

HOME - START NORTH WEST HAMPSHIRE
DIRECTORS' AND TRUSTEES' REPORT
and
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST. MARCH 2018

Company No. 5604443 (Registered in England and Wales)

Charity No. 1112233

HOME-START NORTH WEST HAMPSHIRE

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HOME-START NORTH WEST HAMPSHIRE

OFFICERS ETC

Directors and trustees

Patricia Fox - Williamson (Resigned 26.7.17.)
Janette Hewitt
Josephine Attridge
Elizabeth Narracott
Ian Nicholson (Resigned 19.1.18.)
Margaret Bates
Karin Jardine-Brown
Stephen Bushell
Natalie Fletcher
Jeffery Northam (Appointed 26.10.17.)
Mark Flower (Appointed 17.5.17.)

Registered Office

Dame Mary Fagan House
Lutyens Close
Chineham
Basingstoke
Hampshire

Bankers

Lloyds Bank - Basingstoke

Independent Examiner

Caroline Scull
B20 Limited
Charwell House
Wilson Road
Alton
Hampshire

HOME-START NORTH WEST HAMPSHIRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST. MARCH 2018

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 31st. March 2018. 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 (FRS102 - effective 1st. January 2015).

Objects of the Charity, Principal Activities and Organisation of our work

The charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

The charity's objects are to safeguard, protect and preserve the good health, both mental and physical of children and parents of children, to prevent cruelty to or maltreatment of children, to relieve sickness amongst children and parents of children within the areas of North West Hampshire and its environs.

It's principal activity is the recruiting and training of volunteers and suitable staff who then offer confidential, friendly support to families in need.

The board of trustees, who meet at least 6 times a year are responsible for the administration of the charity. The day to day management is delegated to the Scheme Manager, who is responsible for the management of the other members of the team.

Trustees are appointed by the existing board members and are drawn from interested members of the public.

The charity places much reliance on the services of unpaid volunteers. This includes the time provided by the Trustees.

Future Developments

Home-Start North West Hampshire is now successfully established in Basingstoke. There is a plan to maintain family and specialist support groups in the area as well as continuing the core home-visiting family support work.

Public Benefit

In setting its plans for areas of work, the Trustees of Home-Start North West Hampshire have had regard to the guidance from the Charity Commission on public statement of benefit. Home-Start North West Hampshire's business plan and the analysis of achievements against that plan demonstrates how Home-Start North West Hampshire has set out to fulfil its principle charitable objective that is the relief of children or parents in despair or in distress and the prevention of emotional, physical or mental abuse or neglect of such children and to promote their welfare and wellbeing.

HOME-START NORTH WEST HAMPSHIRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST. MARCH 2018

Reserves Policy

The trustees have reviewed the charity's needs for its reserves in line with the guidance issued by the Charity Commission and have set aside or designated £37,000 to safeguard the charity's service commitment in the event of delays in receipt of grants or accrued legacies. This approximates to three months running costs plus closure costs. The Trustees believe that reserves should be at least at this level to ensure the charity can run efficiently and meet the needs of the beneficiaries.

Directors and Trustees

All directors of the company are also Trustees of the charity and there are no other trustees. The Trustees are named on page1.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the financial statements in accordance with applicable law and UK Generally Accepted Accounting Practice.

The Companies Act 2006 requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the company and of its profit or loss for that period.

In preparing those financial statements the directors are required to:-

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Make judgements and estimates that are reasonable and prudent.
- (iii) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company exemption

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime

Signed by order of the Board

Director

Date:

Janette Hewitt



6/7/2018

HOME-START NORTH WEST HAMPSHIRE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST. MARCH 2018

	Unrestricted Funds 2018	Restricted Funds 2018	Total Funds 2018	Total Funds 2017
Total Incoming Resources	72,669	64,647	137,316	115,855
Total Direct Charitable Expenditure	23,802	76,952	100,754	83,642
Total Support Costs	9,248	8,232	17,480	17,676
Total Resources Expended	33,050	85,184	118,234	101,318
Net Incoming Resources for year	39,619	-20,537	19,082	14,537
Balance brought forward	64,789	29,500	94,289	79,752
Balance carried forward	<u>104,408</u>	<u>8,963</u>	<u>113,371</u>	<u>94,289</u>

HOME-START NORTH WEST HAMPSHIRE

BALANCE SHEET AS AT 31ST. MARCH 2018

	2018	2017
Current Assets		
Cash at Bank and in hand	122,250	108,059
Creditors : amounts falling due within 1 year	8,879	13,770
Net Current Assets	<u>113,371</u>	<u>94,289</u>
Capital Funds		
Unrestricted Funds	104,408	64,789
Restricted Funds	8,963	29,500
Total Funds	<u>113,371</u>	<u>94,289</u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477 and that no member or members have requested an audit pursuant to section 476 of the act.

The directors acknowledge that responsibility for the requirements of the act with respect to accounting records and the preparation of accounts.

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

These financial statements were approved by the directors on 6/7/2018 and signed by:

Janette Hewitt

Janette Hewitt

HOME-START NORTH WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a Basis of accounting

The financial statements have been prepared under the historic cost convention and in accordance with the Charities SORP (FRS102) Accounting and Reporting of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and the Companies Act 2006.

b Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

c Incoming resources

Voluntary income, donations and grants are accounted for on an accruals basis.

d Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT that cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Direct charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity.

2 Grants Received - unrestricted funds

	2018	2017
Hampshire & Isle of Wight CF	0	3,000
Other	3,000	938
Basingstoke and Deane BC	6,000	13,100
Henry Smith	0	6,000
Garfield Weston	0	7,500
	9,000	30,538

HOME-START NORTH WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST. MARCH 2018

3 Grants Received - Restricted Funds

	2018	2017
Basingstoke & Deane - Troubled Families	0	30,000
Greenham Common - for home visiting services	3,197	12,173
Hampshire and IoW CF	4,000	0
Children in Need - for groups	10,779	10,454
Hampshire County Council - for young parents	0	2,000
Four Lanes Trust - for School Readiness	0	2,000
Rotary -for prep course	0	1,380
Basingstoke & Deane - for school readiness	1,100	1,000
HCC - for school readiness	0	300
Lottery Mental Health Project Grant	45,571	0
	64,647	59,307

4 Donations

Worshipful Company of Grocers	43,168	0
Manydown Charitable Trust	0	2,000
Basingstoke Football Club	0	1,000
Volunteer expenses	1,112	2,365
CAF	768	940
C Anderson	260	240
St Stephen's Church, Baughurst	540	500
Malmesbury	300	300
Donations from groups	404	82
JG Dance show	750	0
K Jardine-Brown	350	200
P Fox	313	0
Basingstoke Athletic Club	66	92
Buttle UK	180	0
Inner Wheel	200	0
Rotary	400	520
P. Baines Trust	250	0
Ladies Tangent	100	100
Loddon Valley Lions	0	200
Reid	100	0
other donations	1,470	1,928
Total	50,731	10,467

HOME-START NORTH WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

5 Fundraising Income	2018	2017
Bridge Day	1888	0
Quiz night	1268	822
Christmas cards	393	0
Group event	52	0
Easy fund raising	55	104
Barn Dance	1952	0
Cheam Ramble	0	2815
Jazz at Cleam	0	2062
Fizz and Sparkle	0	1020
Ramble	0	789
Rotary Fun Day	0	234
Total	5608	7846

6 Creditors: amounts falling due within 1 year

Creditors control account	503	1970
Prepayments	103	
credit card	195	
Accruals	8078	9300
PAYE	0	2500
Total	8879	13770

7 Trustees' Remuneration

No remuneration was paid to any trustee during the year, except to re-imburse them for purchases or out of pocket expenses made on behalf of the charitable company.

8 Unrestricted Funds

All unrestricted funds held are unrestricted and available to be applied in furtherance of Home-Start North West Hampshire's charitable objectives at the discretion of the trustees.

HOME-START NORTH WEST HAMPSHIRE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST. MARCH 2018

	Notes	Unrestricted Funds 2018	Restricted Funds 2018	Total Funds 2018	Total Funds 2017
Incoming Resources					
Grants Received	2/3	9,000	64,647	73,647	89,845
Donations	4	50,731		50,731	10,467
Fund Raising Income	5	5,608		5,608	7,846
Gift Aid		0		0	1,330
Other Income		0		0	127
200 Club Lottery		7,295		7,295	6,215
Investment Income		35		35	25
Total incoming resources		72,669	64,647	137,316	115,855
Resources Expended					
Direct Charitable Expenditure					
Core Salary Costs		16,301	20,321	36,622	48,743
Pension Costs		1,549	2,570	4,119	2,720
Recruitment		225	352	577	300
Family Groups - including salaries		0	16,886	16,886	16,264
Family Support		864	600	1,464	1,485
Volunteer Prep Courses & Support		275	0	275	0
Staff Travel Expenses		1,244	1,796	3,040	5,467
Staff Training		131	144	275	916
DBS checks for staff		0	0	0	166
Mental Health Project payments to partner		0	21,286	21,286	0
Mental Health Project delivery costs		0	12,347	12,347	0
Fund Raising		797		797	1,437
200 Club Lottery Prizes		1,694		1,694	1,103
Volunteer Travel		723	650	1,373	5,042
		23,802	76,952	100,754	83,642
Support Costs					
Rent		3,983	2,000	5,983	4,500
Telephone		721	850	1,571	1,125
Printing, Stationery & Postage		1,264	1,430	2,694	1,546
Home Start Fees		942	1,100	2,042	3,875
Insurance		353	485	838	814
Payroll Bureau		146	235	381	268
Book-keeping		212	550	762	933
IT Software & Consumables		640	900	1,540	1,042
Advertising		142	182	324	1,637
Sundry		92	0	92	294
Bank Charges		54	10	64	49
Governance Costs		699	490	1,189	1,594
		9,248	8,232	17,480	17,676
Total Resources Expended		33,050	85,184	118,234	101,318
Net Incoming resources for the year		39,619	-20,537	19,082	14,537
Balance brought forward		64,789	29,500	94,289	79,752
Balance carried forward		<u>104,408</u>	<u>8,963</u>	<u>113,371</u>	<u>94,289</u>

Report to the trustees of Home-Start North West Hampshire

I report on the accounts of the charitable company for the year ended 31st March 2018 set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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 needed.

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

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

Basis of 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 statement below.

Independent examiner's statement

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

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

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 394 to 396 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 the account in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (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.

Mrs Caroline Scull BA FCCA
B20 Limited
Charwell House
Wilsom Road
Alton
GU34 2PP

Date 03/07/18

Signed 

