REGISTERED COMPANY NUMBER: 6636439 (England and Wales) REGISTERED CHARITY NUMBER: 1124943

Report of the Trustees and

Unaudited Financial Statements for the Year Ended 31 March 2021

for

Home-Start Portsmouth

Johnston Wood Roach Limited 24 Picton House Hussar Court Waterlooville Hampshire PO7 7SQ

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Contents of the Financial Statements for the Year Ended 31 March 2021

		Page	1	
Report of the Trustees	1	to	4	
Independent Examiner's Report		5		
Statement of Financial Activities		6		
Balance Sheet		7		
Notes to the Financial Statements	8	to	12	
Detailed Statement of Financial Activities	13	to	14	

Report of the Trustees for the Year Ended 31 March 2021

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 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Home-Start Portsmouth exists:

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

Our Vision

Home-Start Portsmouth wants to help build a community in which every parent/carer has the support they need to give their children the best possible start in life.

Core Belief

Home-Start Portsmouth believes that children need a happy and secure childhood, and that parents play the key role in giving their children a good start and thus helping them to achieve their full potential.

Our Mission

We are here to enable parents to be the best parents they can be for their children by offering them friendship, mentoring and practical help through volunteer support in their homes and family groups in the community.

Report of the Trustees for the Year Ended 31 March 2021

ACHIEVEMENT AND PERFORMANCE

Home-Start Portsmouth is a volunteer led charity that supports struggling - and often disadvantaged - parents in Portsmouth to give their children the best possible start in life.

2020-2021 has seen unprecedented challenges for the families we exist to support, our staff and our volunteers. As we now emerge from hopefully the worst of the Covid 19 pandemic, it is important to recognise and thank the staff and volunteers for their achievements during this most traumatic of years. The team have been magnificent. They worked without a break, with commitment, compassion, and application whilst our army of family support volunteers showed loyalty and flexibility in backing the team. All had their personal fears and family circumstances to cope with and yet still managed to be the best they could be in ensuring much needed support was delivered to the local community within the constantly changing rules of a Covid 19 existence.

Dedication, creativity, adaptability, and teamwork meant that as an organisation, we continued to meet our service delivery targets. Our funders were kept informed of the "twists and turns" and were 100% behind us in the changes we made to our previously agreed services. Supported families were fulsome in their feedback for the valuable and essential help we continued to provide.

Achievements and Performance

There are too many team and organisational achievements to list but the most notable were:-

- We supported 251 families with 558 children under particularly challenging circumstances.

- We delivered a Home visiting service to Tier 3 and 4 Portsmouth families; Stay and Play groups between suspensions; a Parent and Carer Board to give families a voice; a redesigned "Big Hope Big Futures" school readiness programme funded by Children in Need; a Parenting Support Programme which includes a 10 week parenting course "The Nurturing Programme" funded by Henry Smith; a newly designed Alleviating Loneliness programme funded by The Department for Digital, Culture, Media and Sport. This was delivered face to face for parents (within Government guidelines) experiencing isolation and mental health issues.

Coping with an initial drop in family referrals at the start of the lockdowns, but knowing the hidden needs were growing and urgent, we worked in the moment to tackle new demands whilst planning for an uncertain future.

- Staff adapted to working at home with some having to home school and some experiencing poor digital connection. All missed the normal face to face client/family contact but continued to support remotely, on doorsteps and in parks as allowed.

- We updated our technology - laptops, work mobile phones were provided; paper files were digitised, and staff trained in new systems; training for volunteers was redesigned and delivered remotely. Changes were funded through Covid emergency grants and organisational performance was maintained throughout. Grants were received from Home-Start UK, National Emergencies Trust via Hampshire and the Isle of Wight Community Foundation, IBM, Children in Need Booster Grant, and Coronavirus Community Support Fund.

- Staff and volunteer resilience grew as we moved from one lockdown to another. This was ably supported by their managers and the Trustees. Staff support was put in place to help with understanding change responses and well-being challenges. No one was furloughed or made redundant.

- Throughout the year, some of our highly trained and experienced volunteers were able to give more time and embrace new responsibilities whilst others of necessity had to shield or step away. Remotely, we continued to recruit and train new volunteers and allocate to families for support. We started the year with 76 volunteers and ended the year in good shape with 72.

In the February 2021 I became Chair of Trustees. I would like to thank our previous Chair, Simon Snowball for successfully leading the organisation for the previous 2 years of change and challenges. He remains a Trustee and the Board has been expanded to give us a deep and valuable range of experience. Over the year, having met targets, reduced costs, increased reserves, managed our risk and maintained funding, we are now ambitious to raise income levels and develop new services to alleviate the consequences of the pandemic.

The Trustees, staff and volunteers are immensely proud of our achievements in supporting Portsmouth parents, carers and children through the pandemic and would like to thank all our funders and donors for making it possible for us to be the best we could be. As we look to the future, the journey of challenge and change continues but as we pull together, applying our best skills and knowledge, we are determined to play our part in addressing community deprivation and inequality to enable all the children of Portsmouth to thrive.

FINANCIAL REVIEW

The Board are pleased to announce that despite the challenges present by the Covid pandemic during the current period of reporting, HSP Income was up 13.74% to £278,335. Expenditure was maintained at a similar level to previous year, at £248,925, resulting in the year finishing with a surplus of circa £ 29k.

This surplus was the result of carrying forward staff vacancies and Covid unrestricted funds that were secured in the year, to facilitate HSP's continuation in providing their unterhered services to the Families we support.

Report of the Trustees for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Management Board

The charity is governed by a Management Board whose members are identified above and who have between them a wealth of management, business and financial experience and considerable expertise in the provision of services to children.

Organisational structure

The Management Board delegates responsibility for the day to day running of the charity to an Operations Manager.

The Operations Manager is responsible for ensuring that the charity delivers the services specified, that key performance indicators are met, for ensuring that the charity has sufficient income to deliver its services and that excellent relationships with key external stakeholders are established and maintained.

Risk management

The Board has a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Board carries out an assessment of the potential risks facing the charity on an on-going basis and have put in place controls where appropriate to mitigate these risks.

A major risk Home-Start Portsmouth faces is continuation of funding; the economic climate continues to impact on the voluntary sector in general and traditional funding streams are closing. The Board have addressed this risk through the production of a Fundraising Strategy and tracking progress of this by having it as a regular item at Board meetings. The Operations Manager's role of maintaining relationships with the charity's funders is also essential in managing the key risk.

Another major risk for our organisation and the recipients of our services is Safeguarding. We again can confirm that a primary consideration in all of our deliberations has been the safeguarding of our children. We believe that through the expertise which is available within the Board though the Managers, the Advisers and the Trustees, we are very capable of discharging our responsibilities in this priority area and we have continuously reviewed the potential risks in this area.

Other areas of risk reviewed and managed included contractual commitments and legal compliance.

REFERENCE AND ADMINISTRATIVE DETAILS Registered Company number

6636439 (England and Wales)

Registered Charity number 1124943

Registered office

The Haven 17 Lake Road Portsmouth Hampshire PO1 4HA

Trustees

Mrs A P Reid Treasurer Mr S J Snowball Mrs R Lihou (resignation date 21.01.21) Mrs P Falck Mrs A J Woodcock Chair Mrs B Vaughan (appointed 14.10.20)

Report of the Trustees for the Year Ended 31 March 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner Johnston Wood Roach Limited 24 Picton House Hussar Court Waterlooville Hampshire PO7 7SQ

Advisers David Richards Madeline Carter Patricia Mcgeever

Minute taking Secretary Jacqueline Leighton

Operations Manager Joanna Toms

Bankers CAF Bank

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Mrs A J Woodcock - Chair

Independent Examiner's Report to the Trustees of Home-Start Portsmouth

Independent examiner's report to the trustees of Home-Start Portsmouth ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's 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 charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA ACA 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:

- 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.

K Wood FCCA ACA Johnston Wood Roach Limited 24 Picton House Hussar Court Waterlooville Hampshire PO7 7SQ

Date: 1218 21

Statement of Financial Activities for the Year Ended 31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies		43,927	234,409	278,336	244,699
Investment income	2	43		43	131
Total		43,970	234,409	278,379	244,830
EXPENDITURE ON			201.011	240.026	247 200
Other		47,715	201,211	248,926	247,299
NET INCOME/(EXPENDITURE)		(3,745)	33,198	29,453	(2,469)
RECONCILIATION OF FUNDS					
Total funds brought forward		91,128	(37)	91,091	93,560
TOTAL FUNDS CARRIED FORWARD		87,383	33,161	120,544	91,091

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Balance Sheet 31 March 2021

CURRENT ASSETS Debtors Cash at bank and in hand	Notes 7	Unrestricted fund £ 10,334 104,254	Restricted funds £ 12,833 32,835	31.3.21 Total funds £ 23,167 137,089	31.3.20 Total funds £ 46,942 <u>66,710</u>
		114,588	45,668	160,256	113,652
CREDITORS Amounts falling due within one year	8	(24,355)	(12,507)	(36,862)	(22,561)
NET CURRENT ASSETS		90,233	33,161	123,394	91,091
TOTAL ASSETS LESS CURRENT LIABILITIES		90,233	33,161	123,394	91,091
PROVISIONS FOR LIABILITIES	9	(2,850)	-	(2,850)	-
NET ASSETS		87,383	33,161	120,544	91,091
FUNDS Unrestricted funds Restricted funds	10			87,383 33,161	91,128 (37)
TOTAL FUNDS				120,544	91,091

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 26.07.01 and were signed on its behalf by:

A J Woodcock - Trustee

The notes form part of these financial statements

Notes to the Financial Statements for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	43	131

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.21	31.3.20
·	£	£
Auditors' remuneration	400	400
Auditors' remuneration for non audit work	620	540

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

The trustees have been reimbursed travel and subsistence expenses and IT subscription costs during the period in the sum of $\pounds 258$ (2020: $\pounds 215$).

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
Support staff	8	9

No employees received emoluments in excess of £60,000.

6.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIV	VITIES		
		Unrestricted fund £	Restricted funds £	Total funds £
	INCOME AND ENDOWMENTS FROM Donations and legacies	12,445	232,254	244,699
	Investment income	131		131
	Total	12,576	232,254	244,830
	EXPENDITURE ON			
	Other	15,044	232,255	247,299
	NET INCOME/(EXPENDITURE)	(2,468)	(1)	(2,469)
	RECONCILIATION OF FUNDS			
	Total funds brought forward	93,597	(37)	93,560
				
	TOTAL FUNDS CARRIED FORWARD	91,129	(38)	91,091

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade debtors	14,833	41,005
Prepayments and accrued income	1,384	-
Prepayments	6,950	5,937
	23,167	46,942
		<u> </u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

CREDITORD, AMOUNTD FALLING DOB WITHIN ONE FLINK		
	31.3.21	31.3.20
	£	£
Trade creditors	8,731	8,122
Social security and other taxes	4,516	2,993
Other creditors	4,389	3,038
Accruals and deferred income	12,330	6,663
Accrued expenses	6,896	1,745
	36,862	22,561

9. PROVISIONS FOR LIABILITIES

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	31.3.21	31.3.20
	£	£
Provisions	2,850	-
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10. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds	91,128	(3,745)	87,383
General fund	91,120	(3,745)	07,505
Restricted funds			
Henry Smith	-	(1,299)	(1,299)
PCC	(37)	35,607	35,570
BBC - CIN	-	(2,522)	(2,522)
Hampshire & Isle of Wight Community Fund		1,412	1,412
	(37)	33,198	33,161
TOTAL FUNDS	91,091	29,453	120,544

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds	40.070		
General fund	43,970	(47,715)	(3,745)
Restricted funds			
Henry Smith	41,601	(42,900)	(1,299)
PCC	153,999	(118,392)	35,607
BBC - CIN	34,152	(36,674)	(2,522)
Hampshire & Isle of Wight Community Fund	4,657	(3,245)	1,412
	234,409	(201,211)	33,198
TOTAL FUNDS	278,379	(248,926)	29,453

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds General fund	93,597	(2,469)	£ 91,128
Restricted funds PCC	(37)	-	(37)
TOTAL FUNDS	93,560	(2,469)	91,091

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	12,576	(15,045)	(2,469)
Restricted funds		(),),	
Henry Smith	38,899	(38,899)	-
PCC	154,001	(154,001)	_
Reunification	9,490	(9,490)	-
BBC - CIN	29,384	(29,384)	-
Portsmouth Lottery Grant 2019	480	(480)	
	_232,254	(232,254)	
TOTAL FUNDS	244,830	<u>(247,299</u>)	(2,469)

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Notes to the Financial Statements - continued for the Year Ended 31 March 2021

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

		movement	At
	At 1.4.19	in funds	31.3.21
	£	£	£
Unrestricted funds			
General fund	93,597	(6,214)	87,383
Restricted funds			
Henry Smith	_	(1,299)	(1,299)
PCC	(37)	35,607	35,570
	(57)	(2,522)	(2,522)
BBC - CIN	-		
Hampshire & Isle of Wight Community Fund		1,412	1,412
	(37)	33,198	33,161
TOTAL FUNDS	93,560	26,984	120,544

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	56,546	(62,760)	(6,214)
Restricted funds			
Henry Smith	80,500	(81,799)	(1,299)
PCC	308,000	(272,393)	35,607
Reunification	9,490	(9,490)	-
BBC - CIN	63,536	(66,058)	(2,522)
Portsmouth Lottery Grant 2019	480	(480)	-
Hampshire & Isle of Wight Community Fund	4,657	_(3,245)	1,412
	466,663	(433,465)	33,198
TOTAL FUNDS	523,209	(496,225)	26,984

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	for the Year Ended 31 March 2021	31.3.21	31.3.20
NICOME AND DEDOUGLESTE		£	£
INCOME AND ENDOWMENTS			
Donations and legacies			
Sales		270,463	236,254
Donations		7,873	8,445
		278,336	244,699
Investment income			
Deposit account interest		43	131
Total incoming resources		278,379	244,830
EXPENDITURE			
Support costs Personnel			
Wages		169,357	186,082
Social security		9,659	11,272
Pensions		5,483	6,261
Insurance		1,038	971 1,827
Travel & subsistence Recruitment		1,254 175	1,827
Reclument			
		186,966	207,550
Finance		81	60
Bank charges		61	00
Volunteers			
Travel & subsistence		548	3,500
Training		5,998 509	1,823 546
DBS Checks Miscellaneous		437	219
Wiscenarious			
		7,492	6,088
Families			
Events		-	263
Refreshments		86	279 5 422
Crèche		10,914	5,433
		11,000	5,975
Overheads			
Communications		13,840	8,673
Premises and equipment expense		17,687 2,318	9,536 2,387
Advertising and promotions TIG to HSUK		2,318 4,396	4,286
Office costs		1,276	1,200
		39,517	26,686

This page does not form part of the statutory financial statements

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Detailed Statement of Financial Activities for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
Overheads Governance costs		
Auditors' remuneration	400	400
Auditors' remuneration for non audit work	620	540
Provision for future costs	2,850	
	3,870	940
Total resources expended	248,926	247,299
Net income/(expenditure)	29,453	(2,469)

This page does not form part of the statutory financial statements