

# **Home-Start St Helens Limited**

Charity number 1155988

A Company limited by guarantee number 08796050

## **Annual Report and Financial Statements for the year ended 31 March 2017**



Greater Merseyside Community  
Accountancy Service

# **Home-Start St Helens Limited**

## **Annual Report and Financial Statements for the year ended 31 March 2017**

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**Prepared by the Greater Merseyside Community Accountancy Service**

# **Home-Start St Helens Limited**

## **Trustees' report continued**

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### **Chairman's Opening Remarks**

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 2017.

### **Objects and Activities**

Home-Start St Helens offers support, friendship and practical help to parents with children in St Helens.

Home-Start St Helens offers a unique service. We recruit and train volunteers, who are parents themselves, to visit families at home and offer them informal, friendly and confidential family support.

The aim of Home-Start St Helens is to give children the best possible start in life. Home-Start St Helens supports parents as they grow in confidence, strengthen their relationships with their children and widen their links with the local community.

The objects for which Home-Start St Helens was established 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 child care; principally but not exclusively within the area of St Helens and its environs

In setting our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's guidance on public benefit.

### **Achievement and Performance**

Staff, Trustees and our dedicated volunteers work together to ensure that we provide a quality service to St Helens families, providing help and support for families who live in St Helens, to help give children the best possible start in life. Home-Start St Helens supports parents as they grow in confidence, strengthen their relationships with their children and widen their links with the local community.

### **Family Support**

We support parents as they learn to cope, improve their confidence and build better lives for their children.

After attending an initial Home-Start course of preparation, family support volunteers are matched with a family and visit for 3 to 4 hours per week. The approach varies according to the needs of each family and draws on the skills and experience of the volunteer. Talking with parents, playing with children and accompanying/signposting the family to appointments may all be offered. By sharing their time and friendship, volunteers offer families an opportunity to develop new skills, ideas and relationships.

From April 2016 to March 2017 99 families (including 242 children) received the support of a home-visiting volunteer.

# Home-Start St Helens Limited

## Trustees' report continued

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### Contribution Made By Volunteers

Volunteers are at the very heart of our service delivery. During 2016/17, 44 volunteers offered tailor-made, emotional and practical support to families in their own homes.

We provide induction training and on-going training and support to increase confidence and knowledge for our volunteers. Once this is combined with their own parenting experience this gives them a strong foundation on which to build their support for families struggling to cope.

In 2016/17 3 courses of preparation for new volunteers took place. On-going training for all volunteers included Safeguarding Refresher Training, Safer Sleep for Babies and Infants, Paediatric First Aid, Alcohol Awareness, Barnado's Boss Mental Health Awareness and Advanced Solutions Training on Autism and ADHD.

All volunteers also receive regular support and supervision from Scheme Manager or Family Support Worker.

### Financial Review

The Trustees recognise these are difficult economic times and are not at all complacent about the challenges ahead. We recognise the importance of having a more diverse range of funding streams and we are pleased to say for 2016/17 we secured funding from:-

Garfield Weston Foundation

Morgan Foundation

Pilkington Charitable Trust

Providence Hospital Endowment Fund

Rainhill Rotary

Ravensdale Trust

Rotary Club of St Helens

St Helens MBC

The Mayor's Charity

### Reserves Policy

The Charity aims to provide an on-going support service to families it supports. Unrestricted reserves are needed:-

- To provide continuity of service should there be an unanticipated shortfall of income
- To cover unanticipated increases in the costs of providing the service
- To cover the costs of providing cover for staff who take sick or maternity leave
- To cover the costs of downsizing or closure should the Trustees be unable to obtain necessary funding

As the majority of funding is currently negotiated on an annual basis, the Trustees consider that a minimum of three months running costs are needed in reserve to ensure continuity of service should there be a shortfall of funding or a delay in obtaining funding in any particular year.

The Trustees and Management of Home-Start St Helens recognise the need to build up reserves to provide greater security for the Charity and its stakeholders and continue to seek ways in which additional funds can be raised and are keeping the reserves policy and its implementation under regular review. Trustees appreciate the efforts of staff to reduce costs and continue to make economies wherever possible without reducing the quality of our service.

# **Home-Start St Helens Limited**

## **Trustees' report continued**

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### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

Home-Start St Helens is a company limited by guarantee, as defined by the Companies Act 2006, and a registered charity and is governed by its Memorandum and Articles of Association.

The Charity is managed by the Management Committee which consists of the Trustees and non-voting Advisors and meets at least six times a year. The Trustees set the policies to be followed and reviews the performance of the staff; they also set the terms and remuneration of staff. The Scheme Manager is responsible for the operation and day-to-day running of the Scheme with staff support.

The Management Committee is supported by a Finance Sub-Committee that meets bi-monthly; this is comprised of a maximum of four trustees, Scheme Manager and Office Manager. Other specialist sub-committees comprising of Trustees and staff are set up as and when required.

Home-Start St Helens is supported by Home-Start UK. This is an independently registered charity that provides the support that all local Home-Start schemes need to carry out their objectives. This support consists of up-to-date training for staff, volunteers and Trustees, information and guidance on governance, legal and human resources advice, help with fundraising, lobbying of national and local government and funders and providing national quality standards.

#### **Risk Management**

The Trustees have 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 to manage those risks. These risks have been documented by the Trustees and are reviewed on an annual basis or more frequently should circumstances change.

The Trustees recognise that the major risk to providing services is the uncertainty of long term funding from statutory bodies. However, Home-Start St Helens works hard to deliver high quality services and to maintain its good reputation with the families it supports and with colleagues in the statutory and voluntary sectors. The Charity has also proved its willingness to adapt in response to changes in expectations of those commissioning services, whilst remaining true to its core values.

The Charity maintains a comprehensive range of policies and procedures for minimising financial and other risks and the Trustees monitor these on a regular basis. Trustees are aware of the potential costs of redundancy if sufficient funding to maintain the current levels of activity is not obtained and are continuing to work to increase the level of the Charity's reserves.

Other risks both physical and relating to professional indemnity are regularly reviewed and minimised by our policies and the training given to staff and volunteers. We are covered by insurance policies organised by Home-Start UK. All staff and volunteers working with families have current DBS Enhanced Disclosures.

# Home-Start St Helens Limited

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## Future Plans

For 2016-17 Home-Start St Helens has a contract with St Helens MBC to provide home-visiting volunteer support to families across the Borough of St Helens. The contract which started in 2016 is a three year contract with the possibility of a one year extension.

## Statement of Directors' responsibilities

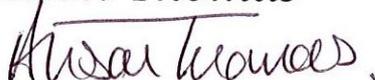
Company law requires the directors to prepare financial accounts for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charity for that period. In preparing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

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity 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 charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board on 12th July 2017 and signed on behalf of the directors by:

*Alison Thomas*  


Alison Thomas  
Trustee

## Reference and Administrative Details

### Home-Start St Helens Limited

Charity number 1155988

A Company limited by guarantee number 08796050

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The trustees, who are the directors of the company for the purposes of company law, are pleased to present their report and financial statements together with the independent examiner's report for the year ended 31 March 2017.

The trustees during the year were:

| Name             | Position      | Dates                     |
|------------------|---------------|---------------------------|
| Mrs A Thomas     | Chairman      |                           |
| Mr J. C. Murray  | Vice Chairman |                           |
| Mrs J Mulford    |               |                           |
| Mrs K Malcolm    | Treasurer     |                           |
| Miss A Armstrong |               | <i>previously Clewlow</i> |
| Miss A O'Ryan    |               |                           |
| Mrs M Whitham    |               |                           |

#### Sub Committees

Advisors to the Management Committee

Councillor S Glover

Representing St Helens MBC

Councillor P Ireland

Representing St Helens MBC

Mrs J Halsall

Representing Bridgewater Community NHS

#### Secretary

Mrs J Smith

#### Method of appointment

The trustees are appointed by the Board of Trustees at Management Committees, by election following their nomination by an existing Trustee.

#### Trustees Induction and Training

New trustees attend an Induction Day provided by Home-Start National and then have access to all relevant training from Home-Start

#### Principal address

Peter Street Community Centre

Peter Street

St Helens

Merseyside

WA10 2EQ

#### Independent examiner

on behalf of:

#### Greater Merseyside Community Accountancy Service

Beacon Building

College Street

St Helens

WA10 1TF

## **Reference and Administrative Details**

### **Home-Start St Helens Limited**

**Charity number 1155988**

**A Company limited by guarantee number 08796050**

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#### **Bankers**

Nat West Bank Plc  
5 Ormskirk Street  
St Helens  
Merseyside  
WA10 1DR

#### **Governing document**

The organisation is a charitable company limited by guarantee, incorporated 4 March 2014. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association.

#### **Objects of the organisation**

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 St Helens and its environs.

#### **Independent Examiner**

**Jane Williams**

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

#### **Approval**

This report, which has been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, was approved by the trustees on 12th July 2017 and signed on their behalf by:

## **Independent Examiner's report to the trustees of Home-Start St Helens Limited**

I report on the accounts of the charity for the year ended 31st March 2017 set out on pages 9 to 19

### **Respective responsibilities of the Trustees and examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of Independent examiner's statement**

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

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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

*Jane Williams*

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

12th July 2017

**Home-Start St Helens Limited**  
**Statement of Financial Activities**  
**(Including Income & Expenditure Account)**  
**for the year ended 31 March 2017**

|  | Notes | 2017<br>Unrestricted<br>funds<br>£ | 2017<br>Restricted<br>funds<br>£ | 2017<br>Total<br>funds<br>£ | 2016<br>Total<br>funds<br>£ |
|--|-------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                        |       |                                    |                                  |                             |                             |
| Income from donations                      | (4)   | 92,999                             | 18,750                           | 111,749                     | 119,124                     |
| Income from charitable activities          | (5)   | 26,366                             | -                                | 26,366                      | 11,044                      |
| Other incoming resources                   | (6)   | 3,000                              | -                                | 3,000                       | 12,518                      |
| Bank interest                              |       | -                                  | -                                | -                           | -                           |
| <b>Total incoming resources</b>            |       | <u>122,365</u>                     | <u>18,750</u>                    | <u>141,115</u>              | <u>142,686</u>              |
| <b>Resources expended</b>                  |       |                                    |                                  |                             |                             |
| Charitable activities                      | (7)   | <u>110,804</u>                     | <u>22,103</u>                    | <u>132,907</u>              | <u>132,622</u>              |
| <b>Net incoming / (outgoing) resources</b> |       | 11,562                             | (3,353)                          | 8,209                       | 10,064                      |
| <b>Transfers between funds</b>             |       | <u>-</u>                           | <u>-</u>                         | <u>-</u>                    | <u>-</u>                    |
| <b>Net movement in funds</b>               |       | 11,562                             | (3,353)                          | 8,209                       | 10,064                      |
| <b>Reconciliation of funds</b>             |       |                                    |                                  |                             |                             |
| <b>Total funds as at 01 April 2016</b>     |       | <u>4,259</u>                       | <u>5,805</u>                     | <u>10,064</u>               | <u>-</u>                    |
| <b>Total funds as at 31 March 2017</b>     | (7a)  | <u>15,820</u>                      | <u>2,452</u>                     | <u>18,272</u>               | <u>10,064</u>               |

The above statement includes all gains and losses recognised during the year.  
All activities are regarded as continuing.  
Comparative figures for the previous year by fund type are shown in Note 15.  
The Notes on pages 12 to 19 form an integral part of these accounts.

# Home-Start St Helens Limited

Charity number 1155988

A Company limited by guarantee number 08796050

## Balance sheet

as at 31 March 2017

|  | 2017               | 2017         | 2017          | 2016          |
|--|--------------------|--------------|---------------|---------------|
|  | Unrestricted       | Restricted   | Total         | Total         |
|  | £                  | £            | £             | £             |
| <b>Fixed Assets</b>                        |                    |              |               |               |
| Tangible Assets                            | (10) -             | -            | -             | -             |
| <b>Total fixed assets</b>                  | <u>-</u>           | <u>-</u>     | <u>-</u>      | <u>-</u>      |
| <b>Current Assets</b>                      |                    |              |               |               |
| Debtors and prepayments                    | (11) -             | -            | -             | -             |
| Cash at bank and in hand                   | (12) 15,820        | 2,452        | 18,272        | 10,064        |
| <b>Total current assets</b>                | <u>15,820</u>      | <u>2,452</u> | <u>18,272</u> | <u>10,064</u> |
| <b>Current liabilities:</b>                |                    |              |               |               |
| <b>amounts falling due within one year</b> |                    |              |               |               |
| Creditors (due within one year)            | (13) -             | -            | -             | -             |
| <b>Total current liabilities</b>           | <u>-</u>           | <u>-</u>     | <u>-</u>      | <u>-</u>      |
| <b>Net Assets</b>                          | <u>15,820</u>      | <u>2,452</u> | <u>18,272</u> | <u>10,064</u> |
| <b>Funds of the charity</b>                |                    |              |               |               |
| Restricted Funds                           | -                  | 2,452        | 2,452         | 5,805         |
| Unrestricted funds                         | 15,820             | -            | 15,820        | 4,259         |
| <b>Total Funds</b>                         | (15) <u>15,820</u> | <u>2,452</u> | <u>18,272</u> | <u>10,064</u> |

The trustees (who are also the directors of the company for the purposes of company law) confirm that for the year ended 31 March 2017

the company was entitled to exemption from audit under section 477 of the Companies Act 2006, and

the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act

the trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

The notes on pages 12 to 19 form an integral part of these accounts.

These accounts, which have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, were approved by the trustees on 12th July 2017 and signed on their behalf by:

*Mrs K Malcolm*

Mrs K Malcolm  
Director / Trustee

**Home-Start St Helens Limited**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 March 2017**

|  | 2017          | 2017           | 2016         | 2016         |
|--|---------------|----------------|--------------|--------------|
|  | Unrestricted  | Restricted     | Unrestricted | Restricted   |
|  | £             | £              | £            | £            |
| <b>Cash flows from operating activities:</b> |               |                |              |              |
| Net income/(expenditure) per SoFA            | 11,562        | (3,353)        | 4,259        | 5,805        |
| Investment income                            | -             | -              | -            | -            |
| (Increase)/decrease in debtors               | (5) -         | -              | -            | -            |
| Increase/(decrease) in creditors             | -             | -              | -            | -            |
|  | <u>11,562</u> | <u>(3,353)</u> | <u>4,259</u> | <u>5,805</u> |
| <b>Cash flows from investing activities</b>  |               |                |              |              |
| Investment income                            | (6) -         | -              | -            | -            |
|  | <u>-</u>      | <u>-</u>       | <u>-</u>     | <u>-</u>     |
| <b>Net increase/(decrease) in cash:</b>      | 11,562        | (3,353)        | 4,259        | 5,805        |
| <b>Total cash as at 01 April 2016</b>        | <u>4,259</u>  | <u>5,805</u>   | -            | -            |
| <b>Total cash as at 31 March 2017</b>        | <u>15,821</u> | <u>2,452</u>   | <u>4,259</u> | <u>5,805</u> |

The notes on pages 12 to 19 form an integral part of these accounts.

# Home-Start St Helens Limited

## Notes to the financial statements

### for the year ended 31 March 2017

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#### 1 Basis of preparation

These accounts (financial statements) have been prepared under the historical cost convention,

1.1 with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:

- (a) The Charities Act 2011
- (b) The Companies Act 2006
- (c) The Financial Reporting Standard applicable in the UK and the Republic of Ireland: FRS 102
- (d) Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS 102) (effective January 2015)

1.2 Changes to the basis of preparation

The accounts for the previous year were prepared in accordance with:

- (a) The financial Reporting Standard for smaller entities (the FRSEE) (effective April 2008)
- (b) The Charities SORP 2005 (2nd edition - May 2008)

1.3 Change to previous accounts

These are the charity's first financial statements to comply with FRS102. The date of transition to FRS102 is 01 April 2016. No adjustments or restatements were necessary other than those necessary to comply with the revised layout of the financial statements required by the Charities SORP (FRS102).

1.4 The charity meets the definition of a public benefit entity as defined by FRS 102

1.5 The trustees consider that there are not material uncertainties about the charity's ability to continue as a going concern.

#### 2 Accounting Policies

##### 2.1 Fund accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.
- (c) The purposes of the funds are shown in Note 7a.

##### 2.2 Income

- (a) Income is recognised and included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the income; receipt is probable; and the monetary value can be measured with sufficient reliability.
- (b) Where income has related expenditure (e.g. creche), the income and related expenditure are reported gross in the SoFA.
- (c) Bank interest is recognised when credited to the account.
- (d) Gift Aid, where appropriate, is recognised in the same accounting period as the donation to which it relates.
- (e) Income, which is subject to conditions that the charity has yet to fulfil, or which is specifically for use in a future accounting period, is treated as deferred income.

##### 2.3 Expenditure and liabilities

- (a) Expenditure is recognised on the accruals basis.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.
- (c) Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- (d) Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

# Home-Start St Helens Limited

## Notes to the accounts

### for the year ended 31 March 2017

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#### 2.4 Tangible Fixed Assets

(a) Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250. They are valued at cost or, if gifted, at their value on receipt.

Rates of depreciation

Building Improvements: 20% straight line basis to nil

Fixtures and fittings: 15% straight line basis to nil

Equipment: 20% straight line basis to nil

#### 2.5 Debtors

(a) Debtors are recognised at the settlement amount due.

(b) Prepayments are valued at the amount prepaid.

#### 2.6 Cash

(a) Cash comprises bank deposits repayable on demand and any short-term highly liquid investments with a maturity date of three months or less from the date of acquisition or opening of the deposit or similar account.

#### 2.7 Creditors

(a) Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.

(b) Accrued charges are normally valued at their settlement amount.

#### 2.8 Taxation

The charity is not liable to income tax or capital gains tax on its charitable activities.

### 3 Transactions with trustees and related parties

No trustees received any remuneration or expenses during the accounting period.

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisation), it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures. No transactions were identified which should be disclosed under Financial Reporting Standard 8 "related party disclosures".

**Home-Start St Helens Limited**  
**Notes to the financial statements**  
**for the year ended 31 March 2017**

**4 Income from donations**

|                              | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ | Total<br>funds<br>£ |
|------------------------------|----------------------------|--------------------------|---------------------|---------------------|
| St Helens MBC: Public Health | 72,356                     | 18,750                   | 91,106              | 99,250              |
| The Morgan Foundation        | 20,000                     | -                        | 20,000              | 18,333              |
| Fundraising Income           | 643                        | -                        | 643                 | 1,541               |
|                              | <u>92,999</u>              | <u>18,750</u>            | <u>111,749</u>      | <u>119,124</u>      |

**5 Income from charitable activities**

|                                    | 2017<br>Unrestricted<br>funds<br>£ | 2017<br>Restricted<br>funds<br>£ | 2017<br>Total<br>funds<br>£ | 2016<br>Total<br>funds<br>£ |
|------------------------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| PH Holt Foundation                 | -                                  | -                                | -                           | 2,500                       |
| Grange Park GC                     | -                                  | -                                | -                           | 2,400                       |
| Inner Wheel                        | -                                  | -                                | -                           | 300                         |
| Rainhill Rotary                    | 500                                | -                                | 500                         | 200                         |
| Ravensdale Trust                   | 2,000                              | -                                | 2,000                       | 2,000                       |
| Rotary Club of St Helens           | 407                                | -                                | 407                         | -                           |
| Pilkington Charitable Trust        | 5,000                              | -                                | 5,000                       | -                           |
| Providence Hospital Endowment Fund | 2,000                              | -                                | 2,000                       | -                           |
| The Mayor's Charity                | 6,758                              | -                                | 6,758                       | -                           |
| Garfield Weston Foundation         | 7,500                              | -                                | 7,500                       | -                           |
| Donations                          | 2,201                              | -                                | 2,201                       | 3,644                       |
|                                    | <u>26,366</u>                      | <u>-</u>                         | <u>26,366</u>               | <u>11,044</u>               |

**6 Other Incoming resources from charitable activities**

|  | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ | Total<br>funds<br>£ |
|--|----------------------------|--------------------------|---------------------|---------------------|
| Employer's Allowance                               | 3000                       | -                        | 3000                | -                   |
| Transfer of Assets from previous charity no 518772 | -                          | -                        | -                   | -                   |
|  | <u>3,000</u>               | <u>-</u>                 | <u>3,000</u>        | <u>12,518</u>       |

**Home-Start St Helens Limited**  
**Notes to the financial statements**  
**for the year ended 31 March 2017**

7 **Expenditure of charitable activities**

|                                       | 2017           | 2017          | 2017           | 2016           |
|---------------------------------------|----------------|---------------|----------------|----------------|
|                                       | Unrestricted   | Restricted    | Total          | Total          |
|                                       | funds          | funds         | funds          | funds          |
|                                       | £              | £             | £              | £              |
| <b><i>Direct Costs</i></b>            |                |               |                |                |
| Salaries and NICs (3)                 | 81,005         | 15,345        | 96,350         | 95,192         |
| Payroll costs                         | 356            | -             | 356            | 372            |
| Staff expenses                        | 2,625          | 227           | 2,852          | 5,105          |
| Staff Training                        |                |               | 90             |                |
| Volunteer expenses                    | 5,240          | 875           | 6,115          | 3,511          |
| Room Hire                             | -              | -             | -              | 1,011          |
| Rent and cleaning                     | 7,858          | 1,200         | 9,058          | 8,847          |
| Course training                       | -              | -             | -              | 1,755          |
| Training Provision                    | 2,537          | 1,686         | 4,223          | 2,024          |
| Insurance                             | 638            | -             | 638            | 667            |
| Telephone                             | 2,701          | 348           | 3,049          | 3,033          |
| Stationery & postage                  | 3,828          | 651           | 4,479          | 5,156          |
| Recruitment of Volunteers             | 20             | 1,656         | 1,676          | 2,150          |
| Repairs& Renewals                     | 65             | -             | 65             | 31             |
| DBS                                   | 367            | 114           | 481            | 72             |
| Bank Charges                          | 52             | -             | 52             | 21             |
| Refreshments                          | 124            | -             | 124            | 226            |
| Training information & guidance costs | -              | -             | -              | 319            |
| Information & Promotion               | 64             | -             | 64             | 180            |
| Membership                            | 2,486          | -             | 2,486          | 2,134          |
| Office Expenses                       | 34             | 1             | 35             | 1              |
| Equipment                             | -              | -             | -              | 166            |
| Governance Costs (8)                  | 386            | -             | 386            | 649            |
| <b>Total resources expended</b>       | <b>110,386</b> | <b>22,103</b> | <b>132,579</b> | <b>132,622</b> |

**Home-Start St Helens Limited**  
**Notes to the financial statements**  
**for the year ended 31 March 2017**

| <b>7a Restricted funds summary</b> | Balance b/f  | Incoming      | Outgoing      | Transfers | Balance c/f  |
|------------------------------------|--------------|---------------|---------------|-----------|--------------|
|                                    | £            | £             | £             | £         | £            |
| St Helens MBC: CYPS (PF)           | 5,805        | 18,750        | 22,103        |           | 2,452        |
|                                    | <u>5,805</u> | <u>18,750</u> | <u>22,103</u> | <u>-</u>  | <u>2,452</u> |

**Purpose of restricted funds**

St Helens MBC Children & Young People's Services provided funding via their Priority Families Fund for our volunteer support to complex families.

**8 Governance Costs**

|                            | 2017       | 2016       |
|----------------------------|------------|------------|
|                            | £          | £          |
| Independent Examiners' fee | 225        | 315        |
| Insurance                  | 153        | 133        |
| AGM                        | 8          | 85         |
| Trustee Training           | -          | 116        |
|                            | <u>386</u> | <u>649</u> |

**9 Staff costs and numbers**

|                  | 2017          | 2016          |
|------------------|---------------|---------------|
|                  | £             | £             |
| Gross salaries   | 83,661        | 81,641        |
| Redundancy Costs | -             | 546           |
| Employer's NI    | 8,438         | 8,152         |
| Pensions         | 4,252         | 4,854         |
|                  | <u>96,350</u> | <u>95,192</u> |

No employee earned £60,000 per annum or more in the current accounting period

The average number of employees during the year was 3FTE (2016:3)

The charity operates defined contribution pension schemes in respect of its employees. These contributions are made to externally administered pension schemes. The pension cost represents the contributions payable by the organisation to the fund.

**Home-Start St Helens Limited**  
**Notes to the financial statement**  
**for the year ended 31 March 2017**

| 10 Tangible assets                 | Fixtures &<br>Fittings<br>£ | Computers &<br>Equipment<br>£ | Total<br>£ |
|------------------------------------|-----------------------------|-------------------------------|------------|
| <b>Cost</b>                        |                             |                               |            |
| At 1 April 2016                    | -                           | -                             | -          |
| Additions                          | -                           | -                             | -          |
| At 31 March 2017                   | -                           | -                             | -          |
| <b>Depreciation</b>                |                             |                               |            |
| At 1 April 2016                    | -                           | -                             | -          |
| Charge for year                    | -                           | -                             | -          |
| At 31 March 2017                   | -                           | -                             | -          |
| <b>Net book value</b>              |                             |                               |            |
| At 31 March 2017                   | -                           | -                             | -          |
| At 31 March 2016                   | -                           | -                             | -          |
| <b>11 Debtors and prepayments</b>  |                             | 2017<br>£                     | 2016<br>£  |
| Debtors                            |                             | -                             | -          |
| Prepayments                        |                             | -                             | -          |
|                                    |                             | -                             | -          |
| <b>12 Cash at bank and in hand</b> |                             | 2017<br>£                     | 2016<br>£  |
| Bank Current Account               |                             | 15,696                        | 7,540      |
| Business Reserve Account           |                             | 2,502                         | 2,501      |
| Cash in hand                       |                             | 74                            | 23         |
|                                    |                             | 18,272                        | 10,064     |
| <b>13 Creditors and accruals</b>   |                             | 2017<br>£                     | 2016<br>£  |
| Creditors                          |                             | -                             | -          |
| Accruals                           |                             | -                             | -          |
|                                    |                             | -                             | -          |

**Home-Start St Helens Limited**  
**Notes to the financial statements**  
**for the year ended 31 March 2017**

14 Analysis of Charitable Activities Restricted funds

|                                       | Notes | CORE          | Pilkington<br>CT | Morgan<br>Foundation | Priority<br>Families<br>(CYP5 2) | Rotary<br>Club of St<br>Helens | Total<br>2017  |
|---------------------------------------|-------|---------------|------------------|----------------------|----------------------------------|--------------------------------|----------------|
|                                       |       | £             | £                | £                    | £                                | £                              | £              |
| Salaries and NICs                     | (4a)  | 69,351        | -                | 11,982               | 15,345                           | -                              | 96,678         |
| Payroll costs                         |       | 178           | -                | 178                  | -                                | -                              | 356            |
| Staff expenses                        |       | 1,821         | -                | 804                  | 227                              | -                              | 2,852          |
| Staff Training                        |       | 90            | -                | -                    | -                                | -                              | 90             |
| Volunteer expenses                    |       | 2,620         | -                | 2,213                | 875                              | 407                            | 6,115          |
| Room Hire                             |       | -             | -                | -                    | -                                | -                              | -              |
| Rent and cleaning                     |       | 4,087         | 480              | 3,291                | 1,200                            | -                              | 9,058          |
| Training Provision                    |       | 2,537         | -                | -                    | 1,686                            | -                              | 4,223          |
| Insurance                             |       | 442           | -                | 196                  | -                                | -                              | 638            |
| Telephone                             |       | 979           | 810              | 912                  | 348                              | -                              | 3,049          |
| Stationery & postage                  |       | 1,774         | 108              | 1,946                | 651                              | -                              | 4,479          |
| Recruitment of Volunteers             |       | -             | -                | 20                   | 1,656                            | -                              | 1,676          |
| Repairs & Renewals                    |       | -             | -                | 65                   | -                                | -                              | 65             |
| DBS                                   |       | 306           | -                | 61                   | 114                              | -                              | 481            |
| Bank Charges                          |       | 52            | -                | -                    | -                                | -                              | 52             |
| Refreshments                          |       | 97            | -                | 27                   | -                                | -                              | 124            |
| Training information & guidance costs |       | -             | -                | -                    | -                                | -                              | -              |
| Information & Promotion               |       | 64            | -                | -                    | -                                | -                              | 64             |
| Membership                            |       | 1,322         | -                | 1,164                | -                                | -                              | 2,486          |
| Office Expenses                       |       | 34            | -                | -                    | 1                                | -                              | 35             |
| Equipment                             |       | -             | -                | -                    | -                                | -                              | -              |
| Governance Costs                      |       | 386           | -                | -                    | -                                | -                              | 386            |
|                                       |       | <b>86,140</b> | <b>1,398</b>     | <b>22,859</b>        | <b>22,103</b>                    | <b>407</b>                     | <b>132,907</b> |

**Home-Start St Helens Limited**  
**Statement of Financial Activities**  
**(Including Income & Expenditure Account)**  
**for the year ended 31 March 2017**

**15 Comparative income and expenditure by fund type**

|  | Unrestricted Funds |                | Restricted Funds |               |
|--|--------------------|----------------|------------------|---------------|
|  | 2017               | 2016           | 2017             | 2016          |
|  | £                  | £              | £                | £             |
| <b>Income from:</b>                        |                    |                |                  |               |
| Income from donations                      | 92,999             | 62,583         | 18,750           | 55,000        |
| Income from charitable activities          | 26,366             | 11,044         | -                | -             |
| Other incoming resources                   | 3,000              | 1,541          | -                | -             |
| Bank interest                              | -                  | 1              | -                | -             |
| <b>Total incoming resources</b>            | <b>122,365</b>     | <b>75,169</b>  | <b>18,750</b>    | <b>55,000</b> |
| <b>Expenditure on:</b>                     |                    |                |                  |               |
| Charitable activities                      | 87,945             | 83,169         | 22,103           | 49,453        |
| <b>Net incoming / (outgoing) resources</b> | <b>34,420</b>      | <b>(8,000)</b> | <b>(3,353)</b>   | <b>5,547</b>  |
| <b>Transfers between funds</b>             | <b>-</b>           | <b>-</b>       | <b>-</b>         | <b>-</b>      |
| <b>Net movement in funds</b>               | <b>34,420</b>      | <b>(8,000)</b> | <b>(3,353)</b>   | <b>5,547</b>  |
| <b>Reconciliation of funds</b>             |                    |                |                  |               |
| <b>Total funds as at 01 April 2016</b>     | <b>4,259</b>       | <b>12,259</b>  | <b>5,805</b>     | <b>258</b>    |
| <b>Total funds as at 31 March 2017</b>     | <b>38,679</b>      | <b>4,259</b>   | <b>2,452</b>     | <b>5,805</b>  |