



**Kirklees**

**Helping Families  
With Young Children**

ANNUAL REPORT & ACCOUNTS  
2020/21





**HELPING FAMILIES**  
**WITH YOUNG CHILDREN**

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## Covid Response

This annual report demonstrates an unusual year for Home-Start Kirklees. It has an interesting timeline of new developments, innovative ways of working, unpredicted achievements, and many significant (small and large) triumphs over adversity. Home-Start staff and volunteers have been particularly proud to be able to continue our offer of unique and bespoke support for our families throughout the year, whilst being challenged with the pandemic crisis.

Starting the year with a team of 12 staff and 96 volunteers, we have supported 202 families throughout the year by pivoting face to face service delivery to successful remote support. This was achievable by accessing various emergency Covid-19 grants to purchase essential IT hardware for staff to be able to effectively carry out their roles remotely.

As always families were at the heart of all our work. The Covid-19 pandemic brought with it increased anxiety, isolation and low mood. Mothers with new babies were not able to socialise with others. Vulnerable families with underlying health issues were frightened. Children were not being educated, exercised or able to socialise. Managing financially on reduced household income became a real worry, with increasing debt and the need for essential food, warmth, and shelter.

Whilst the workforce was facing many challenges themselves, it is with great pride and a sense of achievement that Home-Start stepped forward with a “business-as-usual” approach. Referred families continued to get the best support we could offer in such an unforeseen and ever-changing environment. Throughout this report you will read about the many positive successes that staff and volunteers were able to achieve within the year.

# As always families were at the heart of all our work.



## Chair's Welcome

This report covers an amazing year when everything that we all recognised as Home-Start family support changed with hardly any notice. Our familiar practices were quickly replaced with alternative ways of working. We were challenged with much increased use of necessary technology and hardware whilst adapting to remote working. Our thanks go to all our staff and volunteers for their determination, commitment to families and consistent success in maintaining relationships with families and providing support. Despite all the constraints and challenges, at year end we had 105 volunteers in place putting us in a strong position to develop and improve.

Back in March 2020, we wondered if we would be able to continue giving families useful support. In fact, we exceeded our expectations increasing the number of families supported to over 200 by making endless phone calls, organising remote online get-togethers and socially distanced deliveries of essential items including food, baby equipment, affordable warmth goods and art and craft supplies for locked-down young children. It has been unbelievably hard for many families, but we have ensured that there is always someone parents can talk to and confide in.

With fingers tightly crossed, we are now forward planning for post-Covid. We are investing time and effort in developing services to meet new and emerging challenges. We have recruited a new Fundraising Manager who will apply for funding to test new ways of working. Research informs us that access to support services at the time parents reach out and seek help, aids the ability to handle difficulties before they risk developing into a crisis. We intend testing the best ways of achieving this.

Sincere thanks are due to our funders who have made sure that we could continue to function and deliver the support that our families needed. Heartfelt thanks to all our volunteers who continue to give so much of their time to others and, of course, our wonderful staff who make sure we always give families care and help when it is most needed.

**Lynda Pickering**





## Director's Report

This last year has been particularly hard for all of us. In March 2020 we had to suspend all face-to-face contact with families to adhere to Government Covid-19 guidelines. Service delivery had to be quickly pivoted to remote support and the workforce geared up for working from home. Investment in IT hardware was made to ensure we could continue to deliver high quality services efficiently and effectively. Despite the challenges this brought initially, staff and volunteers have shown striking resilience and emotional intelligence in the face of adversity. We have supported an increasing number of families this last year and continued to recruit new volunteers to increase our workforce capacity.

Families have reported increasing anxiety, isolation, and loneliness during the pandemic. Staff and volunteers have offered endless hours of listening ears, reassuring words, and practical help where possible. Our families have told us that having someone care has meant 'the world to them as they are not alone'. The compassion I have observed this last year has been remarkable and makes me incredibly proud to be part of the Home-Start Kirklees team.

Our admirable volunteers and staff have continued to prove that they are kind-hearted and passionate about their roles, going above and beyond during this difficult year to ensure families have felt connected to the help and support they have needed.

Home-Start Kirklees has seen an unprecedented year which has affected our ability to achieve all the milestones we had originally planned for. Despite Covid, we have seen our organisation grow; new innovative ways of working have emerged, and opportunities have arisen which have permitted the charity to continue to work hard for families and strive towards 'every child having the best start in life'.

Thank you to all our wonderful families, staff, volunteers, trustees, and colleagues because despite Covid-19, people remain at the heart of Home-Start Kirklees. Kindness, support, smiles and humour have helped us all get through a tough year.

**Kerri Flanagan**

## Telephone Befriending

When the country went into lockdown and the Government advice was to stay at home, volunteers supporting families were no longer able to home visit. They converted their support to using alternative methods i.e. on-line platforms and phone calls. This enabled both volunteers and staff to conduct weekly welfare checks, arrange doorstep deliveries and continue to signpost to essential services e.g. foodbanks. Home-Start Kirklees quickly adapted to meeting the demand for support services by introducing a new remote volunteering role: Telephone Befriender.

This role provided opportunity for current and new volunteers to continue to support families and provide help to parents as soon as they reached out to us. The role of Telephone Befriender made it possible for volunteers to work from home. We modified our on-boarding training to suit this new role making it possible to recruit more volunteers to meet the growing needs of families who were experiencing isolation, loneliness, and struggling with reduced income and poor well-being specifically due to Covid.

The role has been effective, and many families have benefitted from this type of support. The learning we have from Covid is that there is continued need to retain remote support for some families even when we transition back to full homebased and group support. Parents will have greater choice and flexibility to different types of support that suit their family's needs.

I am texting you to thank you for helping me solve my problems. Thank you so much

**- supported parent**

**It has been great being able to speak to someone for support and to have somebody listen. It's difficult when the whole family are suffering from the same loss and so having someone to talk to and get emotional support from Home-Start really helped me**

**- supported parent**

I love volunteering and supporting my family. Home-Start is a lovely organisation to volunteer with. I am so glad I signed up with Home-Start. I really wanted to do this and it's more than met my expectations

**- volunteer**



**“During lockdown ‘R’ has kept in touch with weekly phone calls and I know she is there if I need her.”**



## Extra Support for Families

With children at home, the stress and strain of family life were put to the test even further. Some of our parents were being taken to new realms of pressure, both physically and financially. Children were becoming frustrated at not being able to attend school or nursery. Nerves were becoming frayed. Home-Start help was on hand to assist where we could and to help alleviate some of these extra pressures.

- **Affordable Warmth:** For those who have struggled to keep their homes warm over the colder months, we have been able to equip families with warm coats, bedding, footwear, hats, scarves and gloves. Our small fundraising events throughout the year contributed to being able to distribute essential items to keep families from feeling the cold throughout the winter season.
- **Arts Council and Kirklees Youth Alliance Art Packs:** With the aid of these organisations, we were able to provide stimulating art packs for many children. We also set them numerous challenges to utilise content of the packs to intrigue and educate children at the same time.
- **White Stuff:** delivered to us some beautiful and colourful hats, scarves and gloves, helping to keep many of our families a little bit warmer throughout the winter months.
- **Freemasons:** The Beaumont Lodge provided a kind donation enabling us to purchase Christmas gifts for children most in need.
- **John Lewis Partnership:** Gifted us a donation enabling us to put together food hampers to give our families a boost over the Christmas period.
- **One Community, John Lewis Partnership, The National Lottery Community Fund:** provided grants for IT hardware.
- **One Community:** A grant supported school readiness resources for 75 of our families to help prepare their children be school ready.
- **The Grumpy Givers:** (anonymous) gave us a generous donation to help with core costs.



**Our heartfelt  
thanks to all our  
supporters. You  
have helped to  
make this past  
year a little easier  
for all the families  
and children we  
have supported.**

## Volunteers

Being a volunteer led charity, our volunteers are essential and provide the backbone of Home-Start Kirklees. As of March 2021, paid staff only made up 11% of the workforce.

Volunteers bring a wealth of lived experience and want to make a difference to help local families in communities. There are lots of ways in which volunteers support the charity, from home visiting families, telephone befriending, admin work, advisory work or being a school readiness volunteer. Each volunteer is committed to their role, providing generosity of time, goodwill, and kindness.

Despite Covid-19, our volunteer workforce has grown as more people have wanted to help during the pandemic. We created new remote volunteering roles and transferred all support and training on-line which encouraged people to volunteer from their homes. As we emerge back to face-to-face support with families, volunteers recruited during the last 12 months are now being offered the opportunity to 'top up' their training with learning required for community-based work.

Volunteers provide confidential, non-judgemental support to many families

who are struggling with everyday life challenges. Being a parent is not easy and our volunteers provide a much-needed listening ear, practical support, and care. Support for families is bespoke and not time limited. Some of our volunteers have been supporting their families long term and have been volunteering with Home-Start Kirklees for many years. You can view our new volunteers' film here:

<https://www.youtube.com/watch?v=P3MNaHU1To0>

We are fortunate to have recently recruited to a new post, Volunteer Recruitment and Development Co-ordinator. We have welcomed Heidi O'Shea to the team and look forward to working with her over the coming year.

**With sincere thanks to all our wonderful volunteers for everything that you do.**



**“The most satisfaction I have had as a volunteer was seeing the journey my family were on and the positive impact regular visits and conversations had on mum’s mental health”**



**“Knowing that I’m making a difference, seeing a family change during the support process – from start to finish – is so rewarding”**



### **Peer Educators**

Peer Educators are trained volunteers with young parenting experience who support other young parents needing help to improve their confidence, self-esteem, and ability to tackle a variety of life challenges.

Throughout the pandemic we have been able to continue to use the skills and knowledge of our Peer Educators to assist us in engaging other young parents to attend our online group support sessions which have been varied. Our team of staff and Peer Educators have tried to maintain a good balance between fun based and educational learning, always bearing in mind how vulnerable some of our young parents feel about meeting new people in the ‘weird environment’ of virtual on-line groups.

We were committed to engaging regularly with young parents by making many encouraging telephone calls before and after, and ensuring parents were gaining from the experience and learning within the sessions. Our Peer Educators filled the gaps and silences by imparting their own experiences and lessons learned and encouraging our newer families to join in and feel more comfortable.

Sessions delivered were enthusiastically received and we were able to target some of the key presenting issues and messages we needed to get across to our families:

Self-care, healthy relationships, sexual health, positive parenting, school readiness, child development, safe sleeping, Bookstart, mindfulness, sun safety, healthy eating on a budget.

**We would like to express a huge thank you to our Peer Educators for hanging on in there with us, in support of young parents and their children. Your presence and contribution is greatly valued by us all.**

## Our Impact

In the year 2020/21 we supported 202 families: that's 336 adults and 379 children. With limited opportunity for seeing families face to face, most of our support has been via telephone calls, video calling and doorstep delivery visits when permitted.

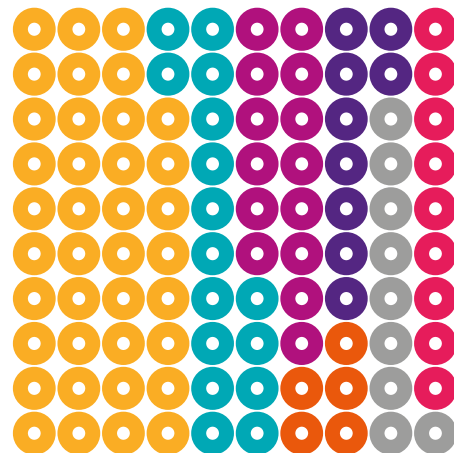
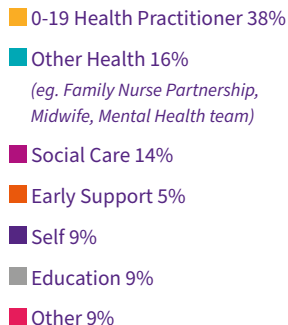
### Lockdown hasn't stopped us!

Between April 2020 to March 2021 we've made...

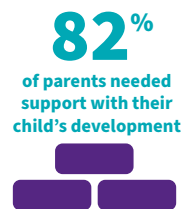
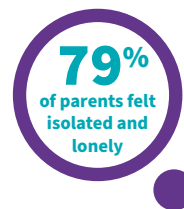
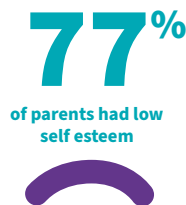


Whilst at the very beginning of the Covid pandemic, referrals were significantly lower than normal, these increased back to usual levels by October and over the whole year, 117 families were referred to us for support.

## Source of Referrals:



Families who are referred to us are often struggling to cope with a range of issues. Our Co-ordinators carry out an initial visit with families to assess their needs; this year our initial visits were all done remotely but the same information is discussed. During this year we found that:



Support is regularly reviewed with families so that we can ensure it remains appropriate and we can respond to any new support needs the family may have. We ask families to evaluate themselves, using scores on a scale of 0-5, on how they feel they are coping with specific needs, which enable us to monitor how effective support is.

**95%**

of parents feel more involved in their child's development

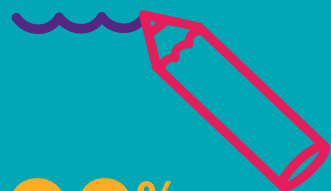


**84%**

of parents reported improved mental health

**90%**

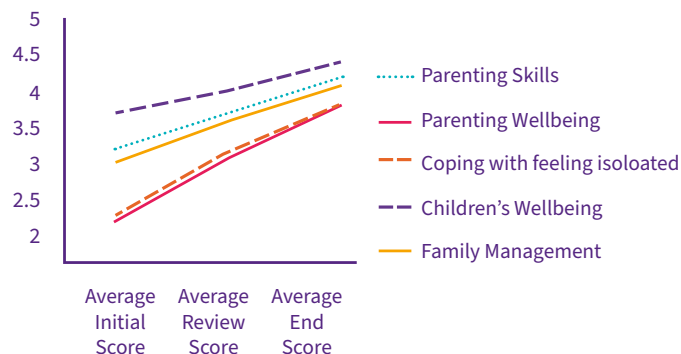
of parents felt they coped better with their child's physical and emotional wellbeing



**90%**

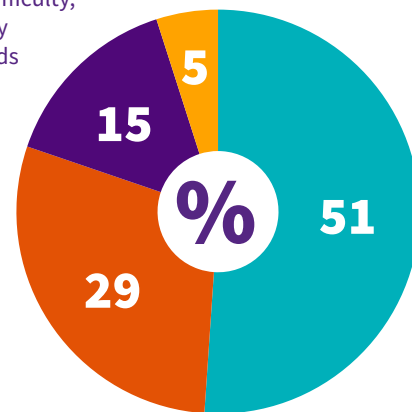
of parents felt more confident to access community services

## Average Coping Scores



A unique feature of our service is that support is not time limited; some families benefit from short term support to help them overcome a particular difficulty, whilst other families may have more complex needs and require longer term intervention. For the families whose support ended last year, their length of support was:

- Less than 6 months
- 6 - 12 Months
- 12 - 24 months
- Over 2 years



## Supporting Young Parents

Funded by The National Lottery Community Fund, our young parents service has continued to grow by demand. Despite having to deliver most of our support remotely the need amongst our young parents has been greater than ever. Loneliness is a huge contributory factor to mental health issues such as anxiety and depression; when people are lonely, they are likely to suffer significant ill health and other negative consequences. We were witnessing a huge rise in these issues particularly amongst our younger mothers. We were pleased to receive additional funding to support this service from the Department for Culture, Media and Sport (DCMS) to particularly target loneliness in young parents. Areas we were able to focus on were:

- Critical emotional support for family mental health over the phone and online: calling families several times a week and offering virtual groups via WhatsApp and MS Teams.
- Crisis response with local partners: distributing emergency aid - food, nappies and equipment - to families as well as providing data and technology to ensure they have the means to stay connected.
- Helping families stay connected with one another through group chats, video calls and online meet ups. As lockdown eased, we provided vital emotional and practical support that parents needed to go out of the home and integrate back into their communities.

**This funding enabled us to support an additional 23 young parent families more intensely where issues around loneliness were impacting on their lives.**



**We received some excellent feedback from families who have received remote support:**

Literally makes me overwhelmed when people that don't even know me are willing to help me like that - so really, I thank you so much!

**I can't wait until we can meet you, I feel like I've known you for ages.**

The practical support and parenting advice I had has been invaluable, help with managing my child's behaviour and guidance with my nursery applications.

**Social Care was involved but now I have moved on – the support has improved my confidence. I am getting out more and being more independent.**

At the beginning of 2020, we became involved with the Juniper Foodwise Project. We were able to bring into our sessions Beverly Juniper, who is a freelance Home Economist and Community Food Worker; Beverly works with local community organisations running 'Cook and Eat' sessions to promote economic, healthy food preparation and consumption.

Our young parents engaged enthusiastically with the activities which took place on a fortnightly basis, preparing and taking meals home. At the end of the project a healthy eating recipe booklet was produced, and our parents were able to produce a week's menu full of healthy, cost efficient and nutritious meals.

In 2020/21, we supported 60 young parent families. The average age of young parents referred was 19 years.



**“I now make all my meals on a Sunday to eat throughout the week. This has saved time and money”**



## Queens Award Nomination

**We were delighted to be nominated for a Queens Award for Voluntary Service. The nomination was supported by written letters from two Home-Start parents. Here is what they had to say about us:**

“I was referred to Home-Start by my midwife at a really challenging time in my life. My father had recently passed away, twelve days before my wedding and I was now mummy to a 2 ½ year old and newborn twins!

I met my volunteer R just before Christmas 2019 and she started her weekly visits in the January. What a difference she has made to our lives and my sanity. From an extra pair of hands to a non-judgemental listening ear and at times a shoulder to cry on, she has made a huge difference to my life and ultimately the life of my family.

Having this support from Home-Start Kirklees allowed me to have a bath in peace, get out of the house to interact with the outside world and provide the reassurance that what I was feeling was ‘just normal’. R would encourage me to take small steps and see that things were achievable even though my hands were very full!

We also attended the Christmas party and an award function, and it was clear that Home-Start have a huge impact in the community by the people who were attending and the positive reports that were exchanged.

R encouraged me to go for a promotion when I returned to work part time and helped me to believe in myself as someone other than a mummy to three beautiful girls.

R has been amazing with all three girls, and I often find them playing with the play dough knowing full well whose favourite activity it is. My oldest daughter at school, misses seeing R and often complains

that it’s ‘not fair’. She loves the chance to catch up with her during the holidays. The twins are completely comfortable with her and will go to her for a cuddle and if they want reassurance.

During Lockdown R has kept in touch with weekly phone calls and I know she is there if I need her. I will be forever grateful for the support offered by this wonderful organisation and especially R. I’m certain things have been easier thanks to her support and friendship”





“Home-Start Kirklees has become my very community, and furthermore helped my family connect with the wider community. Home-Start promotes the welfare of children, offering practical and emotional support to families in need.

In 2015 myself, my husband, and our 18-month-old daughter F moved to Yorkshire from the Midlands. We were expecting the imminent birth of an ‘incompatible with life’ child. Having chosen life (against all the odds and recommendations) we were offered zero support. Our baby girl was born in November and incredibly survived. She was diagnosed with severe semi-lobar holoprosencephaly meaning our daughter is quadriplegic (completely paralysed), suffered seizures, and later became gastro fed.

**Unfortunately, due to the number of nominations submitted, we did not win an award this time. However, having read these testimonials, we continue to be very proud of the work of our volunteers and we feel privileged to have been nominated.**

Six months later we were recommended Home-Start by a friend for much needed support. Home-Start matched a volunteer to our family: R, a recently retired Early Years Practitioner. It is hard to fully encapsulate her help, she has supported our family 4-6 hours a week, every week for over four years. Such support includes playing with the children; helping with chores; being a confidant and encourager to me; attending hospital and other appointments (e.g. orthotics, consultant briefings, emergency care); helping with a house move; training for PEG/medicine administration. She even took seizures and extreme behaviour in her stride.

In September 2019 our son was born via C-section. Our volunteer was instrumental in assisting with my recovery and caring for our paralysed daughter, who was then four years old. She helped us all celebrate and adjust to the demands of a growing family life. Then, just 12 weeks later, in December 2019 our daughter died. Our volunteer immediately came to the hospice, helped with chores/to-do's and was ‘simply’ there for us.

Words cannot describe the eternal impact she has had on our family. Beyond a shadow of doubt, we would not have survived this journey without her unwavering support and expertise. She has become an adopted grandparent to our children plus an indelible support and friend to both me and my husband. She has helped us find our feet, re-connect us with community and whatever the future holds she will always remain a key part of our family community”



## Business Development and Fundraising

During the spring of 2020 the Trustees gave consideration to further development of the business and the need for a fundraising strategy. A Business Development Committee was set up to take a lead on this. Analysis of current sources of income showed that we were not taking advantage of other opportunities. We have been well supported by the Thriving Kirklees Partnership (TKP), by Lottery funding of the young parents' service, and by the provision of accommodation at no charge by Kirklees Council. However, some of these were coming to an end and we needed to look for ways of making the charity more sustainable by diversifying our income sources.

It was also acknowledged that work needed to be done on improving our marketing, with more attention given to local intelligence gathering; deeper analysis of our successful projects to provide evidence for seeking further support; branding ourselves consistently; raising our profile across Kirklees; ensuring that our online presence is dynamic and attractive; building up a supporters' database; and developing a programme of fundraising/publicity events.

A fundraising strategy was developed in the autumn. It builds on the Strategic Plan for 2020-23 and reflects our key strategic goals. The top priority for the immediate future was to continue work on securing the extension of the TKP contract. The second priority was to make sure that the marketing components were in place. The third priority was to invest time in making grant applications to charitable trusts, particularly to fund the continuation of the young parents' service; we were aided in this by grants via Home-Start UK. The fourth priority was to make an appointment of a Fundraising Manager to take a lead with fundraising and deputise for the Director.

Good progress was made in the latter part of the financial year in writing grant applications and in appointing the fundraising manager. We are looking forward to success in all the key areas of business development in 2021-22.

**Barry Lee**

## Highlights of 2020-21

- Launch of new website in July 2020; it's more user friendly and gives a better representation of the work we do.
- Like all organisations, we quickly adapted our way of working in response to Covid and transitioned to remote working, putting IT in place to enable staff to do this.
- We implemented a new Case Management System which allows us to log and record our work with families more effectively. This is accessible remotely and allows us to move towards becoming paperless.
- In December 2020 we took part in The Big Give week, the UK's largest matched funding initiative, raising over £5,000 for young parents.
- Our Kirklees Volunteering Quality Award was renewed in November 2020.
- Recruitment of two new staff members.
- Creation of short videos filmed with supported families and volunteers, to help promote our services and recruit new volunteers. You can view the family film here:-  
<https://www.youtube.com/watch?v=o0q8F82ML24>
- Increased volunteer capacity to the highest level seen.
- Creation of new volunteering roles.
- Retention rates amongst volunteers were high.
- All volunteer training converted to on-line delivery.
- New Telephone Befriender training created.
- Supported more families than previous years.
- AGM held remotely.





## Stakeholder Feedback

### Families

“Our volunteer was incredibly friendly and reliable. She was kind and very funny. She helped to ease the stress of having 3 very young children. One to one time with the children was invaluable and most appreciated. We greatly value the support we had. The visits were a great respite to catch our breath. Our volunteer will always have a place in our hearts. It’s a great service for families who need a little extra support and care. Invaluable”

**“If it wasn’t for you guys my anxiety and depression would have been really bad, I don’t think I would have coped with all the stress and my son wouldn’t now have the support he needs with his special needs. As you know money is very tight due to court proceedings so the warmth grant with winter clothing has helped and again relieved some money worries. Brings a tear to my eyes writing this as it was lovely knowing you guys have our backs”**

“I feel very lucky that you have all been there for us. It finally feels like our life is improving and we will finally be happy and that is because of all your help, the other people you support are very lucky to have you too, I’m so glad you came into our life”

**“I was lost with a baby and in extreme pain. Home-Start offered me a friend who wouldn’t judge me or my family. Someone who understood what I was going through”**

**“Our volunteer will  
always have a place in  
our hearts.”**



**“Home-Start was a complete lifeline when I was at a stage in life when I didn’t know who I was.”**

### **Volunteers**

**“I really love being a volunteer for Home-Start Kirklees, I’m so glad I came on the course last year”**

“Using video calls with my family to interact with the children has been a ‘game changer’. It allowed me to see the children and gain a much better insight into what life is like for them at the moment”

**“When things have not been going great in my own personal life, contacting my family has actually helped me and been my positive moment / highlight of the week”**

“Knowing that a small amount of my time can make such a big difference is so satisfying”

### **Referrers**

“Thank you for the support that you gave to A and her son. I choose Home-Start to provide support as she was isolated at the time of my referral with limited family support. My client was shy and uncertain about how she would fit in with other young parents, but you gave her the confidence to try something new and meet other young parents like herself. The non-judgemental approach ensures that the young parent in question could build on her confidence and self-worth. Her son also benefitted from being able to socialise with other young children which will enable him to go into a pre-school setting with no apprehensions and he will be able to get the best out of his early years setting.

I feel that the continued telephone support you were able to maintain during the pandemic was also incredible and made the young parent feel supported”



**“There has definitely been a change in her confidence, wellbeing and ability to cope with stressful situations”**

“The dad has welcomed input from other organisations as a result of Home-Start making him feel safe and supported. Thanks for all your wonderful support for the family and children. Thank you for not putting them “in a box” but were prepared to see them as people and take them on”

## Family Case Study

When staff first met this young mother, her new baby was just two months old. The pregnancy had been unplanned, and the mother was having to quickly come to terms with drastic change to her life plan. Because of anxiety and depression brought on by her pregnancy she had left university and returned to her family home to join her own mother and brother. The mother was feeling overwhelmed with the responsibility of being a first-time parent, she felt lonely and isolated and confided that her mental health felt unstable.

The mother needed parenting support and practical help. She was presenting with low self-esteem and lacking in confidence. She was apprehensive about joining other mothers in group support but was keen for her baby to mix with other children and for herself to meet other young mums.

After a short period, the young mother's confidence began to improve, and she started to attend groups sessions. She interacted well with her peers and joined in with the activities. She was a loving and nurturing mother, and the staff gave her lots of praise and support, encouraging her and building her confidence.

The mother also attended many of the training sessions made available: sexual health, first aid, healthy relationships, drug and alcohol awareness, domestic abuse awareness.

At the onset of the lockdown situation due to the Covid-19 pandemic many of our young parents slipped back into feeling lonely and isolated. The mother knew that she could contact us at any time and that were available to offer 1:1 support and advice whenever she felt the need. Later, we encouraged the mother to go back into further education and she enrolled on a course at Kirklees College. We assisted her with references to get her place secured and have been extremely impressed with her fortitude and resilience as she has grown into her role as both mother and student.

**We continue to support this mother and we are extremely proud that she is in turn supporting other young parents at the college. She has taken on the role of Community Mentor there whilst continuing with her studies. The mother is less isolated, has gained confidence in her ability to parent and her mental health and well-being is positive.**

“When I first joined Home-Start, I was mentally unstable with very low self-esteem, as well as feeling isolated. This was my chance to overcome these obstacles by making friends and support networks, which I am so grateful for, and will remember them for life.

Home-Start has taught me so many valuable lessons, such as cookery, fire safety, sexual education and coping mechanisms with anxiety. They have given me the confidence to get out and about with my daughter.

They have also helped massively with my personal life- pointing me in the right direction of mental health help and housing. I have gained so much trust for my support worker, I could tell her anything and always get a useful answer and guidance.

I am now on an access course studying social sciences and hope to become a psychiatrist. I am now a community mentor for young parents at Kirklees college, supporting other young parents. I believe that I have achieved a great deal in the last year, and Home-Start have made all this possible by helping me to believe in myself and encouraging self-growth. I will always remember and have so much respect for this charity, as it has changed my life as well as many other young women.”

# Trustee Annual Report

## Statement of Trustee Responsibilities

The trustees, who are also Directors of the charity for the purpose of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. 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 1 January 2019.)

The trustees are responsible for preparing the Report of Trustees and financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

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

expenditure, of the charitable company for that period.

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

- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the relevant Charity SORP,
- Make judgements and estimates that are reasonable and prudent,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Insofar as the trustees are aware:

- There is no relevant information of which the charitable company's independent examiners are unaware.
- The trustees have taken all steps necessary to make themselves aware of any relevant information and to establish that the independent examiners are aware of that information.

## Related party transactions

There were no related party transactions in the current or previous financial year.

## Structure, Governance and Management Constitution

Home-Start Kirklees is a Company Limited by Guarantee and a Registered Charity. Its directors are the trustees of the charity. The Governing Document is the Memorandum and Articles dated July 18, 2012.

The persons eligible for membership of the Company are:

- Members of the Board of Trustees of the Charity
- Any person interested in furthering the Objects and approved by trustees

The members guarantee the charity's debts to the extent of one pound each in the unlikely event of the charity being unable to pay its debts.

Vacancies for trustees are advertised locally. Interested persons are invited to attend a trustee meeting as an observer to see whether they wish to take their interest further. They are interviewed to assess whether their skills are suitable for the Board. Existing trustees have the power to co-opt new trustees to the Board to ensure there is an appropriate balance of skills, knowledge and experience available to it. Co-opted trustees have to be approved at the next Annual Meeting of members. New trustees are assigned an experienced trustee to act as mentor and ensure the new trustee is given suitable training and information on the policies and practices of the charity.

The charity is governed by the Board of Trustees. The Trustee Board is responsible for providing oversight and guidance to the Charity and operational management

which is the responsibility of the Director and Senior Management Team. SMT is responsible for supervising, leading and managing all business and operational matters with the support of a staff team of Co-ordinators, Group Worker, Family Support Worker and administrative support. Trustees are allocated to 1 of 3 committees which take responsibility for advising and acting on behalf of the full Board on delegated topics. Each committee can recruit volunteer advisers with specialist knowledge and experience to supplement Board skills. A trustee with relevant knowledge and skills is appointed to line manage the Director. Other trustees with relevant knowledge and training are appointed to take trustee lead in key areas including safeguarding and GDPR.

## Risk Assessment

Risks, both physical and relating to professional indemnity, are regularly reviewed and managed and minimised by our policies and the training given to staff and volunteers. We are covered by insurance policies organised by Home-Start UK and reviewed by us. All trustees, staff and some volunteers have the current Enhanced Disclosure from the Disclosure and Barring Service as required by their role. Any information disclosed is considered by the Personnel, Health

and Safety Committee which makes recommendations, without revealing the identity of the person concerned, to the Trustee Board which makes the final decision on their suitability to join Home-Start.

## Objectives and Activities

The aims and objectives of the charity which, in the opinion of the trustees, fall within the terms of Public Benefit in Section 17(5) of the Charities Act 2011 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 and parents of children;
- To promote the education of the public in better standards of childcare within the area of Kirklees and its environs.

The trustees pay due regard to guidance issued by the Charity Commission in deciding what activities Home-Start Kirklees should undertake.

Home-Start Kirklees is a partner in Thriving Kirklees which provides health and well-being services for all those from

pre-birth to age 19 or, if the young person is vulnerable, up to age 24. Locala Community Partnerships is the contract lead of 4 additional sub-contracted partners who each have an equal voice in decision-making and influencing the design and future development of joined up working to support those for whom the service is intended.

Home-Start Kirklees is associated with Home-Start UK which provides help, advice, and a suitable ethos for the charity to work in.

## Developments

This year's report reflects the impact of and reaction to the Covid pandemic the extent of which hit just 2 weeks before the start of the reporting year. In common with almost everyone, we were thrown into the unknown following new laws, rules and guidelines that seemed in total opposition to our usual well practised ways of working. Our overriding determination was to keep families, volunteers and staff safe whilst maintaining essential support for families. It was clear from the outset that Covid-19 would create additional difficulties for families already dealing with challenges and whilst we were meticulous in identifying all the potential problems. It took the commitment, dedication and

determination of our staff and volunteers to make sure that all our families continued to be supported and helped throughout the year.

## Thanks go to

- ▶ Thriving Kirklees for funding our home visiting activities and the replacement telephone befriending, and internet activities
- ▶ The National Lottery Community Fund who support our groups for Young Parents under 24 who again allowed us to use the money to protect support activities
- ▶ We have been pleased to receive funds from many sources during the year including One Community, Pears Foundation and Co-op Community Fund, which allowed us to respond to the Covid pandemic effectively and provide relevant support for families
- ▶ Last but not least the many individual donors who we call Friends of Home-Start Kirklees who have made generous donations directly, or through The Big Give Christmas Challenge and also through online purchases which trigger donations through Easyfundraising

## Plans for future periods

The charity plans to further develop new ways of working tried and tested during the Covid year. We will continue the core activity of training and supporting home visiting volunteers to help families referred to us, mainly by professionals in health and social care but will add telephone befrienders to the service. We have found that although we anticipated telephone support being second-best for our families, we found that some families preferred to know it was there and available when needed. We will also work to make sure that the different types of support (home visits, groups and telephone) can all be used when they are the best way of dealing with anything. No family will be locked into one type of service but families will continue to have a choice to accept or reject anything. All the evidence suggests that help given to families at an early stage prevents more expensive intervention later by social care and others. We already know that there is unmet need for our services and will continue efforts to raise funds to deliver the services to more families. Lottery funding for young parents, who differ from other families primarily due to their age, will end in November 2021. We continue to have a waiting list in spite of the number of groups rising rapidly from 2 to 4 when funding was



given, so we are aware that there is a need and that young parents want to use it. Our new Business Development activities aim to secure funding to take us to where our innovative projects prove their worth and the service becomes reliably sustainable. We are pleased that Thriving Kirklees recognises the value of the Young Parents service and believes it is an integral part of the whole service for the health and well-being of children and young people up to 19 (or 24 if person is vulnerable) and their families.

We will continue to rely heavily on volunteers and are pleased that we are continuing to develop the range of activities potential volunteers can do. We will remain active in recruiting home visiting volunteers but have now added the option of telephone befriending which can be done from the volunteer's own home. We will also continue to welcome volunteers who can share specific skills with us and help us run a professional sustainable charitable business. We seek volunteers from all parts of the community living in Kirklees.

We anticipate continuing to work with our partners in Thriving Kirklees and others who work with the same families to make sure our service covers what is needed and our families can access and benefit from any additional help they need.

We continue to make economies wherever possible, and to seek funding from other sources including major charities. We have recently started to increase the focus on developing and funding the business. We intend making more progress in the next year by building sensible ideas for increasing the number of families we can help, or by developing different ways of helping. Kirklees is not in the lowest 20% of the most deprived areas in the country, which bars us from obtaining help from some of the major charities, however pockets of Kirklees are among the lower super output areas listed on the index of multiple deprivation and these certainly need our help. This can add an additional difficulty to our fundraising.

## Acknowledgments

We would like to express our sincere thanks to our funders, advisers, staff and especially to volunteers and helpers. Without their care and commitment, the work of the charity would not be possible. We really do appreciate all the help and support they give us.

### Signed on behalf of the trustees



**Lynda Pickering – Chair**

## Staff

Kerri Flanagan	Director
Michelle Steadman	Operational Manager
Emma Franks	Business Manager
Vicky Wilde	Administrator
Christie Lanquetin	Co-ordinator
Rachael Haslam	Co-ordinator
Sarah Christian	Co-ordinator
Shabana Amin	Co-ordinator
Rachel Batty	Group Co-ordinator
Marina Taylor	Group Co-ordinator
Leeanne McGrath	Group Worker
Rachel Gordon	Family Support Worker
Heidi O'Shea	Volunteer Recruitment & Development Co-ordinator
Richard Coteau	Fundraising Manager

## Legal and Administrative Details

**The charity's full name is Home-Start Kirklees and it operates from its registered address:**

Home-Start Kirklees  
87 Coule Royd  
Dalton  
Huddersfield, HD5 9RN

**Charity Registration No.** 1099770

**Registration Date:** September 30th 2003

**Company Registration No.** 4818397

**Trustees who have served during the year or subsequently:**

Lynda Pickering – appointed June 2014,  
appointed Chair 1/4/2019

David Mason – Treasurer – appointed June  
2016

Vanessa Stirum – appointed June 2016

Arthur Martin – appointed March 2017,  
resigned November 2020

Toni Gibbs – appointed November 2017,  
appointed Deputy Chair 1/4/2019

Alison Fisher – appointed November 2018

Susan Whittles – appointed July 2019

Joseph Karl Yates – appointed December  
2019

Barry Lee – appointed March 2020

Wenjuan (Emily) Wu – appointed November  
2020

Paul Johnson – appointed June 2021

**Safeguarding Adviser:** Paula Adams,  
Head of Safeguarding, Locala Community  
Partnerships

**Secretary:** Emma Franks

**Bankers:**

**Lloyds TSB**

1 Westgate  
Huddersfield, HD1 2DN

**Scottish Widows Bank**

67 Morrison Street  
Edinburgh, EH3 8YJ

**Nationwide Building Society**

Nationwide House  
Pipers Way  
Swindon, SN38 1NW

**Independent Examiners:**

Sheards Chartered Accountants  
40 New North Road,  
Huddersfield, HD1 5LS

## Treasurer's Report

### Review of the financial position of the charity

Finances this year have been very different due to the pandemic. The lockdown has forced many of our activities to be delivered remotely. This has reduced our expenses in terms of travel, meeting costs and service delivery to groups of parents and children. Instead, we have had to focus efforts and expenses to emergency deliveries including local welfare payments to families in need and equipping our staff with additional technology so they could work remotely.

At the same time, we have been able to raise additional funds, greatly aided through the establishment of our new Business Development committee. Kirklees Council through the Thriving Kirklees partnership continue to be our major funder. We give thanks to them and our other funders where we have been able to receive approximately a further 70 pence in every pound received from Kirklees. Specific thanks must go to The National Lottery Community Fund who have continued to fund our Young Parents' Service. This has enabled us to expand our business development activities so that we have the resources to seek additional funding for our range of services.

In summary we have ended the year with:

	2020-21	2019-20
	£'000	£'000
Income	484	364
Reserves	69	65
Designated Reserves	76	27
Restricted Funds	49	2

### Policy on reserves

We have reserves at a level considered appropriate by the trustees. Our reserves would cover our orderly withdrawal from the service and enable the families we serve and our staff to be treated fairly in the unlikely event we withdraw from service provision.

The reserves provide for redundancy pay due to our employees if their jobs are no longer affordable and to underwrite our business development and fund-raising efforts in 2021/22. This account is held in the Designated Reserves. It is true that the redundancy pay is guaranteed by the government, but the trustees consider that it is properly the responsibility of the charity to maintain reserves to cover it.

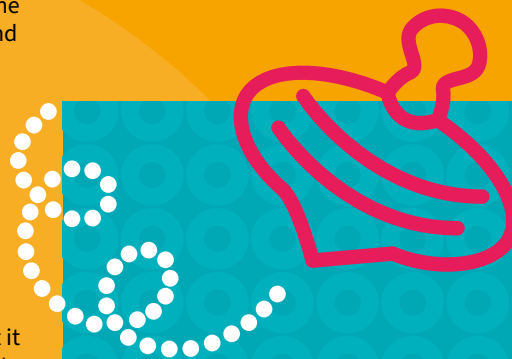
As business development activity is successful, the Designated Reserve will be released for charitable services.

### Investment Policy

Funds not required for immediate use are placed on deposit with our bankers. There are no other investments. The bank position is healthy as shown on the main schedule of the accounts



**David Mason - Treasurer**



## Independent Examiner's Report to the Trustees

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 28 to 39.

### 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 the seeking of 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 material matters have come to my attention which gives me reasonable cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006, or
- accounts do not accord with the accounting records, or
- the accounts do not comply with the accounting requirements of section 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 their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

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 accounts to be reached.

*K Winterburn*

**Kevin Winterburn ACA**

Sheards Chartered Accountants  
Vernon House, 40 New North Road, Huddersfield

## Accounts for the Year ended 31 March 2021

STATEMENT OF FINANCIAL ACTIVITIES Income and Expenditure Account	Note	Unrestricted Fund (£)	Designated Fund (£)	Restricted Fund (£)	2021 Total (£)	2020 Total (£)
<b>Incoming resources</b>						
Incoming resources from generated funds						
Donations and legacies	1	-	-	-	-	630
Investment income	2	444	-	-	444	90
Incoming resources from charitable activities	3	339,398	-	144,473	483,871	363,587
<b>Total incoming resources</b>		<b>339,842</b>	<b>-</b>	<b>144,473</b>	<b>484,315</b>	<b>364,307</b>
<b>Resources expended</b>						
Charitable activities	4	278,676	-	100,115	378,791	349,892
Redundancy payments for staff and costs of underwriting business development efforts	5	-	-	-	-	-
Governance costs	6	4,875	-	-	4,875	5,653
<b>Total resources expended</b>		<b>283,551</b>	<b>-</b>	<b>100,115</b>	<b>383,666</b>	<b>355,545</b>
<b>Net income/(expenditure) before transfers</b>		56,292	-	44,358	100,650	8,761
<b>Net transfers to/(from) Funds</b>		( 52,587)	49,000	3,587		-
<b>Net movement in funds</b>		3,705	49,000	47,945	100,650	8,761
<b>Resourced from previous years</b>		65,427	27,470	1,685	94,583	85,821
<b>Resources at end of the year</b>		<b>69,132</b>	<b>76,470</b>	<b>49,630</b>	<b>195,232</b>	<b>94,582</b>

## Accounts for the Year ended 31 March 2021 - Cont'd

STATEMENT OF FINANCIAL ACTIVITIES Income and Expenditure Account Continued	Note	Unrestricted Fund (£)	Designated Fund (£)	Restricted Fund (£)	2021 Total (£)	2020 Total (£)
<b>BALANCE SHEET at 31 March, 2021</b>						
Fixed Assets	7	1,392			1,392	4,165
Current Assets	8	130,937	76,470	49,630	257,037	129,858
		132,329	76,470	49,630	258,429	134,023
Current Liabilities	9	63,198	-	-	63,198	39,441
<b>Net Assets</b>		<b>69,131</b>	<b>76,470</b>	<b>49,630</b>	<b>195,231</b>	<b>94,582</b>
Represented by:						
Resourced from previous years		65,427	27,470	1,685	94,583	85,821
Net (Expenditure)/Income for the Year		3,705	49,000	47,945	100,650	8,761
<b>Resources at end of the year</b>		<b>69,132</b>	<b>76,470</b>	<b>49,630</b>	<b>195,232</b>	<b>94,582</b>

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

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

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

**These accounts were approved by the Trustees on 5th August 2021 and signed on their behalf:**

**Lynda Pickering - Chair      David Mason - Treasurer**

Company Number 4818397, Registered Charity No: 1099770



## Analysis of Funds for the Year ended 31 March 2021

Incoming Resources Received in earlier periods for this year	Unrestricted, designated and project funds				Restricted funds					Overall total (£)
	Unrestricted funding (£)	Friends of Home Start donations (£)	Total unrestricted and project funds (£)	Designated fund (£)	School Readiness (£)	Young Parents' Service (£)	Sundry donations for specific purposes (£)	Affordable warmth (£)	Total restricted funds (£)	
Locala CIC - Thriving Kirklees	290,301	-	290,301		-	2,800	-	4,000	6,800	297,101
The National Lottery Community Fund	-	-	-		-	80,642	-	-	80,642	80,642
Kirklees Neighbourhood Housing	13,260	-	13,260		-	-	-	-	-	13,260
Kirklees MBC	-	10,000	10,000		-	-	-	-	-	10,000
Kirklees Local Welfare Provision	-	-	-		-	-	7,550	-	7,550	7,550
Home Start UK	-	2,400	2,400		-	15,960	22,494	-	38,454	40,854
One Community	-	-	-		3,000	-	2,662	-	5,662	5,662
Grumpy Givers	-	3,000	3,000		-	-	-	-	-	3,000
The Big Give	-	3,587	3,587		-	-	-	-	-	3,587
Match It Money	-	-	-		-	-	2,500	-	2,500	2,500
Virgin Money Giving	-	1,136	1,136		-	-	-	-	-	1,136
West Riding Masonic	-	-	-		-	-	1,320	-	1,320	1,320
Third Sector Leaders	-	-	-		-	1,000	-	-	1,000	1,000
Co-op	-	-	-		-	-	544	-	544	544
Sundry donations	-	509	509		-	-	-	-	-	509
Bank interest	-	444	444		-	-	-	-	-	444
NI, Statutory Maternity Pay & Furlough rebates	-	15,206	15,206		-	-	-	-	-	15,206
Deferred income	-	-	-		-	-	-	-	-	-
<b>Total</b>	303,561	36,282	339,842	-	3,000	100,402	37,071	4,000	144,473	484,315
<b>Attributable to this year</b>	303,561	36,282	339,842	-	3,000	100,402	37,071	4,000	144,473	484,315

## Analysis of Funds for the Year ended 31 March 2021 - Cont'd

Resources Expended	Unrestricted, designated and project funds				Restricted funds					Overall total (£)
	Unrestricted funding (£)	Friends of Home Start donations (£)	Total unrestricted and project funds (£)	Designated fund (£)	School Readiness (£)	Young Parents' Service (£)	Sundry donations for specific purposes (£)	Affordable warmth (£)	Total restricted funds (£)	
<b>Charitable Activities</b>										0
<b>Direct costs</b>										0
Coordinators' Salaries including NI	120,185		120,185	-	-	55,776		-	55,776	175,961
Co-ordinators' Pensions	5,515		5,515	-	-	2,541		-	2,541	8,056
Staff and Volunteers' Expenses	1,026		1,026	-	141	295		-	437	1,462
Advertising for Volunteers	11		11	-	-	-		-	-	11
Training	3,414		3,414	-	-	-		-	-	3,414
Contribution to National Home-Start	6,558		6,558	-	-	-		-	-	6,558
Rent	13,260		13,260	-	-	-		-	-	13,260
Equipment for use by families	-		-	-	-	65	8,537	729	9,332	9,332
Subsistence for Volunteers and Families	696		696	-	1,019	1,209		-	2,229	2,925
Other	1,268		1,268	-	1,221	-		-	1,221	2,489
	151,933	-	151,933	-	2,382	59,887	8,537	729	71,536	223,468

## Analysis of Funds for the Year ended 31 March 2021 - Cont'd

Resources Expended	Unrestricted, designated and project funds				Restricted funds					Overall total (£)
	Unrestricted funding (£)	Friends of Home Start donations (£)	Total unrestricted and project funds (£)	Designated fund (£)	School Readiness (£)	Young Parents' Service (£)	Sundry donations for specific purposes (£)	Affordable warmth (£)	Total restricted funds (£)	
<b>Support costs</b>										
Salaries including NI	95,380		95,380	-	-	15,575		-	15,575	110,955
Pensions	4,277		4,277	-	-	702		-	702	4,979
Computer and other costs	643	4,374	5,016	-	342	-	1,556	-	1,898	6,914
Electricity and Gas	3,369		3,369	-	-	-		-	-	3,369
Stationery and Postage	2,536		2,536	-	134	71		-	205	2,741
Telephone	6,382		6,382	-	-	-		-	-	6,382
Insurance	1,222		1,222	-	-	-		-	-	1,222
Bank Charges	129		129	-	-	-		-	-	129
Depreciation	2,773		2,773	-	-	-		-	-	2,773
Advertising	764		764	-	-	-		-	-	764
Consultancy	4,896		4,896	-	-	-	10,200	-	10,200	15,096
<b>Governance</b>										
Committee Expenses	46		46	-	-	-		-	-	46
AGM	1,200		1,200	-	-	-		-	-	1,200
Accountancy	3,629		3,629	-	-	-		-	-	3,629
	127,244	4,374	131,618	-	476	16,348	11,756	-	28,579	160,198
<b>Total Resources Expended</b>	279,177	4,374	283,551	-	2,857	76,235	20,294	729	100,115	383,666

## Analysis of Funds for the Year ended 31 March 2021 - Cont'd

	Unrestricted, designated and project funds				Restricted funds					Overall total (£)
	Unrestricted funding (£)	Friends of Home Start donations (£)	Total unrestricted and project funds (£)	Designated fund (£)	School Readiness (£)	Young Parents' Service (£)	Sundry donations for specific purposes (£)	Affordable warmth (£)	Total restricted funds (£)	
<b>Net (expenditure)/income before transfers</b>	24,384	31,908	56,292	-	143	24,167	16,777	3,271	44,358	100,649
Funds This years' income restricted for future periods	-	-	-	-					-	-
Management Fees charged by Unrestricted Fund	-	-	-	-		-		-	-	-
<b>Funds brought forward from last year</b>	65,427	-	65,427	27,470				1,685	1,685	94,583
<b>Funds before transfers</b>	89,811	31,908	121,719	27,470	143	24,167	16,777	4,956	46,043	195,232
Transferred (to)/from Funds	( 20,679)	( 31,908)	( 52,587)	49,000	-	16,087	( 12,500)	-	3,587	-
Deferred income - funds paid in advance for subsequent years	-	-	-	-	-			-		-
<b>Resources/(deficit) at end of year</b>	69,132	0	69,132	76,470	143	40,254	4,277	4,956	49,630	195,232

**Home Visiting and Young Parents' Peer Educators** form part of our core service to the Kirklees community through the Locala Thriving Kirklees Partnership.

**The Designated fund** provides for a controlled closedown of the charity in the unlikely event that our funding were abruptly cut.

In this financial year **One Community** funded our work to support parents help their children get ready for school.

**The National Lottery Community Fund** provided funding to help us extend our young parents' groups and improve our internal capabilities for long term sustainability.

**The Affordable Warmth Project** provides advice, and items intended to make home conditions warmer and safer, to families being supported by the charity.

**The Friends of Home-Start** raise funds during the year to provide money for items such as annual parties for families and volunteers and to provide additional funds for the general expenses of the charity. Unexpended funds are transferred to the Unrestricted Fund at each year end.

## Notes to the Accounts for the Year ended 31 March 2021

Resources Expended					2020 Total (£)
	Unrestricted and Project Funds (£)	Restricted Funds (£)	2021 Total (£)		
<b>1 Voluntary Income</b>	-	-	-		630
<b>2 Investment Income</b>					
Interest Received	444		444		90
<b>3 Incoming Resources from Charitable Activities</b>					
Locala CIC - Thriving Kirklees	290,301	6,800	297,101		250,000
The National Lottery Community Fund	-	80,642	80,642		86,767
Kirklees Neighbourhood Housing	13,260	-	13,260		13,260
Kirklees MBC	10,000	-	10,000		-
Kirklees Local Welfare Provision	-	7,550	7,550		-
Home Start UK	2,400	38,454	40,854		-
One Community	-	5,662	5,662		3,000
Grumpy Givers	3,000	-	3,000		-
The Big Give	3,587	-	3,587		-
Match It Money	-	2,500	2,500		-
Virgin Money Giving	1,136	-	1,136		-
West Riding Masonic	-	1,320	1,320		-
Third Sector Leaders	-	1,000	1,000		-
Co-op	-	544	544		-
Sundry donations	509	-	509		-
NI, Statutory Maternity Pay and Furlough rebates	15,206	-	15,206		6,117
<b>Total Incoming Resources</b>	339,398	144,473	483,871		359,144
	339,842	144,473	484,315		359,864



## Notes to the Accounts for the Year ended 31 March - Cont'd

Resources Expended					2020 Total (£)
	Unrestricted and Project Funds (£)	Restricted Funds (£)	2021 Total (£)		
<b>4 Charitable Activities</b>					
<b>Direct costs</b>					
Coordinators' Salaries including NI	120,185	55,776	175,961		187,146
Co-ordinators' Pensions	5,515	2,541	8,056		9,514
Staff and Volunteers' Expenses	1,026	437	1,462		14,199
Advertising for Volunteers	11	-	11		1,187
Training	3,414	-	3,414		2,356
Contribution to national Home-Start	6,558	-	6,558		5,592
Rent	13,260	-	13,260		13,260
Equipment for Use by Families	-	9,332	9,332		2,618
Subsistence for Volunteers and Families	696	2,229	2,925		4,275
Donations direct to families	-	-	-		-
Other	1,268	1,221	2,489		2,653
	151,933	71,536	223,468		242,800
<b>Support costs</b>					
<b>Staff Salaries including NI</b>	95,380	15,575	110,955		76,440
Pensions	4,277	702	4,979		3,886
Computer and office cost	5,016	1,898	6,914		1,107
Electricity and Gas	3,369	-	3,369		4,118
Stationery and Postage	2,536	205	2,741		3,523
Telephone	6,382	-	6,382		6,290
Insurance	1,222	-	1,222		1,064
Bank Charges	129	-	129		97
Depreciation	2,773	-	2,773		3,360
Advertising	764	-	764		1,281
Consultancy	4,896	10,200	15,096		5,925
	126,743	28,579	155,323		107,092
<b>Total Charitable Activities</b>	278,676	100,115	378,791		349,892

## Notes to the Accounts for the Year ended 31 March - Cont'd

Resources Expended		Unrestricted and Project Funds (£)	Restricted Funds (£)	2021 Total (£)	2020 Total (£)
<b>5 Designated Fund</b>					
The designated fund was set up by the Trustees at March 31, 2014 to provide for the cost of statutory redundancies payable to staff, in the event of the closure, or reduction in size, of the charity.					
The Trustees agreed in March 2021 to designate a further £40,000 to underwrite the initial costs of appointing business development staff and their associated expenses. Once the business development efforts materialise, the Trustees intend to release this fund back to operations.					
<b>Balance of fund at April 1</b>				27,470	21,878
Redundancies paid out during year				-	-
				27,470	5,592
Provision for redundancies (no longer)/or required				-	-
Amount to underwrite business development activities in the first year				40,000	-
Amount provided for potential redundancy costs during year				9,000	5,592
Net transfer (to)/from unrestricted fund				49,000	5,592
<b>Balance of fund at March 31 2021</b>				76,470	27,470
<b>6 Governance costs</b>					
Committee Expenses		46		46	79
AGM Cost		1,200		1,200	1,573
Examination and Accountancy Fees		3,629		3,629	4,001
		4,875	-	4,875	5,653

## Notes to the Accounts for the Year ended 31 March - Cont'd

<b>7</b>	<b>Fixed Assets</b>	In line with a revised capital strategy: -Furniture with a residual value of less than £100 -Fixtures and fittings with a residual value of less than £100 -Equipment with a residual value of less than £500 were written off. -IT equipment with value of £600 or less has not been capitalised -Depreciation rates were set at: Furniture 20%, Equipment 33% and Fixtures and Fittings at 10%				
<b>7</b>	<b>Fixed Assets 2020-21</b>	<b>Furniture (£)</b>	<b>Fixtures &amp; Fixings (£)</b>	<b>Office Equipment (£)</b>	<b>2021 Total (£)</b>	<b>2020 Total (£)</b>
<b>Cost</b>						
	At 1 April 2020	7,799	3,292	18,073	29,165	28,882
	Revaluation profit/(loss)	(6,850)	(2,716)	(18,073)	(27,639)	-
	Additions	-	-	-	-	-
	Disposals	-	-	-	-	-
	At 31 March, 2021	949	576	-	1,526	28,882
<b>Depreciation</b>						
	At 1 April 2020	-	115	-	115	21,357
	Charge for period	262	115	-	377	3,360
	Disposals	-	-	-	-	-
	At 31 March, 2021	262	230	-	492	24,717
<b>Net Book Value at 31 March 2020</b>						
		779	461	2,925	4,165	7,525
<b>Net Book Value at 31 March 2021</b>						
		1,047	346	-	1,392	4,165
<b>8</b>	<b>Current Assets</b>					
	Cash at Bank				225,676	106,684
	Cash in Hand				281	257
	Debtors				31,080	22,917
	Prepayments				-	-
					257,037	129,858

Notes to the Accounts for the Year ended 31 March 2021 - Cont'd

9 Current Liabilities		2021 Total (£)	2020 Total (£)
Income received in advance		56,466	16,758
PAYE & NI		4,726	3,513
Accruals		2,006	2,000
		63,198	22,272
10 Accounting Policies			
<b>Basis of Preparing the Financial Statements</b> The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)'; Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention			
<b>Incoming Resources</b> Donations, grants, etc, are credited to income when received, unless received in advance of a grant for expenditure in a future accounting period or received following the year-end as a result of a commitment to fund a project's expenditure during the year.			
<b>Number of Staff Employed</b> The average number of staff employed during the year was:		<b>2020/21</b>	
		Actual Number	Full-Time Equivalent
	Directly Charitable	10.0	8.0
			6.8
	Support Services	4.0	1.8
			3.0
			1.5
No employees were paid more than £60,000 during the year.			
<b>Trustees Remuneration and Expenses</b> No remuneration has been paid to the Trustees who served during the year. The amount of expenses paid to trustees for travelling during the year to 31 March 2021 was £46.00			
<b>Ultimate Controlling Party</b> Home Start Kirklees is managed by the board of directors, the members of which are the Trustees of the charity.			
<b>First Year Adoption</b> The trustees have given due consideration to the transition to the SORP FRS 102, and have concluded that any identified adjustments are not material; consequently, no changes have adjustments are not material; consequently, no changes have arisen in the comparative figures.			

## Summary Accounts for the Year ended 31 March 2021

	2020/21 Fund (£)	2019/20 Fund (£)
<b>Incoming Resources</b>		
<b>Statutory Agencies</b>	408,553	263,260
Charitable Trust Funds	59,603	94,158
Other Donations	15,715	6,747
Gift Aid	-	52
Interest	444	90
Other income	-	-
	484,315	364,307
<b>Resources Expended</b>		
Salaries, NI and Pensions	299,951	276,986
Coordinators' and Volunteers' Expenses	1,508	14,279
Contribution to National Home-Start	6,558	5,592
Other Charitable Expenses	18,172	13,089
Redundancy payments to staff	-	-
Rent	13,260	13,260
Computer and Office Costs	44,218	32,341
	383,666	355,545
<b>Net (Expenditure)/Income for the Year</b>	100,649	8,761
Income deferred from last year		
Resourced from previous years	94,582	85,821
<b>Resources at year end</b>	195,232	94,582
<b>Represented by:</b>		
Fixed Assets	1,392	4,165
Cash at bank and in hand	225,957	106,941
Debtors	31,080	22,917
	258,429	134,023
Less Income received in advance	56,466	33,550
Less Other creditors due within one year	6,732	5,891
	63,198	39,441
	195,231	94,582





For more information please contact:

HELPING  
FAMILIES WITH  
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# HOME START

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