

# Annual Report and Accounts

Home-Start Richmondshire Annual Report and Accounts  
1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022

Helping families grow since 2010



COMPANY REGISTRATION NUMBER: 07003472  
CHARITY REGISTRATION NUMBER: 1136722

**Home-Start Richmondshire**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2022**

**CHIPCHASE MANNERS**

Chartered Accountants  
15 Newbiggin  
Richmond  
North Yorkshire  
DL10 4DR

# Home-Start Richmondshire

Company Limited by Guarantee

## Financial Statements

Year ended 31 March 2022

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# Home-Start Richmondshire

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Chair's Report) *(continued)*

#### Year ended 31 March 2022

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the company for the year ended 31 March 2022.

#### Reference and administrative details

Registered charity name	Home-Start Richmondshire
Charity registration number	1136722
Company registration number	07003472
Principal office and registered office	Office 4 IPS Innovate Chartermark Way Colburn Business Park Catterick Garrison North Yorkshire DL9 4QJ

#### The trustees

A J Tulley	
P E Garlick	
O Grigor-Taylor	
H MacFarquhar (Chair)	
S K Rae	(Resigned 1 February 2022)
J L White	
T Zaranko	(Appointed 25 January 2022)
A P Terry	(Appointed 25 January 2022)
D Bell	(Appointed 25 January 2022)
J Jack	
J Stansfield	
H M Wykes	
D Hammal	(Resigned 25 January 2022)
A P Thompson	(Resigned 22 September 2021)

Independent examiner	Jane Boagey BA, FCCA
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# **Home-Start Richmondshire**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Chair's Report)**

**Year ended 31 March 2022**

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#### **Chair's report**

##### **Introduction**

2021-22 continued to be a challenging year for most charitable organisations and Home-Start Richmondshire has been no exception. As the year progressed it became clear that there was still an increasing and ongoing demand for our services and support to families. The 'lock downs' meant we had to be responsive to both Government restrictions, and the expectations of our referrers. Once we were able to recommence face to face visits and support, we did so, but at all times keeping the health and welfare of our volunteers, families, and staff at the forefront of our thinking.

A real highlight of the year was Baroness Hale of Richmond very kindly agreeing to become our Patron. Her passion for safeguarding the needs of families and her knowledge and expertise in Family Law blend perfectly with the mission of Home-Start Richmondshire. She has met with the Trustee Board and staff and is always available to offer us advice and guidance, for which we are enormously grateful. Her Patronage means a great deal to us.

##### **The Board of Trustees**

This year has seen the retirement of our former Chair, Di Hammel. Di stood down at last year's AGM and I had the honour of being elected Chair. Di then subsequently retired from the Board early in 2022. Her long experience in Children's Services and her quiet ability to lead the Board and its staff through the last few difficult years have been outstanding. She is sadly missed but continues to support us in the background. We also lost Stephanie Rae from our board due to her increased work commitments. Steph provided expertise on all Human Resources issues, particularly recruitment. Steph also still remains connected and supportive of HSR work.

However, we then went on to recruit a number of additional Trustees, to take our complement of Trustees up to the maximum of 12. Andrew Terry, Taduesz (Tad) Zaranko and Major Daniel Bell were all appointed early in 2022. We welcome them to the Board and look forward to their contributions. It is enormously encouraging that we have no problems in attracting potential Trustees, which speaks volumes for the profile and importance of HSR in the Richmondshire area.

##### **Services to Families**

During the year our 35 home visiting volunteers supported 55 families with 147 children, including 29 new referrals.

# Home-Start Richmondshire

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Chair's Report) *(continued)*

#### Year ended 31 March 2022

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Figures below are taken from data held on our database from families who ended support during the year, showing positive improvement, or no decline, across 13 life areas. This evidence is typical of our year-on-year results.

- 80% said that they were coping better with their own mental health
- 75% said that they were coping better with the child(ren's) mental health.
- 75% said that they felt less isolated as a result of the support
- 90% parents reported improved self-esteem
- 92% parents said that they were now using services available to them better than they were before support started
- 75% parents reported that stress related to family conflicts had improved
- 75% reported improved management of the household budget and
- 93% felt that their general day to day running of the household had improved.

#### Volunteers

Our recruitment of Volunteers this year has been very successful, despite the limitations imposed on us by the pandemic. We held two Volunteer Preparation training courses (PREP) during the year which resulted in 11 new volunteers starting to support families. These volunteers bring a wealth of experience to share with families. Safeguarding refresher training for all volunteers was completed and there were also two other training courses offered to volunteers during the year. A small number of volunteers decided to take a break from supporting families as we emerged from the pandemic.

#### Review of Business Plan - November 2021

The Business Development Plan April 2021 - March 2023 was approved by the Board of Trustees in March 2021 and the first review of that Plan took place in November 2021. The following comments reflect the substance of that Review, reflecting progress to date in the achievement of key objectives contained within the Plan, highlighting areas of achievement and those areas that remain ongoing priorities for the forthcoming year.

Key Objective 1 - To increase the number of volunteers trained and enrolled with HS-R for family and/or organisational support to work effectively with the target number of families.

- We continued to be successful in the recruitment and training of volunteers despite the challenges of the pandemic. Two PREP courses were run during the business year and all new volunteers allocated to provide family support.
- The expansion of roles for volunteers into areas such as fundraising, social media and group support continues to be a priority for 2022-23
- The potential 'growth' areas identified in the Plan have not materialised due to lack of funding for



# Home-Start Richmondshire

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Chair's Report) *(continued)*

#### Year ended 31 March 2022

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Group support and lack of demand for telephone befriending once we began move out of the restrictions of the Covid lock down, with families much preferring face to face contact where possible.

- Recruitment of Trustees - Three new trustees were recruited, which resulted in us achieving the maximum size for the Trustee Board of 12 members. The development of advisory roles for the Trustee Board will be progressed in 2022-23

Key Objective 2 - To work strategically to identify and enrol families who would benefit from HS-R support services in order to increase the number of families supported by the target number.

- HSR has continued to receive referrals from our usual sources, e.g. Early Help, Health Visitors, and self-referrals. The opportunity to expand our referral base has been limited due to the pandemic and statutory organisations being restricted as to their service delivery 'reach'. In terms of developing existing and new relationships with potential referrers and funders, it is important to note that North Yorkshire County Council will experience significant organisational changes next year (2023) and it will be a priority for HSR to engage with that process to ensure our family services and support remain well known and we are able to attract funding from that source.

Key Objective 3 - To develop effective marketing, especially in upgrading online and social media presence significantly to support volunteer recruitment, family recruitment and income growth through heightened awareness of HS-R in the Richmondshire area

- The development of the web site in 2021-22 gathered momentum as the year has progressed. Regular HSR postings on social media, especially in relation to volunteer recruitment appears to have had a positive impact on raising awareness of the existence of HSR. Also, publicity in local media outlets (e.g., Richmondshire Today) has shown that the written word still remains a powerful tool for advertising especially among rural communities.
- The development of marketing strategies and the targeting of local businesses for local sponsorship remains an ongoing area of priority and activity for 2022-23.

#### Business Development Day - March 2022

The Trustee Board has been keen to ensure that we have a forward-looking approach as 2022 progresses, being mindful that the current Plan expires next year. With that in mind and being cognisant of the challenging external atmosphere over which HSR has little control (the pandemic, the war in Ukraine, the bleak economic forecast) we held a Business Development Day in March 2022, facilitated by an external freelance consultant, Frances Flaxington. Frances, very kindly, gave her services for the day to HSR free of charge.

The aims for the day were to enable HSR to move forward in giving 'parents/carers the support they need to give their children the best possible start in life'. We wanted to reflect on and affirm the strengths and achievements of HSR; set out where we are now; explore our ambitions to strengthen and grow HSR; explore how we could secure longer term funding; consider what we want to do and how we want to do it and importantly, to agree next steps in developing an achievable Business Plan for the next phase of our development.

The outcomes from the day were extremely encouraging with trustees and staff remaining positive for the future and agreeing key outcomes for 2023 and beyond. We acknowledged that we need to 'learn the lessons' from the Covid era and see this as an opportunity to 'reset'. It was agreed that our mission and aims as reflected in the current Plan remain as relevant in today's operational context as they did when set in 2021. However, there was a consensus that our priorities going forward must be the following: to systematically gather more quantitative and qualitative data/evidence of our impact in

# Home-Start Richmondshire

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Chair's Report) *(continued)*

#### Year ended 31 March 2022

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supporting families; make greater use of the services of HSUK; consider whether our operational and staffing structures are 'fit for purpose' and reshape the role of trustees on the Board in bringing to bear their influence with local decision makers, especially in relation to generating income/funding.

#### Conclusion

We know that further challenges are before us, not least of which is the search for longer term sustainable funding in a very tight and competitive economic climate. However, we have strong foundations, dedicated and talented staff, volunteers and trustees, all of which gives us confidence that Home-Start Richmondshire will continue to play an important role within our local community in providing support to families within the whole Richmondshire area.

Heather MacFarquhar  
Chair of the Board of Trustees, Home-Start Richmondshire  
21 September 2022



# Home-Start Richmondshire

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Chair's Report) *(continued)*

#### Year ended 31 March 2022

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#### Structure, governance and management

##### Structure and Management of the Company

The company is managed by a board of directors. The board may nominate individual members and co-opt additional members with full voting rights.

New board members receive an induction and briefing on their legal obligations under company law and the content of the constitution as well as management committee papers to familiarise themselves with their role and responsibilities.

All board members are appointed using current safer recruitment processes, and meet bi-monthly. They are responsible for the strategic planning, policy development and management of Home-Start Richmondshire.

##### Governing Document

Home-Start Richmondshire is governed by a constitution and is registered at Companies House, incorporated on 28 August 2009.

The objects of the company 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, poverty and need amongst children and parents of children
- To promote the education of the public in better standards of childcare within the area of Richmondshire and its environs.

#### Objectives and activities

##### Our vision and mission

Home-Start Richmondshire wants to see a society in which every parent has the support they need to give their children the best possible start in life.

Our mission is to work in partnership with parents and carers from both the civilian and armed forces communities across the local area; enabling and empowering parents to ensure their children have the best possible start in life by offering quality practical and emotional support from our staff and volunteer team.

Our core values are:

Inclusivity, Respect, Empowerment, Responsiveness, Enjoyment, Quality.

# Home-Start Richmondshire

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

**Year ended 31 March 2022**

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#### **Achievements and performance**

Our achievements and performance are outlined in detail in the Chair's report, along with our plans for future periods.

#### **Financial review**

The period from 1st April 2021 to 31st March 2022 ended with funds carried forward of £88,612. This represented a decrease of £51,849 from the previous financial period.


Expenditure was roughly in line with the last financial year and within budget.

During the course of the financial year Home-Start Richmondshire has operated with a current account and a deposit account with HSBC and a Treasurer's Savings Account with Darlington Building Society. This approach has enabled us to maximise investment income.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 21 September 2022 and signed on behalf of the board of trustees by:



H MacFarquhar  
Chair of Trustees



# Home-Start Richmondshire

## Company Limited by Guarantee

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

Year ended 31 March 2022

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I report to the trustees on my examination of the financial statements of Home-Start Richmondshire ('the company') for the year ended 31 March 2022.

#### Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 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 financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.



Jane Boagey BA, FCCA  
Independent Examiner

15 Newbiggin  
Richmond  
North Yorkshire  
DL10 4DR

21 September 2022

# Home-Start Richmondshire

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

		Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
	Note				
<b>Income and endowments</b>					
Donations and grants	5	4,423	67,292	71,715	160,645
Other trading activities	6	1,070	–	1,070	182
Investment income	7	57	–	57	49
<b>Total income</b>		<u>5,550</u>	<u>67,292</u>	<u>72,842</u>	<u>160,876</u>
<b>Expenditure</b>					
Expenditure on charitable activities	8,9	4,106	120,585	124,691	102,362
<b>Total expenditure</b>		<u>4,106</u>	<u>120,585</u>	<u>124,691</u>	<u>102,362</u>
<b>Net (expenditure)/income</b>		<u>1,444</u>	<u>(53,293)</u>	<u>(51,849)</u>	<u>58,514</u>
Transfers between funds		(16,242)	16,242	–	–
<b>Net movement in funds</b>		<u>(14,798)</u>	<u>(37,051)</u>	<u>(51,849)</u>	<u>58,514</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		73,640	66,821	140,461	81,947
<b>Total funds carried forward</b>		<u>58,842</u>	<u>29,770</u>	<u>88,612</u>	<u>140,461</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 11 to 20 form part of these financial statements.

# Home-Start Richmondshire

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2022

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible fixed assets	14	442	603
<b>Current assets</b>			
Debtors	15	1,275	1,478
Cash at bank and in hand		91,809	140,760
		<u>93,084</u>	<u>142,238</u>
<b>Creditors: amounts falling due within one year</b>	16	4,914	2,380
<b>Net current assets</b>		<u>88,170</u>	<u>139,858</u>
<b>Total assets less current liabilities</b>		<u>88,612</u>	<u>140,461</u>
<b>Net assets</b>		<u>88,612</u>	<u>140,461</u>
<b>Funds of the charity</b>			
Restricted funds		29,770	66,422
Unrestricted funds		58,842	74,039
<b>Total charity funds</b>	18	<u>88,612</u>	<u>140,461</u>

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

These financial statements were approved by the board of trustees and authorised for issue on 21 September 2022, and are signed on behalf of the board by:



H MacFarquhar

Chair of Trustees

The notes on pages 11 to 20 form part of these financial statements.



# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2022

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#### 1. General information

The company is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Office 4, IPS Innovate Chartermark Way, Colburn Business Park, Catterick Garrison, North Yorkshire, DL9 4QJ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.



# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	- 20% straight line
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##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.



# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets *(continued)*

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the company are assigned to those units.

##### Financial instruments

A financial asset or a financial liability is recognised only when the company becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Financial instruments *(continued)*

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

##### Reserves policy

Home Start Richmondshire Trustees have set prudent level of reserves at six months running costs, it also reflects the trustees desire that families receive continued support if alternative funding is sought.

#### 4. Limited by guarantee

Home-Start Richmondshire is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

#### 5. Donations and grants

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Donations	2,637	–	2,637
<b>Grants</b>			
Grants receivable	1,786	67,292	69,078
	<u>4,423</u>	<u>67,292</u>	<u>71,715</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
Donations	3,901	–	3,901

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# Home-Start Richmondshire

Company Limited by Guarantee

## Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

### 5. Donations and grants *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Grants</b>			
Grants receivable	27,650	129,094	156,744
	<u>31,551</u>	<u>129,094</u>	<u>160,645</u>

### 6. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Fundraising events	1,070	1,070	182	182

### 7. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	57	57	49	49

### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
General activities	568	95,522	96,090
Support costs	3,538	25,063	28,601
	<u>4,106</u>	<u>120,585</u>	<u>124,691</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
General activities	—	86,873	86,873
Support costs	168	15,321	15,489
	<u>168</u>	<u>102,194</u>	<u>102,362</u>



# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

#### 9. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2022	Total fund 2021
	£	£	£	£
General activities	96,090	—	96,090	86,873
Governance costs	—	28,601	28,601	15,489
	<u>96,090</u>	<u>28,601</u>	<u>124,691</u>	<u>102,362</u>

#### 10. Net (expenditure)/income

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

	2022	2021
	£	£
Depreciation of tangible fixed assets	<u>161</u>	<u>161</u>

#### 11. Independent examination fees

	2022	2021
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>624</u>	<u>1,165</u>

#### 12. Particulars of employees

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	68,893	65,262
Employer contributions to pension plans	<u>1,135</u>	<u>1,046</u>
	<u>70,028</u>	<u>66,308</u>

The average head count of employees during the year was 2.4 (2021: 2.4). The average number of full-time equivalent employees during the year is analysed as follows:

	2022	2021
	No.	No.
Number of staff	<u>2.4</u>	<u>2.4</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

#### 13. Trustee remuneration and expenses

No salaries or wages have been paid to the trustees during the year.

# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

#### 14. Tangible fixed assets

	Equipment £
Cost	
At 1 April 2021 and 31 March 2022	804
Depreciation	
At 1 April 2021	201
Charge for the year	161
At 31 March 2022	362
Carrying amount	
At 31 March 2022	442
At 31 March 2021	603

#### 15. Debtors

	2022 £	2021 £
Prepayments and accrued income	1,275	1,478

#### 16. Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	2,218	1,296
Accruals and deferred income	855	650
Social security and other taxes	1,558	188
Other creditors	283	246
	4,914	2,380

#### 17. Pensions and other post-retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,135 (2021: £1,046).

# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

#### 18. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 21	Income	Expenditure	Transfers	At 31 March 22
	£	£	£	£	£
General Funds	<u>73,640</u>	<u>5,550</u>	<u>(4,106)</u>	<u>(16,242)</u>	<u>58,842</u>

	At 1 April 20	Income	Expenditure	Transfers	At 31 March 21
	£	£	£	£	£
General Funds	<u>42,425</u>	<u>31,782</u>	<u>(168)</u>	<u>—</u>	<u>74,039</u>

##### Restricted funds

	At 1 April 21	Income	Expenditure	Transfers	At 31 March 22
	£	£	£	£	£
Total restricted funds	<u>66,821</u>	<u>67,292</u>	<u>(120,585)</u>	<u>16,242</u>	<u>29,770</u>

	At 1 April 20	Income	Expenditure	Transfers	At 31 March 21
	£	£	£	£	£
Total restricted funds	<u>39,522</u>	<u>129,094</u>	<u>(102,194)</u>	<u>—</u>	<u>66,422</u>



# Home-Start Richmondshire

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

#### 18. Analysis of charitable funds *(continued)*

##### Analysis of restricted funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
LIBOR	14,052	–	(14,052)	–	–
Henry Smith	26,507	13,300	(40,832)	1,025	–
Garfield Weston	6,390	–	(6,390)	–	–
Two Ridings Covid Fund	38	–	(828)	790	–
Comic Relief	1,786	–	–	(1,786)	–
HSUK ACF	3,738	–	(3,739)	1	–
HSUK Caring for families	3,960	–	(3,960)	–	–
AFC Project Track	–	35,068	(22,975)	–	12,093
HSUK Pears Fund	–	2,000	(673)	–	1,327
HSUK ACF	–	7,000	(7,000)	–	–
HSUK DCMS	–	–	–	–	–
Volunteering	–	1,000	–	–	1,000
BD Project	10,000	8,924	(20,136)	1,212	–
Group Work	–	–	–	15,000	15,000
Eaton Fund	350	–	–	–	350
<b>Total</b>	<b>66,821</b>	<b>67,292</b>	<b>(120,585)</b>	<b>16,242</b>	<b>29,770</b>

#### 19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	442	–	442
Current Assets	63,314	29,770	93,084
Creditors less than 1 year	(4,914)	–	(4,914)
<b>Net assets</b>	<b>58,842</b>	<b>29,770</b>	<b>88,612</b>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	603	–	603
Current Assets	75,417	66,821	142,238
Creditors less than 1 year	(2,380)	–	(2,380)
<b>Net assets</b>	<b>73,640</b>	<b>66,821</b>	<b>140,461</b>