

HOME-START NORTH-WEST HAMPSHIRE
DIRECTORS' AND TRUSTEES' REPORT
AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2020

Company No. 5604443 (Registered in England and Wales)
Charity No. 1112233

HOME-START NORTH-WEST HAMPSHIRE

CONTENTS

	Page
Officers and professional advisers	1
Director's report	2
Statement of director's responsibilities	3
Statement of Financial Activities	4
Balance sheet	5
Notes to the financial statements	6 to 8
Independent Examiner's Report	9
Statement of Financial Activities - detailed	10

HOME-START NORTH-WEST HAMPSHIRE

OFFICERS AND PROFESSIONAL ADVISERS

Directors and trustees Janette Hewitt (Chair)
Josephine Attridge resigned December 2019
Margaret Bates
Karin Jardine-Brown
Stephen Bushell resigned September 2019
Natalie Fletcher
Jeffrey Northam
Mark Flower
Sheren Butler
Zanda Jansone-Silina resigned January 2020
Elizabeth Ford

Company Secretary Jeffrey Northam

Company number 5604443 (Registered in England and Wales)

Charity number 1112233

Registered Office Rucstall Community Centre
Holbein Close
Basingstoke
RG21 3QN

Bankers Lloyds Bank plc
Basingstoke

Independent Examiner Caroline Scull
B20 Ltd
Charwell House
Wilsom Road
Alton
Hampshire
GU34 2PP

HOME-START NORTH-WEST HAMPSHIRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED

31ST MARCH 2020

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102 - effective 1st January 2015).

Objects of the Charity, Principal Activities and Organisation of our work

The charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

The charity's objects are to safeguard, protect and preserve the good health, both mental and physical of children and parents of children, to prevent cruelty to or maltreatment of children, to relieve sickness amongst children and parents of children within the areas of North West Hampshire and its environs.

It's principal activity is the recruiting and training of volunteers and suitable staff who then offer confidential, friendly support to families in need.

The board of trustees, who meet at least 6 times a year are responsible for the administration of the charity. The day to day management is delegated to the Scheme Manager, who is responsible for the management of the other members of the team.

Trustees are appointed by the existing board members and are drawn from interested members of the public.

The charity places much reliance on the services of unpaid volunteers. This includes the time provided by the Trustees.

Future Developments

Home-Start North West Hampshire is now successfully established in Basingstoke. There is a plan to maintain family and specialist support groups in the area as well as continuing the core home-visiting family support work.

Public Benefit

In setting its plans for areas of work, the Trustees of Home-Start North West Hampshire have had regard to the guidance from the Charity Commission on public statement of benefit. Home-Start North West Hampshire's business plan and the analysis of achievements against that plan demonstrates how Home-Start North West Hampshire has set out to fulfil its principle charitable objective that is the relief of children or parents in despair or in distress and the prevention of emotional, physical or mental abuse or neglect of such children and to promote their welfare and wellbeing

HOME-START NORTH-WEST HAMPSHIRE

REPORT OF THE TRUSTEES (continued)

FOR THE YEAR ENDED

31ST MARCH 2020

Reserves Policy

The trustees have reviewed the charity's needs for its reserves in line with the guidance issued by the Charity Commission and have set aside or designated £46,000 to safeguard the charity's service commitment in the event of delays in receipt of grants or accrued legacies. This approximates to three months running costs plus closure costs. The Trustees believe that reserves should be at least at this level to ensure the charity can run efficiently and meet the needs of the beneficiaries.

Directors and Trustees

All directors of the company are also Trustees of the charity and there are no other trustees. The Trustees are named on page 1.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the financial statements in accordance with applicable law and UK Generally Accepted Accounting Practice.

The Companies Act 2006 requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the company and of its profit or loss for that period.

In preparing those financial statements the directors are required to:-

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Make judgements and estimates that are reasonable and prudent.
- (iii) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company exemption

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime

Signed by

Director

Date:

Janette Hewitt

Janette Hewitt 15/7/2020

HOME-START NORTH-WEST HAMPSHIRE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED

31ST MARCH 2020

	Notes	<u>Unrestricted</u> <u>Funds</u> 2020	<u>Restricted</u> <u>Funds</u> 2020	<u>Total</u> <u>Funds</u> 2020	<u>Total</u> <u>Funds</u> 2019
Total incoming resources		41,536	88,266	129,802	160,502
Total direct charitable expenditure		44,925	80,910	125,835	117,059
Total support costs		16,745	3,360	20,105	18,790
Total resources expended		61,670	84,270	145,940	135,849
Net incoming resources for the year		(20,134)	3,996	(16,138)	24,653
Balance brought forward		129,651	8,373	138,024	113,371
Balance carried forward		<u>109,517</u>	<u>12,369</u>	<u>121,886</u>	<u>138,024</u>

The notes on pages 6 to 8 form part of these financial statements.

HOME-START NORTH-WEST HAMPSHIRE

BALANCE SHEET

AS AT 31ST MARCH 2020

	Notes	£	2020 £	£	2019 £
Current Assets					
Debtors	8	0		268	
Cash at bank and in hand		124,262		139,650	
		<u>124,262</u>		<u>139,918</u>	
Creditors: amounts falling due within one year	9	<u>(2,375)</u>		<u>(1,894)</u>	
Net current assets			121,887		138,024
Net assets			<u>121,887</u>		<u>138,024</u>
Capital Funds					
Unrestricted Funds			110,317		129,651
Restricted Funds			11,570		8,373
Total funds			<u>121,887</u>		<u>138,024</u>

Approval

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

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

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

These financial statements were approved by the directors on 19th June and signed by:


Janette Hewitt

The notes on pages 6 to 8 form part of these financial statements.

HOME-START NORTH-WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST MARCH 2020

1 Accounting policies

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

a Basis of accounting

The financial statements have been prepared under the historic cost convention and in accordance with the Charities SORP (FRS102) Accounting and Reporting of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and the Companies Act 2006.

b Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
The Trustees are named on page 1.

c Incoming resources

Voluntary income, donations and grants are accounted for on an accruals basis.

d Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT that cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Direct charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity.

2	Grants received - unrestricted funds	2020 £	2019 £
	Basingstoke & Deane Borough Council	12,000	10,000
	Manydown Trust	3,000	2,000
	Hampshire and Isle of Wight	1,000	0
	Round Table	1,250	0
	Garfield Weston	0	7,500
	Sun Life	0	3,500
	Basingstoke Mayors Grant	0	800
	Groundwork Grant	0	1,000
	Newby Trust	0	10,000
		<u>17,250</u>	<u>34,800</u>

HOME-START NORTH-WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED

31ST MARCH 2020

	2020	2019
	£	£
3 Grants received - restricted funds		
Lottery Mental Health Project Grant	57,109	55,787
Children in Need - for groups	10,000	9,500
Greenham Common - for home visiting services	4,531	5,600
Peter Baker Foundation - for home visiting services	2,000	0
Greenham Common - Covid 19	800	0
Morrisons - for groups	3,750	0
Hampshire County Council - For School Readiness	2,346	400
Hampshire County Council - Database	2,200	0
Turbary Charity - for Tadley families only	2,500	0
Four Lanes Trust - Database	1,000	0
Awards for All - Office Move	0	9,950
Hampshire and IoW CF	0	4,750
	<u>86,236</u>	<u>85,987</u>
4 Donations		
Mydonate	2,145	1,933
Headley Trust	2,000	0
Keogh & Steed	865	0
Shepherd Oaks Ladies	700	0
Caversham Lodge	900	0
Volunteers' and Trustees expenses donated	1,384	1,713
K Jardine-Brown	350	350
Donations from groups	289	261
Asda match funding	254	0
Carolyn Anderson	240	320
CAF	207	60
Rosemary Steen	200	0
Mrs Lyons lunch club	200	0
Inner Wheel Club	150	300
Paypal Giving Fund	105	0
Basingstoke and Mid Hants Athletic	100	96
Jo & Alan Attridge	100	0
PR & AR Davies	60	0
Liz Narracott	50	0
Lady Maltby	50	0
Penny Bates	16	0
Co-op	0	2,740
Rotary	0	300
Malmesbury	0	300
P Fox	0	317
Ladies Tangent	0	100
Albert Hunt Trust donation	0	3,000
200 Club prize donated back	0	445
Donations at quiz night	0	30
Collection tins	0	378
Judith Darmady	0	122
Rixson	0	314
John Robertson	0	263
Terrett Family	0	327
Toy and book sale	0	187
Greggs Foundation	0	2,000
Car boot sale	0	82
Other donations	0	646
	<u>10,365</u>	<u>16,583</u>
5 Fundraising income - restricted funds		
JG Dance	1,750	0
Tesco bucket	281	0
	<u>2,030</u>	<u>0</u>

HOME-START NORTH-WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED

31ST MARCH 2020

	2020	2019
	£	£
6 Fundraising income		
Bridge Day	2,202	0
Quiz Nights	1,707	1,598
Ramble	561	0
Tesco bucket	457	0
Water/wine	203	0
Ladies Choir bucket	115	0
Barn Dance	110	0
Easyfundraising	99	264
Table top sale	66	0
Nigel's collection	53	0
Rotary Summer BBQ	0	1,000
Rotary - Audley's Wood	0	7,500
Rotary Fun Day	0	531
Call My Bluff	0	2,355
Cake sale	0	90
	<u>5,572</u>	<u>13,338</u>
Less: Fundraising costs	<u>660</u>	<u>1,177</u>
Profit from fundraising	<u>4,912</u>	<u>12,161</u>
7 Investment income		
Bank interest received	<u>56</u>	<u>45</u>
8 Debtors		
Prepayments	<u>0</u>	<u>268</u>
	<u>0</u>	<u>268</u>
9 Creditors: amounts falling due within one year		
Credit card	1,330	249
Accruals - other items	505	1,105
Accruals - Independent Examination	<u>540</u>	<u>540</u>
	<u>2,375</u>	<u>1,894</u>
10 Surplus for the year		
This is stated after charging:		
Depreciation of tangible fixed assets owned by the charity	<u>0</u>	<u>0</u>
Independent Examiner's Fees	<u>540</u>	<u>960</u>
11 Trustees' remuneration		
No remuneration was paid to any trustee during the year, except to re-imburse them for purchases or out of pocket expenses made on behalf of the charitable company.		
12 Unrestricted funds		
All unrestricted funds held are unrestricted and available to be applied in furtherance of Home-Start North West Hampshire's charitable objectives at the discretion of the trustees.		
13 Governance costs	2020	2019
	£	£
Independent Examiners Fee 2017/18	0	420
Independent Examiners Fee 2018/19	0	540
Independent Examiners Fee 2019/20	540	0
Year end accounts production	350	350
AGM	163	64
Information Commissioner	35	35
Annual return companies house	0	13
Trustee expenses	<u>474</u>	<u>764</u>
	<u>1,562</u>	<u>2,185</u>

NB The Independent Examiner's fee appears higher because there was not an accrual in 2017/8

Report to the trustees of Home-Start North West Hampshire

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31st March 2020 as set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

As the charity's trustees (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 charity's trustees consider that an audit is not required for this year under Part 16 of the Companies Act 2006 or section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matter has come to my attention in connection with the examination:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 394 to 396 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities; statement of Recommended Practice applicable to charities preparing the account in accordance with the Financial Reporting Standard FRS102 have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Caroline Scull BA FCCA
B20 Limited
Charwell House
Wilsom Road
Alton
GU34 2PP

Date 13/07/20

Signed 

HOME-START NORTH-WEST HAMPSHIRE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED

31ST MARCH 2020

	Notes	Unrestricted Funds 2020	Restricted Funds 2020	Total Funds 2020	Total Funds 2019
Incoming resources					
Grants received	2/3	17,250	86,236	103,486	120,787
Donations	4	10,365		10,365	16,583
Fundraising income	6	5,572	2,030	7,602	13,338
Gift Aid		1,109		1,109	2,445
200 Club Lottery		7,185		7,185	7,305
Investment income	7	56		56	45
Total incoming resources		41,536	88,266	129,802	160,502
Resources expended					
<u>Direct charitable expenditure</u>					
Core Salary costs		30,919	10,485	41,404	37,876
Pension costs		3,626	1,840	5,466	3,837
Recruitment		0	118	118	85
Covid-19 costs		413	800	1,213	0
Family Groups - including salaries		5,887	15,096	20,983	17,362
Family Support		159		159	1,400
Volunteer prep courses and support		175	26	201	246
Staff travel expenses		666	666	1,332	1,316
Staff training		597	597	1,194	1,161
Mental Health Project payments to HS Rushmoor		0	28,554	28,554	27,893
Mental Health Project delivery costs		0	21,939	21,939	23,094
DBS checks for staff		0	232	232	0
Fundraising		660		660	1,177
200 Club Lottery prizes		1,021		1,021	1,357
Volunteer travel expenses		0	1,357	1,357	255
		44,125	81,710	125,835	117,059
<u>Support costs</u>					
Rent		3,482		3,482	(1,750)
Office move		0	160	160	8,226
Telephone		2,116		2,116	1,213
Printing, stationery and postage		2,317		2,317	2,287
Home Start fees		2,387		2,387	2,089
Insurance		894		894	878
Payroll bureau		376		376	289
Bookkeeping		1,243		1,243	1,150
IT Software and consumables		1,707	3,200	4,907	2,104
Advertising		452		452	0
Sundry		145		145	56
Bank charges		64		64	64
Governance costs		1,562		1,562	2,185
		16,745	3,360	20,105	18,790
Total resources expended		60,870	85,070	145,940	135,849
Net incoming resources for the year		(19,334)	3,197	(16,138)	24,653
Balance brought forward		129,651	8,373	138,024	113,371
Balance carried forward		110,317	11,570	121,886	138,024

The notes on pages 6 to 8 form part of these financial statements.