

HOME-START NORTH-WEST HAMPSHIRE
DIRECTORS' AND TRUSTEES' REPORT
AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2019

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 AND PROFESSIONAL ADVISERS

Directors and trustees	Janette Hewitt (Chair)
	Josephine Attridge
	Elizabeth Narracott resigned May 2018
	Margaret Bates
	Karin Jardine-Brown
	Stephen Bushell
	Natalie Fletcher
	Jeffrey Northam
	Mark Flower
	Sheren Butler
	Zanda Jansone-Silina appointed March 2019
	Elizabeth Ford appointed February 2019

Company Secretary	Jeffrey Northam
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Company number	5604443 (Registered in England and Wales)
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Charity number	1112233
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Registered Office	Rucstall Community Centre Holbein Close Basingstoke RG21 3QN
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Bankers	Lloyds Bank plc Basingstoke
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Independent Examiner	Caroline Scull B20 Ltd Charwell House Wilsom Road Alton Hampshire GU34 2PP
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HOME-START NORTH-WEST HAMPSHIRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED

31ST MARCH 2019

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 2019. 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 (continued)

FOR THE YEAR ENDED

31ST MARCH 2019

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 page 1.

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

Director

Date:

Janette Hewitt

Janette Hewitt

12/7/19

HOME-START NORTH-WEST HAMPSHIRE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED

31ST MARCH 2019

	Notes	<u>Unrestricted</u> <u>Funds</u> <u>2019</u>	<u>Restricted</u> <u>Funds</u> <u>2019</u>	<u>Total</u> <u>Funds</u> <u>2019</u>	<u>Total</u> <u>Funds</u> <u>2018</u>
Total incoming resources		74,515	85,987	160,502	136,966
Total direct charitable expenditure		44,032	73,027	117,059	100,754
Total support costs		5,240	13,550	18,790	17,480
Total resources expended		49,272	86,577	135,849	118,234
Net incoming resources for the year		25,243	(590)	24,653	18,732
Balance brought forward		104,058	8,963	113,021	94,289
Balance carried forward		<u>129,300</u>	<u>8,373</u>	<u>137,674</u>	<u>113,021</u>

The notes on pages 6 to 8 form part of these financial statements.

HOME-START NORTH-WEST HAMPSHIRE

BALANCE SHEET

AS AT 31ST MARCH 2019

	Notes	£	2019 £	£	2018 £
Current Assets					
Debtors	8	268		0	
Cash at bank and in hand		139,650		122,250	
		<u>139,918</u>		<u>122,250</u>	
Creditors: amounts falling due within one year	9	<u>(1,894)</u>		<u>(8,879)</u>	
Net current assets			138,024		113,371
Net assets			<u>138,024</u>		<u>113,371</u>
Capital Funds					
Unrestricted Funds			129,650		104,058
Restricted Funds			8,373		8,963
Total funds			<u>138,024</u>		<u>113,021</u>

Approval

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 their responsibility for complying with 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 companies subject to the small companies regime.

These financial statements were approved by the directors on 12/7/19 and signed by:

Janette Hewitt
Janette Hewitt

The notes on pages 6 to 8 form part of these financial statements.

HOME-START NORTH-WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST MARCH 2019

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.
The Trustees are named on page1.

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	2019 £	2018 £
	Basingstoke & Deane Borough Council	10,000	6,000
	Garfield Weston	7,500	0
	Other	0	3,000
	Sun Life	3,500	0
	Basingstoke Mayors Grant	800	0
	Groundwork Grant	1,000	0
	Manydown Trust	2,000	0
	Newby Trust	10,000	0
		<u>34,800</u>	<u>9,000</u>

HOME-START NORTH-WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED

31ST MARCH 2019

	2019	2018
	£	£
3 Grants received - restricted funds		
Awards for All - Office Move	9,950	0
Greenham Common - for home visiting services	5,600	3,197
Children in Need - for groups	9,500	10,779
Hampshire and IoW CF	4,750	4,000
Basingstoke & Deane - School Readiness	0	1,100
Hampshire County Council - For School Readiness	400	0
Lottery Mental Health Project Grant	55,787	45,571
	<u>85,987</u>	<u>64,647</u>
4 Donations		
Volunteers' and Trustees expenses donated	1,713	1,112
Reid	0	100
CAF	60	360
Co-op	2,740	408
Rotary	300	400
Baughurst Church	0	540
P Baines Trust	0	250
Malmesbury	300	300
Carolyn Anderson	320	260
P Fox	317	313
Buttle UK	0	180
JG Dance Show	0	750
Ladies Tangent	100	100
Basingstoke and Mid Hants Athletic	96	66
Donations from groups	261	404
Worshipful Company of Grocers	0	43,168
Albert Hunt Trust donation	3,000	0
200 Club prize donated back	445	0
Donations at quiz night	30	0
Collection tins	378	0
Mydonate	1,933	0
Rixson	314	0
John Robertson	263	0
Terrett Family	327	0
Toy and book sale	187	0
Greggs Foundation	2,000	0
Inner Wheel Club	300	200
Car boot sale	82	
Other donations	1,118	1,470
	<u>16,583</u>	<u>50,381</u>
5 Other Income		
Homestart UK Refund	0	0
	<u>0</u>	<u>0</u>

HOME-START NORTH-WEST HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED

31ST MARCH 2019

	2019	2018
	£	£
6 Fundraising income		
Rotary Summer BBQ	1,000	0
Rotary - Audley's Wood	7,500	0
Quiz Nights	1,598	1,268
Barn Dance	0	1,952
Rotary Fun Day	531	0
Easyfundraising	264	55
Call My Bluff	2,355	0
Bridge Day	0	1,888
Group event	0	52
Christmas cards	0	393
Cake sale	90	0
	<u>13,338</u>	<u>5,608</u>
Less: Fundraising costs	<u>1,177</u>	<u>797</u>
Profit from fundraising	<u>12,161</u>	<u>4,811</u>
7 Investment income		
Bank interest received	<u>45</u>	<u>35</u>
8 Debtors		
Prepayments	<u>268</u>	<u>0</u>
	<u>268</u>	<u>0</u>
8 Creditors: amounts falling due within one year		
Creditors Control account	0	503
Prepayments	0	103
Accruals - rent	0	8,078
Credit card	249	195
Accruals - other items	1,105	0
Accruals - Independent Examination	<u>540</u>	<u>0</u>
	<u>1,894</u>	<u>8,879</u>
9 Surplus for the year		
This is stated after charging:		
Depreciation of tangible fixed assets owned by the charity	<u>0</u>	<u>0</u>
Independent Examiner's Fees	<u>960</u>	<u>300</u>
10 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.		
11 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.		
12 Governance costs	2019	2018
	£	£
Independent Examiners Fee 2017/18	420	300
Independent Examiners Fee 2018/19	540	0
Year end accounts production	350	0
AGM	64	55
Information Commissioner	35	0
Annual return companies house	13	0
Trustee expenses	<u>764</u>	<u>834</u>
	<u>2,185</u>	<u>1,189</u>

NB The Independent Examiner's fee appears higher because there was not an accrual in the previous year.

Report to the trustees of Home-Start North West Hampshire

I report to the charity trustees on the accounts of the charitable company for the year ended 31st March 2019 as 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 FRS102 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 03/07/19

Signed 

HOME-START NORTH-WEST HAMPSHIRE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED

31ST MARCH 2019

	Notes	<u>Unrestricted</u> <u>Funds</u> 2019	<u>Restricted</u> <u>Funds</u> 2019	<u>Total</u> <u>Funds</u> 2019	<u>Total</u> <u>Funds</u> 2018
Incoming resources					
Grants received	2/3	34,800	85,987	120,787	73,647
Donations	4	16,583		16,583	50,381
Fundraising income	6	13,338		13,338	5,608
Gift Aid		2,445		2,445	0
200 Club Lottery		7,305		7,305	7,295
Investment income	7	45		45	35
Total incoming resources		74,515	85,987	160,502	136,966
Resources expended					
<u>Direct charitable expenditure</u>					
Core Salary costs		24,920	12,956	37,876	36,621
Pension costs		1,458	2,379	3,837	4,119
Recruitment		33	52	85	577
Family Groups - including salaries		13,177	4,185	17,362	16,886
Family Support		826	574	1,400	1,464
Volunteer prep courses and support		0	246	246	275
Staff travel expenses		526	790	1,316	3,040
Staff training		557	604	1,161	275
Mental Health Project payments to HS Rushmoor		0	27,893	27,893	21,286
Mental Health Project delivery costs		0	23,094	23,094	12,347
Fundraising		1,177		1,177	797
200 Club Lottery prizes		1,357		1,357	1,694
Volunteer travel expenses		0	255	255	1,373
		44,032	73,027	117,059	100,754
<u>Support costs</u>					
Rent		(1,750)	0	(1,750)	5,983
Office move		0	8,226	8,226	0
Telephone		557	657	1,213	1,571
Printing, stationery and postage		1,073	1,214	2,287	2,694
Home Start fees		963	1,125	2,089	2,042
Insurance		370	508	878	838
Payroll bureau		289		289	381
Bookkeeping		320	830	1,150	762
IT Software and consumables		1,114	990	2,104	1,540
Advertising		0		0	324
Sundry		56		56	92
Bank charges		64	0	64	64
Governance costs		2,185	0	2,185	1,189
		5,240	13,550	18,790	17,480
Total resources expended		49,272	86,577	135,849	118,234
Net incoming resources for the year		25,243	(590)	24,653	18,732
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