



Merton



ANNUAL REPORT AND ACCOUNTS

2018/19

Because Childhood
Can't Wait 



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Mission Statement

**Home-Start Merton exists to enable families
experiencing stress or difficulties
to meet the needs of their
children 0-11 years of age**

WHO WE ARE

Trustees:	Amita Kronsten	-	Chair
	Sue Oury	-	Deputy Chair
	Henrietta Jenner	-	Treasurer
	Pam Jennings	-	Left as of 12/09/18
	Simon Lloyd	-	
	Mervyn Henwood	-	
	Danny Lawrence	-	
	Liana Sanzone	-	
Patron:	Trudie Goodwin		
Staff:	Sharon Ashby	-	Scheme Manager
	Debbie Magee	-	Family Support Co-Ordinator
	Eleanor Shelley	-	P/T Administrator
	Jade Atkins	-	P/T Administrator
Registered Charity Name:		-	Home-Start Merton
Charity registration number:		-	1108937
Company registration number:		-	5359862
Registered Office and operational address:		-	The Chaucer Centre Canterbury Road Morden Surrey SM4 6PX T: 020 8646 6044 E: admin@homestartmerton.org W: www.homestartmerton.co.uk Facebook and Twitter – search Home-Start Merton
Company Secretary:			Sharon Ashby
Independent Examiner:			Kana Veluppillai KV & Co. 18 Morton Gardens Wallington Surrey SM6 8EX
Bankers:			CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ

WHAT WE DO

GOVERNANCE AND MANAGEMENT

Home-Start Merton is a charitable company limited by guarantee, incorporated on 10 February 2005. 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. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

The governance is vested in our Board of Trustees who have 6 scheduled meetings each year and additional meetings on other occasions as business requires. The board is responsible for the charity's long term objectives, for its strategic priorities and for providing overall financial and management control. The day to day management of the charity is delegated to the Scheme Manager who reports to the Board of Trustees. Our Board of Trustees for 2018-19 was made up of 8 members who bring with them a range of skills and experience. Under the terms of the Articles of Association, board members are appointed at the Annual General Meeting. Under the Articles, one third must retire in rotation at each AGM. Trustees who retire are eligible to be re-appointed at the same AGM. The Trustees may co-opt any person to be appointed as a Trustee during the year and that person will hold office until the next AGM.

AIMS AND OBJECTIVES

The objectives of Home-Start Merton are to safeguard, protect and preserve the good health, both mental and physical of children and their parents and the prevention of emotional and physical abuse of such children.

Home-Start Merton believes that:-

- Children need a happy and secure childhood;
- Parents play the key role in giving their children a good start in life;
- Every parent should have the support they need in order to give their children the best possible start in life, helping them to achieve their full potential;
- The best people to help parents are other parents, who have themselves experience of bringing up children and are able to provide the kind of support that only another parent who has *'been there'* can.

Our service is provided by our team of trained and supervised parent volunteers who give tailored support to families in their own homes specific to their individual needs.

STANDARDS AND METHODS OF PRACTICE

Home-Start works with families who are experiencing difficulties and who have at least one child under eleven years of age.

Home-Start is an independent voluntary organisation which works towards the increased confidence and independence of the family by:-

- Offering support, friendship and practical assistance;
- Visiting families in their own homes where the dignity and identity of each individual can be respected and protected;
- Reassuring parents that difficulties in bringing up children are not unusual and encouraging enjoyment in family life;
- Developing a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs;
- Encouraging the parents' strengths and emotional well-being for the ultimate benefit of their own children;
- Encouraging families to widen their network of relationships and to use effectively the support and services available within the community.

RISK MANAGEMENT

The Board of Trustees regularly undertakes a detailed review of our risk management procedures to ensure that appropriate systems are in place to mitigate those risks.

The trustees consider that a major risk is one which has a high likelihood of occurring and would, if it occurred, have a severe impact on operational performance. The trustees expect all staff and volunteers when engaging in any activity on behalf of Home-Start Merton to consider the risks posed and to act in accordance with the risk management procedures. Whilst it is important that the Board of Trustees remain risk alert they do not wish to be averse to taking reasonable risks as part of their strategy to achieve the objects of the organisation.

All key policies within the organisation are regularly reviewed and updated as appropriate to reflect any legislative changes and the latest developments and thinking in relation to best practice.

MEMBERSHIP

Membership of Home-Start Merton is open to any individual or organisation interested in promoting the Objects. Membership application forms are available on request. All membership applications require approval by the Trustees. Trustees can decline an application for membership if they feel that the member's application is prejudicial to the ethos of the organisation.



CHAIR'S REPORT

14th June 2018 was a momentous day for us as we celebrated our 25th birthday. We started off with Barbara Cluer and an administrator in one rented room and a handful of volunteers. Little did we know 25 years later, we would still be here with 3 permanent staff and 39 volunteers.



It has been a roller coaster of a journey. Growing in numbers to 5 staff members at our peak and owning our building in Colliers Wood. Our lowest was down to 2 staff members and having to sell our building.



We are now on an upward trajectory and have 3 staff members and hoping to employ another. The one constant throughout this journey has been our service to the community. We have been able to help vulnerable families and are valued by other organisations and social services. This is our biggest reward and has contributed to our fight for survival.

We are now firmly ensconced in the Chaucer Centre. This gives us a feeling of stability. Unfortunately, we are going to lose Eleanor in May as she is retiring after 12 years with us. She will be sorely missed. Jade has made the transition from office volunteer to part time administrator effortlessly. She is a welcome addition to the team. Debbie continues successfully as family support co-ordinator. At the head of it all is Sharon without whom HSM wouldn't exist. My thanks to them all.



We have had some new fundraising support. A friend of one of our volunteers took part in the 100 mile Prudential Bike Ride. Sharon, Eleanor and Debbie also took their lives in their hands while successfully completing a zip wire experience across a London Park.

It was more frightening to watch from the ground. Well done ladies.

WDMBS (Wimbledon District Nursing and Midwifery Benevolent Society) funded our family outing to Littlehampton. The Polka Theatre offered our families community tickets for their production of The Wind in the Willows. The Rowans School has nominated us as their charity of the year. We also received a very generous donation from the Wimbledon High School Havana Nights Ball. I would also like to mention our regular supporters. The Dorus Trust, The Taylor Family Foundation, The Generations Foundation and the 1920 Club. Sadly, our funding from the Wimbledon Foundation has come to an end after 3 years. Kings College Junior School, Ursuline High School, Wimbledon School of English, Trinity Reformed Church, Wimbledon High School PTA and Squirrels (Wimbledon Common Prep School) have also raised funds throughout the year as well as giving us Christmas gifts and food. A huge thank you to all our supporters. Grateful thanks also to our 'Friends of HSM' for their regular donations.

HSM would not exist without our volunteers. They are the very backbone of the organisation. We are very proud to announce that Greta won an award for outstanding

contribution at the Merton Partnership Volunteer Awards. My heartfelt thanks to all our volunteers.

Lastly, I would like to thank all my fellow trustees for their hard work. Special mention must go to Mervyn for his untiring patience in sorting out the pensions. Sue, the Deputy Chair for stepping into the breach without complaint whenever required. As the roller coaster continues to climb, I hope HSM's fortunes will also climb. It's been a long and arduous journey but I hope we will be able to serve the people of Merton for many more years to come and make a difference to vulnerable families.

AMITA KRONSTEN



MANAGER'S REPORT 2018/2019

I approached this year with some trepidation...as Eleanor confirmed she planned to retire at the end of May 2019. Eleanor will have been in post for 12 years and will be a great loss when she retires. In the latter years Eleanor had reduced her hours and the trustees agreed to employ Jade to job share with Eleanor.

In April Bec Yusef approached me about a fundraising idea of a fun run/walk. Watch this space!

Zoe bravely undertook a skydive to raise funds for HSM.

Andrew raised funds completing the Prudential Ride London.



The Bridge Tea was held in May and my thanks to Susan Oury, our deputy chair for arranging and hosting this successful fundraiser.

Throughout the year we held coffee mornings for our volunteers. This gives volunteers the opportunity to meet with their peers and share ideas and get inspiration. It is also an opportunity for us to thank our volunteers.

Greta who has volunteered for over 10 years won the award for the volunteer with outstanding contribution.



Without volunteers HSM would not exist. Thank you to all the volunteers past and present. You all play such a vital role to ensure that HSM continues to be a great organisation.

Complimentary to our core work we delivered the following;

- Safeguarding refresher training
- Littlehampton Trip for the families
- First Aid – for staff, volunteers and trustees
- Turn 2 Us training

Our annual Littlehampton trip was funded by Wimbledon District Nursing Midwifery Benevolent Society who so generously supports us in so many ways. Special thanks to Alex Roney and the trustees of WDNMBS. Some of the children we support have never seen the sea. Opportunities we take for granted are often out of reach for some families.

In September The Rowan School confirmed that HSM had been nominated as their charity of the year. The children set about organising Christmas gifts for our families along with raising funds for our family summer outing in 2019. Children as young as 6 years old raised a staggering amount. Thank you all!!



The Polka Theatre very kindly supplied Christmas gifts for our families along with tickets for our families to attend The Wind in The Willows. The feedback from the families was very positive. Thank you to The Polka Theatre.

Home-Start UK's 2 year partnership with Dunelm led to us spending a weekend showcasing HSM within the Colliers Wood store to raise awareness of HSM and to recruit volunteers. Two volunteers were recruited and we now have a good partnership with Dunelm and will continue to represent HSM within the Colliers Wood store.

Our partnership with Merton Growbaby has enabled us to provide baby clothes and equipment to families in need. Alongside this partnership we have partnered with CAP who will offer free training to staff and volunteers around debt and financial struggles our families experience.

Our partnership with Kings College Junior School enabled HSM to provide gifts and food parcels to families at Christmas. The students donate a present or food item and we collect the wonderful donations. Thank you all.

Wimbledon High School enabled HSM to provide gifts and food parcels to families at Christmas and Easter. We attended the assemblies which are amazing and a joy to see. Many of the families we support struggle financially and by providing resources the burden is lessened, thank you.

Freya a pupil of Ursuline High School nominated HSM as a local charity for their philanthropy project. There were 6 other charities that were also nominated. I was invited to speak about HSM and the students then planned fundraising events and a presentation showcasing our work. In front of a packed audience and The Mayor, Mary Curtin, Freya and the students in year 8 delivered their presentation. HSM won and we received £1000.00. Freya is the daughter of Esther our volunteer. Thank you to Freya and year 8 for making this all possible.

The gifts and food that are donated make Christmas special for the children. We make up food hampers for the families and provide a token Christmas present to each member of

the family. For families that struggle, we provide a few extra gifts for each child for parents to label from themselves. This reduces the burden of added financial pressure for families.

I am incredibly proud that our volunteers who delivered our Cook and Eat programme, funded by AELTC (All England Lawn Tennis Club) are the face of The Health and Wellbeing project and appear on the AELTC website.



The annual quiz night with a fish and chip supper was very successful. This year there was a waiting list for tables!

The 1920 Club have been very generous with their donations, thank you.

CHAK89 would not happen without Agatha. She works tirelessly to make sure this event at Christmas is well attended. Agatha is a local counsellor and was our first Home-Start volunteer in 1993. She supports many organisations within the borough and works so hard to make a difference for Merton residents.

The Taylor Family Foundation, The Dorus Trust and The Generations Foundation have all supported HSM. Without their support HSM would struggle to continue. Thank you all for your generosity.

25 years ago on the 14 June 1993 Barbara Cluer started HSM with passion and enthusiasm. Barbara retired in December 2013 after 20 years.

I became a volunteer in 2002 and soon after a member of staff which led onto me becoming the manager when Barbara retired. I am proud to be a part of HSM and the 17 years I have been involved with HSM.

I am incredibly grateful to everyone who has supported us with donations of items/financially supported HSM. The dedication and commitment of the volunteers and trustees - without you all this work would not be possible. Last but not least the staff team who work tirelessly to ensure Home-Start Merton continue to deliver a high quality service within Merton. Thank you all.

Sharon Ashby



TREASURER'S REPORT

On behalf of the Board of Trustees, I am pleased to present the Treasurer's Report for Home-Start Merton (HSM) for the financial year ended **31st March 2019**.

A summary of the financial year **2018/2019** compared to the financial year **2017/2018** is shown within this Annual Report.

Income review 2018/2019

For the year to 31st March 2019, our income was £77,445 (last year's income: £103,576).

Grants received from funders amounted to £47,000. The HSM Board of Trustees wishes to thank the Generations Foundation, the Taylor Family Foundation, the Wimbledon Foundation and the Dorus Trust for their much appreciated funding and support.

Fundraising activities raised £5,283 during the year and other voluntary income amounted to £22,824. The Board of Trustees also sincerely thanks all HSM's "friends" and supporters for their generous fundraising efforts and financial support.

Expenditure Review 2018/2019

For the year to 31st March 2019 our total resources spent were £133,336 (last year: £129,342).

As with previous years, our greatest expenditure was on staff salaries and associated costs which amounted to £101,903 (last year: £91,853).

HSM's second greatest expenditure is rent payable and associated premises costs which amounted to £12,240 (last year: £9,632). General administrative expenses were £12,954 (last year: £18,515).

The Board of Trustees and Scheme Manager rigorously attempt to control expenditure wherever possible.

Summary – Financial year 2018/2019

2018/2019 was financially challenging for the charity. There was a 25% drop in income from the previous year which has been disappointing. The deficit for the year was -£55,891. The charity has struggled to obtain new grants from relevant funders during the year and general fundraising activities have not raised as much as in past years. With this year being our 25th anniversary, there are high hopes that this trend will be reversed.

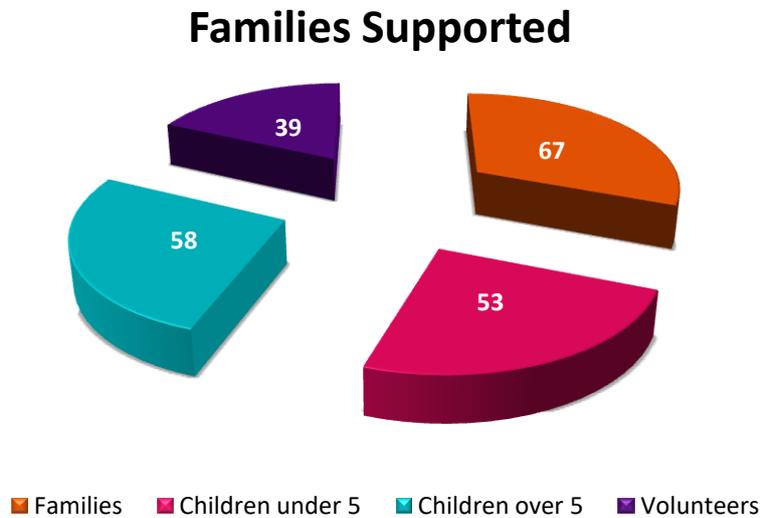
However, the charity remains well capitalised due to its investment and cash reserves. Significant efforts continue to be made by the Trustees and Scheme Manager to obtain new grants from relevant funders, unfortunately the very fact that the charity is so well capitalised has often resulted in these being difficult to obtain.

The Board of Trustees would like to take this opportunity to thank our Independent Examiner, Mr K Velupillai for reviewing the HSM accounts which have been approved by the Board of Trustees.

Henrietta Hughes

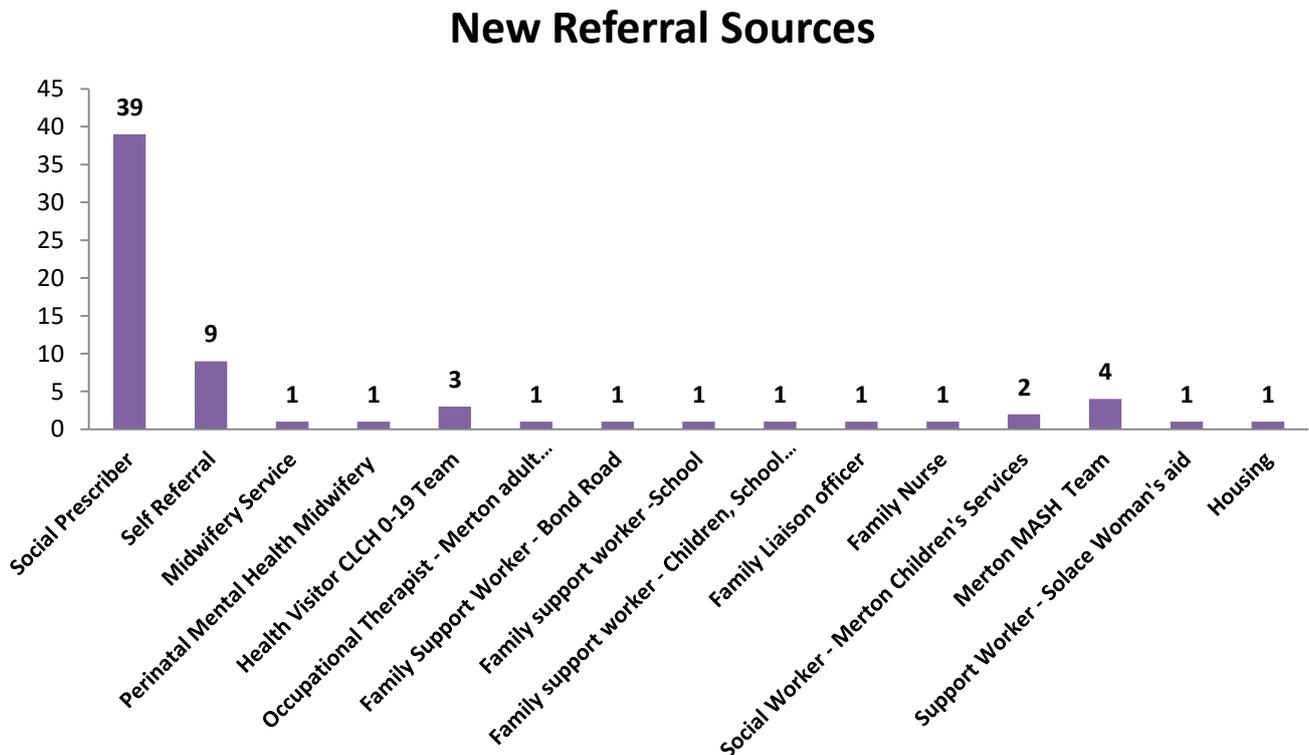
Families supported

The benchmark for a full time member staff is to support 30 families per year. You will note from the pie chart that 67 families, with 111 children have been supported this year.



New referral source

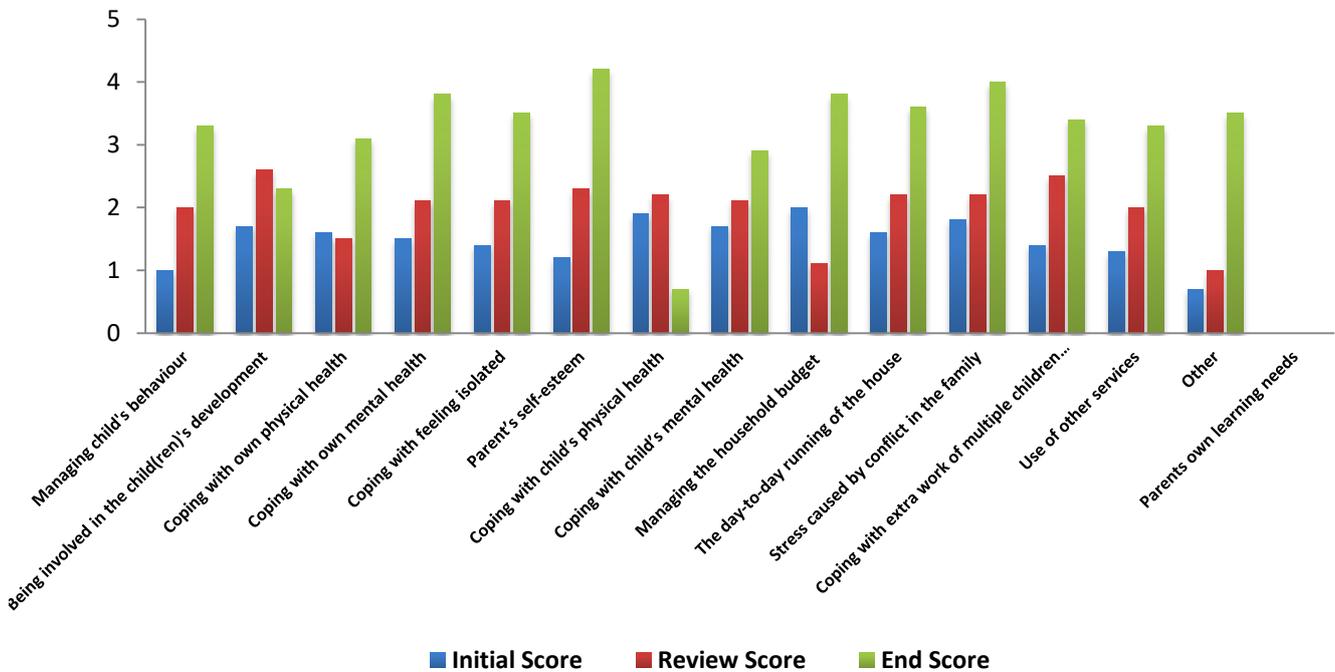
We have received 67 referrals from a range of external sources. Occasionally we receive inappropriate referrals, which become apparent once we have visited the family at home. We will always endeavour with the families' permission to pass on their details to other relevant organisations if we are unable to help



Coping score for needs

There are a range of identified needs for each family and we continue to see a high level of need for isolation and parent's self-esteem. There has been a sharp rise in mental health and the use of other services.

Coping Scores for Needs



The following summarised accounts are an extract form the Reports and Financial Statements for the year ended 31 March 2018. The full accounts can be obtained from Home-Start Merton, The Chaucer Centre, Canterbury Road, Morden, SM4 6PX. Copies of the certified accounts will be lodged with the Charities Commission and Companies House. You are welcome to inspect the documents at our offices - please contact our Office Administrator for an appointment.

HOME-START MERTON
Statement of Financial Activities
for the year ended 31 March 2019

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2019 £	2019 £	2019 £	2018 £
Incoming resources				
<i>Incoming resources from generated funds</i>				
Voluntary Income	46,424	25,000	71,424	90,079
Activities for generating funds	5,283	-	5,283	9,646
Investment Income	738	-	738	3,851
Total incoming resources	52,445	25,000	77,445	103,576
<i>Costs of generating funds</i>				
Costs of generating voluntary income	241	-	241	2,527
<i>Costs of charitable activities</i>	111,450	20,645	132,095	125,668
<i>Governance costs</i>	1,000	-	1,000	1,147
Total resources expended	112,691	20,645	133,336	129,342
Net outgoing resources before transfers between funds	(60,246)	4,355	(55,891)	(25,766)
Gross transfers between funds				
Net outgoing resources before Other recognised gains and losses	(60,246)	4,355	(55,891)	(25,766)
Other recognised gains and losses				
Net movement in funds	(60,246)	4,355	(55,891)	(25,766)
Reconciliation of funds				
<i>Total funds brought forward</i>	680,945	4,670	685,615	711,381
Total Funds carried forward	620,699	9,025	629,724	685,615

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 10 as required by the said statement.

All activities derive from continuing operations

HOME-START MERTON

Company Number

5359862

2019

2018

Balance Sheet

as at 31 March 2019

Current assets

Current Asset Investments	7	500,000	550,000
Cash at bank and in hand		135,974	145,144
Total current assets		<u>635,974</u>	<u>695,144</u>

Creditors:-

amounts due within one year	8	(6,250)	(9,529)
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Net current assets

629,724 685,615

Total assets less current liabilities

629,724 685,615

Creditors:-

amounts due after more than one year		-	-
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Net assets excluding pension asset / liability

629,724 685,615

Net assets including pension asset / liability

629,724 685,615

The funds of the charity :**Unrestricted income funds**

Unrestricted revenue accumulated funds	250,299	350,545
Pension Deficit Fund	40,000	
Designated revenue funds	60,000	60,000

Unrestricted capital funds

Designated fixed asset funds	270,400	270,400
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Total unrestricted funds

620,699 680,945

Restricted revenue funds

Restricted revenue accumulated funds	9,025	4,670
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Restricted fixed asset funds

Total restricted funds	9,025	4,670
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Total charity funds

629,724 685,615

The directors are satisfied that for the year ended on 31 March 2018 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 43 of the Charities Act 1993, the accounts have been examined by an Independent Examiner whose report appears on page 7.

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

A Kronsten

Trustee / Director

Approved by the board of trustees on 30 / 5 /2019



The notes on pages 11 to 13 form an integral part of these accounts.

Thank You

Once again we owe so much to all our various supporters and it is with enormous grateful thanks we wish to acknowledge their support throughout the year, particularly the following:-

The Dorus Trust
The Taylor Family Foundation
The Generations Foundation
The Wimbledon Foundation
Kings College Junior School
Wimbledon High School
The Rowans School
Wimbledon School of English
Ursuline High School
Trudie Goodwin
WDMBS
A. Krosten
G. Krosten
S. Marland
M. Short
B. Cluer
S. Kirby
S. Oury – Bridge Tea
The Polka Theatre
CHAK89
Morrisons

Dunlem
L. Collins
S. Lloyd
H. Jenner
P. Jennings
S. Cunliffe
E. Grace
1920 Club
Squirrels – Wimbledon Prep School
Trinity United Reformed Church
MVSC
L. Kyte
E. Leppard
A. Benn –Prudential Ride London
Z. Ball –Sky dive
S. Ashby – Zip wire
E. Shelley- Zip Wire
RE. Shelley – Zip Wire
D. Magee – Zip wire
Sainsburys/Argos
Anonymous donation



Finally without the following people we would not be able to support our families. They are our marvellous, wonderful home visiting volunteers:-

Greta, Malene, Jo, Nicola, Theresa, Pauline, Angela, Enomfon, Elaine, Rebecca, Sammy, Shona, Sandra, Mabel, Estelle, Liza, Sue, Sunia, Alex, Esther, Marjorie, Maria, Sarah, Jenny, Katie, Wendy, Lucy, Madeleine, Saima, Rebecca, Sam, Sheena, Laura, Emma, Nicholas, Jenner, Lucy, Norma and Lisa.

We also have to thank the following person:-

Eric Leppard, our wonderful DIY volunteer, whose services we sadly now do not use so much as our new home is in serviced accommodation!

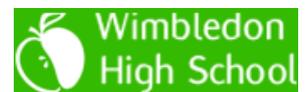
Because Childhood
Can't Wait



THE DORUS TRUST



KING'S COLLEGE SCHOOL
WIMBLEDON



WDNMBS



Registered Charity Number
1108937

Registered Company Number
5359862

HOME-START MERTON
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 March 2019

HOME-START MERTON
Report and accounts
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HOME-START MERTON

Company Information

Directors

A Kronsten (Chair)
S Oury (Deputy Chair)
H Hughes (Treasurer)
P Jennings -Resigned on 12th October 2018
S Lloyd
M Henwood
D Lawrence
L Sanzone

Secretary

S P Ashby

Accountants

K V & CO
18 Morton Gardens
Wallington
Surrey
SM6 8EX

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Registered office

The Chaucer Centre
Canterbury Road
Morden
Surrey
SM4 6PX

Registered Charity number

1108937

Introduction

The trustees present their annual report and accounts for the year ended 31st March 2019

Name, registered office and constitution of the charity

The full name of the charity is Home-Start Merton.

The legal registration details are :-

<i>Date of incorporation</i>	10th February 2005
<i>Company Registration Number</i>	5359862
<i>The Registered Office is</i>	The Chaucer Centre, Canterbury Road, Morden, Surrey, SM4 6PX.
<i>Charity Registration Number</i>	1108937
<i>The telephone number is</i>	0208 646 6044

Objectives and Activities of the Charity***A summary of the objects of the charity as set out in its governing document.***

The principal activity during the year was to support families with young children living within the London Borough of Merton.

Public benefit that is provided by the charity

To safeguard, protect and preserve the good health, both mental and physical of children and parents.

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 Merton and its environs.

Achievements and Performance of the Charity**Structure, Governance and Management*****Nature of the Governing Document and constitution of the charity***

The results for the period, and the charity's financial position at the end of the period are shown in the attached financial statements.

The Charity is Company Limited by Guarantee which is incorporated in United Kingdom on 10 February 2005 was formed for charitable purpose. The liability of its members is limited to a guarantee of £1 each. The companies governing documents are its memorandum and articles of association. The company is established to further those purposes which are recognised as charitable and the registered charity number is 1108937.

The methods adopted for the recruitment and appointment of new trustees

Home-Start Merton recruits trustees who demonstrate interest in valuing the family and following recommendations made in respect of people with particular skills and expertise in working with children and families, or the voluntary sector.

All new trustees receive an induction pack of information about the work of Home-Start Merton and how it operates, and guidance as to their responsibility as charity trustees and company directors. Induction and training of new board members is delegated to the scheme Manager in consultation with the Chair. New members also receive information about Home-Start UK including a copy of the signed agreement.

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to manage and minimise risks.

Financial Review

Policies on reserves

The trustees have examined the requirement for free reserves, which are those unrestricted funds not invested in fixed assets, not designated for specific purposes or otherwise committed. The trustees have set a reserves policy which requires:

reserves are maintained at a level which ensures that Home-Start's core activity could continue during a period of unforeseen difficulty

a proportion of reserves are maintained in a readily realisable form.

Having considered the risk, activity and commitments of the organisation Trustees have agreed that the scheme need to retain a level of a minimum of 6 months running costs which equates to approximately £ 60,000.

This policy is reviewed annually by the board of Trustees.

Transactions and Financial position

The financial statements are set out on pages 8 to 12. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice (SORP) for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales and in accordance with the Financial Reporting Standard (FRS102) issued on 16 July 2014.

The Statement of Financial Activities show net outgoing resources (deficit) for the year of a revenue nature of £55,891 (prior year net outgoing resources of £25,766).

The total reserves at the year end, stand at £629,724 (prior year £ 685,615).

Free unrestricted liquid reserves is in surplus and amounted to £620,699. (prior year surplus £680,945)

The members of the Board of Trustees of the Charity during the year ended 31st March 2018 were :-

A Kronsten	Chair
S Oury	Deputy Chair
H Hughes	Treasurer
P Jennings	Resigned on 12th October 2018
S Lloyd	
M Henwood	
D Lawrence	
L Sanzone	

Trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

The directors/trustees are all members of the charity.

The members of the Board of Trustees of the Charity at the date of the report and accounts were approved were:-

A Kronsten
S Oury
H Hughes
S Lloyd
M Henwood
D Lawrence
L Sanzone

Investment Policy:

To achieve long term growth, of both capital and income, from an investment portfolio together with a reasonably high level of current income.

- The assets should be managed to at least maintain the real capital value of the portfolio, whilst generating a sustainable level of income to support the various charitable activities.

-To produce the best financial return within an acceptable level of risk.

-The assets can be invested widely according to the general power of investment and should be diversified by assets class and by security. Assets classes could include cash, bonds, equities, investment funds, property and any other assets that are deemed suitable for the charity.

The Trustees require ethical considerations to be taken into account in the choice of investments. Direct investments in companies predominately involved with the production of alcohol, gambling activities and the provision of domestic sub-prime lending are not acceptable.

Independent Examiner

K Velupillai ACMA, CGMA,ACPA

K V & CO

Chartered Management Accountants

18 Morton Gardens

Wallington

Surrey

SM6 8EX

Statement of Directors' and Trustees' Responsibilities

The Charities Acts and the Companies Acts require the Board of trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements;

The trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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 also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

Method of preparation of accounts

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

This report was approved by the board of trustees on / /2019.

S P Ashby
Company Secretary

HOME-START MERTON

Report of the Independent Examiner to the trustees

on the accounts of the Charity for the year ended 31 March 2019

I report on the financial statements of the Charity on pages 8 to 12 for the year ended 31 March 2018 which have been prepared in accordance with the Charities Act 1993 and with the Financial Reporting Standard (FRS102), as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005 as modified in May 2008. (The SORP), under the historical cost convention and the accounting policies set out on page 11.

Respective responsibilities of trustees and examiner

As described on page 4, 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 financial statements.

The trustees are satisfied that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply and that the accounts do not require an audit in accordance with Part 16 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

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

- a) examine the accounts under section 43 of the Act;
- b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the Act; and;

Basis of opinion and scope of work undertaken

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales setting out the duties of an independent examiner issued by the Charity Commissioners under section 43(7)(b) of the Act) in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the Statement of Recommended Practice issued by the Charity Commissioners for England & Wales, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of

examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

Subject to the limitations upon the scope of my work as detailed above, in connection with my examination, I can confirm that

1) In accordance with Regulation 31 of The Charities (Accounts and Reports) Regulations 2008, the accounts of this incorporated charity are not required to be audited under Part 16 of the Companies Act 2006;

2) this is a report in respect of an examination carried out under section 43 of the Charities Act 1993 and in accordance with any directions given by the Commission under subsection (7)(b) of that section which are applicable;

and that, no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements

(i) to keep accounting records in accordance with section 386 of the Companies Act 2006;

(ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and;

(iii) that the financial statements be prepared in accordance with the methods and principles set out in the Statement of Recommended Practice - Accounting and Reporting by Charities

K Velupillai ACMA, CGMA, ACPA
K V & CO
Chartered Management Accountants
Wallington
Surrey
SM6 8EX

The date upon which my opinion is expressed is :-

/ /2019

HOME-START MERTON
Statement of Financial Activities
for the year ended 31 March 2019

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2019 £	2019 £	2019 £	2018 £
Incoming resources				
<i>Incoming resources from generated funds</i>				
Voluntary Income	46,424	25,000	71,424	90,079
Activities for generating funds	5,283	-	5,283	9,646
Investment Income	738	-	738	3,851
Total incoming resources	52,445	25,000	77,445	103,576
<i>Costs of generating funds</i>				
Costs of generating voluntary income	241	-	241	2,527
<i>Costs of charitable activities</i>	111,450	20,645	132,095	125,668
<i>Governance costs</i>	1,000	-	1,000	1,147
Total resources expended	112,691	20,645	133,336	129,342
Net outgoing resources before transfers between funds	(60,246)	4,355	(55,891)	(25,766)
Gross transfers between funds			-	
Net outgoing resources before Other recognised gains and losses	(60,246)	4,355	(55,891)	(25,766)
Other recognised gains and losses				
Net movement in funds	(60,246)	4,355	(55,891)	(25,766)
Reconciliation of funds				
<i>Total funds brought forward</i>	680,945	4,670	685,615	711,381
Total Funds carried forward	620,699	9,025	629,724	685,615

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 10 as required by the said statement.

All activities derive from continuing operations

HOME-START MERTON**Company Number**

5359862

2019**2018****Balance Sheet****as at 31 March 2019****Current assets**

Current Asset Investments	7	500,000	550,000
Cash at bank and in hand		135,974	145,144
Total current assets		<u>635,974</u>	<u>695,144</u>

Creditors:-

amounts due within one year	8	(6,250)	(9,529)
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Net current assets

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

Total assets less current liabilities

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

Creditors:-

amounts due after more than one year		-	-
--------------------------------------	--	---	---

Net assets excluding pension asset / liability

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

Net assets including pension asset / liability

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

The funds of the charity :**Unrestricted income funds**

Unrestricted revenue accumulated funds	250,299	350,545
Pension Deficit Fund	40,000	
Designated revenue funds	60,000	60,000

Unrestricted capital funds

Designated fixed asset funds	270,400	270,400
------------------------------	---------	---------

Total unrestricted funds

	620,699	680,945
--	---------	---------

Restricted revenue funds

Restricted revenue accumulated funds	9,025	4,670
--------------------------------------	-------	-------

Restricted fixed asset funds

Total restricted funds	9,025	4,670
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Total charity funds

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

The directors are satisfied that for the year ended on 31 March 2018 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 43 of the Charities Act 1993, the accounts have been examined by an Independent Examiner whose report appears on page 7.

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

A Kronsten**Trustee / Director****Approved by the board of trustees on / /2019****The notes on pages 11 to 13 form an integral part of these accounts.**

HOME-START MERTON
Notes to the Accounts
for the year ended 31 March 2019

1 Accounting policies

Basis of preparation of the accounts

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16 July 2014, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales. The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations and the Companies Act 2006, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Insofar as the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, requires compliance with specific Financial Reporting Standards other than the FRS102 then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRS102.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The particular accounting policies adopted are set out below.

Accounting convention

The financial statements are prepared on a going concern basis, under the historical cost convention.

The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

Incoming Resources

Incoming resources are accounted for on a receivable basis deferred as described below where appropriate.

All grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Investment Income

Bank Interest received is included on an actual receipts basis.

HOME-START MERTON
Notes to the Accounts
for the year ended 31 March 2019

Fixed assets and depreciation

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value) over their estimated useful economic lives.

Freehold land and buildings	2% straight line
Equipment	10% straight line

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

Finance and operating leases

Rentals payable in respect of operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as incurred.

Finance leases are accounted for in accordance with the requirements of the Financial Reporting Standard (FRS102).

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

Any other proposed transfer between funds would be considered on the particular circumstances.

2 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

3 Surplus for the financial year

	2019	2018
	£	£
This is stated after crediting :-		
Revenue Turnover from ordinary activities	77,445	103,576
and after charging:-		
Pension costs	3,282	3,637
Independent Examiner's Fees	1,000	1,000

HOME-START MERTON
Notes to the Accounts
for the year ended 31 March 2019

4 Staff Costs and Emoluments	2019	2018
	£	£
Gross Salaries	92,543	82,829
Employer's National Insurance	6,078	5,387
Pension Contributions	3,282	3,637
	<u>101,903</u>	<u>91,853</u>

There were no fees or other remuneration paid to the trustees
There were no employees with emoluments in excess of £60,000 per annum

5 Trustees' remuneration

Neither the trustees nor any persons connected with them have received any remuneration, either in the current year or the prior year.

6 Tangible functional fixed assets

	Plant, Machinery & Vehicles £
Asset cost, valuation or revalued amount	
At 1 April 2018	4,840
At 31 March 2019	<u>4,840</u>
Accumulated depreciation and impairment provisions	
At 1 April 2018	4,840
Charge for the year	-
At 31 March 2019	<u>4,840</u>
Net book value	
At 31 March 2019	<u>-</u>

(All assets are used for direct charitable purposes.)

7 Investments held as current assets	2019	2018
	£	£
Listed investments	<u>500,000</u>	<u>550,000</u>

8 Creditors: amounts falling due within one year	2019	2018
	£	£
Accrued expenses	6,565	6,567
PAYE and NI	(315)	2,962
	<u>6,250</u>	<u>9,529</u>

9 Pension Commitments and pension scheme details	2019	2018
	£	£

Defined Contribution Scheme

Defined Benefit Scheme

Due to be paid	40,000	47,000
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HOME-START MERTON
Detailed Statement of Financial Activities
for the year ended 31 March 2019

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2019	2019	2019	2018
	£	£	£	£
Incoming Resources				
Incoming Resources from generated funds				
Voluntary Income	22,824		22,824	27,784
Grants, legacies and donations				
Government and public bodies				
Incoming resources of a revenue nature				
Non government and non public bodies				
Incoming resources of a revenue nature - grants, donations and legacies				
Generation Foundation		25,000	25,000	25,000
Wimbledon District Nursing			-	-
Taylor Family Foundation	10,000		10,000	10,000
Dorus Trust	7,000		7,000	7,000
Wimbledon Foundation	5,000		5,000	18,476
Merton Voluntary Service			-	-
			-	-
Total	22,000	25,000	47,000	60,476
Total Grants, Legacies & Donations Received	44,824	25,000	69,824	60,476
Other voluntary income				
Other Income	1,600		1,600	1,819
Total other voluntary income	1,600	-	1,600	1,819
Total Voluntary Income	46,424	25,000	71,424	90,079
Activities for generating funds				
Fundraising activities	5,283	-	5,283	9,646
Total of activities for generating funds	5,283	-	5,283	9,646
Investment Income				
Bank deposit interest received	738	-	738	3,851
Total Investment Income	738	-	738	3,851
Total Incoming Resources	52,445	25,000	77,445	103,576
Costs of generating funds				
Costs of generating voluntary income				
Fundraising event cost	241	-	241	2,527
	241	-	241	2,527
Total costs of generating voluntary income	241	-	241	2,527
Charitable expenditure				
Support costs of charitable activities				
Direct support costs				
Gross wages and salaries - charitable activities	74,264	18,279	92,543	82,829
Travel and Subsistence - Charitable Activities			-	151
Employers' NI - Charitable activities	4,237	1,841	6,078	5,387
Pension contributions charitable employees	3,146	136	3,282	3,637
Volunteers' Costs	977	34	1,011	913
Learning & Development Staff	144	-	144	-
Home Start- UK Consultancy	1,864	-	1,864	1,533
Staff Training & Expenses	252	355	607	793
	84,884	20,645	105,529	95,243

HOME-START MERTON
Detailed Statement of Financial Activities
for the year ended 31 March 2019

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2019	2019	2019	2018
	£	£	£	£
Management and administration costs				
in support of charitable activities				
Premises Costs				
Office Premises Cost				
Rent payable	11,400	-	11,400	8,751
Rates, water and service charges	-	-	-	89
Insurance	840	-	840	784
Premises repairs and renewals	-	-	-	5
Care taking & Repairs	-	-	-	3
Total Office Premises Costs	12,240	-	12,240	9,632
Building works & Refit				
Rent Payable				
Rates				
Insurance				
Utilities				
Service Contract/ Leases				
Total Charity shop premises costs	-	-	-	-
Total Office Premises Costs	12,240	-	12,240	9,632
General administrative expenses:				
Telephone and fax	892	-	892	961
Postage	497	-	497	400
Stationery and printing	1,066	-	1,066	1,101
Affiliation and Membership fee	39	-	39	354
Service Contract/ Leases	4,631	-	4,631	3,957
Equipment expenses	433	-	433	1,559
Payroll costs	435	-	435	398
IT support	1,113	-	1,113	1,077
Advertising and PR	341	-	341	-
Bank charges	60	-	60	60
Sundry expenses	3,447	-	3,447	8,648
	12,954	-	12,954	18,515
Professional fees in support of charitable activities				
Management Fees	572	-	572	-
Legal and professional fees	800	-	800	2,278
	-	-	-	-
	1,372	-	1,372	2,278
Total Support costs	111,450	20,645	132,095	125,668
Total Expended on Charitable Activities	111,450	20,645	132,095	125,668
Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work				
Specific governance costs				
Governance & Meeting Expenses	-	-	-	147
Independent Examiner's Fees	1,000	-	1,000	1,000
Total governance costs	1,000	-	1,000	1,147

Registered Charity Number
1108937

Registered Company Number
5359862

HOME-START MERTON
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 March 2019

HOME-START MERTON
Report and accounts
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HOME-START MERTON

Company Information

Directors

A Kronsten (Chair)
S Oury (Deputy Chair)
H Hughes (Treasurer)
P Jennings -Resigned on 12th October 2018
S Lloyd
M Henwood
D Lawrence
L Sanzone

Secretary

S P Ashby

Accountants

K V & CO
18 Morton Gardens
Wallington
Surrey
SM6 8EX

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Registered office

The Chaucer Centre
Canterbury Road
Morden
Surrey
SM4 6PX

Registered Charity number

1108937

Introduction

The trustees present their annual report and accounts for the year ended 31st March 2019

Name, registered office and constitution of the charity

The full name of the charity is Home-Start Merton.

The legal registration details are :-

<i>Date of incorporation</i>	10th February 2005
<i>Company Registration Number</i>	5359862
<i>The Registered Office is</i>	The Chaucer Centre, Canterbury Road, Morden, Surrey, SM4 6PX.
<i>Charity Registration Number</i>	1108937
<i>The telephone number is</i>	0208 646 6044

Objectives and Activities of the Charity***A summary of the objects of the charity as set out in its governing document.***

The principal activity during the year was to support families with young children living within the London Borough of Merton.

Public benefit that is provided by the charity

To safeguard, protect and preserve the good health, both mental and physical of children and parents.

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 Merton and its environs.

Achievements and Performance of the Charity**Structure, Governance and Management*****Nature of the Governing Document and constitution of the charity***

The results for the period, and the charity's financial position at the end of the period are shown in the attached financial statements.

The Charity is Company Limited by Guarantee which is incorporated in United Kingdom on 10 February 2005 was formed for charitable purpose. The liability of its members is limited to a guarantee of £1 each. The companies governing documents are its memorandum and articles of association. The company is established to further those purposes which are recognised as charitable and the registered charity number is 1108937.

The methods adopted for the recruitment and appointment of new trustees

Home-Start Merton recruits trustees who demonstrate interest in valuing the family and following recommendations made in respect of people with particular skills and expertise in working with children and families, or the voluntary sector.

All new trustees receive an induction pack of information about the work of Home-Start Merton and how it operates, and guidance as to their responsibility as charity trustees and company directors. Induction and training of new board members is delegated to the scheme Manager in consultation with the Chair. New members also receive information about Home-Start UK including a copy of the signed agreement.

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to manage and minimise risks.

Financial Review

Policies on reserves

The trustees have examined the requirement for free reserves, which are those unrestricted funds not invested in fixed assets, not designated for specific purposes or otherwise committed. The trustees have set a reserves policy which requires:

reserves are maintained at a level which ensures that Home-Start's core activity could continue during a period of unforeseen difficulty

a proportion of reserves are maintained in a readily realisable form.

Having considered the risk, activity and commitments of the organisation Trustees have agreed that the scheme need to retain a level of a minimum of 6 months running costs which equates to approximately £ 60,000.

This policy is reviewed annually by the board of Trustees.

Transactions and Financial position

The financial statements are set out on pages 8 to 12. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice (SORP) for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales and in accordance with the Financial Reporting Standard (FRS102) issued on 16 July 2014.

The Statement of Financial Activities show net outgoing resources (deficit) for the year of a revenue nature of £55,891 (prior year net outgoing resources of £25,766).

The total reserves at the year end, stand at £629,724 (prior year £ 685,615).

Free unrestricted liquid reserves is in surplus and amounted to £620,699. (prior year surplus £680,945)

The members of the Board of Trustees of the Charity during the year ended 31st March 2018 were :-

A Kronsten	Chair
S Oury	Deputy Chair
H Hughes	Treasurer
P Jennings	Resigned on 12th October 2018
S Lloyd	
M Henwood	
D Lawrence	
L Sanzone	

Trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

The directors/trustees are all members of the charity.

The members of the Board of Trustees of the Charity at the date of the report and accounts were approved were:-

A Kronsten
S Oury
H Hughes
S Lloyd
M Henwood
D Lawrence
L Sanzone

Investment Policy:

To achieve long term growth, of both capital and income, from an investment portfolio together with a reasonably high level of current income.

- The assets should be managed to at least maintain the real capital value of the portfolio, whilst generating a sustainable level of income to support the various charitable activities.

-To produce the best financial return within an acceptable level of risk.

-The assets can be invested widely according to the general power of investment and should be diversified by assets class and by security. Assets classes could include cash, bonds, equities, investment funds, property and any other assets that are deemed suitable for the charity.

The Trustees require ethical considerations to be taken into account in the choice of investments. Direct investments in companies predominately involved with the production of alcohol, gambling activities and the provision of domestic sub-prime lending are not acceptable.

Independent Examiner

K Velupillai ACMA, CGMA,ACPA

K V & CO

Chartered Management Accountants

18 Morton Gardens

Wallington

Surrey

SM6 8EX

Statement of Directors' and Trustees' Responsibilities

The Charities Acts and the Companies Acts require the Board of trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements;

The trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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 also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

Method of preparation of accounts

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

This report was approved by the board of trustees on / /2019.

S P Ashby
Company Secretary

HOME-START MERTON

Report of the Independent Examiner to the trustees

on the accounts of the Charity for the year ended 31 March 2019

I report on the financial statements of the Charity on pages 8 to 12 for the year ended 31 March 2018 which have been prepared in accordance with the Charities Act 1993 and with the Financial Reporting Standard (FRS102), as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005 as modified in May 2008. (The SORP), under the historical cost convention and the accounting policies set out on page 11.

Respective responsibilities of trustees and examiner

As described on page 4, 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 financial statements.

The trustees are satisfied that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply and that the accounts do not require an audit in accordance with Part 16 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

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

- a) examine the accounts under section 43 of the Act;
- b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the Act; and;

Basis of opinion and scope of work undertaken

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales setting out the duties of an independent examiner issued by the Charity Commissioners under section 43(7)(b) of the Act) in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the Statement of Recommended Practice issued by the Charity Commissioners for England & Wales, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of

examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

Subject to the limitations upon the scope of my work as detailed above, in connection with my examination, I can confirm that

1) In accordance with Regulation 31 of The Charities (Accounts and Reports) Regulations 2008, the accounts of this incorporated charity are not required to be audited under Part 16 of the Companies Act 2006;

2) this is a report in respect of an examination carried out under section 43 of the Charities Act 1993 and in accordance with any directions given by the Commission under subsection (7)(b) of that section which are applicable;

and that, no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements

(i) to keep accounting records in accordance with section 386 of the Companies Act 2006;

(ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and;

(iii) that the financial statements be prepared in accordance with the methods and principles set out in the Statement of Recommended Practice - Accounting and Reporting by Charities

K Velupillai ACMA, CGMA, ACPA
K V & CO
Chartered Management Accountants
Wallington
Surrey
SM6 8EX

The date upon which my opinion is expressed is :-

/ /2019

HOME-START MERTON
Statement of Financial Activities
for the year ended 31 March 2019

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2019 £	2019 £	2019 £	2018 £
Incoming resources				
<i>Incoming resources from generated funds</i>				
Voluntary Income	46,424	25,000	71,424	90,079
Activities for generating funds	5,283	-	5,283	9,646
Investment Income	738	-	738	3,851
Total incoming resources	52,445	25,000	77,445	103,576
<i>Costs of generating funds</i>				
Costs of generating voluntary income	241	-	241	2,527
<i>Costs of charitable activities</i>	111,450	20,645	132,095	125,668
<i>Governance costs</i>	1,000	-	1,000	1,147
Total resources expended	112,691	20,645	133,336	129,342
Net outgoing resources before transfers between funds	(60,246)	4,355	(55,891)	(25,766)
Gross transfers between funds			-	
Net outgoing resources before Other recognised gains and losses	(60,246)	4,355	(55,891)	(25,766)
Other recognised gains and losses				
Net movement in funds	(60,246)	4,355	(55,891)	(25,766)
Reconciliation of funds				
<i>Total funds brought forward</i>	680,945	4,670	685,615	711,381
Total Funds carried forward	620,699	9,025	629,724	685,615

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 10 as required by the said statement.

All activities derive from continuing operations

HOME-START MERTON**Company Number**

5359862

2019**2018****Balance Sheet****as at 31 March 2019****Current assets**

Current Asset Investments	7	500,000	550,000
Cash at bank and in hand		135,974	145,144
Total current assets		<u>635,974</u>	<u>695,144</u>

Creditors:-

amounts due within one year	8	(6,250)	(9,529)
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Net current assets

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

Total assets less current liabilities

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

Creditors:-

amounts due after more than one year		-	-
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Net assets excluding pension asset / liability

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

Net assets including pension asset / liability

	<u>629,724</u>	<u>685,615</u>
--	----------------	----------------

The funds of the charity :**Unrestricted income funds**

Unrestricted revenue accumulated funds	250,299	350,545
Pension Deficit Fund	40,000	
Designated revenue funds	60,000	60,000

Unrestricted capital funds

Designated fixed asset funds	270,400	270,400
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Total unrestricted funds

	620,699	680,945
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Restricted revenue funds

Restricted revenue accumulated funds	9,025	4,670
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Restricted fixed asset funds

Total restricted funds	9,025	4,670
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Total charity funds

	<u>629,724</u>	<u>685,615</u>
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The directors are satisfied that for the year ended on 31 March 2018 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 43 of the Charities Act 1993, the accounts have been examined by an Independent Examiner whose report appears on page 7.

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

A Kronsten**Trustee / Director****Approved by the board of trustees on / /2019****The notes on pages 11 to 13 form an integral part of these accounts.**

HOME-START MERTON
Notes to the Accounts
for the year ended 31 March 2019

1 Accounting policies

Basis of preparation of the accounts

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16 July 2014, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales. The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations and the Companies Act 2006, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Insofar as the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, requires compliance with specific Financial Reporting Standards other than the FRS102 then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRS102.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The particular accounting policies adopted are set out below.

Accounting convention

The financial statements are prepared on a going concern basis, under the historical cost convention.

The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

Incoming Resources

Incoming resources are accounted for on a receivable basis deferred as described below where appropriate.

All grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Investment Income

Bank Interest received is included on an actual receipts basis.

HOME-START MERTON
Notes to the Accounts
for the year ended 31 March 2019

Fixed assets and depreciation

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value) over their estimated useful economic lives.

Freehold land and buildings	2% straight line
Equipment	10% straight line

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

Finance and operating leases

Rentals payable in respect of operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as incurred.

Finance leases are accounted for in accordance with the requirements of the Financial Reporting Standard (FRS102).

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

Any other proposed transfer between funds would be considered on the particular circumstances.

2 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

3 Surplus for the financial year

	2019	2018
	£	£
This is stated after crediting :-		
Revenue Turnover from ordinary activities	77,445	103,576
and after charging:-		
Pension costs	3,282	3,637
Independent Examiner's Fees	1,000	1,000

HOME-START MERTON
Notes to the Accounts
for the year ended 31 March 2019

4 Staff Costs and Emoluments	2019	2018
	£	£
Gross Salaries	92,543	82,829
Employer's National Insurance	6,078	5,387
Pension Contributions	3,282	3,637
	<u>101,903</u>	<u>91,853</u>

There were no fees or other remuneration paid to the trustees
There were no employees with emoluments in excess of £60,000 per annum

5 Trustees' remuneration

Neither the trustees nor any persons connected with them have received any remuneration, either in the current year or the prior year.

6 Tangible functional fixed assets

	Plant, Machinery & Vehicles £
Asset cost, valuation or revalued amount	
At 1 April 2018	4,840
At 31 March 2019	<u>4,840</u>
Accumulated depreciation and impairment provisions	
At 1 April 2018	4,840
Charge for the year	-
At 31 March 2019	<u>4,840</u>
Net book value	
At 31 March 2019	<u>-</u>

(All assets are used for direct charitable purposes.)

7 Investments held as current assets	2019	2018
	£	£
Listed investments	<u>500,000</u>	<u>550,000</u>

8 Creditors: amounts falling due within one year	2019	2018
	£	£
Accrued expenses	6,565	6,567
PAYE and NI	(315)	2,962
	<u>6,250</u>	<u>9,529</u>

9 Pension Commitments and pension scheme details	2019	2018
	£	£

Defined Contribution Scheme

Defined Benefit Scheme

Due to be paid	40,000	47,000
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HOME-START MERTON
Detailed Statement of Financial Activities
for the year ended 31 March 2019

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2019	2019	2019	2018
	£	£	£	£
Incoming Resources				
Incoming Resources from generated funds				
Voluntary Income	22,824		22,824	27,784
Grants, legacies and donations				
Government and public bodies				
Incoming resources of a revenue nature				
Non government and non public bodies				
Incoming resources of a revenue nature - grants, donations and legacies				
Generation Foundation		25,000	25,000	25,000
Wimbledon District Nursing			-	-
Taylor Family Foundation	10,000		10,000	10,000
Dorus Trust	7,000		7,000	7,000
Wimbledon Foundation	5,000		5,000	18,476
Merton Voluntary Service			-	-
			-	-
Total	22,000	25,000	47,000	60,476
Total Grants, Legacies & Donations Received	44,824	25,000	69,824	60,476
Other voluntary income				
Other Income	1,600		1,600	1,819
Total other voluntary income	1,600	-	1,600	1,819
Total Voluntary Income	46,424	25,000	71,424	90,079
Activities for generating funds				
Fundraising activities	5,283	-	5,283	9,646
Total of activities for generating funds	5,283	-	5,283	9,646
Investment Income				
Bank deposit interest received	738	-	738	3,851
Total Investment Income	738	-	738	3,851
Total Incoming Resources	52,445	25,000	77,445	103,576
Costs of generating funds				
Costs of generating voluntary income				
Fundraising event cost	241	-	241	2,527
	241	-	241	2,527
Total costs of generating voluntary income	241	-	241	2,527
Charitable expenditure				
Support costs of charitable activities				
Direct support costs				
Gross wages and salaries - charitable activities	74,264	18,279	92,543	82,829
Travel and Subsistence - Charitable Activities			-	151
Employers' NI - Charitable activities	4,237	1,841	6,078	5,387
Pension contributions charitable employees	3,146	136	3,282	3,637
Volunteers' Costs	977	34	1,011	913
Learning & Development Staff	144	-	144	-
Home Start- UK Consultancy	1,864	-	1,864	1,533
Staff Training & Expenses	252	355	607	793
	84,884	20,645	105,529	95,243

HOME-START MERTON
Detailed Statement of Financial Activities
for the year ended 31 March 2019

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2019	2019	2019	2018
	£	£	£	£
Management and administration costs				
in support of charitable activities				
Premises Costs				
Office Premises Cost				
Rent payable	11,400	-	11,400	8,751
Rates, water and service charges	-	-	-	89
Insurance	840	-	840	784
Premises repairs and renewals	-	-	-	5
Care taking & Repairs	-	-	-	3
Total Office Premises Costs	12,240	-	12,240	9,632
Building works & Refit				
Rent Payable				
Rates				
Insurance				
Utilities				
Service Contract/ Leases				
Total Charity shop premises costs	-	-	-	-
Total Office Premises Costs	12,240	-	12,240	9,632
General administrative expenses:				
Telephone and fax	892	-	892	961
Postage	497	-	497	400
Stationery and printing	1,066	-	1,066	1,101
Affiliation and Membership fee	39	-	39	354
Service Contract/ Leases	4,631	-	4,631	3,957
Equipment expenses	433	-	433	1,559
Payroll costs	435	-	435	398
IT support	1,113	-	1,113	1,077
Advertising and PR	341	-	341	-
Bank charges	60	-	60	60
Sundry expenses	3,447	-	3,447	8,648
	12,954	-	12,954	18,515
Professional fees in support of charitable activities				
Management Fees	572	-	572	-
Legal and professional fees	800	-	800	2,278
	-	-	-	-
	1,372	-	1,372	2,278
Total Support costs	111,450	20,645	132,095	125,668
Total Expended on Charitable Activities	111,450	20,645	132,095	125,668
Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work				
Specific governance costs				
Governance & Meeting Expenses	-	-	-	147
Independent Examiner's Fees	1,000	-	1,000	1,000
Total governance costs	1,000	-	1,000	1,147