

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2017
for
Home-Start Surrey

AJ Bennewith & Company
3 Wey Court
Mary Road
Guildford
Surrey
GU1 4QU

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for the Year Ended 31 March 2017

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Report of the Trustees
for the Year Ended 31 March 2017

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. 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 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Promotion of the efficiency and effectiveness of Home-Start charities in Surrey, in particular but not exclusively by:

- (A) Helping with the effective attainment of recipient charities objects; and
- (B) Supporting the administration and infrastructure of the charities in particular by co-ordinating bids and grant applications.

ACHIEVEMENT AND PERFORMANCE

Home-Start Surrey, through the 8 local schemes across the county, delivers free, confidential and non-judgemental support to families with a child under five years of age. Under the umbrella of Home-Start Surrey, trained volunteers support families with a tailor made service in their own home, with Home-Start Surrey providing joint approaches and good practice to support these quality services.

Home-Start Surrey used a grant of £10,000 from Awards for All to make a promotional film about the charity's work. This was shown at a fundraising event in October 2016 and is a resource for future use.

FINANCIAL REVIEW

Reserves policy

The charities primarily receives a bulk grant from Surrey CC which it pays over to Home-Start charities in Surrey less a 1% administrative fee. Therefore, it is not considered necessary for the charity to hold reserves.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charitable company is controlled by its governing document, Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
08619881 (England and Wales)

Registered Charity number
1154913

Registered office
Vernon House
28 West Street
Farnham
GU9 7DR

Trustees

L M Martin	- resigned 15.8.16
S O Abbott	- resigned 27.6.16
H F Shanks	
E Scott	
R M McGibbon	
J Bibby	
A Thompson	
D England	
J Griffiths	- appointed 20.7.16
L Kent	- appointed 26.6.16

Report of the Trustees
for the Year Ended 31 March 2017

REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

AJ Bennewith

FCA, FCPA, FFA, FFTA, DChA, FRSA

AJ Bennewith & Company

3 Wey Court

Mary Road

Guildford

Surrey

GU1 4QU

Approved by order of the board of trustees on and signed on its behalf by:

.....
L Kent - Trustee

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

I report on the accounts for the year ended 31 March 2017 set out on pages five to eleven.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's 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 required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of FCA, FCPA, FFA, FFTA, DChA, FRSA.

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

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements 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 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

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.

AJ Bennewith
FCA, FCPA, FFA, FFTA, DChA, FRSA
AJ Bennewith & Company
3 Wey Court
Mary Road
Guildford
Surrey
GU1 4QU

Date:

Statement of Financial Activities
for the Year Ended 31 March 2017

	Notes	Unrestricted funds £	Restricted funds £	31.3.17 Total funds £	31.3.16 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	395,556	10,000	405,556	399,600
		<u>395,556</u>	<u>10,000</u>	<u>405,556</u>	<u>399,600</u>
Total		395,556	10,000	405,556	399,600
EXPENDITURE ON					
Charitable activities					
Grants to schemes		394,669	17,205	411,874	385,509
		<u>394,669</u>	<u>17,205</u>	<u>411,874</u>	<u>385,509</u>
NET INCOME/(EXPENDITURE)		887	(7,205)	(6,318)	14,091
RECONCILIATION OF FUNDS					
Total funds brought forward		8,784	10,000	18,784	4,693
		<u>8,784</u>	<u>10,000</u>	<u>18,784</u>	<u>4,693</u>
TOTAL FUNDS CARRIED FORWARD		<u>9,671</u>	<u>2,795</u>	<u>12,466</u>	<u>18,784</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

Balance Sheet
At 31 March 2017

	Notes	Unrestricted funds £	Restricted funds £	31.3.17 Total funds £	31.3.16 Total funds £
CURRENT ASSETS					
Debtors	6	-	-	-	32,467
Cash at bank		47,951	2,795	50,746	18,120
		<u>47,951</u>	<u>2,795</u>	<u>50,746</u>	<u>50,587</u>
CREDITORS					
Amounts falling due within one year	7	(38,280)	-	(38,280)	(31,803)
NET CURRENT ASSETS		<u>9,671</u>	<u>2,795</u>	<u>12,466</u>	<u>18,784</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		9,671	2,795	12,466	18,784
NET ASSETS		<u>9,671</u>	<u>2,795</u>	<u>12,466</u>	<u>18,784</u>
FUNDS					
Unrestricted funds	8			9,671	8,784
Restricted funds				2,795	10,000
TOTAL FUNDS				<u>12,466</u>	<u>18,784</u>

Balance Sheet - continued
At 31 March 2017

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 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 special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

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

.....
L Kent -Trustee

Notes to the Financial Statements
for the Year Ended 31 March 2017

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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard 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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

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.

2. DONATIONS AND LEGACIES

	31.3.17	31.3.16
	£	£
Grants	405,556	399,600
	<u>405,556</u>	<u>399,600</u>

Grants received, included in the above, are as follows:

	31.3.17	31.3.16
	£	£
Big Lottery	-	10,000
Surrey CC	389,600	389,600
Community Foundation	10,000	-
Other grants	5,956	-
	<u>405,556</u>	<u>399,600</u>

3. GRANTS PAYABLE

	31.3.17	31.3.16
	£	£
Grants to schemes	392,524	382,479
	<u>392,524</u>	<u>382,479</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

3. GRANTS PAYABLE - continued

The total grants paid to institutions during the year was as follows:

	31.3.17	31.3.16
	£	£
East Surrey	56,365	54,930
Elmbridge	50,365	45,926
Epsom, Ewell & Banstead	47,465	44,357
Guildford	56,365	56,174
Spelthorne	41,766	44,333
Surrey Heath	33,866	26,903
Waverley	47,866	38,737
Woking	58,466	71,119
	<u>392,524</u>	<u>382,479</u>
	<u>392,524</u>	<u>382,479</u>

The charitable company provides grants on a monthly basis to each of the eight Home-Start organisations based in Surrey. There were nine organisations in the previous period, however Home-Start Runnymede merged with Home-Start Woking before the start of the period.

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	389,600	10,000	399,600
Total	<u>389,600</u>	<u>10,000</u>	<u>399,600</u>
EXPENDITURE ON			
Charitable activities			
Grants to schemes	385,509	-	385,509
Total	<u>385,509</u>	<u>-</u>	<u>385,509</u>
NET INCOME/(EXPENDITURE)	<u>4,091</u>	<u>10,000</u>	<u>14,091</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	4,693	-	4,693
TOTAL FUNDS CARRIED FORWARD	<u>8,784</u>	<u>10,000</u>	<u>18,784</u>
	<u>8,784</u>	<u>10,000</u>	<u>18,784</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted fund £	Total funds £
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6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		31.3.17 £	31.3.16 £
HSS Debtors		-	32,467
		<u> </u>	<u> </u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		31.3.17 £	31.3.16 £
Scheme creditors		37,200	30,843
Accrued expenses		1,080	960
		<u> </u>	<u> </u>
		<u>38,280</u>	<u>31,803</u>

8. MOVEMENT IN FUNDS

	At 1.4.16 £	Net movement in funds £	At 31.3.17 £
Unrestricted funds			
General fund	8,784	887	9,671
Restricted funds			
Big Lottery Fund	10,000	(9,039)	961
Community Foundation Fund	-	1,834	1,834
	<u> </u>	<u> </u>	<u> </u>
	10,000	(7,205)	2,795
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>18,784</u>	<u>(6,318)</u>	<u>12,466</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	395,556	(394,669)	887
Restricted funds			
Big Lottery Fund	-	(9,039)	(9,039)
Community Foundation Fund	10,000	(8,166)	1,834
	<u> </u>	<u> </u>	<u> </u>
	10,000	(17,205)	(7,205)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>405,556</u>	<u>(411,874)</u>	<u>(6,318)</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

8. MOVEMENT IN FUNDS - continued

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2017.

Detailed Statement of Financial Activities
for the Year Ended 31 March 2017

	31.3.17 £	31.3.16 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	405,556	399,600
	<hr/>	<hr/>
Total incoming resources	405,556	399,600
EXPENDITURE		
Charitable activities		
Event costs	9,039	-
Grants to institutions	392,524	382,479
	<hr/>	<hr/>
	401,563	382,479
Support costs		
Management		
Other expenses	200	1,950
Computer software	8,166	-
	<hr/>	<hr/>
	8,366	1,950
Finance		
Bank charges	25	-
Governance costs		
Accountancy and legal fees	1,920	1,080
	<hr/>	<hr/>
Total resources expended	411,874	385,509
	<hr/>	<hr/>
Net (expenditure)/income	<u>(6,318)</u>	<u>14,091</u>