

Company registration number: 4612504

Charity registration number: 1100534

Home-Start Hillingdon Limited

(A company limited by share capital)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Sterling Grove Accountants Limited
Chartered Certified Accountants
Thames House Bourne End Business Park
Cores End Road
Bourne End
Buckinghamshire
SL8 5AS

Home-Start Hillingdon Limited

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Home-Start Hillingdon Limited

Reference and Administrative Details

Chairperson	Helen Anastasi
Trustees	Helen Anastasi Gillian Lauder Chris Condon Hasmeen Deol Pete James Lorraine Dorrington Moremi Apata-Omisore Bala Mere
Secretary	Tanya Link
Other Officers	Sue Matthews, Operations Manager
Principal Office	306 Long Lane Hillingdon Middlesex UB10 9PE
Registered Office	306 Long Lane Hillingdon Middlesex UB10 9PE
Company Registration Number	4612504
Charity Registration Number	1100534
Bankers	Barclays Bank Plc
Independent Examiner	Sterling Grove Accountants Limited Chartered Certified Accountants Thames House Bourne End Business Park Cores End Road Bourne End Buckinghamshire SL8 5AS

Home-Start Hillingdon Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021. This combined Trustees' Report also contains a Directors' Report as required by Company Law.

Trustees

Helen Anastasi

Janet Wray (resigned 16 June 2020)

Gillian Lauder

Chris Condon

Hasmeen Deol

Pete James (appointed 16 April 2020)

Lorraine Dorrington (appointed 9 February 2021)

Moremi Apata-Omisore (appointed 13 April 2021)

Bala Mere (appointed 13 April 2021)

Objectives and activities

Objects and aims

This is the sixteenth report of the trustees of Home-Start Hillingdon Limited, since the company took over running of the charity known as Home-Start Hillingdon.

The organisation is a Charitable Company limited by guarantee, incorporated on 9 December 2002 and registered as a charity on 5 November 2003.

The company was established by a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under these Articles, new members of the Management Committee may be co-opted by existing members; newly co-opted members must retire at the next AGM, along with one-third of the other members on a rotational basis, after which they are eligible for appointment or re-election by the members of the charity as appropriate.

The company is a charity which exists to support families in the London Borough of Hillingdon. In doing so, the charity aims to increase the well-being of children by improving the experience of family life for families in the borough. The charity is affiliated to the national network known as Home-Start UK.

The company is a charity which exists to support families in the London Borough of Hillingdon. In doing so, the charity aims to increase the well-being of children by improving the experience of family life for families in need in the borough. The charity is affiliated to the national network known as Home-Start UK.

Home-Start Hillingdon Limited

Trustees' Report

Objectives, strategies and activities

Home-Start Hillingdon provides support to families in the borough who have at least one child under 5 years and who are struggling to cope with a variety of challenges to a stable, loving and nurturing family life; we aim to help prevent such difficulties from escalating into crises, and crises from developing into family breakdown. Examples of the challenges faced by families referred for our support include: parental mental ill-health, disability or additional needs of child or parent, being a victim of domestic abuse, isolation, being a refugee or asylum seeker, inadequate housing, or other difficulties. We recruit volunteers with parenting experience from the local community, and train them to provide parent-to-parent emotional and/or practical home-visiting support to families. We also offer some direct staff support through our Family Support Worker project. Through increasing parents' confidence, resilience and ability to cope, we aim to strengthen the parent-child relationship, helping to give children a better start in life.

Our services in 2020/21 are described as follows:

- **Core service Volunteer family support:** Staff Co-ordinators match trained volunteers to referred families following structured needs assessment (see below). Each volunteer makes a regular weekly support contact with their matched family to support the family towards identified support goals - our usual mode of support is a weekly face to face visit by the volunteer to the family home or in the community for approximately 2-3 hours of dedicated time, however, during 2020/21, we adapted our support within Coronavirus restrictions such that support contacts have been primarily by telephone, with some face to face outdoor visits as risk assessment and volunteer and family wishes allowed. The staff Co-ordinator oversees support through regular review 'meetings' with each family (usually at the family home but this year by telephone) to ensure support remains relevant to the family's situation and progress is made towards outcomes (support goals).

- **Perinatal Mental Health Project** - there are two strands to this work which applies the Home-Start volunteer support model (described above) to support families in the perinatal period where mother has, or is at risk of, mental health problems during pregnancy and in the year after birth. The team of volunteers working in this project have all received enhanced Perinatal Mental Health Awareness Training which is co-delivered with the Hillingdon Perinatal Mental Health Team. The project is run by a part-time co-ordinator. The two strands are:

- **Hillingdon Community Trust (HCT)** funded until at least January 2022, supporting families residing in HCT wards of Yiewsley, Botwell, Townfield, West Drayton, Pinkwell, and the Heathrow Villages.

- **CNWL / Home-Start London partnership** between Home-Start Hillingdon, two other NW London Home-Starts, the Home-Start London consortium and CNWL, delivering an NHS funded Perinatal Mental Health Peer Support Model Pilot starting August 2020 and running to January 2022.

- **Family Support Worker (FSW) support:** funded by Hillingdon Community Trust (HCT). Our Family Support Worker (FSW) provides direct one to one support to families, often with more complex needs, in the HCT wards of Yiewsley, Botwell, Townfield, West Drayton, Pinkwell, and the Heathrow Villages.

The FSW is helping parents to achieve increased resilience through improved emotional well-being, reduced isolation and increased or more effective use of community resources. Again, in normal circumstances, regular support contacts by the FSW take place in a family's own home, or within a community setting such as a Children's Centre, however, the pandemic has forced us to adapt and support has been a combination of telephone, outdoor meetings and some use of Children's Centre space more recently. Throughout support the FSW offers emotional support, confidence building and develops strategies with families to cope with challenges, as well as support to access services as appropriate e.g. benefits advice, housing advice and mental health services.

Home-Start Hillingdon Limited

Trustees' Report

- **Co-ordinator direct support:** one to one staff telephone support to families, following a structured support plan to help parents achieve support goals. We introduced an additional service to compensate for Covid restrictions that limited the number of volunteers (due to inability to run new training programme). Co-ordinators undertook direct support with families.

- **Occasional Co-ordinator Support** - For some referred families, initial co-ordinator assessment raises concerns for a volunteer's safety or identifies needs which are more quickly addressed (so not meriting match with a volunteer for longer term support), or needs not within Home-Start's remit e.g. regular childcare. In these situations, a co-ordinator might offer 'Occasional Co-ordinator Support', this would normally involve referring or signposting the family to alternative sources of support or providing information appropriate to the family's needs. Sometimes, the co-ordinator might provide ongoing but short-term telephone support to a family.

Public benefit

The charity offers a family support service for families in Hillingdon and the surrounding area, set up to offer a service, free at the point of access that would be available to all and completely independent of statutory agencies. Members of staff work closely with a network of trained volunteers who carry out home-visiting support to families.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Use of volunteers

We would like to thank all volunteers who work so hard to make Home-Start Hillingdon the key children and families' voluntary agency in the borough. We continue to rely on our team of volunteers who deliver our service to the families of Hillingdon and without whom we would not exist.

All our carefully selected volunteers undertake a robust recruitment process and must complete an extensive 40hr training programme before they can be accepted as a home-visiting volunteer. Our Volunteer Preparation Course covers various topics including: Family Life, Personal Safety, Perinatal Mental Health, Listening and Communication skills, Post-Natal, Depression, Domestic Abuse, Safeguarding Children's Welfare and Equality & Diversity.

Due to the Covid-19 pandemic we postponed the Volunteer Preparation Course scheduled to start in early 2020. After careful consideration and planning we started a Covid-19 safe socially distanced training course in September 2020 with 8 participants (of which 2 participants have not completed the process to start volunteering with us). We started a further training course in March 2021 with 13 participants, which ended in May 2021, we are currently in the process of completing post-course interviews for the participants and expect that all 13 will be accepted as volunteers. We delivered both courses in a large hall with desks and chairs arranged to ensure participants could remain socially distant. We ensured that masks, shields, gloves and sanitiser facilities were available for staff and participants. Before the start of the course all participants were asked to sign up to a Covid Safe Training Agreement and temperature checks were taken at the start of each training session.

We are planning our next course for September 2021 and, due the uncertainty of Covid and further variants, we are planning for the course to have socially distancing measures in place again.

Home-Start Hillingdon Limited

Trustees' Report

Achievements and performance

COVID-19 : in common with most agencies, the pandemic has impacted in a range of ways:

- Staff capacity has been difficult at times, e.g. one member of staff was in the 'Shielding category', and 4 staff members have school age children so juggled work and family responsibilities when schools were closed, or 'bubbles' were required to isolate at home.
- Some volunteers faced their own additional Covid related pressures so felt unable to commit to Home-Start during this time, taking a period of 'resting' from their family work with us.
- At the outset, we faced a spike in workload to hastily adapt our service and working patterns to a Covid secure approach, e.g. implementing on-line systems and home working technology, extensive communications to stakeholders regarding changes to service delivery, developing risk assessments and protocols
- Family support was adapted such that support contact was by telephone or video call rather than our usual home visits.

Staffing: Unfortunately, we have not been fully staffed for part of the year, with two of our six posts vacant between March 2020 and August/September 2020. This was due to extended sickness leave & premature death from serious illness of a much-valued colleague, plus an additional staff member resigning from her FSW post. We have worked with the funder of the posts to address the gap. However, families on open caseload had to be transferred to other staff, impacting on their capacity to increase their own caseloads.

This unusual combination of situations could not have been anticipated nor planned for but has impacted on our ability to train new volunteers and to manage caseloads. We are pleased to say that both roles were recruited, and new staff commenced in post late summer 2020.

Volunteer Numbers: We ended the year (31.03.21) with a team of 26 trained volunteers. We started a further Volunteer Preparation Course in March 2021 with 13 participants, this course ended in May 2021.

Family Numbers: In 2020-2021 we supported 67 families (with a total of 124 children). Of these families 53 received support from a trained volunteer. However, due to the pandemic and government restrictions, face to face home visiting was suspended for much of 2020/21 and replaced with weekly telephone or Zoom support contacts, supplemented by face to face outdoor visits and later use of Children's Centre

Home-Start London / CNWL (Central and North West London) NHS Foundation Trust PMH partnership: Due to the success of our existing PMH work, we were invited to participate in the development and funded delivery of the Home-Start London / CNWL Perinatal MH Peer Support Pilot. Delivery launched in October 2020 and we have already achieved our target of 10 families so have been invited and agreed to supporting a further 5 families, attracting additional funding into the borough for this cohort.

Funding: all funders (London Borough of Hillingdon, Hillingdon Clinical Commissioning Group and Hillingdon Community Trust continue to show confidence in and value of our work by renewing funding. The reliable funding of our core service gives us the capacity to explore other opportunities, such as the Perinatal Mental Health work, the relationship with CNOOC International Ltd, and the CNWL / HSL partnership. We were successful with a range of Covid specific funding applications

Volunteer support and safeguarding practice: despite the usual pressures of running a small charity with limited resource, we put high priority on providing a safe service by ensuring all volunteers and operational staff receive regular one to one supervision (volunteers six weekly and staff every 6-8 weeks) and all receive regular safeguarding training – volunteers receive an initial day, then annual refreshers, and staff attend LSCB level 3 Working Together and then LSCB refreshers.

Home-Start Hillingdon Limited

Trustees' Report

Financial review

Total income for the year was £225,011 (2020 - £193,540) split between unrestricted income of £159,578 (2020 - £148,354) and restricted income of £65,433 (2020 - £45,186).

The charity's accounts show a surplus of £33,789 (2020 - £17,116) for the year.

The charity continues to implement financial controls commensurate with a charity of its size.

Policy on reserves

The Management Committee has a Reserves Policy which includes details on the charity's approach to reserves and how our target reserves level has been calculated. At 31 March 2021, the charity held £52,104 (2020 - £52,081) in a separate bank account for non-budgeted expenditure, including any last-resort need to close-down the Scheme and wind up the company in an organised and debt-free manner.

Plans for future periods

Structure, governance and management

Nature of governing document

The charity is governed by a board of trustees, the Management Committee, who meet at least 6 times a year. At the board meetings, the trustees review progress on the charity's core activities, the latest position on resources and the charity's finances, and review and agree new and revised governance policies and procedures. The board of trustees agree mitigating actions for any risks, as well as reviewing progress against strategic objectives and plans.

The list of trustees during the year ending 31 March 2021 is included on page 1. All trustees become directors of the company once they have completed their formal appointment process.

Recruitment and appointment of trustees

The charity is continuing to seek additional trustees to complement the expertise and experience of its Management Committee. All new trustees follow a documented induction/training process which is flexible yet mandatory allowing training to be tailored to their specific needs. The induction includes a review of key governance documentation.

Organisational structure

During 2020-2021, the day to day operations of the charity were run by the Operations Manager and the Office and Finance Manager. From 1st July 2021, the day to day operations of the charity are run by the Scheme Director, Senior Co-ordinator and the Office and Finance Manager.

Home-Start Hillingdon Limited

Trustees' Report

Relationships with related parties

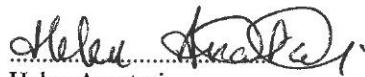
Members of the charity

Members guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up the company. The total number of such guarantees at 31 March 2021 was 22 (31 March 2020 - 22).

Major risks and management of those risks

The management committee regularly review risks to which the charity is exposed to and maintain a risk register detailing mitigating actions. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions. Procedures are in place to ensure compliance with health and safety requirements of staff and volunteers.

The annual report was approved by the trustees of the charity on 12 October 2021 and signed on its behalf by:



Helen Anastasi
Chairman and Trustee

Home-Start Hillingdon Limited

Statement of Trustees' Responsibilities

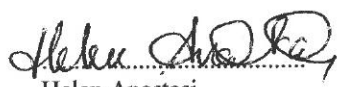
The trustees (who are also the directors of Home-Start Hillingdon Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 12/10/21 and signed on its behalf by:


Helen Anastasi
Chairperson and Trustee

Home-Start Hillingdon Limited

Independent Examiner's Report to the trustees of Home-Start Hillingdon Limited

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 10 to 24.

Respective responsibilities of trustees and examiner

As the charity's trustees of Home-Start Hillingdon Limited (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Home-Start Hillingdon Limited 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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:

1. accounting records were not kept in respect of Home-Start Hillingdon Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.



.....
Mr Gianni Pietro Amasanti FCCA
Chartered Certified Accountants
Sterling Grove Accountants

Thames House Bourne End Business Park
Cores End Road
Bourne End
Buckinghamshire
SL8 5AS

Date: 22 November 2021

Home-Start Hillingdon Limited

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2021 £
Income and Endowments from:				
Charitable activities	3	152,582	65,433	218,015
Other trading activities	4	6,970	-	6,970
Investment income	5	26	-	26
Total Income		<u>159,578</u>	<u>65,433</u>	<u>225,011</u>
Expenditure on:				
Raising funds	6	(198)	-	(198)
Charitable activities	7	<u>(153,797)</u>	<u>(38,319)</u>	<u>(192,116)</u>
Total Expenditure		<u>(153,995)</u>	<u>(38,319)</u>	<u>(192,314)</u>
Net income		<u>5,583</u>	<u>27,114</u>	<u>32,697</u>
Net movement in funds		5,583	27,114	32,697
Reconciliation of funds				
Total funds brought forward		<u>53,528</u>	<u>15,092</u>	<u>68,620</u>
Total funds carried forward	20	<u>59,111</u>	<u>42,206</u>	<u>101,317</u>

The notes on pages 13 to 24 form an integral part of these financial statements.

Home-Start Hillingdon Limited

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Charitable activities	3	143,444	45,186	188,630
Other trading activities	4	4,822	-	4,822
Investment income	5	88	-	88
Total income		<u>148,354</u>	<u>45,186</u>	<u>193,540</u>
Expenditure on:				
Raising funds	6	(216)	-	(216)
Charitable activities	7	<u>(141,234)</u>	<u>(34,974)</u>	<u>(176,208)</u>
Total expenditure		<u>(141,450)</u>	<u>(34,974)</u>	<u>(176,424)</u>
Net income		6,904	10,212	17,116
Transfers between funds		<u>3,124</u>	<u>(3,124)</u>	-
Net movement in funds		10,028	7,088	17,116
Reconciliation of funds				
Total funds brought forward		<u>46,729</u>	<u>3,683</u>	<u>50,412</u>
Total funds carried forward	20	<u>56,757</u>	<u>10,771</u>	<u>67,528</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 13 to 24 form an integral part of these financial statements.

Home-Start Hillingdon Limited
(Registration number: 4612504)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	1,042	1,388
Current assets			
Debtors	14	904	2,175
Cash at bank and in hand	15	<u>105,345</u>	<u>69,455</u>
		106,249	71,630
Creditors: Amounts falling due within one year	16	<u>(5,974)</u>	<u>(5,490)</u>
Net current assets		<u>100,275</u>	<u>66,140</u>
Net assets		<u>101,317</u>	<u>67,528</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		42,206	10,771
Unrestricted income funds			
Unrestricted funds		<u>59,111</u>	<u>56,757</u>
Total funds	20	<u>101,317</u>	<u>67,528</u>

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 10 to 24 were approved by the trustees, and authorised for issue on 12/10/21 and signed on their behalf by:


Helen Anastasi
Chairperson and Trustee

The notes on pages 13 to 24 form an integral part of these financial statements.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charitable company is limited by share capital, incorporated in the UK.

The address of its registered office is:

306 Long Lane
Hillingdon
Middlesex
UB10 9PE

The principal place of business is:

306 Long Lane
Hillingdon
Middlesex
UB10 9PE

These financial statements were authorised for issue by the trustees on 12 October 2021.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Home-Start Hillingdon Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donated services and facilities

Where services or facilities are provided to the charity as a donation that would normally be purchased from our suppliers, this benefit is included in the financial statements at its fair value unless its fair value cannot be reliably measured, then at the cost to the donor or the resale value of goods that are to be sold.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2022

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Plant and machinery including motor vehicles	25% reducing balance basis
Fixtures, fittings and equipment	25% reducing balance basis

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

Fund structure

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

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined benefit pension scheme. Typically defined benefit plans define an amount of pension benefit that an employee will receive on retirement, usually dependent on one or more factors such as age, years of service and compensation.

The liability recognised in the Balance Sheet in respect of defined benefit pension plans is the present value of the defined benefit obligation at the reporting date minus the fair value of plan assets. The defined benefit obligation is measured using the projected unit credit method. The present value of the defined benefit obligation is determined by discounting the estimated future payments by reference to market yields at the reporting date on high-quality corporate bonds that are denominated in the currency in which the benefits will be paid, and that have terms to maturity approximating to the terms of the related pension liability.

Actuarial gains and losses are charged or credited to other comprehensive income in the period in which they arise.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Financial instruments

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Charitable activities	<u>152,582</u>	<u>65,433</u>	<u>218,015</u>	<u>188,630</u>

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2020 £
Local fundraising and street collection income	<u>6,970</u>	<u>6,970</u>	<u>4,822</u>
	<u>6,970</u>	<u>6,970</u>	<u>4,822</u>

5 Investment income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>26</u>	<u>26</u>	<u>88</u>

6 Expenditure on raising funds

a) Costs of trading activities

Note	Unrestricted funds General £	Total 2021 £	Total 2020 £
Fundraising trading costs;			
Fundraising	<u>198</u>	<u>198</u>	<u>216</u>
	<u>198</u>	<u>198</u>	<u>216</u>

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

7 Expenditure on charitable activities

	Note	Unrestricted		Total 2021 £	Total 2020 £
		General £	Restricted £		
Other direct costs					
Charitable activities		24,578	5,395	29,973	22,217
Staff costs		74,009	28,555	102,564	102,015
Allocated support costs	8	51,870	4,369	56,239	48,630
Governance costs	8	3,340	-	3,340	3,346
		<u>153,797</u>	<u>38,319</u>	<u>192,116</u>	<u>176,208</u>

8 Analysis of governance and support costs

Support costs

	Unrestricted		Total 2021 £	Total 2020 £
	General £	Restricted £		
Wages and salaries	38,448	-	38,448	37,785
Volunteer expenses	422	1,438	1,860	2,372
Telephone	-	147	147	20
Legal & professional fees	12,654	2,284	14,938	7,991
Depreciation	346	-	346	462
	<u>51,870</u>	<u>3,869</u>	<u>55,739</u>	<u>48,630</u>

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Governance costs

	Unrestricted General £	Total 2021 £	Total 2020 £
Independent examiner fees			
Examination of the financial statements	2,424	2,424	2,424
Legal fees	916	916	922
	<u>3,340</u>	<u>3,340</u>	<u>3,346</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

10 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	122,491	123,305
Social security costs	7,068	6,857
Pension costs	11,453	9,638
	<u>141,012</u>	<u>139,800</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Number of Employess	<u>6</u>	<u>6</u>

No employee received emoluments of more than £60,000 during the year.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

11 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>2,424</u>	<u>2,424</u>

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2020	<u>25,760</u>	<u>25,760</u>
At 31 March 2021	<u>25,760</u>	<u>25,760</u>
Depreciation		
At 1 April 2020	24,372	24,372
Charge for the year	<u>346</u>	<u>346</u>
At 31 March 2021	<u>24,718</u>	<u>24,718</u>
Net book value		
At 31 March 2021	<u>1,042</u>	<u>1,042</u>
At 31 March 2020	<u>1,388</u>	<u>1,388</u>

14 Debtors

	2021 £	2020 £
Prepayments	<u>904</u>	<u>2,175</u>

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

15 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	51	51
Cash at bank	105,294	69,404
	<u>105,345</u>	<u>69,455</u>

16 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	5,974	5,490
	<u>5,974</u>	<u>5,490</u>

17 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Land and buildings		
Within one year	5,848	-
Between one and five years	-	5,848
	<u>5,848</u>	<u>5,848</u>

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £9,476 (2020 - £9,140).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

19 Contingent liabilities

Home-Start Hillingdon Limited participates in The Pensions Trust's Growth Plan (the Plan). The Plan is funded and is not contracted-out of the State scheme. The Plan is a multi-employer pension plan. The charity participated in Series 3 of the Plan up to its closure on 30th September 2013, when it was replaced by Series 4, a defined contribution money-purchase pension scheme, to which current contributions are made.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Plan and The Pensions Act 2011 has more recently altered the definition of Series 3 of the Growth Plan so that a liability arises to employers from membership of any Series except Series 4. The debt is due in the event of the employer ceasing to participate in the Plan or the Plan winding up.

The debt for the Plan as a whole is calculated by comparing the liabilities for the Plan (calculated on a buy-out basis i.e. the cost of securing benefits by purchasing annuity policies from an insurer, plus an allowance for expenses) with the assets of the Plan. If the liabilities exceed assets there is a buy-out debt.

The leaving employer's share of the buy-out debt is the proportion of the Plan's liability attributable to employment with the leaving employer compared to the total amount of the Plan's liabilities (relating to employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of the debt therefore depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. Therefore, the amounts of debt can be volatile over time.

When an employer withdraws from a multi-employer defined benefit pension scheme which is in deficit, the employer is required by law to pay its share of the deficit, calculated on a statutory basis (known as the buy-out basis). Due to a change in the definition of money purchase contained in the Pensions Act 2011 the calculation basis that applies to the Growth Plan will be amended to include Series 3 liabilities in the calculation of an employer's debt on withdrawal.

The Growth Plan is a "last man standing" multi-employer scheme. This means that if a withdrawing employer is unable to pay its debt on withdrawal the liability is shared amongst the remaining employers. The participating employers are therefore, jointly and severally liable for the deficit in the Growth Plan.

The charity has been notified by The Pensions Trust of the estimated employer debt on withdrawal from the Plan based on the financial position of the Plan as at 30 September 2020. As of this date the estimated employer debt for the charity was £14,503.

It is not currently anticipated that the charity will leave the pension scheme and therefore the withdrawal liability is not expected to crystallise in the foreseeable future.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

20 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
Core	23,820	159,578	(153,995)	29,403
General	29,708	-	-	29,708
	<u>53,528</u>	<u>159,578</u>	<u>(153,995)</u>	<u>59,111</u>
Restricted funds				
Hillingdon Community Trust- FSW	6,469	13,613	(8,473)	11,609
Hillingdon Community Trust PMH	8,623	17,420	(17,945)	8,098
HCT funding for PMH & FSW	-	20,000	-	20,000
HCL & CNWL PMH Project	-	2,500	-	2,500
London Comm Foundation	-	11,900	(11,901)	(1)
	<u>15,092</u>	<u>65,433</u>	<u>(38,319)</u>	<u>42,206</u>
Total funds	<u>68,620</u>	<u>225,011</u>	<u>(192,314)</u>	<u>101,317</u>

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
<i>General</i>					
Core	17,021	148,354	(141,450)	3,124	27,049
General	29,708	-	-	-	29,708
	<u>46,729</u>	<u>148,354</u>	<u>(141,450)</u>	<u>3,124</u>	<u>56,757</u>
Restricted funds					
Hillingdon Community Trust- FSW	2,655	17,750	(14,964)	-	5,441
Hillingdon Community Trust PMH	1,028	27,436	(20,010)	(3,124)	5,330
	<u>3,683</u>	<u>45,186</u>	<u>(34,974)</u>	<u>(3,124)</u>	<u>10,771</u>
Total funds	<u>50,412</u>	<u>193,540</u>	<u>(176,424)</u>	<u>-</u>	<u>67,528</u>

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

Core Funds - This fund relates to the main service which is training volunteers to support families in Hillingdon who are experiencing some form of crisis. The Core Service covers the costs of the core staff salaries (inc NI and Pensions) and the main costs of the charity e.g. rent and service charges for accommodation, cost of recruiting and training volunteers, staff training and expenses, volunteer travel expenses, professional fees – insurance, accountant fees, annual fee to Home-Start UK, etc.

Hillingdon Community Trust - This fund is to employ a family support worker to provide direct one to one support to families in need in the Hillingdon Community Trust area.

Hillingdon Community Trust – This fund is to employ a co-ordinator with responsibility for extending Home-Start Hillingdon's work by establishing a new programme focused on supporting women with, or at risk of, mental health problems during the perinatal period in the Hillingdon Community Trust area.

Home-Start London and CNWL partnership - This fund is to deliver an NHS funded Perinatal Mental Health Peer Support Model Pilot between August 2020 and January 2022.

London Community Foundation - This fund provided additional support funding during the Covid-19 pandemic.

21 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2021 £
Tangible fixed assets	1,042	-	1,042
Current assets	68,364	37,885	106,249
Current liabilities	(5,974)	-	(5,974)
Total net assets	63,432	37,885	101,317
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2020 £
Tangible fixed assets	1,388	-	1,388
Current assets	60,859	10,771	71,630
Current liabilities	(5,490)	-	(5,490)
Total net assets	56,757	10,771	67,528

22 Related party transactions

There were no related party transactions in the year.