

HOME-START WAKEFIELD & DISTRICT
REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

Charity Commission Reference Number 1105617

Company Registered Number 05208262



WALTER DAWSON & SON

CHARTERED ACCOUNTANTS & STATUTORY AUDITOR

**7 Wellington Road East
Dewsbury
West Yorkshire
WF13 1HF**

HOME-START WAKEFIELD & DISTRICT
REPORT AND FINANCIAL STATEMENTS

| <u>Contents</u> | <u>Page</u> |
|---|-------------|
| Legal and Administrative Information | 1 - 2. |
| Statement of Trustees' Responsibilities | 3. |
| Report of the Trustees | 4 - 8. |
| Independent Auditor's Report | 9 - 12. |
| Statement of Financial Activities | 13. |
| Balance Sheet | 14. |
| Notes to the Financial Statements | 15 - 24. |

HOME-START WAKEFIELD & DISTRICT

LEGAL AND ADMINISTRATIVE INFORMATION

1. CONSTITUTION

Home-Start Wakefield & District is a company limited by a guarantee (Company No. 05208262) and a registered charity (Charity No. 1105617) governed by its Memorandum and Articles of Association.

2. DIRECTORS AND TRUSTEES

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year end were as follows:

Chairman: Elizabeth Lynagh

Vice Chair: Jennifer Widdowson
Doreen Tombs (Resigned October 2019)

Treasurer: Peter Hart

Trustees: Robert Webb (Resigned October 2019)
Karron Zelei
Sarah Millns (Appointed October 2019)
Clare Cater (Resigned October 2019)
Janice Hunter (Resigned March 2020)

Auditors: Walter Dawson & Son
7 Wellington Road East
Dewsbury
WF13 1HF

HOME-START WAKEFIELD & DISTRICT

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers:

National Westminster Bank Plc
56 Westgate
Wakefield
WF1 1XF

The Co-op Bank
P O Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

Registered Office:

CMS Business Park
Station Lane
Featherstone
West Yorkshire
WF7 6EQ

HOME-START WAKEFIELD & DISTRICT

STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The trustees (who are also directors of Home-Start Wakefield & District for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- (a) select suitable accounting policies and then apply them consistently;
- (b) observe the methods and principles in the Charities SORP;
- (c) make judgements and estimates that are reasonable and prudent;
- (d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- (e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

In so far as the trustees are aware:

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

HOME-START WAKEFIELD & DISTRICT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2020

The trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2020 which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The legal and administrative information set out on pages 1 and 2 forms part of this report.

The financial statements comply with the Charities Act 2011, Companies Act 2006, the Memorandum and Articles of Association 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).

1. Structure, Governance and Management

A volunteer Board of Trustees is responsible for the scheme although the day to day running is delegated to the Scheme Manager who has responsibility to ensure that all members of staff are appropriately managed and supervised. Trustee Board meetings are held 6 weekly.

2. Objectives and Activities

The objectives for which Home-Start is established 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 childcare within the area of Wakefield and its environs.

When planning the activities for the year, the trustees have considered the Commission's guidance on public benefit.

HOME-START WAKEFIELD & DISTRICT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2020

3. Achievements and Performance

Home-Start Wakefield & District has continued to face challenges around funding in 2019/20. We are in the 2nd year of our 3-year grant from The Henry Smith Charity, which contributes to the core costs of the charity and enable us to work with families of 0-5 year olds by the provision of volunteer befriending and advocacy in the Wakefield district.

Having the support of the recruitment officer was a valuable asset to the service. This was a one year post which supported the work of the coordinators by interviewing and co-training new volunteers, this contributed to the number of volunteers being trained by the service.

We have worked alongside the local authority and their initial grant funding of 9 months was extended to 12 months while a review was carried out, subsequently this has led to an increase in the grant offer for £50,000 per year for a period of 3 years from December 2019. This has enabled us to recruit a further coordinator to the team in January 2020.

Our funding from the big lottery continues and our giving back project is now in its 3rd and final year. This work supports families of children age 6 to 12years to improve coping skills to help them manage behaviour, support children's learning and develop healthy lifestyles.

We continue to host a worker for the Community Navigator programme the main aim of this programme is work carried out with children in school year 5,6 & 7 to improve their emotional wellbeing and build resilience. This work is carried out in partnership with schools and our post holder is assigned to the Castleford and Airedale cluster area. (There are seven navigators across the district hosted by seven organisations)

Support to families through our family groups continued through the year up until the March 23rd Covid 19 lockdown. This was only possible through the dedicated support of our group volunteer leaders and helpers. Groups play an important part in the home start service. They offer parents a chance to meet others talk share ideas and find support. Children can play; interact with their peers in a safe stimulating environment.

HOME-START WAKEFIELD & DISTRICT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2019

3. Achievements and Performance (continued)

Volunteers play a vital role in the support of families. It is their commitment that enables us to support families across the district. The scheme offers a comprehensive volunteer training programme and are delighted to report that during 2019/20 we have recruited and trained 35 new volunteers. Staff have worked hard to promote volunteering for Home-Start within the local communities, and attended events to support this.

The scheme recognises the value of the volunteers and Annually holds an event to celebrate volunteers week in June. This is a nice opportunity to acknowledge the commitment of those who give their time freely to support parents and children.

Working in partnership and developing positive relationships with other agencies is central to our work. We have continued to work in close liaison with colleagues in the third sector particularly Nova and Young lives partners. We continue to forge partnerships with community groups and have attended a number to give talks on what the service provides, this has often led to a charitable donation and to one group holding a silent auction on for our cause and another choosing us as their charity of the year.

During 2019/20 the scheme received 127 referrals and we worked with 175 families. This is a very good achievement given the challenges the scheme has faced. The quality of service we provide to families is very important to us and we are pleased to report that 100% of families who received the service said they were very satisfied or satisfied with the service. Feedback from referrers tells us that the service is valued by them and they report improvements in the families they have referred.

HOME-START WAKEFIELD & DISTRICT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2020

4. Financial Review

The Trustee Board has adopted a statutory reserves policy which determines the level of reserves it maintains in the event of scheme closure and to cover staff redundancies.

5. Plans for the Future

We will continue to forge links with statutory and voluntary agencies to promote the Home-Start service. We will look at all funding opportunities so that the Home-Start service can continue offering much needed support to parents and children across the district. We will Continue to work in partnership with the local authority and other VCS organisations to ensure families and children across the district have access to a variety of of support services where required.

6. Statement of Disclosure of Information to Auditors

The trustees of the charitable company who held office at the date of approval of this Report of the Trustees each confirm that:

- (a) so far as they are aware, there is no relevant audit information, information needed by the charitable company's auditors in connection with preparing their report, of which the charitable company's auditors are unaware; and
- (b) they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

7. Auditors

The auditors, Walter Dawson & Son, having expressed their willingness to continue in office, will be proposed for re-appointment in accordance with Section 485 of the Companies Act 2006.

This report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice. In preparing this report advantage has been taken of the small companies exemption.

HOME-START WAKEFIELD & DISTRICT

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2020

This report was approved and authorised for issue by the Trustees on 2nd November 2020 and signed on their behalf by:

Liz Lynagh

Chairman

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Opinion

We have audited the financial statements of Home-Start Wakefield & District for the year ended 31 March 2020 which comprise the Statement of Financial Activities (including Income and Expenditure Account), Balance Sheet as at 31st March 2020 and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions Relating to Going Concern

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

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

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Other Information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on Other Matters Prescribed by the Companies Act 2006

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

- (a) the information given in the trustee's report (incorporating the strategic report and directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- (b) the trustees' report (incorporating the strategic report and directors' report) have been prepared in accordance with applicable legal requirements.

Matters on Which we are Required to Report by Exception

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

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

- (a) adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- (b) the financial statements are not in agreement with the accounting records and returns;
- (c) certain disclosures of trustee's remuneration specified by law are not made; or
- (d) we have not obtained all the information and explanations necessary for the purposes of our audit.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Responsibilities of the Trustees

As explained more fully in the trustee's responsibilities statement set out on page 3, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine it necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Our Responsibilities for the Audit of the Financial Statements

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

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

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Use of our report

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

Graham Atkinson FCA (Senior Statutory Auditor)
for and behalf of Walter Dawson & Son, Statutory Auditor.

Chartered Accountants
7 Wellington Road East
Dewsbury
West Yorkshire
WF13 1HF

2nd November 2020

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2020

| | <u>Notes</u> | <u>Unrestricted Funds</u> | <u>Restricted Funds</u> | <u>Total 2020</u> | <u>Total 2019</u> |
|------------------------------------|--------------|-------------------------------|-----------------------------|-----------------------|-----------------------|
| | | £ | £ | £ | £ |
| <u>INCOME AND ENDOWMENTS FROM:</u> | | | | | |
| Donations and Legacies | 5 | 7,135 | - | 7,135 | 2,855 |
| Investments | 6 | 14 | - | 14 | 102 |
| Charitable Activities | 7 | - | 159,067 | 159,067 | 135,359 |
| <u>TOTAL INCOME AND ENDOWMENTS</u> | | <u>7,149</u> | <u>159,067</u> | <u>166,216</u> | <u>138,316</u> |
| <u>EXPENDITURE ON:</u> | | | | | |
| Charitable Activities | 8 | 4,083 | 168,090 | 172,173 | 116,785 |
| Other | 9 | 1,170 | 11,824 | 12,994 | 9,320 |
| <u>TOTAL EXPENDITURE</u> | | <u>5,253</u> | <u>179,914</u> | <u>185,167</u> | <u>126,105</u> |
| <u>NET INCOME/(EXPENDITURE)</u> | 11 | 1,896 | (20,847) | (18,951) | 12,211 |
| Transfers Between Funds | 13 | 19,734 | (19,734) | - | - |
| <u>NET MOVEMENTS IN FUNDS</u> | | 21,630 | (40,581) | (18,951) | 12,211 |
| <u>RECONCILIATION OF FUNDS</u> | | | | | |
| Total Funds at 1 April 2019 | | 105,133 | 64,772 | 169,905 | 157,694 |
| Total Funds at 31 March 2020 | | <u>126,763</u> | <u>24,191</u> | <u>150,954</u> | <u>169,905</u> |

All incoming resources and resources expended derive from continuing activities.

HOME-START WAKEFIELD & DISTRICT
BALANCE SHEET AS AT 31 MARCH 2020

| | <u>Notes</u> | <u>2020</u> | | <u>2019</u> | |
|-----------------------------------|--------------|-----------------|----------------|-----------------|----------------|
| | | £ | £ | £ | £ |
| <u>FIXED ASSETS</u> | | | | | |
| Tangible Assets | 14 | | 1,727 | | 2,158 |
| <u>CURRENT ASSETS</u> | | | | | |
| Debtors | 15 | 525 | | 677 | |
| Cash at Bank and in Hand | | <u>150,386</u> | | <u>168,680</u> | |
| | | 150,911 | | 169,357 | |
| <u>CREDITORS: Amounts Falling</u> | | | | | |
| Due Within One Year | 16 | <u>(1,685)</u> | | <u>(1,610)</u> | |
| <u>NET CURRENT ASSETS</u> | | | | | |
| | | | <u>149,226</u> | | <u>167,747</u> |
| | | | <u>150,953</u> | | <u>169,905</u> |
| The Funds of the Charity: | | | | | |
| <u>RESTRICTED INCOME FUNDS</u> | 20 | | 24,191 | | 64,772 |
| <u>UNRESTRICTED FUNDS</u> | | | | | |
| General Funds | 20 | 68,121 | | 46,492 | |
| Designated Funds | 20 | <u>58,641</u> | 126,762 | <u>58,641</u> | 105,133 |
| | | | <u>150,953</u> | | <u>169,905</u> |

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

The financial statements were approved and authorised for issue by the Trustees on 2nd November 2020 and signed on their behalf by:

E Lynagh

J Widdowson

P Hart

TRUSTEES

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

1. STATUTORY INFORMATION

Home-Start Wakefield & District is a charitable company domiciled in England and Wales, registered number 05208262. The principal place of business is CMS Business Park, Station Lane, Featherstone, West Yorkshire, WF7 6EQ.

2. COMPLIANCE WITH ACCOUNTING STANDARDS

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

3. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention.

The presentation currency is sterling.

The particular accounting policies adopted are as follows:

- (a) Donations, Legacies and Similar Incoming Resources
Donations, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

- (b) Grants Receivable and Local Authority Fees
Grants receivable and local authority fees are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Deferred income represents amounts received for future periods and is released to income resources in the period for which it has been received.

- (c) Investment Income
Income from investments is included in the SOFA in the year in which it is receivable.

- (d) Expenditure
All expenditure is included on an annual basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

3. ACCOUNTING POLICIES (continued)

(e) Tangible Fixed Assets

Depreciation is provided on a reducing balance basis over the expected useful lives of each category of tangible fixed assets:

| | |
|-----------------------|-------------------------------------|
| Fixtures and Fittings | 20% per annum on written down value |
|-----------------------|-------------------------------------|

(f) Pension Costs

The charity operates a defined contribution pension scheme for the benefit of its employees. Contributions payable are recognised in the SOFA when due.

(g) Leasing

Rentals payable under operating leases are charged to the SOFA on a straight line basis over the period of the leases. The benefits of lease incentives are recognised in the SOFA over the lease period on a straight line basis.

(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 funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- . *Restricted funds* - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

(i) Cash Flow Statements

The charity qualifies as a small company under the Companies Act 2006. The trustees have elected to take advantage of the exemptions under FRS 102 not to prepare a cash flow statement.

4. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up the liability, in respect of the guarantee is limited to £1 per member of the charity.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

| 5. <u>DONATIONS AND LEGACIES</u> | Unrestricted Funds | Restricted Funds | Total 2020 | Total 2019 |
|----------------------------------|-----------------------|---------------------|---------------|---------------|
| | £ | £ | £ | £ |
| Donations | 7,135 | - | 7,135 | 2,855 |
| | <u>7,135</u> | <u>-</u> | <u>7,135</u> | <u>2,855</u> |

| 6. <u>INVESTMENTS</u> | Unrestricted Funds | Restricted Funds | Total 2020 | Total 2019 |
|-----------------------|-----------------------|---------------------|---------------|---------------|
| | £ | £ | £ | £ |
| Bank Interest | 14 | - | 14 | 102 |
| | <u>14</u> | <u>-</u> | <u>14</u> | <u>102</u> |

| 7. <u>CHARITABLE ACTIVITIES</u> | Unrestricted Funds | Restricted Funds | Total 2020 | Total 2019 |
|--|-----------------------|---------------------|----------------|----------------|
| | £ | £ | £ | £ |
| Big Lottery- Building Capabilities Grant | - | 3,950 | 3,950 | 1,950 |
| Big Lottery- Reaching Communities | - | 54,879 | 54,879 | 69,606 |
| Coalfields Regeneration Trust (CRT) | - | - | - | 10,000 |
| WMDC | - | 28,333 | 28,333 | 11,667 |
| Community Navigator Post | - | 19,586 | 19,586 | 19,586 |
| ACTS | - | - | - | 50 |
| Henry Smith | - | 45,650 | 45,650 | 22,500 |
| Young Carers | - | 6,669 | 6,669 | - |
| | <u>-</u> | <u>159,067</u> | <u>159,067</u> | <u>135,359</u> |

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

8. CHARITABLE ACTIVITIES

| | Unrestricted Funds | Restricted Funds | Total 2020 | Total 2019 |
|--------------------------------|-----------------------|---------------------|----------------|----------------|
| | £ | £ | £ | £ |
| Salaries and Pensions and NHI | 1,980 | 137,393 | 139,373 | 103,287 |
| Training | 36 | 4,800 | 4,836 | 6,552 |
| Staff Expenses | 664 | 3,565 | 4,229 | 3,149 |
| Volunteer Expenses | 1,040 | 7,834 | 8,874 | 1,300 |
| Equipment and Repairs | 338 | 6,273 | 6,611 | 1,379 |
| Promotion & Strategic Planning | - | 5,053 | 5,053 | - |
| Professional Fees | - | 3,168 | 3,168 | 264 |
| Outings and Functions | 25 | 4 | 29 | 854 |
| | <u>4,083</u> | <u>168,090</u> | <u>172,173</u> | <u>116,785</u> |

9. OTHER COSTS

| | Unrestricted Funds | Restricted Funds | Total 2020 | Total 2019 |
|--------------------------------------|-----------------------|---------------------|---------------|---------------|
| | £ | £ | £ | £ |
| Telephone | - | 1,749 | 1,749 | 738 |
| Rent, Room Hire and Cleaning | - | 4,200 | 4,200 | 3,600 |
| Insurance | - | 1,160 | 1,160 | 1,126 |
| Postage, Stationery and Photocopying | 470 | 1,798 | 2,268 | 1,370 |
| Auditors Remuneration | - | 1,890 | 1,890 | 1,850 |
| Sundry Expenses | 200 | 1,027 | 1,227 | 27 |
| Bank Charges | 69 | - | 69 | 69 |
| Depreciation | 431 | - | 431 | 540 |
| | <u>1,170</u> | <u>11,824</u> | <u>12,994</u> | <u>9,320</u> |

10. STAFF COSTS AND
TRUSTEES' REMUNERATION

| | 2020 | 2019 |
|-----------------------|----------------|----------------|
| | £ | £ |
| Wages and Salaries | 106,864 | 76,192 |
| Social Security Costs | 19,850 | 13,079 |
| Other Pension Costs | 12,659 | 14,016 |
| | <u>139,373</u> | <u>103,287</u> |

No employee received remuneration amounting to more than £60,000 in either year.

Trustees received no remuneration and were not reimbursed for any of their expenses in either year.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

10. STAFF COSTS AND TRUSTEES' REMUNERATION (continued)

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

| | <u>2020</u> | <u>2019</u> |
|-----------------------|-------------|-------------|
| | No. | No. |
| Charitable Activities | 7 | 5 |
| | <u>7</u> | <u>5</u> |

11. NET INCOME/(EXPENDITURE) FOR THE YEAR

| | <u>2020</u> | <u>2019</u> |
|--------------------------------|--------------|--------------|
| | £ | £ |
| This is stated after charging: | | |
| Depreciation | 432 | 540 |
| Auditor's Remuneration | 1,890 | 1,850 |
| | <u>1,890</u> | <u>1,850</u> |

12. CORPORATION TAX

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

13. TRANSFERS BETWEEN FUNDS

| | <u>Unrestricted</u> | <u>Restricted</u> | <u>Total</u> | <u>Total</u> |
|-----------------------------------|---------------------|-------------------|--------------|--------------|
| | Funds | Funds | 2020 | 2019 |
| | £ | £ | £ | £ |
| Young Carers | 6,669 | (6,669) | - | - |
| CRT | 592 | (592) | - | - |
| WMDC | 7,841 | (7,841) | - | - |
| Community Navigator Post | 3,300 | (3,300) | - | - |
| Big Lottery- Reaching Communities | 1,332 | (1,332) | - | - |
| | <u>19,734</u> | <u>(19,734)</u> | <u>-</u> | <u>-</u> |

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

14. TANGIBLE FIXED ASSETS

| | Fixtures and Fittings £ | Total £ |
|------------------------|-------------------------------|------------|
| <u>Cost:</u> | | |
| At 1 April 2019 | 17,561 | 17,561 |
| Additions | - | - |
| At 31 March 2020 | 17,561 | 17,561 |
| <u>Depreciation:</u> | | |
| At 1 April 2019 | 15,403 | 15,403 |
| Charge for Year | 431 | 431 |
| At 31 March 2020 | 15,834 | 15,834 |
| <u>Net Book Value:</u> | | |
| At 31 March 2020 | 1,727 | 1,727 |
| At 31 March 2019 | 2,158 | 2,158 |

15. DEBTORS

| | 2020 £ | 2019 £ |
|--------------------------------|-----------|-----------|
| Prepayments and Accrued Income | 525 | 677 |
| | 525 | 677 |

16. CREDITORS: Amounts Falling Due Within One Year

| | 2020 £ | 2019 £ |
|------------------------------|-----------|-----------|
| Trade Creditors | 75 | - |
| Accruals and Deferred Income | 1,610 | 1,610 |
| | 1,685 | 1,610 |

17. PENSION SCHEME

The charity operates a defined contribution pension scheme. The assets of the pension scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions payable by the charity to the fund and amounted to £12,659 (2019: £14,016). Contributions totalling £Nil (2019: £Nil) were payable to the fund at the year end and are included in creditors.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

18. LEASING COMMITMENTS

The charity had total commitments under non-cancellable operating leases as detailed below:

| | <u>2020</u> | <u>2019</u> |
|---------------------------------------|---------------|--------------|
| <u>Operating Leases Which Expire:</u> | £ | £ |
| Within One Year | 10,800 | 9,240 |
| Between One to Five Years | - | - |
| After More than Five Years | - | - |
| | <u>10,800</u> | <u>9,240</u> |

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | <u>General Funds</u> | <u>Designated Funds</u> | <u>Restricted Funds</u> | <u>Total Funds</u> |
|-----------------------------|--------------------------|-----------------------------|-----------------------------|--------------------|
| | £ | £ | £ | £ |
| Tangible Fixed Assets | 1,727 | - | - | 1,727 |
| Current Assets | 66,394 | 58,641 | 25,876 | 150,911 |
| Current Liabilities | - | - | (1,685) | (1,685) |
| Net Assets at 31 March 2019 | <u>68,121</u> | <u>58,641</u> | <u>24,191</u> | <u>150,953</u> |

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

20. MOVEMENT IN FUNDS

| | At 1 April 2019 | Income | Expen- diture | Transfers | At 31 March 2020 |
|---|--------------------|----------------|-------------------|------------------|---------------------|
| | £ | £ | £ | £ | £ |
| <u>Restricted Funds</u> | | | | | |
| Community Navigator Post | 8,205 | 19,586 | (20,045) | (3,300) | 4,446 |
| Big Lottery - Building Capabilities Grant | 8,220 | 3,950 | (8,833) | - | 3,337 |
| Big Lottery - Reaching Communities | 15,799 | 54,879 | (72,793) | (1,332) | (3,447) |
| Henry Smith Tudor Trust Family Fund | 18,222 | 45,650 | (48,394) | - | 15,478 |
| WMDC | 1,451 | | | - | 1,451 |
| CRT | 2,875 | 28,333 | (20,441) | (7,841) | 2,926 |
| Young Carers | 10,000 | | (9,408) | (592) | - |
| | - | 6,669 | - | (6,669) | - |
| Total Restricted Funds | 64,772 | 159,067 | (179,914) | (19,734) | 24,191 |
| <u>Unrestricted Funds</u> | | | | | |
| Statutory Reserve Fund | 58,641 | - | - | - | 58,641 |
| General Funds | 46,492 | 7,148 | (5,253) | 19,734 | 68,121 |
| Total Unrestricted Funds | 105,133 | 7,148 | (5,253) | 19,734 | 126,762 |
| TOTAL FUNDS | 169,905 | 166,215 | (185,167) | - | 150,953 |

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

20. MOVEMENT IN FUNDS (continued)

Restrictions Imposed and Purpose of Designated Funds

The Trustees Board has adopted a statutory reserve policy which determines the level of reserves it maintains based on three months running costs and to cover staff redundancy costs in the event of scheme closure.

Restrictions Imposed and Purpose of Restricted Funds

Community Navigator Post

Funded by Future in Mind to support children and young people from ages 0 to 19 with help of understanding their emotional well being.

Coalfields Regeneration Trust (CRT)

This funding has enabled charity to employ a new Recruitment Officer (Volunteers).

WMDC funding

This funding is to support charity's work with parents with children 0-5 years. This is initially funding over 9 months but charity is working with the Council in the hope that it may be extended to May 2020.

Big Lottery Building Capabilities

This money is to develop sustainability , strategic planning and the training and development of trustees and volunteers.

Big Lottery Reaching Communities

This money is to be used for supporting parents of older children aged 5-12.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020

20. MOVEMENT IN FUNDS (continued)

Tudor Trust Family Fund

The Tudor Trust Family Fund is used for one off emergency purchases for families in need.