' ANNUAL REPORT (continued)
YEAR ENDED 31 MARCH 2020

The performance measures on confidence show an increase of more than 10% and coping has been maintained at the levels achieved last year.

Fundraising activities

Total fundraising income fell compared to last year, principally because of the ending of funding from the Big Lottery for the South Quadrant. Elsewhere, grant income also fell in a generally difficult environment for charities to access grant funding. Strategically we continue to look to diversify our sources of income to become more self-sufficient with initiatives started in corporate sponsorship and paid for services.

Income from commission income rose with the start of a contract with Tavistock Relationships to support parents in conflict with each other to co-parent, for the benefit of the child and to reduce that conflict. 2020/21 will also see the start of a commissioned service with A Better Start Southend to provide home visiting in Southend. We continued the important partnership with Virgin Care Services Limited to provide services for the Essex County Council "Pre-birth to 19 Children and Families Health and Wellbeing Service". We believe the partnership will continue beyond the current contract which ends in 2021.

Fundraising and donation income rose this year as the new fundraising team bedded down. However, 2020/21 will be a difficult year given the restrictions on events due to COVID-19.

PLANS FOR FUTURE PERIODS

The Trustees and CEO worked with an external business consultancy, on a project that was funded through the Home-Start UK's support programme for merged Home-Start organisations, to develop a revised Strategic Plan to cover the period 2019-2024. The strategy focuses our service delivery model on four key themes - wellbeing, parenting, social isolation and school readiness, and also to support families on their journey to be happy, healthy and resilient within their community.

The Strategic aims and priorities of the plan will ensure that we continue to achieve efficiencies and improvements to the infrastructure of the organisation to support the delivery of high quality services which we aim to provide to families. The overarching aim is to achieve longer term financial sustainability given our fundraising position and plans.

The Board of Trustees are pleased to report that the organisation has responded positively and with agility to the emerging coronavirus COVID-19 pandemic in the last quarter of the reporting period. Both staff and volunteers have adapted services to ensure that we continue to offer vital support to families during a period of increasing challenge. The learning from these adaptations and different ways of working will continue to inform the way in which the organisation continues to develop its service offer to children and families across Essex, making them relevant to the external pressures we face. The Trustees and staff of Home-Start Essex will continue to look forward and seek opportunities to develop our services further, informed by feedback from the families and partner organisations, and to demonstrate the outcomes and impact of our work with children and families.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2020

FINANCIAL REVIEW

In the financial year to 31st March 2020, the Statement of Financial Activities shows a net surplus in funds of £41,248 for the year, which means that with the Funds brought forward figure of £235,777, we carry forward into the next financial year, a balance of £277,025.

	2020	2019
	£	£
Total Income	781,299	812,212
Total expenditure	<u>740,051</u>	<u>745,975</u>
Net Income / (Expenditure)	<u>41,248</u>	<u>66,237</u>

The income for the year, comprising donations and other income of £62,115, and income from charitable activities of £719,184, was £30,913 (3.8%) lower than the previous year. During the year, we were pleased to receive substantial grant and commissioning income from several organisations including The National Lottery Community Fund (£285,162), BBC Children in Need (£28,137) and The Mulberry Trust (£14,785). In addition, we were so grateful again to the Essex Community Foundation, through whom we received funds from various organisations including the The Henry Smith Charity (£60,000), The Chrysalis Trust (£15,674), Thriving Third Sector (£10,000), Healthwatch Essex Fund (£7,000), Turncole Wind Farm Community Benefit Fund (£6,472), Provide (£5,000) and the Daphne Woodward Holiday Fund (£745). In addition, through ECF, we also received a most generous gift of £40,000 from an anonymous donor. With regard to our commissioning income, as reported under Fundraising Activities, we continued to delivery services on behalf of Virgin Care Services (£175,000), and started new contracts with Tavistock Relationships (£51,357) and A Better Start Southend (£11,954). We thank all those named above, and all our other funders and donors, for their support for our services.

Expenditure for the year at £740,051 was 0.8% lower than last year. Staffing costs continued to be the largest element (76.9%) in our expenditure at £567,934, but this figure was £26,582 (4.5%) lower than last year. The cost of training doubled in the year but this was due to the training undertaken prior to commencing the Tavistock contract. The cost of renting and running our offices remained similar to last year, but subsequent to the year-end, it was decided to close two of the three offices where rent is incurred. Within the Other Professional Fees included in the Governance Costs, are the fees paid to Consultants for providing Home-Start Essex with an Impact Report which evaluated Home-Start's services across Essex. The Report was requested by The National Lottery Community Fund and the cost was fully funded by them.

**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2020

The Trustees are confident that there are sufficient funds, both available and due to be received, to support the services being delivered by Home-Start Essex through to the end of the next financial year that ends on 31st March 2021. We have monitoring procedures in place to identify when grants are due to end, so that we can ensure that, either alternative funding is available, or our service delivery is re-planned.

Reserves Policy

The total funds held by the charity at the 31st March 2020, amounted to £277,025, of which £160,053 were restricted funds and £116,972 were unrestricted. The Home-Start Essex reserves policy is to hold sufficient funds to cover three months' expenditure. As of 31st March 2020, this target was again not met (based on unrestricted funds). However, the Board of Trustees are very aware of this and are working to recover this situation within the next two to three financial years.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Home-Start Essex is a registered Charity, number 1170940 (Registered in England and Wales), and a Company Limited by Guarantee, number 10348139, as defined by the Companies Act 2006.

Home-Start Essex is controlled by its governing document, a memorandum and articles of association, dated 11/07/2016, and also abides by its Agreement with Home-Start UK.

Governance

The Trustees are responsible for formulating the strategy and policies for Home-Start Essex and meet regularly and as necessary, in accordance with the procedures stipulated in the Articles of Association.

The Trustees ensure that Home-Start Essex complies with all requirements of their agreement with Home-Start UK and the Home-Start Quality Assurance system, working to the Home-Start UK quality standards, and adopting and implementing all mandatory policies provided by Home-Start UK.

Recruitment and appointment of new Trustees

The company regularly reviews the skills of Trustees, and any needs that are not being met by the current membership are filled through recruitment of new Trustees. Home-Start Essex seeks to have a Board which embraces the principles of Equality, Fairness, Diversity and Inclusion, and represents the population of Essex.

Recruitment is through a combination of:

- Direct approach to suitably qualified individuals known to the existing Trustees;
- Advertising for applicants through the media and other outlets; and
- Using Board 'banks', etc. maintained by support bodies.

The Board of Trustees has established procedures for recruiting and appointing Trustees, including informal visits or discussions, formal application and interview, consideration by the full Board of Trustees, and finally, election by a majority of votes.

**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2020

Induction and training of new Trustees

Home-Start Essex is committed to full induction and ongoing training of Trustees. A comprehensive induction pack and code of conduct is provided to all Trustees. The Chair meets regularly with Trustees and discusses trustee roles in support of the organisation.

Arrangements for setting pay and remuneration of key management

When determining the salaries for key management posts, Trustees collect information about comparable roles in other organisations, preferably within the voluntary sector. This information is used to benchmark the charity's salaries, normally aiming to set them at a level that appears to represent the market average. Advice is also sought from colleagues within other organisations which employ people in similar roles. The pay of the Chief Executive Officer comprises a single fixed salary point - i.e. no banding. The CEO's pay is reviewed annually. Each year, the Trustees will consider whether an independent review of salaries is necessary. In reviewing the charity's remuneration policy and annual increments, the Trustees will consider available advice and best practice, including, but not limited to, the NCVO's guidance on "Setting and Communicating Remuneration Policies".

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed; to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The Strategic Risk Register is formed of individual risk registers managed by each of the Committees of the Board. These are reviewed every three months; more frequently if the need arises. The Strategic Risk Register is reviewed twice per year by the CEO and Trustees.

A supplemental risk register was developed in response to the COVID-19 Pandemic. The Trustees are satisfied that systems and procedures are in place to mitigate exposure to such risks, and benefit from strong support of funders/stakeholders.

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

Approved by order of the Board of Trustees/Directors on 16 October 2020 and signed on its behalf by:

David Neale

D Neale

Trustee

**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2020

I report on the accounts of the company for the period ended 31 March 2020 which are set out on pages 9 to 20.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors 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 under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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 confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Raymond Grace

Raymond Grace FCA
146 New London Road
Chelmsford
CM2 0AW

25 October 2020

**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME FROM:					
Donations	2	58,947	-	58,947	32,444
Charitable activities	3	23,109	696,075	719,184	772,928
Other trading activities: fundraising		3,168	-	3,168	6,840
TOTAL INCOME		85,224	696,075	781,299	812,212
EXPENDITURE ON:					
Raising funds		1,878	-	1,878	212
Charitable activities	4	65,254	672,919	738,173	745,763
TOTAL EXPENDITURE		67,132	672,919	740,051	745,975
NET INCOME / (EXPENDITURE)		18,092	23,156	41,248	66,237
Transfers between funds		(6,415)	6,415	-	-
NET MOVEMENT IN FUNDS		11,677	29,571	41,248	66,237
Reconciliation of funds:					
Total Funds brought forward		105,295	130,482	235,777	169,540
Total Funds carried forward		116,972	160,053	277,025	235,777

The charity has no recognised gains or losses other than the results for the period as set out above.

The notes on pages 12 to 20 form part of these financial statements.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET
AS AT 31 MARCH 2020

		2020		2019	
	Note	£	£	£	£
CURRENT ASSETS					
Debtors	8	81,652		42,519	
Cash at bank		<u>251,988</u>		<u>255,262</u>	
		333,640		297,781	
CREDITORS: Amounts falling due within one year					
	9	<u>(56,615)</u>		<u>(62,004)</u>	
NET CURRENT ASSETS			277,025		235,777
NET ASSETS			<u>277,025</u>		<u>235,777</u>
FUNDS OF THE CHARITY					
Restricted funds	11		160,053		130,482
Unrestricted funds	12		116,972		105,295
TOTAL CHARITY FUNDS			<u>277,025</u>		<u>235,777</u>

For the period ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- i) The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476;
- ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the Trustees on 16 October 2020 and are signed on their behalf by:

David Neale

D Neale

Trustee

Company Registration Number: 10348139

The notes on pages 12 to 20 form part of these financial statements.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
STATEMENT OF CASH FLOWS
YEAR ENDED 31 MARCH 2020

	Notes	Total 2020 £	Total 2019 £
Net movement in funds for the reporting period (as per the statement of financial activities)		41,248	66,237
Adjustments for:			
(Increase) / decrease in debtors	10	(39,133)	68,809
Increase / (decrease) in creditors	11	(5,389)	33,133
Cash flows from operating activities:			
Net cash provided by / (used in) operating activities		<u>(3,274)</u>	<u>168,179</u>
Cash flows from investing activities:			
Dividends, interest and rents from investments		<u>-</u>	<u>-</u>
Net cash provided by / (used in) investing activities		<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period		(3,274)	168,179
Cash and cash equivalents brought forward		255,262	87,083
Cash and cash equivalents carried forward		<u>251,988</u>	<u>255,262</u>

The notes on pages 11 to 19 form part of these financial statements.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

a) Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (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 (effective 1 January 2015) (Charities SORP FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The Trustees have considered the impact of the Covid-19 pandemic in their assessment of the charity's ability to prepare accounts as a going concern. Because of the uncertainties surrounding the effects of the economic slowdown it is difficult to predict the impact on the charity and its funders, but having taken all the factors into account, the trustees are of the opinion that the charity has sufficient resources to continue trading for the next 12 months from the date of signing these accounts.

b) Legal Status

The charity is a company limited by guarantee and meets the definition of a public benefit entity under FRS102. It is incorporated in England and Wales and its registered address is Unit 16D Reeds Farm Estate, Roxwell Road, Chelmsford, Essex, CM1 2RH.

c) Income

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

**HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2020

d) Expenditure

All expenditure is accounted for on an accruals basis and includes VAT as the charity is not VAT registered. Governance costs are associated with the governance arrangements of the charity. Support costs are apportioned between the funds based on budgeted expenditure at the start of the year.

e) Fixed Assets

Capital items costing in excess of £1,000 are capitalised. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset by the straight-line method.

There were no capitalised assets at the year-end date.

f) Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

g) 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.

h) Fund accounting

Funds held by the charity are either:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are unrestricted funds that the Trustees have set aside for specific designated purposes.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2020

2. DONATIONS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
General donations	58,947	-	58,947	32,444
	<u>58,947</u>	<u>-</u>	<u>58,947</u>	<u>32,444</u>
<i>Total 2019</i>	<i>32,444</i>	<i>-</i>	<i>32,444</i>	

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Grants and contracts for activities:				
ABSS	-	11,954	11,954	-
BBC Children in Need	-	28,137	28,137	53,306
Essex Community Foundation	-	104,891	104,891	108,147
Mulberry Trust	-	14,785	14,785	12,000
Tavistock Relationships	-	51,357	51,357	-
The National Lottery Community Fund	-	285,162	285,162	299,328
Uttlesford District Council	-	8,250	8,250	8,250
Virgin Care Services	-	175,000	175,000	175,000
Garfield Weston	-	-	-	50,000
Gingerbread	-	6,314	6,314	24,841
Other Grants and contracts	23,109	10,225	33,334	42,056
	<u>23,109</u>	<u>696,075</u>	<u>719,184</u>	<u>772,928</u>
<i>Total 2019</i>	<i>2,505</i>	<i>770,423</i>	<i>772,928</i>	

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2020

4. CHARITABLE EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Family Groups and Home-visiting	-	12,881	12,881	13,502
Events	2,514	-	2,514	3,828
Staff costs	8,398	559,536	567,934	594,516
Home-Start UK Levy	14,620	-	14,620	11,265
Support costs:				
Rent and rates	5,580	22,322	27,902	25,849
Office costs	7,889	31,557	39,446	40,480
Travelling and expenses	-	14,753	14,753	12,167
Advertising	2,743	-	2,743	3,521
Training	-	10,400	10,400	5,166
Bank charges	60	-	60	77
Other	5,367	21,470	26,837	23,286
Governance costs (note 5)	18,083	-	18,083	12,106
	<u>65,254</u>	<u>672,919</u>	<u>738,173</u>	<u>745,763</u>
<i>Total 2019</i>	<i>56,282</i>	<i>689,481</i>	<i>745,763</i>	

5. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Independent examination	1,500	-	1,500	1,500
Payroll fees	4,202	-	4,202	5,574
Accounts preparation	2,265	-	2,265	3,285
Fees payable to Independent Examiner	7,967	-	7,967	10,359
Other professional fees	10,116	-	10,116	3,363
	<u>18,083</u>	<u>-</u>	<u>18,083</u>	<u>13,722</u>

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 MARCH 2020

6. ANALYSIS OF STAFF COSTS

	2020	2019
	£	£
Wages and salaries	503,208	522,672
Social security costs	29,758	32,434
Pension costs	13,186	10,862
Staff expenses	21,782	19,267
Redundancy payments	-	9,281
	<u>567,934</u>	<u>594,516</u>

Staff costs are allocated between funds based upon the time spent by staff members on restricted charitable activities and administration.

None of the employees' emoluments exceeded £60,000.

None of the trustees or persons connected with them received any remuneration for their services. During the year, two trustees were reimbursed for reasonable travel expenses amounting to £760 (2019: £342 to two trustees).

The average number of employees during the year, by head count, was 38 (2019: 37).

The remuneration benefits of key management personnel totalled £41,851 (2019: £37,866).

7. NET INCOME / (EXPENDITURE) FOR THE YEAR

This is stated after charging:

	2020	2019
	£	£
Independent examination fee	1,500	1,500
Payroll fees	4,202	5,574
Accounts preparation	<u>2,265</u>	<u>3,285</u>

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 MARCH 2020

8. DEBTORS

	2020	2019
	£	£
Trade debtors	45,209	37,488
Prepayments	16,053	5,031
Accrued income	20,390	-
	<u>81,652</u>	<u>42,519</u>

9. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	21,209	9,505
Other creditors	2,240	1,867
Tax and social security	4,462	6,445
Accruals	6,732	7,888
Deferred income	21,972	36,299
	<u>56,615</u>	<u>62,004</u>

Deferred income relates to grants received in the year towards salaries in 2020/21.

10. COMMITMENTS UNDER OPERATING LEASES

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2020	2019
	£	£
Within one year	8,073	11,075
Between 2 and 5 years	2,544	7,631
	<u>10,617</u>	<u>18,706</u>

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 MARCH 2020

11. RESTRICTED FUNDS

	Movement in resources:				
	Balance at	Income	Expenditure	Transfers	Balance at
	01/04/2019				31/03/2020
	£	£	£	£	£
a) ABSS	-	11,954	(11,954)	-	-
b) BBC Children in Need Essex Community Foundation	11,118	28,137	(31,220)	-	8,035
c) Healthwatch	4,156	7,000	-	-	11,156
d) Thriving Third Sector	17,500	10,000	(27,500)	-	-
e) The Henry Smith Charity	-	60,000	(45,000)	-	15,000
f) Greenfields	14,110	-	(9,226)	-	4,884
g) Other ECF funds	26,078	27,891	(36,740)	-	17,229
h) Mulberry Trust	3,000	14,785	(13,000)	-	4,785
i) National Lottery Community Fund	9,601	285,162	(210,090)	-	84,673
j) Tavistock Relationships	-	51,357	(45,166)	-	6,191
k) Uttlesford District Council	-	8,250	(8,250)	-	-
l) Virgin Care Services	-	175,000	(175,000)	-	-
m) Garfield Weston	37,500	-	(37,500)	-	-
n) Gingerbread	-	6,314	(6,314)	-	-
o) Other	7,419	10,225	(15,959)	6,415	8,100
	<u>130,482</u>	<u>696,075</u>	<u>(672,919)</u>	<u>6,415</u>	<u>160,053</u>

- a) To fund a home-visiting volunteer service for families within Southend.
- b) To fund Family Groups in Chelmsford, Witham, Braintree, Halstead and Maldon.
- c) HSE is developing a new model for delivering information, advice and guidance (IAG) for mothers during the antenatal period.
- d) Funding for part funding of the CEO's salary.
- e) Funds for a volunteer home-visiting service throughout Home-Start Essex.
- f) To expand delivery of the Well-Being services through the provision of an ongoing well-being group and a quarterly Fitness & Fun workshop delivered in the Braintree District.
- g) Grants were received in the year from The Chrysalis Fund (£15,674), Turncole Windfarm Community Benefit Fund (£6,472), Provide (£5,000) and The Daphne Woodward Holiday Fund (£745).
- h) Award for the remuneration and costs relating to the post of Financial Administrator.
- i) Funding for the provision of friendship, support, and practical help through a weekly volunteer home-visiting service, Family Group and Wellbeing / mental health counselling services to families in need across Mid and South Essex, usually where at least one child is under the age of five.
- j) Funding to support the Parenting Together Programme.
- k) Volunteer recruitment and training, and supporting families in Uttlesford.
- l) Funding for family support across Essex.
- m) To cover general overheads in order to continue providing a service to parents with young children.
- n) The Working Forward Project which offers wrap-around support to lone parents, aiming to enhance their skills, to prepare them for and enable them to move into or closer to the local workforce.
- o) Other restricted donations and grants given for a variety of restricted purposes.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 MARCH 2020

11. RESTRICTED FUNDS (continued)

Prior year restricted funds movement:

		Movement in resources:			
	Balance at	Income	Expenditure	Transfers	Balance at
	01/04/2018				31/03/2019
	£	£	£	£	£
a) BBC Children in Need	-	53,306	(42,772)	584	11,118
b) Chelmsford City Council	-	4,000	(4,000)	-	-
c) Essex County Council - Elpitha	1,616	-	(686)	(930)	-
Essex Community Foundation:					
d) Healthwatch	-	21,000	(16,844)	-	4,156
e) Thriving Third Sector	-	35,000	(17,500)	-	17,500
f) Henry Smith Trust	7,250	14,500	(21,750)	-	-
g) Other	7,957	37,647	(19,432)	(94)	26,078
h) Mulberry Trust	3,750	12,000	(12,750)	-	3,000
i) The Big Lottery Fund	-	299,328	(292,741)	3,014	9,601
j) Uttlesford District Council	-	8,250	(8,250)	-	-
k) Virgin Care Services	-	175,000	(175,000)	-	-
l) Garfield Weston	-	50,000	(12,500)	-	37,500
m) Gingerbread	-	24,841	(24,841)	-	-
n) Greenfields	-	19,500	(5,390)	-	14,110
o) Other	14,545	16,051	(35,025)	11,848	7,419
	<u>35,118</u>	<u>770,423</u>	<u>(689,481)</u>	<u>14,422</u>	<u>130,482</u>

- a) To fund Family Groups in Chelmsford, Witham, Braintree and Halstead.
- b) Funding to help cover the costs of Family Groups in Chelmsford.
- c) For people to enjoy good health and wellbeing and have healthy lifestyles.
- d) HSE is developing a new model for delivering information, advice and guidance (IAG) for mothers during the antenatal period.
- e) Funding for part funding of the CEO's salary for 2017/18.
- g) Includes wellbeing group as well as family holiday grants.
Funding for work focussing on domestic abuse.
- h) Award for the remuneration and costs relating to the post of Financial Administrator.
- i) The Big Lottery Reaching Communities funding is for the provision of friendship, support, and practical help through a weekly volunteer home visiting and group well-being / mental health counselling services to families in need across Mid and South Essex, usually where at least one child is under the age of five.
- j) Volunteer recruitment and training, and supporting families in Uttlesford.
- k) Funding for family support across Essex.
- l) To cover general overheads in order to continue providing a service to parents with young children.
- m) The Working Forward Project which offers wrap-around support to lone parents, aiming to enhance their skills, to prepare them for and enable them to move into or closer to the local workforce.
- n) To expand delivery of the Well-Being services through the provision of an ongoing well-being group and a quarterly Fitness & Fun workshop delivered in the Braintree District.
- o) Other restricted donations and grants given for a variety of restricted purposes.

HOME-START ESSEX LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 MARCH 2020

12. UNRESTRICTED FUNDS

	Movement in resources:				
	Balance at 01/04/2019	Income	Expenditure	Gains, losses & transfers	Balance at 31/03/2020
	£	£	£	£	£
General unrestricted funds	105,295	78,162	(62,909)	(6,415)	114,133
Designated unrestricted funds	-	7,062	(4,223)	-	2,839
	<u>105,295</u>	<u>85,224</u>	<u>(67,132)</u>	<u>(6,415)</u>	<u>116,972</u>

13. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets	Other net assets	Total 2020	Total 2019
	£	£	£	£
General unrestricted	-	114,133	114,133	105,295
Designated	-	2,839	2,839	-
Total unrestricted	<u>-</u>	<u>116,972</u>	<u>116,972</u>	<u>105,295</u>
Restricted	-	160,053	160,053	130,482
	<u>-</u>	<u>277,025</u>	<u>277,025</u>	<u>235,777</u>

14. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

15. COMPANY LIMITED BY GUARANTEE

Every member of the company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time he/she is a member, or within one year afterwards, for the payments of the debts and liabilities of the company contracted before the time at which he/she ceases to be a member and of the costs, charges and expenses of winding up the same, and for the adjustments of the rights of the contributors among themselves such amount as may be required not exceeding one pound.