

**Charity registration number 1097005**

**Company registration number 04698694 (England and Wales)**

**HOME START NOTTINGHAM**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# HOME START NOTTINGHAM

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Ms C Stephens - Vice Chair	
	Mr M Scott - Chair	
	Ms C Howling	
	Ms R Moses	
	Mr R L Paton	
	Dr H Roberts	(Appointed 20 September 2021)
	Ms A Haggard	(Appointed 7 June 2021)
<b>Senior staff</b>	Ms J Hallam	
	Ms S Leivers	
<b>Charity number</b>	1097005	
<b>Company number</b>	04698694	
<b>Registered office</b>	Suite 9	
	Arnold Business Centre	
	Brookfield Gardens	
	Arnold	
	Nottingham	
	NG5 7ER	
<b>Independent examiner</b>	Rogers Spencer	
	Newstead House	
	Pelham Road	
	Nottingham	
	NG5 1AP	
<b>Bankers</b>	TSB	
	621 Mansfield Road	
	Sherwood	
	Nottingham	
	NG5 2FY	

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# HOME START NOTTINGHAM

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# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2022

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The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

#### Objectives and activities

The trustees of Home-Start Nottingham have paid due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity has undertaken this year.

The objectives for which Home-Start Nottingham is established are:

- To safeguard, protect and preserve the good health, both mental and physical, of children and parents of children
- To prevent cruelty to or maltreatment of children
- To relieve sickness, poverty and need amongst children through the support of their parents and guardians
- To promote the education of the public in better standards of childcare within the area of Nottingham City and its environs, and the boroughs of Broxtowe, Gedling, Rushcliffe and Ashfield.

During the year, Home-Start Nottingham has contributed to its objectives by supporting 117 (2021: 98) families and 253 (2021: 212) children through our home visiting and group organised activities.

#### Achievements and performance

Any family with at least one child under 8 years of age living within the charity's catchment areas can refer themselves to the charity or be referred by another agency with the family's permission. Accepting support from Home-Start Nottingham is entirely a matter of choice for the family concerned.

- Parents have benefited by increased self-confidence and more engagement within their local communities.
- Children have benefited from their parents' improved parenting skills and the impact of positive role modelling by volunteers.

Weekly Family Group sessions, funded by Children In Need, have been provided in Clifton. The Children in Need Funding ceased as of March 31st 2022, however the Weekly Family Group sessions are continuing and future funding is now coming from Home-Start Nottingham's unrestricted reserves. Play sessions have been arranged, providing children with more social and educational opportunities. Families have been signposted to health services and referrals made to the local Food banks.

Through home visiting and support given by volunteers, parents are helped to provide safer environments for their children and healthier lifestyles. During the financial year our volunteers and paid staff provided 2,816 visits including virtual. (2021: 942). The increase on the previous year is due to the Government reducing the ongoing Covid 19 restrictions during the financial year.

# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### Financial review

Despite the uncertain and challenging pandemic landscape experienced throughout the financial year, the Charity is pleased to report a strong financial performance for the year ended March 31, 2022. Total income in the year was £672,802 (2021: £606,163).

Donations and Legacy income was £56,814 (2021: £68,772). Despite this year on year decrease of £11,958 a significant donation was again received from Vanishing Point.

Charitable activity income increased year on year by £99,445. This increase followed the securing of the extension of the commissioned services contract with Small Steps Big Changes (SSBC) until August 31, 2025. In addition a £21,000 dispute which arose and was provided for in the previous financial year went to arbitration and was resolved in favour of Home-Start Nottingham. Within Charitable activity income, funding from the statutory bodies (Nottinghamshire County Council) was £44,476 (2021: £44,476).

Other income in the year was £337 (2021: £1,225).

Throughout the period of the Covid-19 pandemic, Home-Start Nottingham has taken decisive action wherever it can to reduce its cost base without jeopardising the essential services that families depend on the Charity to provide. This control of costs together with the strong revenue performance detailed earlier resulted in a net income of £138,759 for the year of which £58,687 and £80,072 was transferred to unrestricted reserves and restricted reserves respectively.

### Reserves Policy

The trustees wish to maintain a level of unrestricted reserves which will enable the charity to meet its financial obligations should the charity be unable to continue. The reserves policy is reviewed annually and the trustees have agreed to set the level needed at three months' running costs. Three months running costs (excluding costs incurred under the commissioned services contract with SSBC) amount to approximately £42,000. The unrestricted reserves held at 31 March 2022 £529,744 are therefore considered adequate for this purpose.

As a result of changes to legislation introduced in The Pensions Act 2011 Home-Start Nottingham was advised by its pension provider, the Pensions Trust, that it faces a potential liability for debt on withdrawal from the pension scheme. The trustees have built reserves to a level sufficient to cover this liability and review this position regularly (see note 15). Home-Start Nottingham was made subject to auto enrolment of pensions in July 2016.

### Implications of Covid-19 on our business

Throughout the year, Home-Start remained as committed as ever to supporting parents – in their homes and communities – in the critical early years of childhood. Our work builds parental confidence and resilience, enhances attachment, and reduces community isolation. This transforms children's lives in terms of their health and wellbeing and their emotional, social and educational development.

Social distancing and isolation placed enormous strain on families. Families with particular pressures such as poor mental health, illness and low wages have been and continue to be hit hard by the crisis. Home-Start Nottingham moved fast to provide support for these and other families affected. We provided essential support services on-line and by telephone in order to stay connected with families and our network of 23 locally based staff and 69 volunteers continued to play an important part in local community response efforts across the region – delivering essential supplies and linking families into local resources such as Foodbanks, meals, and public health services.

Since the start of the pandemic, Home-Start Nottingham has monitored and reacted to the changing situation on a daily basis and have taken action to safeguard the employees and volunteers and mitigate the risk from the developing and ongoing Covid outbreaks. It is likely that the Covid outbreaks will be with us for the foreseeable future and we will work harder than ever to find ways to make sure families continue to have the support they need. The situation continues to change rapidly, but one fact remains –babies continue to be born each day in the UK. The practical and emotional demands of parenthood are challenging enough in normal times but the current level of Covid in the community adds additional layers of anxiety, uncertainty and isolation.

# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### Future

Whilst Home-Start Nottingham has not yet suffered any reduction in income from the COVID-19 outbreak, it is unable to accurately predict the full impact that COVID-19 may have in the future due to numerous uncertainties, including the severity of the disease, the possibility of further variants arising, the duration of any further outbreak (wave), actions that may be taken by the government authorities and the impact to the families who rely on us. The Trustees believe that the financial resources of the Home-Start Nottingham will allow the charity to manage the anticipated impact of COVID-19 on its operations for the foreseeable future.

### Structure, governance and management

Home-Start Nottingham is a registered charity, Charity number 1097005. The Charity is incorporated under company number 04698694 as a company limited by guarantee and is therefore governed by a memorandum and articles of association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms C Stephens - Vice Chair

Mr M Scott - Chair

Ms C Howling

Ms R Moses

Mr R L Paton

Dr H Roberts

(Appointed 20 September 2021)

Ms A Haggard

(Appointed 7 June 2021)

The Trustees of Home-Start employ the staff and are responsible for the effective management of Home-Start including funding, insurance, premises and good employment practice.

The Trustees ensure that proper links are developed with the statutory caring agencies and with other voluntary organisations within the community.

The trustees meet at least eleven times a year in accordance with the Memorandum and Articles of Association of Home-Start Nottingham, which specify meeting at least four times a year.

### Risk factors

As part of their overall duties of management the trustees have a responsibility to ensure that major risks to which Home-Start Nottingham is exposed are reviewed and that systems are established to mitigate those risks. The trustees consider that a major risk is one which if it occurs would have a severe impact on operational performance, achievement of aims and objectives, or could damage the reputation of Home-Start Nottingham, changing the way the trustees, volunteers or families might deal with Home-Start Nottingham. The trustees recognise that risk can arise, not only from Home-Start Nottingham's activities but also from failure to act or exploit opportunities.

Whilst we are an independent local charity, Home-Start Nottingham is a federated member of Home-Start UK. This membership brings the important benefit of internal policy development and the quality assurance framework. The federation also works hard to influence national policy development to further our shared strategic vision and mission.

# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### **Trustee Recruitment, Induction and Training**

Home-Start Nottingham carries out a skills audit of current trustees which identifies knowledge gaps within the board and then actively takes steps to recruit trustees accordingly.

In order to become familiar with the practical work of the Charity, trustees will receive a copy of the Annual Report, the Memorandum and Articles and the latest financial reports, together with being assigned a buddy (a mentor from the existing trustee board). They will also meet with the Scheme Manager and existing trustees as well as being offered opportunities to visit with the staff team.

Additionally, they (along with Management Committee members and any trustees who would like to take refresher training) are invited to attend induction training which covers the following areas:

- Governance
- The Home-Start Agreement
- Training and Support
- Roles and Responsibilities
- Communication
- Local Scheme Information
- Best Practice Guides
- Safeguarding
- Quality Assurance

All trustees are then signposted to any other relevant training throughout the year.

### **Organisational Structure**

The organisation is controlled by the trustees, who meet at least eleven times per annum. The scheme manager Mrs J Hallam, is responsible for the day to day running of the company's affairs and reports to the Trustees. The company secretary is Mrs S Leivers, the Scheme Administrator, whose position is appointed by the Trustees.


### **Arrangements for Setting Pay and Remuneration of Key Management Personnel**

Salaries for staff members affiliated to the SSBC contract are set externally according to Funding body.

The Board of Trustees set the salary of the scheme manager and other core staff using the Local Government pay spine as amended.

Trustees are entitled to claim expenses but do not receive any remuneration for their time.

The trustees' report was approved by the Board of Trustees.



Mr R L Paton

Dated: 26 September 2022

# HOME START NOTTINGHAM

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

### FOR THE YEAR ENDED 31 MARCH 2022

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The trustees, who are also the directors of Home Start Nottingham for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



# HOME START NOTTINGHAM

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF HOME START NOTTINGHAM

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I report to the trustees on my examination of the financial statements of Home Start Nottingham (the charity) for the year ended 31 March 2022.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

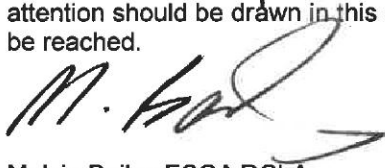
#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Chartered Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

Dated: 30/9/22

# HOME START NOTTINGHAM

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

### Current financial year

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes				
<b>Income from:</b>					
Donations and legacies	3	56,814	-	56,814	68,772
Charitable activities	4	15,000	600,611	615,611	536,166
Other income	5	377	-	377	1,225
<b>Total income</b>		<b>72,191</b>	<b>600,611</b>	<b>672,802</b>	<b>606,163</b>
<b>Expenditure on:</b>					
Raising funds	6	1,408	-	1,408	9,959
Charitable activities	7	12,096	520,539	532,635	518,622
<b>Total resources expended</b>		<b>13,504</b>	<b>520,539</b>	<b>534,043</b>	<b>528,581</b>
<b>Net incoming resources before transfers</b>		<b>58,687</b>	<b>80,072</b>	<b>138,759</b>	<b>77,582</b>
Gross transfers between funds		86,508	(86,508)	-	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>145,195</b>	<b>(6,436)</b>	<b>138,759</b>	<b>77,582</b>
Fund balances at 1 April 2021		384,549	20,057	404,606	327,024
<b>Fund balances at 31 March 2022</b>		<b>529,744</b>	<b>13,621</b>	<b>543,365</b>	<b>404,606</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HOME START NOTTINGHAM

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

### Prior financial year

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<b><u>Income and endowments from:</u></b>				
Donations and legacies	3	68,772	-	68,772
Charitable activities	4	20,000	516,166	536,166
Other income	5	1,225	-	1,225
<b>Total income</b>		<b>89,997</b>	<b>516,166</b>	<b>606,163</b>
<b><u>Expenditure on:</u></b>				
Raising funds	6	8,407	1,552	9,959
Charitable activities	7	50,863	467,759	518,622
<b>Total resources expended</b>		<b>59,270</b>	<b>469,311</b>	<b>528,581</b>
<b>Net incoming resources before transfers</b>		<b>30,727</b>	<b>46,855</b>	<b>77,582</b>
Gross transfers between funds		28,007	(28,007)	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>58,734</b>	<b>18,848</b>	<b>77,582</b>
Fund balances at 1 April 2020		325,815	1,209	327,024
<b>Fund balances at 31 March 2021</b>		<b>384,549</b>	<b>20,057</b>	<b>404,606</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HOME START NOTTINGHAM

## BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	11		8,483		8,797
<b>Current assets</b>					
Debtors	12	12,538		10,511	
Cash at bank and in hand		642,923		503,210	
		655,461		513,721	
Creditors: amounts falling due within one year	13	(120,579)		(117,912)	
Net current assets			534,882		395,809
Total assets less current liabilities			543,365		404,608
<b>Income funds</b>					
Restricted funds	16		13,621		20,057
Unrestricted funds					
Designated funds				10,000	
General unrestricted funds		529,744		374,549	
			529,744		384,549
			543,365		404,608

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 26 September 2022



Mr R L Paton  
Trustee

Company registration number 04698694

# HOME START NOTTINGHAM

## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	2022 £	£	2021 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	19		142,351		126,060
<b>Investing activities</b>					
Purchase of tangible fixed assets		(2,638)		(620)	
Proceeds on disposal of tangible fixed assets		-		2,247	
<b>Net cash (used in)/generated from investing activities</b>			(2,638)		1,627
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			139,713		127,687
Cash and cash equivalents at beginning of year			503,210		375,523
<b>Cash and cash equivalents at end of year</b>			642,923		503,210

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1 Accounting policies

##### Charity information

Home Start Nottingham is a private company limited by guarantee incorporated in England and Wales. The registered office is Suite 9, Arnold Business Centre, Brookfield Gardens, Nottingham, NG5 7ER.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 1 Accounting policies

(Continued)

##### 1.4 Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value of the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

##### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- 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 audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20%/33.3% Straight line basis
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#### 1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.8 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.



# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 3 Donations and legacies

	2022	2021
	£	£
Whitaker Charitable Trust	-	1,000
Charities Trust	60	55
Co op	-	3,105
The Mary Robertson Trust	-	3,000
Gem Cash for Kids	-	1,000
I Hoskins	180	180
M Proctor	240	240
S Thornton	360	360
The Mary Potter Convent Hospital Trust	2,000	-
The Jones 1986 Trust	6,500	-
The Fifty Fund	-	1,000
Various Donations	6,470	8,422
Gift Aid	1,184	620
Vanishing Point	32,030	35,000
John Lewis & Partners	-	1,000
Rotary Club of Wollaton Park	1,000	-
J Watts	1,200	1,200
M Rumney	90	90
Notts County Council Covid Funding	-	3,500
The Lady Hind Trust	2,500	-
The Helen Jean Cope Trust	1,000	-
The 29th May 1961 Charitable Trust	2,000	2,000
Boots - PPE & Co-ordinator	-	7,000
	<u>56,814</u>	<u>68,772</u>

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 4 Charitable activities

	Total 2022 £	Total 2021 £
City Area Fund	28,344	28,337
Navo	-	500
Notts County Council Local Improvement Scheme	44,476	44,476
Small Steps Big Changes	520,143	433,907
The Henry Smith Charity	15,000	-
Children In Need	7,648	8,946
Garfield Weston Foundation	-	20,000
	<u>615,611</u>	<u>536,166</u>
Analysis by fund:		
Unrestricted funds	15,000	20,000
Restricted funds	600,611	516,166
	<u>615,611</u>	<u>536,166</u>

### 5 Other income

	2022 £	2021 £
Other income	30	-
Interest received	347	1,225
	<u>377</u>	<u>1,225</u>

### 6 Raising funds

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<u>Fundraising and publicity</u>				
Seeking donations, grants and legacies	1,125	-	1,125	9,784
Other fundraising costs	283	-	283	175
	<u>1,408</u>	<u>-</u>	<u>1,408</u>	<u>9,959</u>
<b>For the year ended 31 March 2021</b>				
Fundraising and publicity	8,407	1,552		9,959
	<u>8,407</u>	<u>1,552</u>		<u>9,959</u>

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 7 Charitable activities

	2022 £	2021 £
Staff costs	420,559	427,078
Depreciation and impairment	2,952	3,657
Staff training	4,401	437
Telephone	7,323	13,216
Printing, postage and stationery	6,868	8,328
Staff expenses and travel	5,931	1,644
Publicity	700	585
Outings and parties	234	16
Volunteer expenses	2,747	1,232
Repairs and renewals	1,594	470
Household and cleaning	226	1,131
Sundry	2,070	231
Parents groups / family expenses	10,819	2,951
Computer and accessories	3,341	2,909
Premises expenses	18,989	14,679
Loss on disposal of fixed assets	-	2,247
Interpreter fees	8,069	9,309
	<u>496,823</u>	<u>490,120</u>
Share of governance costs (see note 9)	35,812	28,502
	<u>532,635</u>	<u>518,622</u>
<b>Analysis by fund</b>		
Unrestricted funds	12,096	
Restricted funds	520,539	
	<u>532,635</u>	

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 9 Governance costs

	2022 £	2021 £
Staff costs	11,738	11,004
Affiliations and subscriptions	12,133	6,758
Independent examiners fees	3,420	1,980
Other accountancy and bookkeeping services	8,521	8,760
	<u>35,812</u>	<u>28,502</u>

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 10 Employees

#### Number of employees

The average monthly number employees during the year was:

	2022 Number	2021 Number
Employees	22	22

#### Employment costs

	2022 £	2021 £
Wages and salaries	415,927	422,871
Other pension costs	16,370	15,211
	432,297	438,082

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows:

Aggregate compensation	65,489	62,033
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There were no employees whose annual remuneration was £60,000 or more.

### 11 Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
At 1 April 2021	41,638
Additions	2,638
At 31 March 2022	44,276
<b>Depreciation and impairment</b>	
At 1 April 2021	32,841
Depreciation charged in the year	2,952
At 31 March 2022	35,793
<b>Carrying amount</b>	
At 31 March 2022	8,483
At 31 March 2021	8,797

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 12 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade debtors	-	961
Prepayments and accrued income	12,538	9,550
	<u>12,538</u>	<u>10,511</u>

### 13 Creditors: amounts falling due within one year

	Notes	2022 £	2021 £
Other taxation and social security		11,214	8,606
Deferred income	15	91,870	76,189
Trade creditors		8,619	24,908
Other creditors		-	894
Accruals		8,876	7,315
		<u>120,579</u>	<u>117,912</u>

### 14 Retirement benefit schemes

#### Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

Although the scheme is a defined contribution scheme, employees paid into a growth plan series 3 prior to October 2013. The debt on withdrawal from the scheme currently amounts to £6,104 (2021 - £8,720).

The charge to profit or loss in respect of defined contribution schemes was £16,370 (2021 - £15,211).

### 15 Deferred income

	2022 £	2021 £
Other deferred income	<u>91,870</u>	<u>76,189</u>

The movement is analysed as follows:

	2022 £	2021 £
Balance as at 1 April	76,189	58,730
Amount deferred in year	62,791	76,189
Amount released in year	<u>(47,110)</u>	<u>(58,730)</u>
Balance as at 31 March	<u>91,870</u>	<u>76,189</u>

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2020 £	Movement in funds			Balance at 1 April 2021 £	Movement in funds			Transfers £	Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £		
Small Steps Big Changes	-	433,907	(400,850)	(33,057)	-	520,143	(448,426)	(71,717)	-	-
NAVO	500	500	(555)	(445)	-	-	(621)	621	-	-
City Area Fund	-	28,337	(13,046)	-	15,291	28,344	(30,014)	-	-	13,621
Notts County Council Local Improvement Scheme	-	44,476	(49,971)	5,495	-	44,476	(34,522)	(9,954)	-	-
Children In Need	709	8,946	(4,890)	-	4,765	7,648	(6,955)	(5,458)	-	-
	1,209	516,166	(469,312)	(28,007)	20,057	600,611	(520,538)	(86,508)	13,621	

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### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

#### 16 Restricted funds

(Continued)

##### Small Steps Big Changes

Funding is provided by the Small Steps Big Changes programme managed by Citycare to deliver the Family Mentor Service in Aspley, which is a universal home visiting programme for parents and children aged 0 to their 4th birthday. Expenditure is restricted accordingly. Following the granting of the contract extension in September 2020, City Care have agreed that a proportion of their funding could be transferred to Home-Start Nottingham's unrestricted reserves.

##### NAVO

Funding is provided by the dispersement of funds following the closure of NAVO in March 2015, to administer the database of the Families and Children's Forum, a countywide resource which enhances voluntary and statutory partnerships in Nottinghamshire, and for the secure storage of records until 2021.

##### City Area Fund

Funding is provided by various donations to work in the city providing co-ordinators who link volunteers to families with children under 5 needing support and expenditure is restricted accordingly.

##### Notts County Council Local Improvement Scheme

Funding is provided by Nottinghamshire County Council to contribute to work in the Boroughs of Broxtowe, Gedling, Rushcliffe and Ashfield providing Co-ordinators who link volunteers to families with children under 5 needing support and expenditure is restricted accordingly.

##### Children In Need

Funding to open a weekly group in an area of greater disadvantage so more children and parents can attend to provide children with better life experiences through play and social interaction.

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 17 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 March 2022 are represented by:						
Tangible assets	8,483	-	8,483	8,797	-	8,797
Current assets/(liabilities)	521,261	13,621	534,882	375,752	20,057	395,809
	<u>529,744</u>	<u>13,621</u>	<u>543,365</u>	<u>384,549</u>	<u>20,057</u>	<u>404,606</u>

### 18 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

### 19 Cash generated from operations

	2022 £	2021 £
Surplus for the year	138,759	77,582
Adjustments for:		
Depreciation and impairment of tangible fixed assets	2,952	3,657
Movements in working capital:		
(Increase)/decrease in debtors	(2,027)	910
(Decrease)/increase in creditors	(13,014)	26,452
Increase in deferred income	15,681	17,459
<b>Cash generated from operations</b>	<u>142,351</u>	<u>126,060</u>