

HOME-START SUTTON

England & Wales · Charity number 1104960

Details

Status	Registered
Legal form	Charitable company
Company number	05165417
Registered	2004-07-19
Register	View on the Charity Commission register

Contact

Address	Home Start Alexandra Gardens Stanley Road Carshalton SM5 4LJ
Phone	02086476501
Email	admin@homestartsutton.org.uk
Website	www.homestartsutton.org.uk

Activities

Objects: (A) TO SAFEGUARD, PROTECT AND PRESERVE THE GOOD HEALTH BOTH MENTAL AND PHYSICAL OF CHILDREN AND PARENTS OF CHILDREN. (B) TO PREVENT CRUELTY TO OR MALTREATMENT OF CHILDREN.(C) TO RELIEVE SICKNESS, POVERTY AND NEED AMONGST CHILDREN AD PARENTS OF CHILDREN. (D) TO PROMOTE THE EDUCATION OF THE PUBLIC IN BETTER STANDARDS OR CHILD CARE WITHIN THE AREA OF SUTTON AND ITS ENVIRONS.

Activities: To offer support,friendship and practical help to families with an under five living in the London Borough of Sutton

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Children/young People, People With Disabilities

Geography

- **Area of benefit:** SUTTON AND ITS ENVIRONS
- Sutton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£283,591	£356,000	-	-
2024-03-31	£244,364	£330,893	-	-
2023-03-31	£290,732	£343,020	-	-
2022-03-31	£509,367	£306,362	£350,364	10
2021-03-31	£274,741	£213,719	-	-

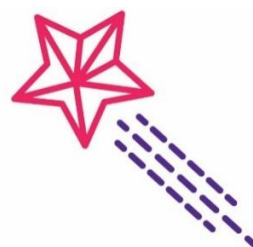
Trustees

Name	Role	Appointed
Fran Boto	Chair	
Andrea Buckley		2023-11-08
Anton Tavernier-Gustave		2024-11-05
Jenisan Kulendiran Treasurer		2022-11-28
Jenny Giles		2025-06-30
Rebecca Gilbert		2025-09-01
Ruby Sethna		2024-11-05

Accounts



Home-Start Sutton Annual Report & Financial Statements 31st March 2025



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Charity Number 1104960

Company Number 05165417

Principal Office and Registered Office

Alexandra Gardens Children's Resource Centre
Stanley Road
Carshalton
Surrey SM5 4LJ

Telephone 020 8647 6501

Email admin@homestartsutton.org.uk

Trustees

Fran Boto	Chair
Jenisan Kulendiran	Treasurer
Anton Tavernier Gustave	
Andrea Buckley	
Michele Rivers	
Ruby Sethna	
Camiya Chacko	
Kathy Pelc	
Karen Mason (Resigned on 13 Jan 2025)	

Company Secretary Alberta Atkinson

Scheme Manager Alberta Atkinson

Independent Examiner David Howard
1 Park Road
Hampton Wick
Kingston upon Thames
Surrey KT1 4AS

Banking Co-operative Bank plc
P.O.Box 250
Delf House
Southway
Skelmersdale WN8 6WT

Charities Official Investment Fund
80 Cheapside
London EC2V 6DZ

Personnel Sub Group Janet Mountford – Chair
Jenisan Kulendiran
Louisa Asgill
Fran Boto
Paul McCarthy

Michele Rivers
Alberta Atkinson

**Forward Planning
Group**

Janet Mountford – Chair
Jenisan Kulendiran
Louisa Asgill
Fran Boto
Paul McCarthy
Michele Rivers
Karen Mason
Alberta Atkinson

**Fundraising
Subgroup**

Paul McCarthy – Chair
Michele Rivers
Camiya Chacko
Alberta Atkinson
Emma Clements (member)
Sue Holley – Volunteer
Jo Elgalf - Volunteer
Karen Mason

CHAIRPERSON’S REPORT FOR 2024/2025

The past year has been a period of both significant milestones and considerable challenges for our charity. We were immensely proud to celebrate our 40th anniversary in August 2024, a testament to four decades of dedicated service and a major contribution to our borough's social fabric.

Unfortunately, the year also brought a reduction in funding streams, which led to difficult decisions. Some projects had to be downsized, and valued staff members were let go. Despite these pressures, operations were adapted to ensure continued delivery of excellent outcomes for the families served. This required us to work both smarter and more efficiently, and the extraordinary pressure on staff and volunteers is acknowledged. On behalf of the Board of Trustees, deep appreciation is extended for their unwavering commitment and perseverance.

Amidst these challenges, the 40th-anniversary celebrations provided a reminder of our core mission to the community we serve. We hired the Cryer Arts Centre marquee for our afternoon event. This was attended by many families, who enjoyed the various stalls, teddy tombola, BBQ and the performance by Sing Out Sutton. Our evening celebration was attended by the Right Worshipful Mayor of Sutton Councillor Colin Stears and by our local Member of Parliament Mr. Bobby Deans and many past volunteers, trustees and staff of HomeStart including our first Manager, Marian Moss.

We were entertained splendidly by various local artists and even our own CEO Alberta Atkinson and her pop-up band. We had a wonderful time of nostalgia as well as looking to the future, and it was announced that evening that we had been chosen to be one of the Mayor's Charities for the year. This was a boost to our profile in the borough, strengthening team spirit among staff, trustees and volunteers and enhanced our fundraising efforts. We are very grateful for this opportunity and have enjoyed working alongside the now current Mayor, the Right Worshipful, Councillor Louise Phelan who was then Deputy Mayor.

Alberta Atkinson, our CEO continued to make a mark in 2024/2025 with her energy and fresh vision. One of her priorities has been to increase the visibility of Home-Start Sutton and ensure we participate in all relevant borough-level discussions to make sure we are at the table. Our dedicated staff have been instrumental in representing the organisation, using their expertise to advance our mission at these critical meetings. This proactive approach has positioned us well for future early intervention opportunities in Sutton and we look forward to being aligned to respond and participate effectively with borough and NHS's early intervention strategies.

We also strengthened our volunteer programme in 2024/25 with the appointment of a Volunteer Recruitment Lead enabled by funding from ICB Health Inequalities fund. We are not alone finding it challenging to recruit volunteers with the cost-of-living crisis forcing many into paid jobs and grandparents into full-time caring duties. However, although our numbers are not increasing in the way we would ideally like to see, the appointment of Natalie has led to a much better informed, connected volunteer force and this position has also given us more capacity for posts on social media and our website. We are also pleased to be joining forces with Home Start London's publicity campaigns for increased volunteering capacity.

Other notable initiatives have been our contribution to research and campaigning on the experience of global majority women in the perinatal period, additional learning on trauma informed practice and the resurrection of a much-needed away day for staff and trustees to refresh our vision and to experience working together. Furthermore, we were selected to participate in the Home-Start UK self-assessment audit, a rigorous process that culminated in us proudly receiving our accredited status and demonstrating our growth as an organisation.

We extend our sincere gratitude to all who have contributed to our organisation this year. We must bid a special farewell to Paul McCarthy, former safeguarding lead trustee and advocacy volunteer, Karen Mason who helped with financial scrutiny and was a voice for volunteers and to Kathy Pelc, a trustee and member of the Fundraising Committee, whose departure we hope is temporary. We thank them all for their significant contributions.

A sad farewell to both Bev Daines, who worked with us for years specialising in domestic abuse and child protection conference advocacy and Chantal Hayden who focused on advice and support for homeless families and disability. We wish them both success in their future endeavours. Additionally, we say goodbye to playworkers Mandy, Clare, and Becky and thank them for their years of service.

We are delighted to welcome two new Trustees, Anton Tavernier Gustave and Ruby Sethna, who have joined this financial year. Anton has taken up chairing the personnel subgroup, and Ruby has been instrumental in reviewing our finances with Treasurer Jenisan, demonstrating a natural attention to detail.

Our Fundraising Committee under the leadership of Michele Rivers deserves a huge vote of thanks as this year has been particularly busy. Being part of the Mayor's Charity led to numerous meetings and events, and we are grateful to all the staff who dedicated their weekends and evenings to this undertaking.

Finally, of course we must acknowledge the families for all the resilience they show which spurs us to carry on our work. I am a family volunteer as well as a trustee and I am truly humbled when I see 'my mum' putting her family first despite all the difficulties she encounters. I learn something every time I visit and for this, I am very grateful, and I am sure that all volunteers, members, staff and friends reading this will echo this sentiment.

My heartfelt thanks again to all our funders, donors, volunteers and supporters who take us under their wing, continue to believe in us and keep the wheels on the bus going round and round!

Frances Boto

Frances M Boto

Chairperson

REPORT OF THE BOARD OF TRUSTEES

Structure, Governance and Management

Governing Document

Home-Start Sutton was incorporated by guarantee on 29th June 2004. It has no share capital and is a registered charity. In the event of the company being wound up the guarantee of each member is limited to £1. The governing document is the Memorandum and Articles of Association of the company and members of the Board of Trustees are the Directors of the company. The reference and administrative details of the charity are set out on page 2.

Appointment of Trustees

Under the Memorandum and Articles of Association the Trustees are elected at the Annual General Meeting. The Trustees appoint the officers of the charity (Chair, Vice-Chair, Treasurer and Secretary). The Trustees may subsequently co-opt any person duly qualified; to be a Trustee and that person will hold office until the next Annual General Meeting.

Officers and Trustees are elected to serve for a period of three years after which they must retire and can offer themselves for re-election at the next Annual General Meeting. All Trustees must be members of Home-Start Sutton.

The full complement of the Board of Trustees is 10 people. Whilst it is the charity's goal to maintain a full complement of Trustees, vacancies can exist as the charity endeavours to find suitable candidates. Trustees are sought in a variety of ways, including recommendations from existing Trustees, staff and supporters. When seeking new Trustees, the Board carefully considers the skills and knowledge needed to support the on-going development of the charity and to that end seeks people with relevant experience and expertise. Potential Trustees are scrutinised by two officers of the charity and are subject to interview.

Trustee Induction and Training

New Trustees undertake an induction programme with the Manager of the charity. This programme explains their duties and responsibilities as a Trustee and includes a tour of the office and an overview of the operations of the charity. Each year the Trustees, along with all the staff and volunteers undertake mandatory Safeguarding Training. On-going training is available to the Trustees through the Home-Start UK national organisation, Community Action Sutton and appropriate ad-hoc training courses as identified by the charity or individual trustees.

Trustee Responsibilities

The Trustees (who are also directors of Home-Start Sutton for the purposes of company law) are responsible for preparing the Trustee Annual Report and Financial Statements in accordance with applicable law and United Kingdom generally accepted accounting practice (UKGAAP).

Company law requires that the Trustees prepare financial statements for each financial year that 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 income and expenditure, for that period. In preparing these financial statements, the Board of 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 there is a reasonable expectation that the charity will be unable to continue in operation.

The Board of Trustees is responsible for keeping proper accounting records. These must 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Company law also requires that the Board of Trustees pay due regard to the public benefit guidance published by the Charity Commission and have a duty to achieve the purposes of the charitable company. In setting the charity's objectives, planning its activities and reviewing all proposed activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees review and approve the annual budget and periodically review the financial performance and reports of the company to ensure that it is operating in a manner consistent with achieving its purposes. In addition, the Trustees are of the opinion that the policies and procedures in place are sufficiently robust to ensure that the company achieves its purpose.

A scheme of delegation is in place and day-to-day responsibility for the running of the charity lies with the Scheme CEO, Alberta Atkinson. As such, she is responsible for operating within the framework of the policies, forward plan and budgets to ensure the charity delivers the services specified and achieved its key performance indicators. In addition, the CEO is responsible for individual supervision of the staff team and ensuring that both the staff and the scheme volunteers continue to develop their skills and working procedures consistent with best practice. In turn the CEO of the charity is subject to bi-annual performance review with the charity's Chair.

Trustee Meetings

Full Board of Trustees meetings are held six times per year to review and agree major areas of policy and business activity and to oversee the operational performance of the charity. Key Performance Indicators, Treasurer's Report and Risk Assessment are reviewed at every meeting and staff members attend the meetings on a rota basis to give the Trustees an update on the recent achievements and activities in their area.

In addition to the Trustee meetings, there are regular meetings of the Fundraising subgroup and Personnel and Forward Planning Group, this group is charged with the development of long-term strategy for Home-Start Sutton and the management and support of the staff and personnel resources. Given the recent precarious funding situation, the group has continued to

meet regularly to determine short-term resources and planning services and staffing resources accordingly. This group currently comprises the chair, Janet Mountford, Jenisan Kulendiran, Michele Rivers, Louisa Asgill, Paul McCarthy and Fran Boto.

Related Parties

Whilst Home-Start Sutton is an independent charitable company it is affiliated to Home-Start UK, the national umbrella organisation for UK Home-Start schemes. Consequently Home-Start Sutton has signed up to a national Home-Start agreement and works to the national organisation's standards and methods of practice. These standards commit the company to regular reviews of its operating procedures and subject the company to periodic audit reviews by the national organisation to ensure that the charity is conforming to the national procedures. Additionally, as an affiliated scheme Home-Start Sutton benefits from the umbrella organisation's expertise and advice as regards new legislation, regulations and internal control procedures and Home-Start Sutton Trustees, staff and volunteers are able to take advantage of the comprehensive range of training courses run by the national organisation. In addition, we are a member of Home-Start London which also gives us access to advice, networking and possible funding opportunities.

Risk Assessment

The Board of Trustees has reviewed the major risks to which Home-Start Sutton is exposed and is satisfied that systems have or are being established to manage these risks.

The charity continues to review its procedures and policies to ensure that they are consistent with those best practices identified and documented by Home-Start UK, the national organisation. In addition, it continues its focus on the following items:

Risks to Future Funding: The funding situation for Home Start-Sutton remains of longer-term concern. The scheme needs to continue to concentrate efforts on securing sustainable funding streams. There are limited independent funding bodies supporting Home-Start activities. The current availability of funds to manage our core service is still a challenge as funders and trusts often have their own priorities, the demand for funding to meet the needs of the families we support is exacerbated by the cost-of living crisis and an increase in demands across the sector.

The charity is therefore ever more mindful of the need to diversify funding streams and source to minimise risk to overall operations.

Home-Start Sutton continues to work closely with the London Borough of Sutton (Children's Services, Public Health) Health Services and Primary Care Networks) and to target grant making trusts.

The charity continues to work with Home-Start London consortium of 16 London Home-Start schemes, figures from 14 of the schemes together we supported over 7000 families and approximately 8000 children every year. Over the year there has been a focus on the potential for London-wide funding opportunities, publicity and volunteer engagement.

The charity continues to actively seek local and national corporate sponsorship and hold various fundraising events locally to bring in monies to fund activities.

Checks and Controls for our main risks include:

1. **Disclosure and Barring Checks:** Trustees, staff and volunteers are subject to enhanced Disclosure and Barring checks in line with Home-Start UK policies.
2. **Staff and Volunteer Training:** Ensuring that all staff and volunteers are properly trained, supported, supervised and motivated as they carry out their work for the charity.
3. **Internal Controls:** Ensuring that internal control risks are minimised by following procedures that require all transactions to be correctly authorised and recorded in the accounts of the charity.
4. **Home Start UK Quality Assurance Accreditation:** Ensuring we maintain high quality practices, systems and procedures. We continue to demonstrate compliance with the requirements in the Home-Start Agreement and Handbook.
5. **Safeguarding:** Ensuring that proper procedure and controls are in place to be able to identify and action instances of alleged or suspected abuse that come to the attention of Home-Start Sutton. Staff and trustees access local multi-disciplinary training and refreshers as well as Home-Start UK safeguarding training in line with policy guidelines. A key element of the procedures is the on-going biennial training of all Trustees, staff and volunteers in the Safeguarding and Protection of Children.
6. **Code of Conduct:** Signed annually by all trustees, staff (including agency staff), volunteers, students and those working pro-bono for the charity. This extends to self-employed contractors or associates/consultants too. It ensures that we are all aware of our responsibilities and expectations in supporting families and children. It is introduced to new trustees, staff and volunteers as part of their induction and indicates that we fully understand and are committed to Home-Start's Policy and procedures for Safeguarding and Protecting Children.
7. **Legal Costs Cover:** Ensuring the maintenance of adequate insurance cover for the scheme to provide cover for employees, Trustees and volunteers carrying out work for and on behalf of Home-Start; this includes any claim resulting from alleged or actual abuse.
8. **Accommodation:** There remains the risk that were the charity to have to move offices it would have to pay a more expensive market level rent. This is not considered imminently likely whilst the charity is seen as providing valuable family support to Sutton residents. The charity remains open to conversations with other local organisations and networks regarding co-location, dependent on favourable financial and operational considerations.

Membership

Membership is open to all who support the objects of the charitable company. As of 31st March 2025, there was 53 such members.

Valuing Volunteers and Estimated value of volunteer contribution

During the year Home-Start Sutton worked with 77 volunteers this included home visiting volunteers, office volunteers , group volunteers and peer advocates.

68 volunteers (2024 – 84 volunteers) Home visiting volunteer each giving between 2 to 3 hours weekly, 9 Office and Group volunteers each giving around 4 hours a week. All volunteers working an average of 3.5 hours a week for 46 weeks and using standard pay rates for similar grades of staff of £15.00 per hour, the monetary value of volunteer support applicable to the charitable activity was as follows: -

	2025	2024
The estimated value of volunteer contribution applicable to the charitable activity 'is Supporting parents with children'	£185,955	£202,860

MISSION, OBJECTIVES AND ACTIVITIES

In reviewing the charity's aims and objectives and planning future activities, the trustees have referred to and complied with the Charity Commission's guidance on public benefit, including their legal duty under Section 17(5) of the Charities Act 2011. The trustees specifically consider how planned activities will contribute to the charity's objectives, with particular attention to the identified needs within the London Borough of Sutton and the support services funded by individuals, grant bodies, and the local authority.

Mission

Home-Start Sutton provides practical and emotional support to vulnerable families with children under five, living in the London Borough of Sutton, actively enabling parents to give “the best start” to their children.

Objectives

In the year under review the main charitable objectives of Home-Start Sutton for the public benefit are to: -

- safeguard, protect and preserve the mental and physical health of children and parents of young children.
- Be a part of the team to help minimise and detect promptly the cruelty and maltreatment of children.
- relieve sickness, poverty and need amongst children and parents of young children.
- promote the education of the public in better standards of childcare within Sutton and its environs; and
- undertake or participate in child and parent related activities that support the viability of the company and enhance the delivery of the existing services around Sutton.

In order to achieve this Home-Start Sutton needs to: -

- recruit, train and manage suitable volunteers to allow one-to-one support to families in their own home or in the community.
- have sufficient resources to fund the service and achieve the scheme objectives.
- offer a quality service that is valued by both parents and funding bodies.
- employ, train and motivate staff so as to provide the target services.
- be able to recruit Trustees with the relevant skills to manage the charity in its achievement of its long-term objectives.
- ensure that the expertise and knowledge within Home-Start Sutton is leveraged to its maximum potential with central and local organisations working in Sutton; and
- ensure that all staff, volunteers and Trustees are regularly trained in and fully conversant with latest safeguarding regulations and procedures.

Activities

Our delivered core charitable activities were:

1. **Supporting parents with children**, Home-Start Sutton seeks to increase the confidence and independence of the family through the provision of a home-visiting service and appropriate family support groups and training. The support is targeted at families who have at least one child or children under the age of five and are resident in the London Borough of Sutton.

The support was given by a core of 8 part-time, 1 Creche worker, 2 sessional Play Workers and supported by a network of 77 volunteers who work to the following standards and methods of practice by: -

- visiting families in their own homes where the dignity and identity of each individual can be respected and protected.
 - reassuring parents that difficulties in bringing up children are not unusual and encourage enjoyment of family life.
 - developing a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs of individual families.
 - offering support, friendship and practical assistance.
 - encouraging the parents' strengths and emotional well-being for the ultimate benefit of their own children; and
 - encouraging families to widen their network of relationships and to use effectively the support and services available within the community.
2. **Connecting Families** – The National Lottery funding until 2027 enables Home-Start Sutton to continue our core service with a primary focus of reducing isolation in families with young children. The funding has enabled the staff to run:

2.1 Two Family Groups providing weekly groups to support isolated families. A general family support group for parents and under 5's and the second group is **Tea and Tots**, focussing on mums and babies under 2 years.

2.2 Perinatal Support -Bringing Mums Together, alongside Sutton Mental Health Foundation. The sessions were aimed at isolated mums who have mild to moderate mental ill-health.

3. **London Borough of Sutton Funded projects-** Sutton Children's Services and Public Health commissioned Home-Start Sutton to provide support for families to improve family resilience as part of an Early Help support package. These projects include:

3.1 Parenting Support and Circle of Security Parenting Course- The service provides volunteer peer befriending and mentoring support to local families, emotional and practical support to parents, and deliver COSP parenting programmes. This support has enabled parents to develop confidence in their parenting skills, strengthen their relationships with their children, and widen their links with the local community- Working in partnership with Sutton Children's Centre supports our referral pathway and ensures families can promptly access the service. Funding for this service is on an annual contract.

3.2 Sutton Parent2Parent Independent Advocacy Service -Offers support to parents who have going through child protection process or facing a Child in Need Conference. The support is intensive over 2 to 3 meetings, provided by peer advocates who have experience of the child protection process. The service achieves a great deal in facilitating and enabling parental engagement in the child protection process, bridging the gap between the statutory services and the family for the ultimate benefit and well-being of the children/young people. Direct feedback from parents, social workers and conference chairs has been extremely positive. The LBS values the service but will be unable to continue funding to beyond March 2025 due to budget pressures. The decommissioning process will start in 2024 with the hope that Children's Services and Chairs will providing support to vulnerable families going forward.

3.3 The Pod temporary accommodation project providing a **weekly** drop-in one-stop-shop. for parents with children under 5's living in temporary/emergency accommodation, at the Dolphin, Sutton on every Friday's term time. Staff and partners provide information, someone to talk and 1:1 support to families who attend the drop-in whilst a qualified Playworker provides much needed play for the children. The sessions are supported by the Welfare Reform Team, Social Prescribing, Encompass and health colleagues

4. **Transform Partnership- Nurturing Parent**-We are part of a partnership to provide a comprehensive domestic abuse service in Sutton. We are contracted to deliver two 11-week courses for parents and their children under 5 impacted by domestic abuse and to attend the One Stop Shop- a drop advice and support service for people who have/are experiencing DV. This work aims to provide nurturing input for parents focussed on addressing their own and their children's emotional needs and direct support to the children through 1:1 and group play. Unfortunately, we will not continue in the partnership beyond October 2024 as the service is being recommissioned with a much lower budget.

5. **Moving on Together** a joint project with PlaywWise, offering a comprehensive post-diagnosis service to families with a child who have just received a diagnosis of additional need. Home-Start provide training and support to parents with lived experience of having a child with an additional need who then provide 6 months of home-based 1:1 support to parents referred.
6. Additional **activities** include: Food and Essential Cupboard- from donations from local churches and community groups we provide help with food, toiletries and essential goods for families in need as well as support to access grants for household items.
7. **Trips and Events**- We organised Summer outings to such as Bocketts Farm, Trampolining and Picnics for our families and Christmas Party with Santa and gifts for all the children donated by local organisations.

ACHIEVEMENTS AND PERFORMANCE

Key achievements of Home-Start Sutton in the delivery of its charitable activities in 2024/25 for the public benefit are recorded in the Chair's report.

ANNUAL INFORMATION OUTCOMES UPDATE 2024/2025

We supported 172 families through the core services (Home Visting, Group Support, Circle of Security Programme and the Nurturing Parenting course). 59 through advocacy, 116 through POD.

No ethnicities are collected for POD and Advocacy.

There were 282 children in supported families.

This year we again have created a Social Impact Report to illustrate our outcomes.

Please refer to this document for key outcomes information

[Ethnic Origin of Families and Volunteers](#)

Ethnic Origin			Core Families Supported	Volunteers	Staff	Trustees
Asian	Indian		6	1	1	3
	Pakistani		9	1	0	0
	Bangladeshi		2	0	0	0
Other Asian Background			12	8	0	0
Black	Caribbean		4	0	0	0
	African		7	3	1	0
	Other Black Background		0	0	0	1

Chinese or other ethnic group					0	0
	Chinese		5	0	0	0
Any other ethnic group			4	0	0	0
Mixed	Any mixed background		8	4		0
White	British		76	39	10	4
	Irish		1	0	0	1
Other White Background			7	6	0	0
Nil responses			31	8	0	0
	TOTALS		172	70	12	9

Statement of Financial Activities (incorporating Income & Expenditure Report)

Our turnover for the financial year ending March 31st 2025 was £283,591 against which we had expenditure of £356,030. The Income and Expenditure Account showed a deficit £72,439. Our Unrestricted – General Reserves is £81,461 and Unrestricted – Designated Development Fund is £50k and Restricted Funds £4,883.

We were pleased to be awarded the National Lottery fund in 2024/25 which stabilised the service for 4 years. Although the funding enabled us to continue our work it does not cover the entire cost to run the service. We were hopeful of securing our usual funding from the Children in Need but we were unsuccessful in our applications due to the huge volume of applications they received. This outcome reflected the experience across Home Starts nationally, with fewer successful applications for this funding.

We have sought several smaller grants and some we have been successful but not enough to close the financial gap.

The financial concerns are compounded by budget pressures experienced by the local authority the London Borough of Sutton (LBS). A number of our funding/grants with LBS are on fixed term 12 month contracts, making it difficult to plan and stabilise staff and projects.

Whilst we grappled with our finances the needs of families continue to be complex due to cost of living crisis, challenges in access and availability of services that meet their needs. , Several of our existing projects would benefit from ongoing and stable funding as they continue to provide important support to families. Discussions will be continuing with grant givers to secure continuation funding.

The biggest contributor to our restricted grant funded income of £240k was the National Lottery for the Connecting Families Project (£110,350.48) and the SWL Health Inequalities fund of £39,808.00.

We were successful in securing/renewing funding for several projects during the year including Advocacy (32k), Transform DV (£9,151), LB Sutton Parenting Support (£30,388), Community Action Sutton (£5k), LB Sutton Temporary Accommodation 'The Pod' (£14,310), LBS Children with Disabilities (£2,781k), Moving on Together (£3k Pears (£6k) SGN (6K) NHS (£470).

We were chosen as one of the Mayor of Suttons charity of the year and continue to successfully support the Mayor in fundraising events such as gala dinners, New year's parades, Karaoke and Quiz night. Other fundraising activities included charity run, being part of the Church of Good Shepherd Fairs and our 40th Year celebration fundraising events. We also received many generous donations which helped support our families through the year. Income from general donations and fundraising amounted to a magnificent sum of £15,209.11 we are, as ever, very grateful to all our benefactors.

The 2024/25 financial year was defined by significant achievements and strategic challenges, this included:

Accreditation and Quality: We successfully completed a quality assurance audit, re-confirming our status as an accredited service provider.

Operational Adjustments: A financial review exposed significant budget deficits, necessitating strategic changes. This included making staff redundancies, affecting a long-serving team member and reducing staffing hours.

Team Dedication: Despite these challenges, the dedication of our staff and the commitment of our benefactors allowed us to end the year with several key accomplishments and a more stable financial footing.

Looking forward to 2025/26

- **New Funding:** We are excited to have been awarded funding to extend The Pod service to provide preventative support to families at risk of homelessness. We are also working more intentionally on corporate fundraising and legacy giving as well as partnership, joint bids and external emerging funding.
- **Addressing growing demand:** While our staff team has been streamlined to align with current funding, the demand for our services continues to rise.
- **Securing long-term funding:** We are actively pursuing longer-term contracts for our commissioned services, many of which are currently under annual review.
- **Navigating financial pressures:** The charity sector faces significant funding threats. The trustees and CEO are actively exploring new funding avenues and opportunities to support the organization's stability.

- **Strengthening our volunteer team:** Recruiting and retaining volunteers to meet the needs of families remains a priority. We will develop more diverse volunteering roles to adapt to the changing landscape of volunteer engagement

Reserves Policy

The core purpose of the charity is to provide its “Supporting Families with Children” activities to families experiencing difficulties that have (a) a child below five years of age and (b) live in the London Borough of Sutton.

As such the trustees have set a reserves policy whereby: -

- reserves are maintained at a level which ensures that Home-Start could continue with its above core activity during a short period of unforeseen difficulty.
- reserves are such as to enable an orderly rundown of the charity, notably in assisting vulnerable client families handover to other services, should Home-Start be unable to secure income to continue with its activities; and
- a proportion of reserves are maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of the scheme’s planning, budget and forecast cycle. It takes into account risks associated with: -

- the current economic environment;
- each stream of income and expenditure being different from that budgeted;
- the planned activity level;
- the organisation’s commitments;
- the organisation’s structure and its ability to meet child safeguarding, financial and other regulatory requirements; and
- new activities having different set-up costs, take-up and payment terms to that previously undertaken by the charity.

The Trustees regularly review the charity's reserves, taking into account past performance and future risks. The charity’s general policy is to maintain an Unrestricted General Reserve of between £75,000 and £150,000, equivalent to three to six months of normal operating expenditure.

As of March 31, 2025, the Unrestricted General Reserve was £81,461. The Trustees have also designated an additional £50,000 as an Unrestricted Designated Development Fund for critical initiatives and strategic planning.

Investment Policy

Given that payments to Home-Start Sutton are generally received quarterly in advance, funds are not available for long-term investment. The Board of Trustees has therefore decided that any surplus cash should be held in short-term deposits. With the current level of reserves, the charity aims to maintain the designated development fund while continuing to diversify its funding sources. This approach balances financial prudence with the need to actively seek new funding opportunities.

In selecting where to deposit the surplus monies Home-Start’s first priority is to minimise risk and then achieve a reasonable return. Accordingly, the monies are currently placed on deposit with the COIF Charities Deposit Fund, a common investment fund which has an AAA credit rating from Fitch Ratings Agency in reflection of its low and diverse risk. Risk assessment criteria would be

applied in deciding where to place any future investments. The charity remains aware of the need to monitor the performance and risk of investments especially during periods of financial market turbulence.

Appointment of Auditors

The Trustees are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that an independent examination is appropriate for the coming year.

The Trustees appointed Philip Warner as the Independent Examiner at the AGM 10th November 2021, until November 2024. We are grateful to Phillip for diligently supporting Home Start Sutton. We have appointed David Howard as Independent Examiner.

This report has been prepared in accordance with FRSSE SORP - Financial Regulation Standard for Smaller Entities Statement of Recommended Practice

Approved by the Board of Trustees on 25th November 2025 and signed on behalf of the Trustees.

Signed: *Frances M. Boto*

Dated: 25th November 2025
Frances Boto (Chair)

INDEPENDENT EXAMINER'S REPORT

I report to the Trustees on my examination of the financial statements of Home-Start Sutton for the year ended 31 March 2025.

Responsibilities and basis of report

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

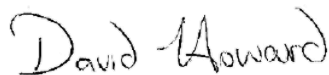
Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act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

Independent examiner's statement

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

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

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



David Howard Chartered Accountants

1 Park Road
Hampton Wick
Kingston upon Thames
Surrey KT1 4AS

Dated: 25-11-2025.....

STATEMENT OF FINANCIAL ACTIVITIES INCOME & EXPENDITURE

For the year to 31 March 2025

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2025 £	2024 £
Income					
Donations and Fundraising	3	15,209	-	15,209	29,238
Investment Income	4	6,474	-	6,474	6,917
Charitable Activities:					
"Supporting parents with children" income	5	20,119	241,789	261,908	205,446
Other Income	6	-	-	-	-
Total Income		41,802	241,789	283,591	241,601
Expenditure					
Expenditure on raising funds	7	2,726	-	2,726	2,633
Expenditure on Charitable Activities	8	78,163	275,142	353,305	328,261
Total Expenditure		80,888	275,142	356,030	330,893
Net Income (Expenditure)		-39,087	-33,352	-72,439	-89,292
Net transfers between Funds	19	-	-	-	-
Net Movement in Funds		-39,087	-33,352	-72,439	-89,292
Reconciliation of funds					
Total funds brought forward at 1st April		170,548	38,235	208,783	298,075
Total funds carried forward		131,461	4,883	136,344	208,783
The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.					
Unrestricted Funds comprise					
General Reserve		81,461			
Designated Development Fund		50,000			

BALANCE SHEET
For the year to 31 March 2025

	Note	March 2025 £	March 2024 £
Fixed Assets			
Tangible Fixed Assets	15	-	547
Current Assets			
Debtors	16	16,440	15,004
Prepayments		374	1,473
Short Term Deposits at COIF		34,789	91,082
Cash at Bank and in hand		146,708	169,085
		198,311	276,645
Liabilities: amounts falling due within 1 year			
Deferred Income	17	23,416	28,271
Creditors & Accruals	18	38,550	39,698
		61,967	67,968
Net Current Assets		136,344	208,676
Total Assets less Current Liabilities		136,344	208,743
Represented by:			
Funds			
Unrestricted - General	19	81,461	45,548
Unrestricted - Designated Development		50,000	125,000
Restricted Funds	19	4,883	38,235
		136,344	208,783

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective January 2015)

The Directors are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that; The members have not required the company to obtain an audit of its accounts for the year ended 31st March 2025 in accordance with section 476 and, The Directors acknowledge their responsibilities in complying with the Companies Act 2006 in respect to accounting records and the keeping of accounts.

Approved by the Board of Trustees on 25th November 2025 and signed on behalf of the Trustees.

Signed: *Frances M Boto*

Dated: 25th November 2025

Frances Boto (Chair)

Notes to the Financial Statements

Accounting Policies

a) Basis of Accounting

The Financial Statements are prepared under the historic cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015) issued in Jan 2015, and the FRSSE (Jan 2015)

b) Fund Accounting

The Charity has various types of funds for which it is responsible, and which require separate disclosure.

Restricted Funds Funds subject to specific restrictions imposed by the donor or the purpose of the appeal.

Unrestricted Funds Funds available for use at the discretion of the Trustees in

furtherance of the objectives of Home-Start Sutton.

c) Income

All income included in the statement of financial activities as soon as Home-Start Sutton is entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary Income- Comprises all income from donations and fundraising and is accounted for on a receivable basis.

Incoming Resources from Charitable Activities - This consists of revenue grants receivable from donors in support of "Supporting Families with Children". Grants are accounted for on an accrual basis and where unconditional entitlement is dependent upon fulfilment of conditions in a future accounting period, such income is credited to deferred income and accounted for as a liability.

Investment Income Comprises interest receivable on cash balances held in appropriate interest bearing deposits and benefits unrestricted reserves.

Donated Facilities The value of services provided by volunteers in respect of home-visiting, accounting and administration has not been included in these accounts.

Notes to the Financial Statements

d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of Generating Funds Comprise the costs associated with attracting future income.

Charitable Expenditure Comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs

that can be allocated directly to such activities and those costs of an indirect nature

necessary to support them.

Governance Include those costs associated with meeting the
Costs constitutional

and statutory requirements of the Charity and include the independent examination

fees and costs linked to the strategic management of the Charity.

**e) Value Added
 Tax**

The activities of the Charity are such that it is not registered for Vat and so all costs

are charged gross of Vat.

f) Fixed Assets

Office Furniture & Equipment and Computer Equipment has been written off on a

straight-line basis over 3 years.

Note 2 Legal Status

The Charity is a company limited by guarantee and has no share capital. The

liability of each member in the event of winding-up is limited to £1.

Home-Start Sutton

Notes to the Financial Statements

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Note 3 <u>Donations and Fundraising</u>				
Amazon		0	0	26.1
Benevity	87.5	0	88	1965.7
CAF Regular Donors	3736.83	0	3,737	2,684
Christ Church Sutton	0	0	0	1,104
Church of the Good Shepherd	800	0	800	2,550
Croydon Voluntary Action	0	0	0	500
Easy Fundraising	165	0	165	145
Hannah's Flowers	120	0	120	120
Jean Quested	220	0	220	220
John Lewis	750	0	750	0
Just Giving	1,738		1,738	2,007
Lexis Nexis Risk Solutions	0	0	0	9,687
Perry Power Limited	250	0	250	0
RBK Lodge	100	0	100	0
Rotary Club of Cheam	0	0	0	450
SC & RC Hoskin	60	0	60	0
Wallington Baptist Church Holy Trinity	234	0	234	194
Others	6,948	0	6,948	7,586
Total	15,209	0	15,209	29,238

Note 4 Investment Income

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
COIF Interest Income	3,706.70	0	3,706.70	6,917.21
Nationwide Interest	2,767.24	0	2,767.24	
	6,473.94	0	6,473.94	6,917.21

**Note 5 Incoming resources from "Supporting
Parents with children" activity**

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
The National Lottery Connecting Families		110,350	110,350	72,923
Advocacy		32,000	32,000	32,000
LB Sutton Children with Disabilities		2,781	2,781	2,781
LB Sutton Domestic Violence		9,151	9,151	10,557
Garfield Weston			0	20,000
SWL		39,808	39,808	11,177
LB Sutton Families in Temp Accom (POD)		14,310	14,310	14,311
Rebuild Maternal Journal			0	1,767
Rebuild Esteem			0	1,930
Moving On Together		3,000	3,000	3,000
Parenting Support		30,388	30,388	30,000
BBC Children In Need		0	0	0
Young Londoners Bridging the Gap		0	0	0
City Bridge LCRF Wave 5		0	0	0
LB Sutton Childrens Wellbeing		0	0	0
Community Action Sutton Lunch and Play			0	5,000
Big Hopes Big Futures			0	0.5
Pears	Unrestricted	6000	6,000	-
Other Unrestricted	Unrestricted	7611	7,611	-
NHS Winter Engagement Fund	Unrestricted	470	470	-
SGN	Unrestricted	6,037.89	6,037.89	-
	20,118.89	241,789.17	261,908.06	205,446.12

Note 6**Other Income**

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Sutton Nursing Association	-		-	-
	-	-	-	-

Home-Start Sutton

Note 7	Fundraising Costs	Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
		Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Lndners	Journal	Esteem	From Start	Mat Jnl	Support	BHBF	Together	Play	Wellbeing	Wave 5	Weston	SWL	Total	Costs	2024
		£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Staff Costs - Reallocation		2,200																				0	2,200	2,200
General Office Costs - Realloc																						0	0	0
Expenses		526																				0	526	433
		2,726	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,726	2,633

Note 8 "Supporting parents with children" costs

		Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
		Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Lndners	Journal	Esteem	From Start	Mat Jnl	Support	BHBF	Together	Play	Wellbeing	Wave 5	Weston	SWL	Total	Costs	2024
		£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Group & Family Activities		2,339.00	217			290											391					898	3,237	6,536
Staff Salaries		62,212.96	105,880		13,790	25,461	2,231	10,497						32,459		9,022					37,842	237,183	299,396	274,662
Premises Costs		4,590.31	3,758		2,678																	6,435	11,025	14,764
Staff & Volunteer Costs		1,690.64	1,992		319	522								424							364	3,621	5,311	9,223
General Office Costs		12,571.13	266																		94	360	12,931	11,678
Bank Charges																						0	0	0
Equipment																						0	0	0
Depreciation		547.47																				0	547	1,749
Membership & Affiliation		6,536.87																				0	6,537	5,394
Governance Costs		3,252.00																				0	3,252	2,603
Net contr to redund prov		(3,006.89)																				0	(3,007)	1,651
Support Cost Allocation		(12,570.54)	3,000			3,000	551							1,870							4,150	12,571	0	(300)
		78,163	115,113	0	16,787	29,273	2,781	10,497	0	0	0	0	0	34,753	0	9,022	391	0	0	0	42,450	261,067	339,230	327,961

Note 8 "Other costs"

		Unrestricted	Restricted	Total	Total
		Funds	Funds	2025	2024
		£	£	£	£
Group & Family Activities			0	0	300
Womens Aid Caring Dads Transfer			11,597	11,597	0
Invoice write-off			2,478	2,478	0
		0	14,075	14,075	300

Note 9	<u>Governance Costs</u>	Unrestricted Funds £	Restricted Funds £	Total 2025 £	2024 £
Staff Costs - Reallocation		1,500.00		1,500.00	1,293.00
General Office Costs - Reallocation		800.00		800.00	640.00
Trustee Expenses		174.75		174.75	170.40
AGM & Annual Report Expenses		117.25		117.25	
Independent Examination Fee		660.00		660.00	500.00
		3,252.00	-	3,252.00	2,603.40

Note 10 **Support Cost Allocation**

Costs are charged to the activities Fundraising, 'Supporting Families with Children' and Governance on the following basis:

Third Party Costs and Charges

On a direct cost allocation to the appropriate individual activity.

Support Salary Cost

A detailed assessment is undertaken of the time spent by employees on the separate activities and the cost is allocated accordingly.

General Office Costs

All appropriate office costs were aggregated and a share allocated to fundraising and governance based on the ratio of their allocated salary cost.

Allocation of costs over individual funds

Costs within each expenditure category are allocated to specific funds consistent with the terms and conditions under which the donor gave the grant.

Note 11**Net income/expenditure**

This is stated after charging:

	2025	2024
	£	£
Independent Examination Fee	660	600
Depreciation	547	1,750
	<u>547</u>	<u>1,750</u>

Note 12**Staff Costs and Numbers**

	2025	2024
	£	£
Salaries	272,590	254,810
Employers National Insurance	24,574	18,474
Pension incl enhanced pension	6,105	5,804
	<u>303,269</u>	<u>279,088</u>

	2025	2024
Average number of persons employed	8	8
Average full time equivalent	6	6
Sessional Workers	2	3
No employee earned in excess of £60,000 (2024 - nil)		

Note 13**Trustee Remuneration & Related Party Transactions**

	Number	2025	Number	2024
		£		£
Trustee Travel & Parking	0	0	0	0
Trustee Insurance	all	174.75	all	170.4
Trustee Training & Conferences	0	0	0	0
		<u>175</u>		<u>170</u>

No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year (2024- Nil).

Note 14

Taxation

As a Charitable Company, Home-Start Sutton is exempt from tax on income and gains arising from its charitable activities.
No tax charges have arisen for the Charity in 2025 (2024 - Nil)

Note 15

Tangible Fixed Assets

	Office and Computer Equipment £
Cost	
1 Apl 2024	14,207.33
Additions	
Disposals	0.00
31 Mch 25	<u>14,207.33</u>
Depreciation	
1 Apl 2024	13,659.86
Charge for year	547.47
Disposals	0.00
31 Mch 25	<u>14,207.33</u>
Net Book Value	
As at 31 March 2025	<u>0.00</u>
As at 31 March 2024	<u>547</u>

<u>Note 16</u>	<u>Debtors</u>	2025	2024
		£	£
	NHS SWL	13,270	11,177
	LBS Dom Violence (Cranstoun)		1,349
	Sutton Vol Centre (Young Ldns)		2,478
	SGN	3,169.89	
		<u>16,439.89</u>	<u>15,004.00</u>

<u>Note 17</u>	<u>Deferred Income</u>	2025	2024
		£	£
	Restricted Funds		
	The National Lottery		
	Connecting Families	9,236	9,115
	Families in Temp Accom (POD)	1,193	1,193
	Parenting Support	9,988	9,963
	Advocacy		8,000
	Pears	3,000	
		<u>23,416</u>	<u>28,271</u>

<u>Note 18</u>	<u>Creditors and Accruals</u>	2025	2024
		£	£
	Unrestricted Funds		
	Redundancy Provision	34,234.11	37,241
	Independent Examiner	660.00	600
	Other Sundry Accruals	3,656.19	1,856
		<u>38,550.30</u>	<u>39,697.50</u>

Note 19**Fund
Balances**

	Opening Balance 1.4.24 £	Incoming Resources £	Resources Expended £	Transfers between funds £	Closing Balance 31.3.25 £	In Year Balance £
Restricted Funds						
The National Lottery						
Connecting Families	29,682	110,350	(115,113)		24,920	(4,762)
BBC Children In Need	(242)	0	0		(242)	0
Womens Aid Caring Dads	11,597	0	(11,597)		0	(11,597)
LB Sutton Children with Disabilities	0	2,781	(2,781)		0	0
LB Sutton Domestic Violence	(11)	9,151	(10,497)		(1,358)	(1,346)
Advocacy	2,764	32,000	(29,273)		5,491	2,727
Young Londoners Bridging the Gap	170	0	(2,478)		(2,308)	(2,478)
City Bridge LCRF Wave 5	(0)	0	0		(0)	0
LB Sutton Childrens Wellbeing	4,452	0	0	(4,452)	0	0
LB Sutton Families in Temp Accom (POD)	(13,825)	14,310	(16,787)	4,452	(11,850)	(2,477)
Sutton Giving Maternal Journal	(561)	0	0		(561)	0
Rebuild Maternal Journal	10,613	0	0	(10,613)	0	0
Rebuild Esteem	3,050	0	0	(3,050)	0	0
Moving On Together	(3,835)	3,000	(9,022)		(9,856)	(6,022)
Parenting Support	(16,608)	30,388	(34,753)	13,663	(7,309)	(4,364)
Community Action Sutton Lunch and Play	6,173	0	(391)		5,782	(391)
Big Hopes Big Futures	670.5	0	0		671	0
Garfield Weston	0	0	0		0	0
SWL	4,145	39,808	(42,450)		1,503	(2,642)
	38,235	241,789	(275,142)	0	4,883	(30,710)
Other Restricted Income						
Unrestricted Funds						
General	45,548	41,802	(80,888)	75,000	81,461	35,913
Designated Development *	125,000	0	0	(75,000)	50,000	(75,000)
Total	208,783	283,591	(356,030)	0	136,344	(69,797)

* Development Fund to Secure and Inbed Perinatal and Infant Mental Health Services and contribute to staff and volunteer training

Note 20**Analysis of Net Assets Between Funds**

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total 2025 £
Restricted Funds				
The National Lottery Connecting Families				
BBC Children In Need		34,157	(9,236)	24,920
Womens Aid Caring Dads		(242)	0	(242)
LB Sutton Children with Disabilities		0	0	0
LB Sutton Domestic Violence		0	0	0
Advocacy		0	(1,358)	(1,358)
Young Londoners Bridging the Gap		5,491		5,491
City Bridge LCRF Wave 5		0	(2,308)	(2,308)
LB Sutton Childrens Wellbeing		(0)	0	(0)
LB Sutton Families in Temp Accom (POD)		0	0	0
Sutton Giving Maternal Journal		(10,657)	(1,193)	(11,850)
Rebuild Maternal Journal		0	(561)	(561)
Rebuild Esteem		0		0
Moving On Together		0		0
Parenting Support		0	(9,856)	(9,856)
Community Action Sutton Lunch and Play		2,679	(9,988)	(7,309)
Sutton Nursing Association		5,782	0	5,782
Big Hopes Big Futures		0	0	0
Garfield Weston		671	0	671
SWL		0	0	0
		1,503	0	1,503
Other Restricted Income	0	39,382	(34,499)	4,883
Unrestricted Funds		0	0	0
General Designated Development	0	108,229	(27,468)	81,461
		50,000		50,000
	0	198,311	(61,967)	136,344

STAFF AND VOLUNTEERS

Employees and volunteers who have contributed to the success of Home-Start Sutton in the period under review:-

Staff

Alberta Atkinson	Chief Executive Officer (started Aug 2023)
Joanne Atkins	Family Group Co-ordinator
Bev Daines	Family Support Co-ordinator
Clare Daley	Group Worker
Rachel Davey	Family Support Co-ordinator
Charlotte Donovan	Finance and Business Support Officer
Kim Farlow	Senior Family Support Co-ordinator
Chantal Hayden	Family Support Co-ordinator
Gayle Sawyer	Family Support Co-ordinator

Volunteers

Alison Bardon	Lorraine Finan	Natasha Osborne
Particia Bhandari	Dawn Forbes	Charleen Parker
Sandra Board	Miranda French	Dorothy Parker
Fran Boto	Felicity Hamlin*	Victoria Presswood
Diana Broad	Samantha Hansford*	Andrea Rivers
Andrea Buckley	Denise Haseler	Michele Rivers
Camiya Chacko	Sue Holley	Lesley Roberts
Elaine Childs	Alison Holloway*	Mercedes Robinson*
Sue Childs*	Coleen Huggett*	Philippa Simmonds*
Emma Clements	Anna Hunt	Susan Simpson
Elaine Clifford	Dinaz Irani	Eloise Skipper*
Katie Connaire	Pamela Manisier	Margaret Ann Smith
Amber Cox	Gill Marchbank	Jane Swindle
Valerie Davis	Karen Mason	Aysegul Takimoglu*
Fiona Denton	Sara McManus*	Anne-Marie Taylor
Denise Earwicker	Uzma Mobin	Mike Taylor*
Cayce Eastwood	Dawn Moriarty	Tene Teegelman*
Angela Christopher-Ejemba	Sara Moumouris*	Phyllis Thompson*
Joanna Elgarf	Lisa Murray*	Lorraine Thrower
Sue Elson*	Uzma Mobin	Zinnat Toorabally*
		Jo Jo Tsitropoulou*
		Lesley Turner
		Jonathan Vickery
		Lynn Wallace
		Patricia Wang Ho*
		Kate Webber
		Fiona Webster
		Kelly Whetran
		Justine Wight

Peer Advocates

Mags Fox
Sue Holley
Paul McCarthy

Cherry Wong
Gill Wong *
Helen Wright
Veronia Yeung
Bonita Zammit

***denotes leavers in period**

ACKNOWLEDGEMENTS

As we close this financial chapter, we want to express our deepest thanks to our funders, infrastructure support, and partners. Your incredible support, guidance, and contributions have been a vital part of our journey for 40 years, enabling us to achieve our goals of supporting families with children under 5 who are facing various challenges, promoting the welfare of young children and ensuring they have the best possible start in life.

We would like to say a special thank you to National Lottery, without this funding we would not have the stability of core funding for which all other funding and support can be attributed. From all the families we support, staff and Trustee's Thank you!



We are particularly grateful for the crucial role played by our partners and countless others who have made a significant difference to the lives of families in Sutton.



In addition to those listed previously who have donated money or funded Home-Start Sutton projects , we would like to thank the following for their support: -

Anne Dodwell
Benevity
Bob Watson
Christ Church Sutton
Church of the Good Shepherd
Easy Fundraising
Fiona Webster
First Give
Home-Start UK
Fran Boto
Hannahs Flowers
Holy Trinity Church, Wallington
Jean Quested & Rupert Quested
John Lewis Partnership
Malcome Booth – Trinity Church
Marian Idles
Morrison's Sutton
Pia Jaime
PlayWise
River Church Sutton
Riverside Centre
Rotary Club of Sutton and Cheam
Shona Newmark
St Oswald's Church Cheam
St. Patrick's Church Wallington
Sutton Children's Centres
Sutton Carers Centre
Sutton Foodbank
Sutton Health Visiting Teams
Sutton Mental Health Foundation
Sutton Nursing Association
Sutton South Hello Club
Sutton Vineyard Church
Sutton Women's Centre
Tesco Purley
The Grange Children's Centre
Union of Catholic Mothers
Wallington Baptist Church

Accounts



Annual Report & Financial Statements

31st March 2024



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Charity Number 1104960

Company Number 05165417

Principal Office and Registered Office

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Email admin@homestartsutton.org.uk

Trustees	Fran Boto	Chair
	Jenisan Kulendiran	Treasurer
	Michele Rivers	
	Kathy Pelc	
	Louisa Asgill	
	Paul McCarthy	
	Camiya Chacko	
Karen Mason		

Company Secretary Alberta Atkinson

Scheme Manager Alberta Atkinson

Independent Examiner

Philip Warner
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London
SW19 6ER

Bankers

Co-operative Bank plc
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Southway
Skelmersdale WN8 6WT

Charities Official Investment Fund
80 Cheapside
London EC2V 6DZ

Advisors	Shona Newmark	Employment Law Advisor

Personnel Sub-Group – Janet Mountford – Chair

Louisa Asgill
Fran Boto
Jenisan Kulendiran
Paul McCarthy
Michele Rivers

Forward Planning Group - Fran Boto – Chair

Louisa Asgill
Jenisan Kulendiran
Paul McCarthy
Michele Rivers
Karen Mason
Alberta Atkinson

Fundraising Sub Group – Paul McCarthy - Chair

Michele Rivers
Camiya Chacko
Karen Mason
Alberta Atkinson
Emma Clements (member)
Sue Holley – Volunteer
Charlotte Donovan

Chair's Report April 2023- March 2024

This has been yet another extraordinary and busy year in the life of Home-Start Sutton. As I write this, we are approaching our 40th anniversary in August, a mark of both resilience and tenacity and a true cause for celebration.

Change continues to be something with which to both grapple and embrace. In August our CEO Daniel left for new horizons and we are grateful for his hard work in helping to secure our National Lottery funding. At the same time, we were joined by Alberta as CEO who brought with her experience of both working in the charity sector and on commissioning, including working for Together in Sutton. She provides us with valuable fresh insights and energy. We are enjoying her passion for making Home-Start Sutton a standout presence in the borough, able to flex as needs require. We should not underestimate the impact of so much change on a very stable and now quite long-standing staff team and the Trustees are grateful that the staff keep on going with commitment to their families and are keen to see them contribute to our adaption to an ever-changing landscape. The staff/trustees/volunteer away day, April 2024, was something we have not had for a long time and shows an appetite for co-production and looking forward.

At the AGM in November 2023, we said our final goodbye to Janet Mountford, ex chair of 10 years, who remained on the board for one more year to share her experience. We are sad to say goodbye to Louisa Asgill who has had to stand down due to personal commitments and we hope to have her back one day when she has more capacity as we miss her legal brain and attention to detail!

We were delighted to welcome Andrea Buckley on to our board of trustees who talked at the AGM of how she was helped by her volunteer and our organization when she was experiencing difficulties when her son was very young. It is a privilege to have her insights and experience to help us make our decisions on the Board. We are also feeling very fortunate to have recruited new trustees with both a wealth of experience in the public service and finance sectors. Of course, we also extend a big thank you to existing trustees for their long-standing commitment to attending meetings, reading paperwork and taking responsibility for the areas which we have agreed together play to their strengths and interests. Being treasurer of a charity always bears a particularly weighty responsibility, and we are grateful to Jenisan for his continued commitment. We are also grateful for the Fundraising Committee which consists of staff, trustees, volunteers and members.

Capacity and sustainability are always on our minds in Home-Start Sutton. We were sorry to see Emma Clements, Volunteer Recruitment Coordinator leave in May 2023 and the gap she left was palpable. Only recently have we had the guarantee that we can apply for a similar post but as yet only on a very short-term contract. This post is crucial to our organization and the capacity for other staff is really stretched without it.

Whilst we were delighted to be awarded National Lottery Funding which started in September 2023 and then South West London NHS funding at the beginning of 2024, we continue to rely every third month on our reserves which is not a sustainable option. We have some smaller contracts with the London Borough of Sutton – small in terms of monetary value but not impact! We would dearly love to work with the Borough in a much more visionary way as strategic partners looking for and responding to need. We believe we have the experience, know-how and the relational aspect to our work which is the key factor.

Our volunteer network is really our unique strength so thank you to all the volunteers reading this. This combined community capital is hard to put into pounds and pence, but we are certainly going to try to do this by gaining a place at free workshops by Pro bono Economics! This year we have ensured that we have much more presence ‘at the table’ in all kinds of networks in Sutton and have made a concerted effort to improve our data collection and analysis, recognising that this is key to both detecting trends and proving our impact.

At this point in my report last year, I looked back at what Home-Start Sutton is really all about despite the uncertainties which can cause those odd worries in the middle of the night! A perfect example comes to mind. I was in the office working on some fundraising ideas for our 40th celebration when there was a bit of a rumpus at the door. A mum who actually used our services years ago was in extreme distress due to something which had occurred with her daughter. Staff dealt with the whole situation calmly, empathetically and with no judgement. They realized that there were safeguarding implications, and they dealt with this in absolutely the right way with no emotional responses clouding their judgement. They were able to do this because of the trust working with this family had engendered. I was proud! We have a responsive service which our community recognizes, a wealth of experience and the ability to ‘think on our feet’. As usual I have attended a few fetes, fundraising events where inevitably you will come across a family who will say things like the following. Our auditor from Home-Start UK was told this on his visit:

Home-Start has changed my life. I cannot thank everyone enough for the support and love. It's like one big family.

We are not perfect! We have steps to fulfil in our audit to make sure we are fully 'signed off' but they are all doable and relate to showing clearly that we are compliant, as in crossing the t's and dotting the i's. Our 40th year is a time to take just a little time to celebrate the past and give thanks to all the people who have supported us but it is also time to look to the future. We still have the unfinished business of setting up some kind of sustainable support for dads in the borough and in launching a response to national research on poor perinatal experience for parents and in particular mothers from black and ethnic minority groups. Onwards and upwards.

My heartfelt thanks go to all staff and volunteers, all members, donors, organizations who take us under their wing and offer support, and all families present and past as we continue on this incredible journey.

Fran Boto Chair-person

The Trustees are pleased to present the report and financial statements of Home-Start Sutton for the year ended 31st March 2024. The report explains the activities of the charity that have made a significant contribution to the charity's purpose and provide public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Home-Start Sutton was incorporated by guarantee on 29th June 2004. It has no share capital and is a registered charity. In the event of the company being wound up the guarantee of each member is limited to £1. The governing document is the Memorandum and Articles of Association of the company and members of the Board of Trustees are the directors of the company. The reference and administrative details of the charity are set out on page 2.

Appointment of Trustees

Under the Memorandum and Articles of Association the Trustees are elected at the Annual General Meeting. The Trustees appoint the officers of the charity (Chair, Vice-Chair, Treasurer and Secretary). The Trustees may subsequently co-opt any person duly qualified to be a Trustee and that person will hold office until the next Annual General Meeting.

Officers and Trustees are elected to serve for a period of three years after which they must retire and can offer themselves for re-election at the next Annual General Meeting. All Trustees must be members of Home-Start Sutton.

The full complement of the Board of Trustees is 10 people. Whilst it is the charity's goal to maintain a full complement of Trustees, vacancies can exist as the charity endeavours to find suitable candidates. Trustees are sought in a variety of ways, including recommendations from existing Trustees, staff and supporters. When seeking new Trustees, the Board carefully considers the skills and knowledge needed to support the on-going development of the charity and to that end seeks people with relevant experience and expertise. Potential Trustees are scrutinised by two officers of the charity and are subject to interview.

Trustee Induction and Training

New Trustees undertake an induction programme with the Manager of the charity. This programme explains their duties and responsibilities as a Trustee and includes a tour of the office and an overview of the operations of the charity. Each year the Trustees, along with all the staff

and volunteers undertake mandatory Safeguarding Training. On-going training is available to the Trustees through the Home-Start UK national organisation, Community Action Sutton and appropriate ad-hoc training courses as identified by the charity or individual trustees.

Trustee Responsibilities

The Trustees (who are also directors of Home-Start Sutton for the purposes of company law) are responsible for preparing the Trustee Annual Report and Financial Statements in accordance with applicable law and United Kingdom generally accepted accounting practice (UKGAAP).

Company law requires that the Trustees prepare financial statements for each financial year that 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 income and expenditure, for that period. In preparing these financial statements, the Board of 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 there is a reasonable expectation that the charity will be unable to continue in operation.

The Board of Trustees is responsible for keeping proper accounting records. These must 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Company law also requires that the Board of Trustees pay due regard to the public benefit guidance published by the Charity Commission and have a duty to achieve the purposes of the charitable company. In setting the charity's objectives, planning its activities and reviewing all proposed activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees review and approve the annual budget and periodically review the financial performance and reports of the company to ensure that it is operating in a manner consistent with achieving its purposes. In addition, the Trustees are of the opinion that the policies and procedures in place are sufficiently robust to ensure that the company achieves its purpose.

A scheme of delegation is in place and day-to-day responsibility for the running of the charity lies with the Scheme CEO, Alberta Atkinson. As such, she is responsible for operating within the framework of the policies, forward planning and budgets to ensure the charity delivers the services specified and achieve its key performance indicators. In addition, the CEO is responsible for individual supervision of the staff team and ensuring that both the staff and the scheme volunteers continue to develop their skills and working procedures consistent with best practice. In turn the CEO of the charity is subject to bi-annual performance review with the charity's Chair.

Trustee Meetings

Full Board of Trustees meetings are held six times per year to review and agree major areas of policy and business activity and to oversee the operational performance of the charity. Key Performance Indicators, Treasurer's Report and Risk Assessment are reviewed at every meeting and staff members attend the meetings on a rota basis to give the Trustees an update on the recent achievements and activities in their area.

In addition to the Trustee meetings, there are regular meetings of the Fundraising subgroup and Personnel and Forward Planning Group. This group is charged with the development of long-term strategy for Home-Start Sutton and the management and support of the staff and personnel resources. Given the recent precarious funding situation, the group has continued to meet regularly to determine short-term resources and planning services and staffing resources accordingly. This group currently comprises the chair, Fran Boto, Louisa Asgill, Jenisan Kulendiran, Paul McCarthy and Michele Rivers.

Related Parties

Whilst Home-Start Sutton is an independent charitable company it is affiliated to Home-Start UK, the national umbrella organisation for UK Home-Start schemes. Consequently Home-Start Sutton has signed up to a national Home-Start agreement and works to the national organisation's standards and methods of practice. These standards commit the company to regular reviews of its operating procedures and subject the company to periodic audit reviews by the national organisation to ensure that the charity is conforming to the national procedures. Additionally, as an affiliated scheme Home-Start Sutton benefits from the umbrella organisation's expertise and advice as regards new legislation, regulations and internal control procedures and Home-Start Sutton Trustees, staff and volunteers are able to take advantage of the comprehensive range of training courses run by the national organisation. In addition, we are a member of Home-Start London which also gives us access to advice, networking and possible funding opportunities.

Risk Assessment

The Board of Trustees has reviewed the major risks to which Home-Start Sutton is exposed and is satisfied that systems have been, or are being established, to manage these risks.

The charity continues to review its procedures and policies to ensure that they are consistent with those best practices identified and documented by Home-Start UK, the national organisation. In addition, it continues its focus on the following items:

Risks to Future Funding: The funding situation for Home Start-Sutton remains of longer-term concern. The scheme needs to continue to concentrate efforts on securing sustainable funding streams. There are limited independent funding bodies supporting Home-Start activities. The current availability of funds to manage our core service is still a challenge as funders and trusts often have their own priorities whilst, the demand for funding to meet the needs of the families we support is exacerbated by the cost-of living crisis and an increase in demands across the sector.

The charity is therefore ever more mindful of the need to diversify funding streams and sources to minimise risk to overall operations.

Home-Start Sutton continues to work closely with the London Borough of Sutton (Children's Services, Public Health, Health Services and Primary Care Networks) and to target grant making trusts.

The charity continues to work with Home-Start London, a consortium of 16 London Home-Start schemes, together supporting approximately 6,500 families and 9,500 children every year. Over the year there has been a focus on the potential for London-wide funding opportunities.

The charity continues to actively seek corporate sponsorship and hold various sponsorship, sales and fundraising events locally to bring in sufficient monies to fund activities.

Checks and Controls for our main risks include:

1. **Disclosure and Barring Checks:** Trustees, staff and volunteers are subject to enhanced Disclosure and Barring checks in line with Home-Start UK policies.
2. **Staff and Volunteer Training:** Ensuring that all staff and volunteers are properly trained, supported, supervised and motivated as they carry out their work for the charity.
3. **Internal Controls:** Ensuring that internal control risks are minimised by following procedures that require all transactions to be correctly authorised and recorded in the accounts of the charity.
4. **Home Start UK Quality Assurance Accreditation:** Ensuring we maintain high quality practices, systems and procedures. We continue to demonstrate compliance with the requirements in the Home-Start Agreement and Handbook.
5. **Safeguarding:** Ensuring that proper procedure and controls are in place to be able to identify and action instances of alleged or suspected abuse that come to the attention of Home-Start Sutton. Staff and trustees access local multi-disciplinary training and refreshers as well as Home-Start UK safeguarding training in line with policy guidelines. A key element of the procedures is the on-going biennial training of all Trustees, staff and volunteers in the Safeguarding and Protection of Children.
6. **Code of Conduct:** Signed annually by all trustees, staff (including agency staff), volunteers, students and those working pro-bono for the charity. This extends to self-employed contractors or associates/consultants too. It ensures that we are all aware of our responsibilities and expectations in supporting families and children. It is introduced to new trustees, staff and volunteers as part of their induction and indicates that we fully understand and are committed to Home-Start's Policy and procedures for Safeguarding and Protecting Children.
7. **Legal Costs Cover:** Ensuring the maintenance of adequate insurance cover for the scheme to provide cover for employees, Trustees and volunteers carrying out work for and on behalf of Home-Start; this includes any claim resulting from alleged or actual abuse.

- 8. Accommodation:** There remains the risk that were the charity to have to move offices it would have to pay a more expensive market level rent. This is not considered imminently likely whilst the charity is seen as providing valuable family support to Sutton residents. The charity remains open to conversations with other local organisations and networks regarding co-location, dependent on favourable financial and operational considerations.

Membership

Membership is open to all who support the objects of the charitable company. As of 31st March 2024, there was 53 such members.

Valuing Volunteers and Benefit in Kind

During the year Home-Start Sutton worked with 84 volunteers. This included home visiting volunteers, office volunteers, group volunteers and peer advocates.

84 volunteers (2023 – 99 volunteers) Home visiting volunteer each giving between 2 to 3 hours weekly, office and group volunteers each giving around 4 hours a week. All volunteers working an average of 3.5 hours a week for 46 weeks and using standard pay rates for similar grades of staff of £15.00 per hour, the value of the benefit in kind applicable to the charitable activity was as follows: -

	2024	2023
Charitable activity - "Supporting parents with children"	£ 202,860	£240,295

MISSION, OBJECTIVES AND ACTIVITIES

The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit and complied with section 17(5) of the 2011 Charities Act when reviewing the charity's aims and objectives and in planning its future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set, specifically taking into account the perceived needs in London Borough of Sutton and of the support services being supported and funded by individuals, grant bodies and the local authority.

Mission

Home-Start Sutton provides practical and emotional support to vulnerable families with children under five, living in the London Borough of Sutton, actively enabling parents to give "the best start" to their children.

Objectives

In the year under review the main charitable objectives of Home-Start Sutton for the public benefit are to: -

- safeguard, protect and preserve the mental and physical health of children and parents of young children;
- Be a part of the team to help minimise and detect promptly the cruelty and maltreatment of children;
- relieve sickness, poverty and need amongst children and parents of young children;
- promote the education of the public in better standards of childcare within Sutton and its environs; and
- undertake or participate in child and parent related activities that support the viability of the company and enhance the delivery of the existing services around Sutton.

In order to achieve this Home-Start Sutton needs to: -

- recruit, train and manage suitable volunteers to allow one-to-one support to families in their own home or in the community;
- have sufficient resources to fund the service and achieve the scheme objectives;
- offer a quality service that is valued by both parents and funding bodies;
- employ, train and motivate staff so as to provide the target services;
- be able to recruit Trustees with the relevant skills to manage the charity in its achievement of its long-term objectives;
- ensure that the expertise and knowledge within Home-Start Sutton is leveraged to its maximum potential with central and local organisations working in Sutton; and
- ensure that all staff, volunteers and Trustees are regularly trained in and fully conversant with latest safeguarding regulations and procedures.

Activities:-

Our delivered core charitable activities were:

1. **Supporting parents with children**, Home-Start Sutton seeks to increase the confidence and independence of the family through the provision of a home-visiting service and appropriate family support groups and training. The support is targeted at families who have at least one child or children under the age of five and are resident in the London Borough of Sutton.

The support was given by a core of 8 part-time staff, 1 Creche worker, 2 sessional Play Workers and supported by a network of 84 volunteers who work to the following standards and methods of practice by: -

- visiting families in their own homes where the dignity and identity of each individual can be respected and protected;
- reassuring parents that difficulties in bringing up children are not unusual and encourage enjoyment of family life;
- developing a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs of individual families;

- offering support, friendship and practical assistance;
 - encouraging the parents' strengths and emotional well-being for the ultimate benefit of their own children; and
 - encouraging families to widen their network of relationships and to use effectively the support and services available within the community.
2. **Connecting Families** – The National Lottery funding until 2027 enables Home-Start Sutton to continue our core service with a primary focus of reducing isolation in families with young children. The funding has enabled the staff to run:
- 2.1 Two Family Groups** providing weekly groups to support isolated families. A general family support group for parents and under 5's and the second group is **Tea and Tots**, focussing on mums and babies under 2 years.
- 2.2 Perinatal Support -Bringing Mums Together**, alongside Sutton Mental Health Foundation. The sessions were aimed at isolated mums who have mild to moderate mental ill-health.
3. **London Borough of Sutton Funded projects-** Sutton Children's Services and Public Health commissioned Home-Start Sutton to provide support for families to improve family resilience as part of an Early Help support package. These projects include:
- 3.1 Parenting Support and Circle of Security Parenting Course-** The service provides volunteer peer befriending and mentoring support to local families, emotional and practical support to parents, and deliver COSP parenting programmes. This support has enabled parents to develop confidence in their parenting skills, strengthen their relationships with their children, and widen their links with the local community. Working in partnership with Sutton Children's Centre supports our referral pathway and ensures families can promptly access the service. Funding for this service is on an annual contract.
- 3.2 Sutton Parent2Parent Independent Advocacy Service** -Offers support to parents who are going through the child protection process or facing a Child in Need Conference. The support is intensive over 2 to 3 meetings, provided by peer advocates who have experience of the child protection process. The service achieves a great deal in facilitating and enabling parental engagement in the child protection process, bridging the gap between the statutory services and the family for the ultimate benefit and well-being of the children/young people. Direct feedback from parents, social workers and conference chairs has been extremely positive. The LBS values the service but will be unable to continue funding to beyond March 2025 due to budget pressures. The decommissioning process will start in 2024 with the hope that Children's Services and Chairs will providing support to vulnerable families going forward.
- 3.3 The Pod** temporary accommodation project providing a **weekly** drop-in one-stop-shop for parents with children under 5's living in temporary/emergency accommodation, at the Dolphin, Sutton on every Friday in term time. Staff and partners provide information, someone to talk to and 1:1 support to families who attend the drop-in whilst a qualified Playworker provides much needed play for the children. The sessions are supported by the Welfare Reform Team, Social Prescribing, Encompass and health colleagues.

4. **Transform Partnership- Nurturing Parent**–We are part of a partnership to provide a comprehensive domestic abuse service in Sutton. We are contracted to deliver two 11-week courses for parents and their children under 5 impacted by domestic abuse and to attend the One Stop Shop- a drop in advice and support service for people who have/are experiencing DV. This work aims to provide nurturing input for parents focussed on addressing their own and their children’s emotional needs and direct support to the children through 1:1 and group play. Unfortunately, we will not continue in the partnership beyond October 2024 as the service is being recommissioned with a much lower budget.
5. **Moving on Together** a joint project with PlaywWise, offering a comprehensive post-diagnosis service to families with a child who have just received a diagnosis of additional needs. Home-Start provide training and support to parents with lived experience of having a child with an additional need who then provide 6 months of home-based 1:1 support to parents referred.
6. Additional **activities** include: Food and Essential Cupboard- from donations from local churches and community groups we provide help with food, toiletries and essential goods for families in need as well as support to access grants for household items.
7. **Trips and Events**- We organised Summer outings to places such as to Bocketts Farm, trampolining and picnics for our families and a Christmas Party with Santa and gifts for all the children donated by local organisations.

ACHIEVEMENTS AND PERFORMANCE

Key achievements of Home-Start Sutton in the delivery of its charitable activities in 2023/24 for the public benefit are recorded in the Chair’s report.

ANNUAL INFORMATION OUTCOMES UPDATE 2022/2023

We supported **190 families** through the core services and **86** through advocacy. There were **344 children** in supported families.

This year we again have created a Social Impact Report to illustrate our outcomes. Please refer to this document for key outcomes information.

Ethnic Origin of Families and Volunteers

Ethnic Origin			Core Families Supported	Advocacy Families	Volunteers	Staff	Trustees
Asian	Indian		7	2	2	0	2
	Pakistani		9	0	1	0	0
	Bangladeshi		6	0	1	0	0
Other Asian Background			12	4	3	1	0
Black	Caribbean		6	2	2	0	0
	African		6	2	1	1	0
Other Black Background			7	1	1	0	0
Chinese or other ethnic group						0	0
	Chinese		6	0	4	0	0
Any other ethnic group			1	9	6	1	0
Mixed	Any mixed background		13	10	3		0
White	British		88	34	47	7	6
	Irish		1	2	2	0	1
Other White Background			10	0	11	0	0
Nil responses			14	20	0	0	0
	TOTALS		191	86	84	9	9

FINANCIAL REVIEW

Our turnover for the financial year ending 31st March 2024 was £205,446 (£290,732 in 2022/23) against which we had expenditure of £303,893 (£343,020 in 2022/23). The Income and Expenditure Account showed a deficit of £98,447. Our Unrestricted – General Reserves is £49,692, and Unrestricted – Designated Development Fund is £125k and Restricted Funds £38k.

We were pleased to be awarded the National Lottery fund in 2023/24 which will stabilise the service for 4 years. Although the funding enabled us to continue our work it does not cover the entire cost to run the service. We were hopeful of usual funding from Children in Need, but we were unsuccessful in our applications due to the huge volume of applications they received. This reflected the success across other Home Starts, with fewer successful applications for this funding.

We have sought several smaller grants, some of which have been successful but not enough to close the financial gap.

The financial concerns are compounded by budget pressures experienced by the local authority. Several of our funding/grants with LBS are on fixed term 12 months contracts, which makes it difficult to plan and stabilise staff and projects.

Whilst we grappled with our finances the need of families continues to be complex due to the cost of living crisis, and challenges in access and availability of services that meet their needs. Several of our existing projects would benefit from ongoing and stable funding as they continue to provide important support to families. Discussions will be continuing with grant givers to secure continuation funding.

The biggest contributor to our restricted grant funded income of £240k was the National Lottery for the Connecting Families Project (£72k) and the SWL Health Inequalities fund of £36,400 (£11,177k in 2023-24).

We were successful in securing/renewing funding for several projects during the year including Advocacy (£32k), Transform DV (£10k), Garfield Weston (£20k), LBS Parenting Support (30k), Community Action Sutton (£5k), LBS Temporary Accommodation 'The Pod' (£14,300), Rebuild Maternal Journal (£1,700), Rebuild Esteem (£1,900), Moving on Together (£3k).

We had a number of successful fund-raising events during the year, such as a Quiz night, Charity Walk and Wine Tasting. We were also very fortunate that Lexus Nexus Sutton branch chose us as their charity of the year and raised £9,687 to support our services. We were chosen by the Cheam & Sutton Rotary Club President as one of her nominated charities. We received over £400 from this, and also received £1,750 from the Church of Good Shepherd Christmas Fair. We also received a large number of generous donations which helped support our families through the year. Income from general donations and fundraising amounted to a magnificent sum of £29,238 and we are, as ever, very grateful to all our benefactors.

2023/24 was a very busy period, with a new CEO, Quality Assurance Audit, contract negotiations, fundraising whilst supporting our families and volunteers, running several groups and training courses, but due to the dedication of our staff team, good financial management and the generosity of our benefactors the financial year ended with several accomplishments.

Looking forward, the financial year 2024/25 is expected to be another busy and very challenging year. This is mainly because one of our major services is being decommissioned, a number are under threat of not being re-funded as well as the general pressures of funding across the charity sector. We understand the position of the charity and are forward planning for the stability of the organisation.

Reserves Policy

The core purpose of the charity is to provide its "Supporting Families with Children" activities to families experiencing difficulties that have (a) a child below five years of age and (b) live in the London Borough of Sutton.

As such the trustees have set a reserves policy whereby: -

- reserves are maintained at a level which ensures that Home-Start Sutton could continue with its above core activity during a short period of unforeseen difficulty;
- reserves are such as to enable an orderly rundown of the charity, notably in assisting vulnerable client families' handover to other services, should Home-Start Sutton be unable to secure income to continue with its activities; and
- a proportion of reserves are maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of the scheme's planning, budget and forecast cycle. It takes into account risks associated with: -

- the current economic environment;
- each stream of income and expenditure being different from that budgeted;
- the planned activity level;
- the organisation's commitments;
- the organisation's structure and its ability to meet child safeguarding, financial and other regulatory requirements; and
- new activities having different set-up costs, take-up and payment terms to that previously undertaken by the charity.

The Trustees periodically examine HomeStart Sutton's requirement for reserves in the light of past experience and the current risks faced by the organisation. Generally, when the charity has ongoing funding for much of its activities, the Trustees consider an Unrestricted General Reserve equivalent to three to six months normal expenditure is appropriate, namely between £75k and £150k. The General Unrestricted Reserve on 31 March 2024 was £174,692. Of this, £125,000 was established as an Unrestricted Designated Development Fund from the Sutton Women's Aid donation.

Investment Policy

Payments to Home-Start Sutton are generally quarterly in advance and as such, there are generally no funds available for long-term investment. Accordingly, having considered all the options available, the Board of Trustees have previously agreed that any surplus cash should be placed on short-term deposit. However, with the current level of reserve we will now look at the possibilities for further diversification of investments in order to achieve an improved interest return and to spread financial risk.

In selecting where to deposit the surplus monies Home-Start Sutton's first priority is to minimise risk and then achieve a reasonable return. Accordingly, the monies are currently placed on deposit with the COIF Charities Deposit Fund, a common investment fund which has an AAA credit rating from Fitch Ratings Agency in reflection of its low and diverse risk. Risk assessment criteria would be applied in deciding where to place any future investments. The charity remains aware of the need to monitor the performance and risk of investments especially during periods of financial market turbulence.

Appointment of Auditors

The Trustees are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that an independent examination is appropriate for the coming year.

The Trustees appointed Philip Warner as the Independent Examiner at the AGM 10th November 2021.

This report has been prepared in accordance with FRSSE SORP - Financial Regulation Standard for Smaller Entities Statement of Recommended Practice

Fran Boto
Chair Person

**Independent Examiner's Report
To The Trustees of Home-Start Sutton Charitable Company
Charity Commission Number 1104960**

For the year to – 31st March 2024

I report on the accounts of the charity for the year ended 31st March 2024, which comprise the statement of financial activities, balance sheet, statement of accounting policies and related notes. These financial statements have been prepared on the basis of the accounting policies set out therein.

This report is made solely to the Trustees as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of Trustees and Examiner

The charity's trustees 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 of the Charities Act 2011 (the Act) and that an independent examination is needed. The charity is preparing accrued accounts, and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Management Accountants.

Having been satisfied 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 Charities Act 2011).
- to follow the procedure laid down in the General Directions given by the Charity Commissioners (under section 145(5) of the Charities Act 2011); 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 Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiners Statement

In connection with my examination of the accounts of Home-Start Sutton for the year to 31 March 2024, no matter has come to my attention: -

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

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities (revised 2005) have not been met;

or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Warner

Chartered Institute of Management Accountants (8654555)

108 Augustus Road

London

SW19 6ER

Date: 26th September 2024

Home-Start Sutton
Registered Charity No 1104960
Statement of Financial Activities and Income & Expenditure Report
For the year to 31 March 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	2023 £
Income					
Donations and Fundraising	3	29,238	-	29,238	31,309
Investment Income	4	6,917	-	6,917	4,518
Charitable Activities: "Supporting parents with children" income	5	-	205,446	205,446	240,295
Other Income	6	-	-	-	14,610
Total Income		36,155	205,446	241,601	290,732
Expenditure					
Expenditure on raising funds	7	2,633	-	2,633	2,386
Expenditure on Charitable Activities	8	126,065	202,196	328,261	340,634
Total Expenditure		128,697	202,196	330,893	343,020
Net Income (Expenditure)		92,542	3,250	89,292	52,288
Net transfers between Funds	19	-	-	-	-
Net Movement in Funds		92,542	3,250	89,292	52,288
Reconciliation of funds					
Total funds brought forward at 1st April		263,090.0	34,985	298,075	350,364
Total funds carried forward		170,548	38,235	208,783	298,076

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

All incoming resources and resources expended derive from continuing activities.

Unrestricted Funds comprise

General Reserve	49,692
Designated Development Fund	125,000

Home-Start Sutton**Balance Sheet as at 31 March 2024****Company Registration Number 5165417**

	Note	March 2023 £	March 2022 £
Fixed Assets			
Tangible Fixed Assets	15	<u>547</u>	<u>2,297</u>
Current Assets			
Debtors	16	15,004	8,957
Prepayments		1,473	1,732
Short Term Deposits at COIF		91,082	194,165
Cash at Bank and in hand		<u>168,644</u>	<u>151,574</u>
		276,203	356,429
Liabilities: amounts falling due within 1 year			
Deferred Income	17	28,271	22,890
Creditors & Accruals	18	<u>39,698</u>	<u>37,761</u>
		67,968	60,651
Net Current Assets		<u>208,235</u>	<u>295,778</u>
Total Assets less Current Liabilities		<u>208,783</u>	<u>298,076</u>
Represented by:			
Funds			
Unrestricted - General	19	45,548	138,091
Unrestricted - Designated Development		125,000	125,000
Restricted Funds	19	<u>38,235</u>	<u>34,985</u>
		<u>208,783</u>	<u>298,076</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective January 2015)

**Home-Start
Sutton**

Notes to the Financial Statements

Note **Accounting**
1 **Policies**

a) Basis of Accounting

The Financial Statements are prepared under the historic cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015) issued in Jan 2015, and the FRSSE (Jan 2015)

b) Fund Accounting

The Charity has various types of funds for which it is responsible, and which require separate disclosure.

Restricted Funds Funds subject to specific restrictions imposed by the donor or the purpose of the appeal.

Unrestricted Funds Funds available for use at the discretion of the Trustees in furtherance of the objectives of Home-Start Sutton.

c) Income

All income included in the statement of financial activities as soon as Home-Start Sutton is entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary Income Comprises all income from donations and fundraising and is accounted for on a receivable basis.

Incoming Resources from Charitable Activities This consists of revenue grants receivable from donors in support of "Supporting Families with Children". Grants are

accounted for on an accrual basis and where unconditional entitlement is dependent upon fulfilment of conditions in a future accounting period, such income is credited to deferred income and accounted for as a liability.

**Investment
Income**

Comprises interest receivable on cash balances held in appropriate interest bearing deposits and benefits unrestricted reserves.

Donated Facilities The value of services provided by volunteers in respect of home-visiting, accounting and administration has not been included in these accounts.

**Home-Start
Sutton**

Notes to the Financial Statements

d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of Generating Funds Comprise the costs associated with attracting future income.

Charitable Expenditure Comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance Costs Include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

**e) Value Added
Tax**

The activities of the Charity are such that it is not registered for Vat and so all costs

are charged gross of Vat.

f)

Fixed Assets

Office Furniture & Equipment and Computer Equipment has been written off on a straight-line basis over 3 years.

Note 2

Legal Status

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Home-Start Sutton

Notes to the Financial Statements

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Note				
3	<u>Donations and Fundraising</u>			
Amazon	26.1	0	26	34.17
Anne Dodwell		0	0	275
Benevity	1965.7	0	1,966	0
CAF Regular Donors	2,684	0	2,684	3,011
Camiya Chacko		0	0	225
Carshalton Lavender Fields		0	0	0
Charities Trust		0	0	0
Christ Church Sutton	1,104	0	1,104	656
Church of the Good Shepherd	2,550	0	2,550	4,750
Cheam Consolidated Churches		0	0	0
Croydon Voluntary Action	500	0	500	0
Co-op LCF		0	0	0
Charity Walk for Peace		0	0	0
Easy Fundraising	145	0	145	171
Hannah's Flowers	120	0	120	
Homestart UK		0	0	0
Iceland Wallington		0	0	0
Jean Quested	220	0	220	240
John Lewis			0	2,000
Just Giving	2,007		2,007	780
Ladies 1959 Luncheon Club			0	50
Lexis Nexis Risk Solutions	9687	0	9,687	0
Ken Hindmarsh Legacy		0	0	0
Coffee Morning			0	1,058
Quiz Night		0	0	2,762
Mr & Mrs Webster		0	0	0
Mayors Charity		0	0	12,222
Pam Manisier		0	0	0
PayPal		0	0	0
Rotary Club of Cheam	450	0	450	0
Rotary Club of Nonsuch		0	0	0
Subsea 7		0	0	0
Sutton Cristian Centre		0	0	0
Sutton Women's Aid		0	0	0
T& KJ Haden-Scott		0	0	0
Tudor Trust		0	0	0
Virgin Money Giving		0	0	0

Wallington Baptist Church Holy				
Trinity	194	0	194	176
Waitrose		0	0	2,000
Wallington United Reformed Church		0	0	0
Woodcote Golf Club		0	0	0
Others	7,586	0	7,586	899
Total	29,238	0	29,238	31,309

Investment Income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
COIF Interest Income	6,917	0	6,917	4,518
	6,917	0	6,917	222

Incoming resources from "Supporting Parents with children" activity

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
The National Lottery Connecting Families		72,923	72,923	72,431
BBC Children In Need		0	0	22,333
Advocacy		32,000	32,000	32,000
LB Sutton Children with Disabilities		2,781	2,781	2,926
LB Sutton Domestic Violence		10,557	10,557	10,486
Young Londoners Bridging the Gap			0	12,390
Garfield Weston		20,000	20,000	0
SWL		11,177	11,177	0
City Bridge LCRF Wave 5		0	0	5,323
LBS Children's Wellbeing			0	1,667
LB Sutton Families in Temp Accom (POD)		14,311	14,311	784
Rebuild Maternal Journal		1,767	1,767	24,422
Rebuild Esteem		1,930	1,930	21,233
Moving On Together		3,000	3,000	3,000
Parenting Support		30,000	30,000	21,050
Community Action Sutton Lunch and Play		5,000	5,000	5,000
Big Hopes Big Futures		1	1	5,250
	0	205,446	205,446	240,295

Other Income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Sutton Nursing Association	0		0	300
HomeStart UK Volunteer Training			0	5,000
HomeStart Warrington			0	800
HomeStart UK Cost of Living			0	250
LBS Covid Grant			0	8,260
	0	0	0	14,610

Note 7	Fundraising Costs	Unrestricted	Restricted	Total	Total
		Funds	Total	Costs	2023
		£	£	£	£
	Staff Costs - Reallocation	2,200	0	2,200	2,200
	General Office Costs - Realloc		0	0	0
	Expenses	433	0	433	186
		2,633	0	2,633	2,386

Note 8 "Supporting parents with children" costs

	Unrestricted	Restricted	Total	Total
	Funds	Total	Costs	2023
	£	£	£	£
Group & Family Activities	2,664.32	3,872	6,536	7,574
Staff Salaries	119,510.45	155,152	274,662	288,434
Premises				
Costs	7,400.28	7,364	14,764	11,937
Staff & Volunteer				
Costs	5,345.93	3,877	9,223	8,010
General Office Costs	11,047.87	630	11,678	13,989
Bank Charges		0	0	0
Equipment		0	0	402
Depreciation	1,749.00	0	1,749	3,052
Membership & Affiliation	5,393.92	0	5,394	4,590
Governance				
Costs	2,603.40	0	2,603	2,647
Net contr to redund prov	1,651.00	0	1,651	0
Support Cost				
Allocation	(31,301.36)	31,001	(300)	0
	126,065	201,896	327,961	340,634

Home-Start Sutton																								
Note 7	Fundraising Costs	Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	restricted	Total	Total
		Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Rebuild Esteem	Connect From Start	Sutton Giv Mat Jnl	Parenting Support	BHBF	Moving On Together	Community Action Sutton Lunch and Play	LBS Child Wellbeing	CB LCRF Wave 5	Garfield Weston	SWL	Total	Costs	2023
		£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Staff Costs - Reallocation		2,200																				0	2,200	2,200
General Office Costs - Realloc																						0	0	0
Expenses		433																				0	433	186
		2,633	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,633	2,386
Note 8 "Supporting parents with children" costs																								
		Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	restricted	Total	Total
		Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Rebuild Esteem	Connect From Start	Sutton Giv Mat Jnl	Parenting Support	BHBF	Moving On Together	Community Action Sutton Lunch and Play	LBS Child Wellbeing	CB LCRF Wave 5	Garfield Weston	SWL	Total	Costs	2023
		£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Group & Family Activities		2,664.32	143							1,578				8			2,144					3,872	6,536	7,574
Staff Salaries		119,510.45	37,032		24,299	28,514		12,874		6,709				35,181		5,993					4,549	155,152	274,662	288,434
Premises Costs		7,400.28	2,677		2,835					1,163											690	7,364	14,764	11,937
Staff & Volunteer Costs		5,345.93	1,639		413	1,415								242			5				164	3,877	9,223	8,010
General Office Costs		11,047.87																			630	630	11,678	13,989
Bank Charges																						0	0	0
Equipment																						0	0	402
Depreciation		1,749.00																				0	1,749	3,052
Membership & Affiliation		5,393.92																				0	5,394	4,590
Governance Costs		2,603.40																				0	2,603	2,647
Net contr to redund prov		1,651.00																				0	1,651	0
Support Cost Allocation		(31,301.36)	1,750			3,000	2,781							1,870		600				20,000	1,000	31,001	(300)	0
		126,065	43,240	0	27,547	32,928	2,781	12,874	0	9,450	0	0	0	37,301	0	6,593	2,149	0	0	20,000	7,032	201,896	327,961	340,634
Note 8 "Other costs"																								
		Unrestricted	restricted	Total	Total																			
		Funds	Funds	Costs	2022																			
		£	£	£	£																			
Group & Family Activities			300	300	770																			
		0	300	300	770																			

Note 9**Governance Costs**

	Unrestricted Funds	Restricted Funds	Total Funds	2023
	£	£	£	£
Staff Costs - Reallocation	1293		1,293	1,293
General Office Costs - Reallocation	640		640	640
Trustee Expenses	170.4		170	123
AGM & Annual Report Expenses			0	91
Independent Examination Fee	500		500	500
	2,603	0	2,603	2,647

Note 10**Support Cost Allocation**

Costs are charged to the activities Fundraising, 'Supporting Families with Children' and

Governance on the following basis:

Third Party Costs and Charges

On a direct cost allocation to the appropriate individual activity.

Support Salary Cost

A detailed assessment is undertaken of the time spent by employees on the separate activities and the cost is allocated accordingly.

General Office Costs

All appropriate office costs were aggregated and a share allocated to fundraising and governance based on the ratio of their allocated salary cost.

Allocation of costs over individual funds

Costs within each expenditure category are allocated to specific funds consistent with the terms and conditions under which the donor gave the grant.

Note 11 **Net income/expenditure**

This is stated after
charging:

	2024	2023
	£	£
Independent Examination Fee	600	500
Depreciation	1,750	3,052
	<u>2,350</u>	<u>3,552</u>

Note 12 **Staff Costs and Numbers**

	2024	2023
	£	£
Salaries	259,958	259,958
Employers National Insurance	24,187	24,187
Pension incl enhanced pension	7,782	7,782
	<u>291,927</u>	<u>291,927</u>

	2024	2023
Average number of persons employed	8	8
Average full time equivalent	6	6
Sessional Workers	3	3

No employee earned in excess of £60,000 (2021 -nil)

Note 13 **Trustee Remuneration & Related Party Transactions**

	Number	2024	Number	2023
		£		£
Trustee Travel & Parking	0	0	0	0
Trustee Insurance	all	170.4	all	122.6
Trustee Training & Conferences	0		0	
		<u>170</u>		<u>123</u>

No Trustee or other person related to the Charity had any personal interest
in any contract or transaction entered into by the Charity during the year

Note 14 Taxation

As a Charitable Company, Home-Start Sutton is exempt from tax on income and gains arising from its charitable activities.

No tax charges have arisen for the Charity in 2023 (2022 - Nil)

Notes to the Financial Statements**Note 15 Tangible Fixed Assets**
**Office and
Computer
Equipment**
£
Cost

As at 1st April 2023	14,207.33
Additions	
Disposals	0.00
As at 31 March 2024	<u>14,207.33</u>

Depreciation

As at 1st April 2023	11,910.13
Charge for year	1,749.73
Disposals	0.00
As at 31 March 2024	<u>13,659.86</u>

**Net Book
Value**

As at 31 March 2024	<u>547.47</u>
As at 31 March 2023	<u>2,297</u>

Note 16 Debtors

	2024	2023
	£	£
NHS SWL	11,177	0
LBS Dom Violence (Cranstoun)	1,349.00	1,292
Sutton Vol Centre (Young Ldns)	2,478.00	2,478
Moving On Together		3,000
	<u>15,004.00</u>	<u>6,770.33</u>

Note 17**Deferred Income**

	2024	2023
	£	£
Restricted Funds		
The National Lottery Connecting Families	9,115	(0)
Families in Temp Accom (POD)	1,193	1,193
Parenting Support	9,963	10,000
Rebuild Maternal Journal		1,767
Rebuild Esteem		1,930
Advocacy	8,000	8,000
	<u>28,271</u>	<u>22,890</u>

Note 18**Creditors and Accruals**

	2024	2023
	£	£
Unrestricted Funds		
Redundancy Provision	37,241.25	35,590
Independent Examiner	600.00	600
Other Sundry Accruals	1,856.25	1,571
	<u>39,697.50</u>	<u>37,760.84</u>

Note 19**Fund Balances**

	Opening Balance 1.4.23	Incoming Resources	Resources Expended	Transfers between funds	Closing Balance 31.3.24
	£	£	£	£	£
Restricted Funds					
The National Lottery Connecting Families	0	72,923	(43,240)		29,683
BBC Children In Need	(242)	0	0		(242)
Women's Aid Caring Dads	11,597	0	0		11,597
LB Sutton Children with Disabilities	0	2,781	(2,781)		0
LB Sutton Domestic Violence	2,306	10,557	(12,874)		(12)
Advocacy	3,692	32,000	(32,928)		2,764
Young Londoners Bridging the Gap	170	0	0		170
City Bridge LCRF Wave 5	(0)	0	0		(0)
LB Sutton Children's Wellbeing	4,452	0	0		4,452
LB Sutton Families in Temp Accom (POD)	(589)	14,311	(27,547)		(13,825)
Sutton Giving Maternal Journal	(561)	0	0		(561)
Rebuild Maternal Journal	18,296	1,767	(9,450)		10,613
Rebuild Esteem	1,120	1,930	0		3,050

Moving On Together	(242)	3,000	(6,593)		(3,835)
Parenting Support	(9,307)	30,000	(37,301)		(16,608)
Community Action Sutton Lunch and Play	3,322	5,000	(2,149)		6,173
Big Hopes Big Futures	670	1	0		671
Garfield Weston	0	20,000	(20,000)		0
SWL	0	11,177	(7,032)		4,145
	34,685	205,446	(201,896)	0	38,235
Other Restricted Income	300	0	(300)	0	0.0
Unrestricted Funds					
General	138,090	36,155	(128,697)		45,548
Designated Development *	125,000	0	0		125,000
Total	298,075	241,601	(330,893)	0	208,783.0

* Development Fund to Secure and Imbed Perinatal and Infant Mental Health Services and contribute to staff and

Note 20 **Analysis of Net Assets Between Funds**

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total 2024 £
Restricted Funds				
The National Lottery Connecting Families		38,798	(9,115)	29,682
BBC Children In Need		(242)		(242)
Women's Aid Caring				
Dads		11,597	0	11,597
LB Sutton Children with Disabilities		0	0	0
LB Sutton Domestic Violence		(11)		(11)
Advocacy		10,764	(8,000)	2,764
Young Londoners Bridging the Gap		170	0	170
City Bridge LCRF Wave 5		(0)	0	(0)
LB Sutton Children's Wellbeing		4,452	0	4,452
LB Sutton Families in Temp Accom (POD)		1,193	(15,018)	(13,825)
Sutton Giving Maternal Journal		0	(561)	(561)
Rebuild Maternal				
Journal		10,613	0	10,613
Rebuild Esteem		3,050	0	3,050
Moving On Together		0	(3,835)	(3,835)
Parenting Support		0	(16,608)	(16,608)
Community Action Sutton Lunch and Play		6,173	0	6,173
Sutton Nursing Association		0	0	0
Big Hopes Big Futures		671	0	671
Garfield Weston		0	0	0
SWL		4,145	0	4,145

	0	87,227	(53,137)	34,090
Other Restricted Income		0	0	0
Unrestricted Funds				
General	547	63,976	(14,831)	49,692
Designated Development		125,000		125,000
	547	276,203	(67,968)	208,783

Employees and volunteers who have contributed to the success of Home-Start Sutton in the period under review: -

Staff

Alberta Atkinson	Chief Executive Officer (started Aug 2023)
Joanne Atkins	Family Group Co-ordinator
Bev Daines	Family Support Co-ordinator
Clare Daley	Group Worker
Rachel Davey	Family Support Co-ordinator
Charlotte Donovan	Finance and Business Support Officer
Kim Farlow	Senior Family Support Co-ordinator
Chantal Hayden	Family Support Co-ordinator
Gayle Sawyer	Family Support Co-ordinator

Volunteers

Alison Bardon	Lorraine Finan	Natasha Osborne
Particia Bhandari	Dawn Forbes	Charleen Parker
Sandra Board	Miranda French	Dorothy Parker
Fran Boto	Felicity Hamlin*	Victoria Presswood
Diana Broad	Samantha Hansford*	Andrea Rivers
Andrea Buckley	Denise Haseler	Michele Rivers
Camiya Chacko	Sue Holley	Lesley Roberts
Elaine Childs	Alison Holloway*	Mercedes Robinson*
Sue Childs*	Coleen Huggett*	Philippa Simmonds*
Emma Clements	Anna Hunt	Susan Simpson
Elaine Clifford	Dinaz Irani	Eloise Skipper*
Katie Connaire	Pamela Manisier	Margaret Ann Smith
Amber Cox	Gill Marchbank	Jane Swindle
Valerie Davis	Karen Mason	Aysegul Takimoglu*
Fiona Denton	Sara McManus*	Anne-Marie Taylor
Denise Earwicker	Uzma Mobin	Mike Taylor*
Cayce Eastwood	Dawn Moriarty	Tene Teegelman*
Angela Christopher-Ejemba	Sara Moumouris*	Phyllis Thompson*
Joanna Elgarf	Lisa Murray*	Lorraine Thrower
Sue Elson*	Uzma Mobin	Zinnat Toorabally*
		Jo Jo Tsitropoulou*
		Lesley Turner
		Jonathan Vickery
		Lynn Wallace
		Patricia Wang Ho*
		Kate Webber
		Fiona Webster
		Kelly Whetran
		Justine Wight
		Cherry Wong
		Gill Wong *
		Helen Wright
		Veronia Yeung
		Bonita Zammit

Peer Advocates

Mags Fox
Sue Holley
Paul McCarthy

***denotes leavers in period**

In addition to those listed previously who have donated money to Home-Start Sutton, we would like to thank the following for their support: -

Amazon
Anne Dodwell
Bob Watson
Camiya Chacko
Christ Church Sutton
Church of the Good Shepherd
Clare Bryant – Sutton Sports Village
Community Action Sutton
Easy Fundraising
Fiona Webster
Fran Boto
Hannahs Flowers
Hill House
Home-Start London
Holy Trinity Church, Wallington
Home-Start UK
Jean Quested & Rupert Quested
John Lewis Partnership
LexisNexis Risk Solutions
London Borough of Sutton
Malcome Booth – Trinity Church
Marian Idles
Morrison's Sutton
Pia Jaime
PlayWise
River Church Sutton
Riverside Centre
Rotary Club of Sutton and Cheam
Shona Newmark
St Oswald's Church Cheam
St. Patrick's Church Wallington
St Paul's Guild
Sue Elson
Sue Hoskins
Sutton Children's Centres
Sutton Carers Centre
Sutton Foodbank
Sutton Health Visiting Teams
Sutton Libraries
Sutton Mental Health Foundation
Sutton Nursing Association
Sutton South Hello Club
Sutton Vineyard Church
Sutton Volunteer Centre
Sutton Women's Centre
Tesco Purley
The Grange Children's Centre

We would like to say a special thank you to the National Lottery, without this funding we would not have the stability of core funding for which all other funding and support can be attributed. From all the families we support, staff and Trustees.

Thank you!



Accounts



Home-Start Sutton

Annual Report & Financial

Statements

31st March 2023



Home-Start Sutton Notes to the Financial Statements

Home-Start Sutton, a company limited by guarantee no 05165417. Charity no. 1104960 Registered office: Alexandra Gardens Children's Resource Centre, Stanley Road, Carshalton SM5 4LJ

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Balance Sheet
As at 31st March 2022

Charity Number 1104960

Company Number 05165417

Principal Office and Registered Office

Alexandra Gardens Children's Resource Centre
Stanley Road
Carshalton
Surrey SM5 4LJ

Telephone 020 8647 6501

Email admin@homestartsutton.org.uk

Trustees	Fran Boto	Chair
	Jenisan Kulendiran	Treasurer
	Janet Mountford	
	Michele Rivers	
	Kathy Pelc	
	Louisa Asgill	
	Paul McCarthy	
	Camiya Chacko	
	Karen Mason	

Company Secretary

Daniel Ayeni

Scheme Manager

Daniel Ayeni

Independent Examiner

Philip Warner
108 Augustus Road
London
SW19 6ER

Bankers

Co-operative Bank plc
P.O. Box 250
Delf House
Southway
Skelmersdale WN8 6WT

Charities Official Investment Fund
80 Cheapside
London EC2V 6DZ

Advisors	Shona Newmark	Employment Law Advisor
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Personnel Sub-Group - Janet Mountford – Chair

Louisa Asgill
Fran Boto
Jenisan Kulendriran
Paul McCarthy
Michele Rivers

Forward Planning Group - Janet Mountford - Chair

Louisa Asgill
Fran Boto
Jenisan Kulendriran
Paul McCarthy
Michele Rivers
Karen Mason

Fundraising Sub Group – Paul McCarthy - Chair

Michelle Rivers
Camiya Chacko
Karen Mason
Daniel Ayeni
Emma Clements (member)
Sue Holley – Volunteer
Jo Elgarf - Volunteer

Chair's Report April 2022- March 2023

This has been yet another extraordinary year in the existence of Home-Start Sutton. As chairperson I can only really report on the latter part of the financial year as Janet Mountford stepped down after 10 years of dedicated service as chair at the November AGM. We are really indebted to her for such a long stint at the helm. Fortunately, I have been on the Trustee Board for 19 years so can comment a little on the first part of the financial year.

Change is perhaps the key theme of this year. In May 2022, Judith Armstrong, Manager and then CEO of the scheme for 10 years and deputy manager and coordinator since 2001 took retirement. Typically, of Judith, she requested a fairly low-key departure despite the fact she was cherished by so many at Home-Start Sutton for her passion and empathy whether staff, volunteers, families or employees in the Borough. Daniel Ayeni took over in the same month as CEO and brought with him experience of working in various sectors of the borough and an enthusiasm for advocating for families in Sutton, in particular with the aftermath of Covid and the ongoing cost of living crisis. Our treasurer of 4 years, Frances Smith retired in December 2022 due to increasing family commitments and we are indebted to her assiduous work on the accounts and her deep concern and attention to detail which helped us to be in a much better financial position to ride out the uncertainties and difficulties of early 2023. At the AGM we also had to say goodbye to long standing trustees Tracy Holland and Pam Roberts who had led our fundraising committee. We are indebted to both of them. Yet alongside all these losses, there have been gains too. Trustees ran a 'recruitment campaign' for additional trustees in the summer of 2022 and were very successful in attracting a more diverse board of volunteers with a range of experience in finance, law, running a business, social services, being a Home-start volunteer and trusteeship of other charities. It has been refreshing to have questions asked of our charity from new eyes and to reconsider our governance, helped in part by the publication of the new Handbook by Home-Start UK which we studied as part of the

Commented [FB1]: This should read;

Personnel sub group
Janet Mountford chair
Louisa Asgill
Fran Boto
Jenisan Kulendriran
Paul McCarthy
Michele Rivers

Forward Planning group has all the same people but also has Karen Mason.

Also where is the Fundraising sub group please/
Chair is Paul McCarthy, also has Michele Rivers, Camiya Chacko, Karen Mason, Daniel Ayeni and Members/Volunteers Emma Clements, Sue Holley and Jo Elgarf

induction of new trustees, a self-evaluation for which we were a pilot in February 2023 and working together on a bid with our new Bid Writing Support group. We are all particularly grateful that Jenisan Kulendiran stepped up into the treasurer role much quicker than he and we had expected and is guiding us through our financial uncertainties.

It was extremely disappointing not to have been granted the Children in Need funding which we have had for many years now and has been the key resource for our weekly groups. We were also frustrated to be advised by another funder that we had too much in reserves to receive funding from them when we have been forced to use reserves to keep going while we tried to source additional revenue. As trustees we took the considered decision to use some of our built-up reserves to continue with present services as 'childhood cannot wait' and we can see the impact we are making and the huge increase in referrals. These reserves were earmarked for development for which we had and still have some ambitious plans. However, to use reserves is only a temporary solution which we will keep under bi-monthly review as the CEO with help from staff and the Bid Writing Support group make every endeavour to source additional funding from foundations and the local council. An innovation to write to a huge list of local businesses which included a combined staff and office volunteer effort has resulted in some interest already. The fundraising committee has also re-launched under the leadership of trustee Paul McCarthy.

Despite all this uncertainty, the show goes on. I am reading the Impact Report and am staggered that in this financial year, we supported 250 families and 530 children. We have delivered 15 different kinds of interventions/activities. Having 86 volunteers on our books is a great achievement, especially when the cost-of-living crisis must inevitably drive people to look for paid employment. I have to credit our Volunteer Coordinator and other Project and Family Coordinators for their enthusiasm and dedication for keeping volunteers informed, feeling valued and therefore on side. In addition, we are pleased that we have attracted volunteers from a wider range of ethnicities due to a particular initiative we pursued and that our last volunteer recruitment course included 3 parents who were formerly helped by our organization. That is a cycle of which we can really be proud!

I am also struck by the statistic of 76% of referrals stemming from mental health difficulties experienced by parents but heartened that over all criteria for referral, improvement was rated in the very late 80 or 90 percentages once families had engaged in our service. I have had the privilege to be part of two special events in this financial year which work commitments previously had not allowed me to access. I was at the summer trip to Bocketts Farm and at the Families Christmas Party in Carshalton. These events are joyful and fun but incredibly noisy and potentially very overwhelming. Yet families attend in huge numbers, and I ask myself how do families struggling with so many issues, not least of which is social anxiety, manage to galvanise themselves to attend? The answer comes if you just look around and observe. Both staff and volunteers are like coiled springs anticipating and sensitive to the individual needs of their families. They know them so well and have established such trust and rapport that a blink of an eye, a grimace, a change of tone in the voice, is a signal received and response activated. There is no judgment, just celebration and acknowledgement of both the joys and difficulties of parenting and that we are all on a learning path together.

My heartfelt thanks go to all staff and volunteers, all members, donors, organisations who take us under our wing and offer support and all families present and past as we continue on this incredible journey.

Fran Boto Chairperson

The Trustees are pleased to present the report and financial statements of Home-Start Sutton for the year ended 31st March 2023. The report explains the activities of the charity that have made a significant contribution to the charity's purpose and provide public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Home-Start Sutton was incorporated by guarantee on 29th June 2004. It has no share capital and is a registered charity. In the event of the company being wound up the guarantee of each member is limited to £1. The governing document is the Memorandum and Articles of Association of the company and members of the Board of Trustees are the Directors of the company. The reference and administrative details of the charity are set out on page 2.

Appointment of Trustees

Under the Memorandum and Articles of Association the Trustees are elected at the Annual General Meeting. The Trustees appoint the officers of the charity (Chair, Vice-Chair, Treasurer and Secretary). The Trustees may subsequently co-opt any person duly qualified, to be a Trustee and that person will hold office until the next Annual General Meeting.

Officers and Trustees are elected to serve for a period of three years after which they must retire and can offer themselves for re-election at the next Annual General Meeting. All Trustees must be members of Home-Start Sutton.

The full complement of the Board of Trustees is 10 people. Whilst it is the charity's goal to maintain a full complement of Trustees, vacancies can exist as the charity endeavours to find suitable candidates. Trustees are sought in a variety of ways, including recommendation from existing Trustees, staff and supporters. When seeking new Trustees, the Board carefully considers the skills and knowledge needed to support the on-going development of the charity and to that end seek people with relevant experience and expertise. Potential Trustees are scrutinised by two officers of the charity and are subject to interview.

Trustee Induction and Training

New Trustees undertake an induction programme with the Manager of the charity. This programme explains their duties and responsibilities as a Trustee and includes a tour of the office and an overview of the operations of the charity. Each year the Trustees, along with all the staff and volunteers undertake mandatory Safeguarding Training. On-going training is available to the Trustees through the Home-Start UK national organisation, Community Action Sutton and appropriate ad-hoc training courses as identified by the charity or individual trustees.

Trustee Responsibilities

The Trustees (who are also directors of Home-Start Sutton for the purposes of company law) are responsible for preparing the Trustee Annual Report and Financial Statements in accordance with applicable law and United Kingdom generally accepted accounting practice (UKGAAP).

Company law requires that the Trustees prepare financial statements for each financial year that 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 income and expenditure, for that period. In preparing these financial statements, the Board of 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 there is a reasonable expectation that the charity will be unable to continue in operation.

The Board of Trustees is responsible for keeping proper accounting records. These must 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Company law also requires that the Board of Trustees pay due regard to the public benefit guidance published by the Charity Commission and have a duty to achieve the purposes of the charitable company. In setting the charity's objectives, planning its activities and reviewing all proposed activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees review and approve the annual budget and periodically review the financial performance and reports of the company to ensure that it is operating in a manner consistent with achieving its purposes. In addition, the Trustees are of the opinion that the policies and procedures in place are sufficiently robust to ensure that the company achieves its purpose.

A scheme of delegation is in place and day-to-day responsibility for the running of the charity lies with the Scheme CEO, Daniel Ayeni. As such, he is responsible for operating within the framework of the policies, forward plan and budgets to ensure the charity delivers the services specified and achieved its key performance indicators. In addition, the CEO is responsible for individual supervision of the staff team and ensuring that both the staff and the scheme volunteers continue to develop their skills and working procedures consistent with best practice. In turn the CEO of the charity is subject to bi-annual performance review with the charity's Chair.

Trustee Meetings

Full Board of Trustees meetings are held six times per year to review and agree major areas of policy and business activity and to oversee the operational performance of the charity. Key Performance Indicators, Treasurer's Report and Risk Assessment are reviewed at every meeting and staff members attend the meetings on a rota basis to give the Trustees an update on the recent achievements and activities in their area.

In addition to the Trustee meetings, there are regular meetings of the Fundraising sub group and Personnel and Forward Planning Group, this group is charged with the development of long-term strategy for Home-Start Sutton and the management and support of the staff and personnel resources. Given the recent precarious funding situation, the group has continued to meet regularly to determine short-term resources and planning services and staffing resources accordingly. This group currently comprises the chair, Janet Mountford, Louisa Asgill, Fran Boto, Jenisan Kulendriran, Paul McCarthy and Michele Rivers.

Commented [FB2]: No this is inaccurate. These groups consists of the personnel listed before the chair's report.

Related Parties

Whilst Home-Start Sutton is an independent charitable company it is affiliated to Home-Start UK, the national umbrella organisation for UK Home-Start schemes. Consequently Home-Start Sutton has signed up to a national Home-Start agreement and works to the national organisation's standards and methods of practice. These standards commit the company to regular reviews of its operating procedures and subject the company to periodic audit reviews by the national organisation to ensure that the charity is conforming to the national procedures.

Additionally, as an affiliated scheme Home-Start Sutton benefits from the umbrella organisation's expertise and advice as regards new legislation, regulations and internal control procedures and Home-Start Sutton Trustees, staff and volunteers are able to take advantage of the comprehensive range of training courses run by the national organisation. In addition, we are a member of Home-Start London which also gives us access to advice, networking and possible funding opportunities

Commented [FB3]: In addition, we are a member of Home-Start London which also gives us access to advice, networking and possible funding opportunities

Risk Assessment

The Board of Trustees has reviewed the major risks to which Home-Start is exposed and is satisfied that systems have or are being established to manage these risks.

The charity continues to review its procedures and policies to ensure that they are consistent with those best practices identified and documented by Home-Start UK, the national organisation. In addition it continues its focus on the following items:-

Risks to Future Funding: The funding situation for Home Start-Sutton remains of longer-term concern. The scheme needs to continue to concentrate efforts on sustaining funding streams. There are limited independent funding bodies supporting Home-Start activities. The impact of COVID 19, and current cost-of-living crisis on funding opportunities and the availability of funds is still a challenge to many trusts and funders. by many funding sources, and while the need for our support will undoubtedly continue to increase, the demand for available funding will also increase.

The charity is therefore ever more mindful of the need to diversify funding streams and source to minimise risk to overall operations.

Home-Start Sutton continues to work closely with the London Borough of Sutton (Children's Services, Health Services and Primary Care Networks) and to target grant making trusts.

The charity continues to work with Home-Start London a consortium of 13 London Home-Start schemes as regards potential for London-wide funding opportunities.

The charity continues to hold various sponsorship, sales and fundraising events locally to bring in sufficient monies to fund activities.

The charity has in the last year actively develop corporate sponsorship and has started seeing some results in recent months

1. **Disclosure and Barring Checks:** Trustees, staff and volunteers are subject to enhanced Disclosure and Barring checks in line with Home-Start UK policies.
2. **Staff and Volunteer Training:** Ensuring that all staff and volunteers are properly trained, supported, supervised and motivated as they carry out their work for the charity.
3. **Internal Controls:** Ensuring that internal control risks are minimised by following procedures that require all transactions to be correctly authorised and recorded in the accounts of the charity.
4. **Safeguarding:** Ensuring that proper procedure and controls are in place to be able to identify and action instances of alleged or suspected abuse that come to the attention of Home-Start Sutton. Staff and trustees access local multi-disciplinary training and Home-Start UK safeguarding training in line with policy guidelines. A key element of the procedures is the on-going biennial training of all Trustees, staff and volunteers in the Safeguarding and Protection of Children.
5. **Legal Costs Cover:** Ensuring the maintenance of adequate insurance cover for the scheme to provide cover for employees, Trustees and volunteers carrying out work for and on behalf of Home-Start; this includes any claim resulting from alleged or actual abuse.
6. **Accommodation:** There remains the risk that were the charity to have to move offices it would have to pay a more expensive market level rent. This is not considered imminently likely whilst the charity is seen as providing valuable family support to Sutton residents. The charity remains open to conversations with other local organisations and networks regarding co-location, dependent on favourable financial and operational considerations.

Commented [FB4]: Don't we have to have annual safeguarding training? Im pretty sure we do?

Membership

Membership is open to all who support the objects of the charitable company. At the 31st March 2023 there were 53 such members (2022-48 members).

Valuing Volunteers and Benefit in Kind

During the year Home-Start Sutton worked with 99 volunteers, 3 office volunteers, 4 were group volunteers, 7 were peer advocates and 85 were home visiting volunteers. Assuming 86 trained volunteers (2022 – 86 volunteers) each giving between three and four hours weekly, working on an average of 3.5 hours a week for 46 weeks and using standard pay rates for similar grades of staff of £15.00 per hour, the value of the benefit in kind applicable to the charitable activity was as follows:-

	2023 £	2022 £
Charitable activity - "Supporting parents with children"	£207,690	£198,235

MISSION, OBJECTIVES AND ACTIVITIES

The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit and complied with section 17(5) of the 2011 Charities

Act when reviewing the charity's aims and objectives and in planning its future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set specifically taking into account the perceived needs in London Borough of Sutton and of the support services being supported and funded by individuals, grant bodies and the local authority.

Mission

Home-Start Sutton provides practical and emotional support to vulnerable families with children under five, living in the London Borough of Sutton, actively enabling parents to give "the best start" to their children.

Objectives

In the year under review the main charitable objectives of Home-Start Sutton for the public benefit are to:-

- safeguard, protect and preserve the mental and physical health of children and parents of young children;
- Be a part of the team to help minimise and detect promptly the cruelty and maltreatment of children.
- relieve sickness, poverty and need amongst children and parents of young children;
- promote the education of the public in better standards of child care within Sutton and its environs; and
- undertake or participate in child and parent related activities that support the viability of the company and enhance the delivery of the existing services around Sutton.

In order to achieve this Home-Start Sutton needs to:-

- recruit, train and manage suitable volunteers to allow one-to-one support to families;
- have sufficient resources to fund the service and achieve the scheme objectives;
- offer a quality service that is valued by both parents and funding bodies;
- employ, train and motivate staff so as to provide the target services;
- be able to recruit Trustees with the relevant skills to manage the charity in its achievement of its long term objectives;
- ensure that the expertise and knowledge within Home-Start Sutton is leveraged to its maximum potential with central and local organisations working in Sutton; and
- ensure that all staff, volunteers and Trustees are regularly trained in and fully conversant with latest safeguarding regulations and procedures.

Activities

Our delivered charitable activities were:

- 1 **Supporting parents with children**, Home-Start Sutton seeks to increase the confidence and independence of the family through the provision of a home-visiting service and appropriate family support groups. The support is targeted at families that have a child or children of five years of age or under and are resident in the London Borough of Sutton.

This support was given by a core of 10 part-time staff (7.3 full time equivalent) supported by a network of 86 volunteers who work to the following standards and methods of practice by:-

- visiting families in their own homes where the dignity and identity of each individual can be respected and protected;
- reassuring parents that difficulties in bringing up children are not unusual and encourage enjoyment of family life;
- developing a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs of individual families;
- offering support, friendship and practical assistance;
- encouraging the parents' strengths and emotional well-being for the ultimate benefit of their own children; and
- encouraging families to widen their network of relationships and to use effectively the support and services available within the community.

- 2 **Advocacy Project**, Sutton Parent2Parent Independent Advocacy Service offers support to parents facing an Initial Child Protection Conference. The support is intensive over 2/3 meetings and provided by peer advocates who have experience of the process. The London Borough of Sutton values the service and continues to provide funding enabling Home-Start Sutton to continue and develop the service offered to parents involved in the child protection process. The aims are to facilitate and enable parental engagement in the child protection process, bridging any gap between the statutory services and the family for the ultimate benefit and well-being of the children/young people. In addition, high-quality training and support is offered to the peer advocates. Outcomes are monitored via direct feedback from parents, social workers and conference chairs. The Trustee Board approved the activity on the basis that it:

- Provided an excellent opportunity to work closely with local Children's Services
- Providing support to vulnerable families.
- Provided the opportunity to build on the understanding of local authority child protection work which would be potentially beneficial in attracting funding.

3. **Connecting Families** – The National Lottery project funding until December 2022 enables Home-Start to extend our core service of home-visiting support to more families and included new service offers. The primary focus of the project is reducing isolation in families with young children. The additional strands of work are delivery of a parenting programme and school readiness work with families and specialist mental health training to volunteers. The correct choice of parenting programme was crucial to ensure the Home-Start ethos and model was not compromised, the Family Links Nurturing Parent Programme fits these criteria. During 2021-22 staff

delivered 2 full courses, despite the COVID restrictions which were on and off during the year. The school readiness work has been 1:1 with families

4. **Family Groups** funded by BBC Children in Need until December 2022, to provide two weekly groups to support isolated families. A general family support group for parents and under 5's and the second group **Tea and Tots**, launched in 2020 focussing on mums and babies under 2 years.
5. **Perinatal Support** –we secured further funding to deliver **Maternal Journal** groups through HSUK, offering a block of 8 sessions to new mums with babies under 1 to explore the use of creative journaling for well-being. In addition, we have been able to secure funding to offer a perinatal peer support group, **Bringing Mums Together**, alongside Sutton Mental Health Foundation. The sessions were aimed at isolated mums who had become parents in lockdown and had mild to moderate mental ill-health. Both groups were held face to face, socially distanced.
- 6 **The Pod** temporary accommodation project is a weekly drop-in for parents and under 5's in temporary/emergency accommodation. At the Dolphin, Sutton on Friday mornings 10-12. Signposting, access to information, someone to talk to we also offer 1:1 support to families who are unable to attend the drop-in. The sessions are supported by the Welfare Reform Team, Social Prescribing, Encompass and health, providing a temporary accommodation one-stop-shop. Funded by LBS (London Borough of Sutton) Public Health
- 7 **Transform - Nurturing Parent and Child Group** –we are part of the Transform partnership a new comprehensive domestic abuse service contract in the London Borough of Sutton. We are contracted to deliver two 11-week courses for parents and their children under 5 impacted by domestic abuse. This work aims to provide nurturing input for parents focussed on addressing their own and their children's emotional needs and direct support to the children through 1:1 and group play. In 2021/22 we were able to offer two courses face-to-face.
- 8 **Moving on Together** a joint project with Playwise, offering a comprehensive post-diagnosis service to families with a child who have just received a diagnosis of additional need. Home-Start provide training and support to parents with lived experience of having a child with an additional need who then provide 6 months of home-based 1:1 support to parents referred.
9. **Children with Disabilities Framework** – Sutton Children's Services have commissioned a range of organisations, including Home-Start to provide support for families with a child with a disability. Home-Start are commissioned to provide support under improving family resilience. The service is 'drawn down' as and packages of support are agreed with the family.
10. **Bridge the Gap** is a project funded by the Mayor of London's Young Londoners Fund and delivered in partnership with MAPS, the Volunteer Centre Sutton's youth mentoring project. The project started in January 2020. Home-Start provide family mentoring as part of a holistic offer to young people at risk of exclusion and their families. In 2021/22 LBS funding enabled the expansion of this service to additional families through the Esteem 21 project, aimed at tackling isolation and exclusion.
11. **Circle of Security Parenting** an attachment-based parenting programme delivered in partnership with Sutton Children's Centre's and funded by LBS. The first programme started in February 2021.
12. **Lunch and Play Club** is an additional provision during winter months where we provide a warm meal to families attending some of our group sessions and also engage them on how to cook nutritious meals on a budget.

Commented [FB5]: Does this not need just a little explanation?

Commented [CD6R5]: Daniel, please add some information in here

13. **Volunteer** recruitment, training and support. We delivered four volunteer preparation courses two online over Zoom, and two in person, over the year for 38 new volunteers and ongoing training for volunteers, including mandatory annual safeguarding refresher training.
14. Additional **activities** included informal 'Walk and Talk' sessions for families, summer activities at the Ecology Centre and practical help with food, toiletries, and support to access grants for household items.

ACHIEVEMENTS AND PERFORMANCE

Key achievements of Home-Start Sutton in the delivery of its charitable activities in 2022/23 for the public benefit are recorded in the Chair's report.

ANNUAL INFORMATION OUTCOMES UPDATE 2022/2023

We supported **250** families through the core services and **154** through advocacy.
There were **530 children** in supported families.

This year we again have created a Social Impact Report to illustrate our outcomes.

Please refer to this document for key outcomes information

Ethnic Origin of Families and Volunteers

Ethnic Origin			Core Families Supported	Advocacy Families	Volunteers	Staff	Trustees
Asian	Indian		7	2	6	0	2
	Pakistani		9	0	1	0	0
	Bangladeshi		6	0	1	0	0
Other Asian Background			12	4	0	1	0
Black	Caribbean		6	2	2	0	0
	African		6	2	1	1	0
Other Black Background			5	1	1	0	0
Chinese or other ethnic group						0	0
	Chinese		6	0	4	0	0
Any other ethnic group			1	9	6	1	0
Mixed	Any mixed background		9	10	3		0
White	British		88	45	63	7	6
	Irish		1	2	2	0	1
Other White Background			7	0	2	0	0
Nil responses			14	20	0	0	0

	TOTALS		177	97	92	9	9
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FINANCIAL REVIEW

Our turnover for the financial year ending March 31st 2022 was £290,732 (£509,367 in 2021/22) against which we had expenditure of £343,020 (£306,362 in 2021/22). The Income and Expenditure Account showed a deficit £52,288 (surplus of £203,005 in 2021/22). Our Unrestricted – General Reserves is £138,091, and Unrestricted – Designated Development Fund is £125k and Restricted Funds £34k.

2022/23 was a financially challenging year where in a variety of ways. This was mainly because several grants that were available during Covid 19 were no longer opened for applications. Whilst core services became more stable following Covid 19 challenges, we were only able to commence a limited number of new projects and worked very hard to complete several projects during a 12-month period. We recognise however, several existing projects would benefit from ongoing funding as they continue to provide important support to families. Discussions will be continuing with grant givers to secure continuation funding.

The biggest contributor to our restricted grant funded income of £240k was the National Lottery for the Connecting Families Project (£72k) and the BBC Children in Need Project (£22k).

We were successful in securing/renewing funding for several projects during the year including Advocacy (£32k), Transform DV (£10k), Bridging the Gap (£12k), LB Sutton Parenting Support (£21k), Community Action Sutton (£5k), HSUK Big Hopes Big Future (£5k), HSUK Volunteer Training (£5k) LB Sutton Temporary Accommodation Ambassadors (£20k), Rebuild Maternal Journal (£24k), Moving on Together (£3k), and City Bridge Wave 5 (£5k).

We had a number of successful fund-raising events during the year and we were very fortunate that Councillor Trish Fivey, the Mayor of Sutton during the financial year, chose Home-Start Sutton as one of her nominated charities for her extended term in office. We received over £12,222 from the Mayor's Charity during the year. We also received a large number of generous donations which helped support our families through the year. Income from general donations and fundraising amounted to a magnificent sum of £31,309 and we are, as ever, very grateful to all our benefactors.

Although 2022/23 was a very busy year, due to the dedication of our staff team, good financial management and the generosity of our benefactors the financial year ended with several accomplishments.

Looking forward, the financial year 2023/24 is expected to be another busy and very challenging year. This is mainly because two major grants from the National Lottery and BBC Children in Need ended in December 2022 which has a direct impact on some projects. The Trustees have been in a position to set a budget for 2023/24 and are able to confirm that the organisation is a going concern.

Reserves Policy

The core purpose of the charity is to provide its "Supporting Families with Children" activities to families experiencing difficulties that have (a) a child below five years of age and (b) live in the London Borough of Sutton.

As such the trustees have set a reserves policy whereby:-

- reserves are maintained at a level which ensures that Home-Start could continue with its above core activity during a short period of unforeseen difficulty;

- reserves are such as to enable an orderly rundown of the charity, notably in assisting vulnerable client families handover to other services, should Home-Start be unable to secure income to continue with its activities; and
- a proportion of reserves are maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of the scheme's planning, budget and forecast cycle. It takes into account risks associated with:-

- the current economic environment;
- each stream of income and expenditure being different from that budgeted;
- the planned activity level;
- the organisation's commitments;
- the organisation's structure and its ability to meet child safeguarding, financial and other regulatory requirements; and
- new activities having different set-up costs, take-up and payment terms to that previously undertaken by the charity.

The Trustees periodically examine Home-Start Sutton's requirement for reserves in the light of past experience and the current risks faced by the organisation. Generally, when the charity has on-going funding for much of its activities, the Trustees consider an Unrestricted General Reserve equivalent to at least three to six months normal expenditure is appropriate, namely between £75k and £150k. The General Unrestricted Reserve at 31 March 2023 was £138k. The Trustees took the decision to establish an Unrestricted Designated Development Fund from the Sutton Women's Aid £126k donation.

Investment Policy

Payments to Home-Start Sutton are generally quarterly in advance and as such, there are generally no funds available for long-term investment. Accordingly, having considered all the options available, the Board of Trustees have previously agreed that any surplus cash should be placed on short-term deposit. However, with the current level of reserve we will now look at the possibilities for further diversification of investments in order to achieve an improved interest return and to spread financial risk.

In selecting where to deposit the surplus monies Home-Start's first priority is to minimise risk and then achieve a reasonable return. Accordingly, the monies are currently placed on deposit with the COIF Charities Deposit Fund, a common investment fund which has an AAA credit rating from Fitch Ratings Agency in reflection of its low and diverse risk. Risk assessment criteria would be applied in deciding where to place any future investments. The charity remains aware of the need to monitor the performance and risk of investments especially during periods of financial market turbulence.

Appointment of Auditors

The Trustees are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that an independent examination is appropriate for the coming year.

The Trustees appointed Philip Warner as the Independent Examiner at the AGM 10th November 2021.

This report has been prepared in accordance with FRSSE SORP - Financial Regulation Standard for Smaller Entities Statement of Recommended Practice

Fran Boto
Chair

**Independent Examiner's Report
To The Trustees of Home-Start Sutton Charitable Company
Charity Commission Number 1104960**

For the year to – 31st March 2023

I report on the accounts of the charity for the year ended 31st March 2023, which comprise the statement of financial activities, balance sheet, statement of accounting policies and related notes. These financial statements have been prepared on the basis of the accounting policies set out therein.

This report is made solely to the Trustees as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of Trustees and Examiner

The charity's trustees 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 of the Charities Act 2011 (the Act) and that an independent examination is needed. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Management Accountants.

Having been satisfied 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 Charities Act 2011);
- to follow the procedure laid down in the General Directions given by the Charity Commissioners (under section 145(5) of the Charities Act 2011); 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 Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiners Statement

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

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

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities (revised 2005) have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Warner
Chartered Institute of Management Accountants (8654555)
108 Augustus Road
London
SW19 6ER

Date

Home-Start Sutton
Registered Charity No 1104960
Statement of Financial Activities and Income & Expenditure Report
For the year to 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	2022 £
Income					
Donations and Fundraising	3	31,309	-	31,309	167,090
Investment Income	4	4,518	-	4,518	222
Charitable Activities:					
"Supporting parents with children" income	5	-	240,295	240,295	341,285
Other Income	6	14,310	300	14,610	770
Total Income		50,137	240,595	290,732	509,367
Expenditure					
Expenditure on raising funds	7	2,386	-	2,386	2,676
Expenditure on Charitable Activities	8	52,880	287,754	340,634	303,686
Total Expenditure		55,266	287,754	343,020	306,362
Net Income (Expenditure)	-	5,129	-	52,288	203,005
Net transfers between Funds	19	5,206	-	-	-
Net Movement in Funds		77	-	52,288	203,005
Reconciliation of funds					
Total funds brought forward at 1st April		263,014	87,350	350,364	147,359
Total funds carried forward		263,091	34,985	298,076	350,364

The statement of financial activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

Home-Start Sutton

Balance Sheet as at 31 March 2023 Company Registration Number 5165417

	Note	March 2023 £	March 2022 £
Fixed Assets			
Tangible Fixed Assets	15	2,297	4,759
Current Assets			
Debtors	16	8,957	18,938
Prepayments		1,732	1,089
Short Term Deposits at COIF		194,165	289,647
Cash at Bank and in hand		151,574	167,708
		356,429	477,382
Liabilities: amounts falling due within 1 year			
Deferred Income	17	22,890	92,168
Creditors & Accruals	18	37,761	39,609
		60,651	131,777
Net Current Assets		295,778	345,605
Total Assets less Current Liabilities		298,076	350,364
Represented by:			
Funds			
Unrestricted - General	19	138,091	138,014
Unrestricted - Designated Development		125,000	125,000
Restricted Funds	19	34,985	87,350
		298,076	350,364

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective January 2015)

The Directors are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that;

The members have not required the company to obtain an audit of its accounts for the year ended 31st March 2023 in accordance with section 476 and,

The Directors acknowledge their responsibilities in complying with the Companies Act 2006 in respect to accounting records and the keeping of accounts.

Approved by the Board of Trustees on (date) and signed on behalf of the Trustees.

Fran Boto
Chair
Date 05/06/2023

Balance Sheet
As at 31st March 2022

Home-Start Sutton

Balance Sheet as at 31 March 2023
Company Registration Number 5165417

	Note	March 2023 £	March 2022 £
Fixed Assets			
Tangible Fixed Assets	15	2,297	4,759
Current Assets			
Debtors	16	8,957	18,938
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		<u>60,651</u>	<u>131,777</u>
Net Current Assets		<u>295,778</u>	<u>345,605</u>
Total Assets less Current Liabilities		<u>298,076</u>	<u>350,364</u>
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Funds			
Unrestricted - General	19	138,091	138,014
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Approved by the Board of Trustees on (date) and signed on behalf of the Trustees.

Fran Boto
Chair

Date 05/06/2023

Home-Start Sutton Notes to the Financial Statements

Note 1 **Accounting Policies**

a) Basis of Accounting

The Financial Statements are prepared under the historic cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015) issued in Jan 2015, and the FRSSE (Jan 2015)

b) Fund Accounting

The Charity has various types of funds for which it is responsible and which require separate disclosure.

Restricted Funds Funds subject to specific restrictions imposed by the donor or the purpose of the appeal.

Unrestricted Funds Funds available for use at the discretion of the Trustees in furtherance of the objectives of Home-Start Sutton.

c) Income

All income included in the statement of financial activities as soon as Home-Start Sutton is entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary Income Comprises all income from donations and fundraising and is accounted for on a receivable basis.

Incoming Resources from Charitable Activities This consists of revenue grants receivable from donors in support of "Supporting Families with Children". Grants are accounted for on an accrual basis and where unconditional entitlement is dependent upon fulfilment of conditions in a future accounting period, such Income is credited to deferred income and accounted for as a liability.

Investment Income Comprises interest receivable on cash balances held in appropriate interest bearing deposits and benefits unrestricted reserves.

Home-Start Sutton Notes to the Financial Statements

Donated Facilities The value of services provided by volunteers in respect of home-visiting, accounting and administration has not been included in these accounts.

Home-Start Sutton Notes to the Financial Statements

d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of Generating Funds Comprise the costs associated with attracting future income.

Charitable Expenditure Comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance Costs Include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

e) Value Added Tax

The activities of the Charity are such that it is not registered for Vat and so all costs are charged gross of VAT.

f) Fixed Assets

Office Furniture & Equipment and Computer Equipment has been written off on a straight-line basis over 3 years.

Note 2 Legal Status

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Home-Start Sutton
Notes to the Financial Statements

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Note				
3				
<u>Donations and Fundraising</u>				
Amazon	34.17	0	34	60
Anne Dodwell	275	0	275	60
CAF Regular Donors	3,011	0	3,011	5,248
Camiya Chacko	225	0	225	0
Carshalton Lavender Fields		0	0	0
Charities Trust		0	0	2,416
Christ Church Sutton	656	0	656	0
Church of the Good Shepherd	4,750	0	4,750	0
Cheam Consolidated Churches		0	0	200
Co-op LCF		0	0	3,512
Charity Walk for Peace		0	0	800
Easy Fundraising	171	0	171	167
Homestart UK		0	0	2,000
Iceland Wallington		0	0	0
Jean Quested	240	0	240	240
John Lewis	2,000		2,000	0
Just Giving	780		780	0
Ladies 1959 Luncheon Club	50		50	0
Ken Hindmarsh Legacy		0	0	3,000
Coffee Morning	1,058		1,058	
Quiz Night	2,762	0	2,762	0
Mr & Mrs Webster		0	0	125
Mayors Charity	12,222	0	12,222	8,360
Pam Manisier		0	0	916
Paypal		0	0	0
Rotary Club of Cheam		0	0	1,000
Rotary Club of Nonsuch		0	0	825
Subsea 7		0	0	1,500
Sutton Cristian Centre		0	0	250
Sutton Women's Aid		0	0	125,881
T& KJ Haden-Scott		0	0	100
Tudor Trust		0	0	0
Virgin Money Giving		0	0	219
Wallington Baptist Church Holy Trinity	176	0	176	356
Waitrose	2,000	0	2,000	1,167
Wallington United Reformed Church		0	0	576
Woodcote Golf Club		0	0	6,918
Others	899	0	899	1,254
Total	31,309	0	31,309	167,150

Commented [FB7]: Sutton

Home-Start Sutton Notes to the Financial Statements

Note 4 Investment Income

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
COIF Interest Income	4,518	0	4,518	222
	4,518	0	4,518	222

Note 5 Incoming resources from "Supporting Parents with children" activity

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
The National Lottery Connecting Families		72,431	72,431	101,155
BBC Children In Need		22,333	22,333	28,832
Advocacy		32,000	32,000	28,167
LB Sutton Children with Disabilities		2,926	2,926	3,141
LB Sutton Domestic Violence		10,486	10,486	10,354
Young Londoners Bridging the Gap		12,390	12,390	16,520
KGJ Fdn Connecting Families from the Start			0	5,000
City Bridge DCMS Wave 3			0	0
City Bridge LCRF Wave 5		5,323	5,323	26,618
LBS Childrens Wellbeing		1,667	1,667	18,333
LB Sutton Families in Temp Accom (POD)		784	784	20,000
LB Sutton Temp Accom Ambassadors			0	19,784
Sutton Giving Maternal Journal			0	6,789
Rebuild Maternal Journal		24,422	24,422	17,129
Rebuild Esteem		21,233	21,233	0
Moving On Together		3,000	3,000	6,000
Parenting Support		21,050	21,050	29,963
Community Action Sutton Lunch and Play		5,000	5,000	0
Big Hopes Big Futures		5,250	5,250	3,500
	0	240,295	240,295	341,285

Note 6

Other Income

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Sutton Nursing Association	0	300	300	50
Family Holiday Association	0		0	720
HomeStart UK Volunteer Training	5,000		5,000	0
HomeStart Warrington	800		800	0
HomeStart UK Cost of Living	250		250	0
LBS Covid Grant	8,260		8,260	0
Other small grants	0		0	0
	14,310	300	14,610	770

Home-Start Sutton

Notes to the Financial Statements

Home-Start Sutton

Note 7 Fundraising Costs

	Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
	Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Rebuild Esteem	Connect From Start	Tem Accom Ambassadors	Sutton Giv Mat Jnl	Parenting Support	BHBF	Moving On Together	Community Action Sutton Lunch and Play	LBS Child Wellbeing	CB LCRF Wave 5	Total	Costs	2022
Staff Costs - Reallocation	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
General Office Costs - Reallocation	2,200																			0	2,200	2,558
Expenses	186																			0	186	118
	2,386	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,386	2,676

Note 8 "Supporting parents with children" costs

	Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
	Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Rebuild Esteem	Connect From Start	Tem Accom Ambassadors	Sutton Giv Mat Jnl	Parenting Support	BHBF	Moving On Together	Community Action Sutton Lunch and Play	LBS Child Wellbeing	CB LCRF Wave 5	Total	Costs	2022
Group & Family Activities	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Staff Salaries	1,841	325	873						3,559					33			944			5,734	7,574	3,828
Premises Costs	43,210	78,618	19,471	11,881	26,949		10,189	14,929	18,176	18,913				34,272		7,017		2,232	2,577	245,223	288,434	253,532
Staff & Volunteer Costs	2,759	809	3,402	2,870					1,537				561							9,178	11,937	11,108
General Office Costs	4,078	1,183	489	167	1,120			137	89					747						3,932	8,010	12,015
Bank Charges	11,610	611	1,033														734			2,379	13,989	11,622
Equipment																				0	0	0
Depreciation	402																			0	402	296
Membership & Affiliation	3,052																			0	3,052	2,664
Governance Costs	4,590																			0	4,590	4,945
Net contr to redund prov	2,647																			0	2,647	2,632
Support Cost Allocation																				0	0	274
	(21,308)	3,762			3,000	2,926		1,500	1,200	1,200				1,870	5,250	600				21,308	0	0
	52,880	85,307	25,268	14,918	31,069	2,926	10,189	16,566	24,560	20,113	0	0	561	36,922	5,250	7,617	1,678	2,232	2,577	287,754	340,634	302,916

Note 8 "Other costs"

	Unrestricted	Restricted	Total	Total
	Funds	Funds	Costs	2022
	£	£	£	£
Group & Family Activities			0	770
	0	0	0	770

Home-Start Sutton

Notes to the Financial Statements

Note 9 Governance Costs

	Unrestricted Funds	Restricted Funds	Total Funds	2022
	£	£	£	£
Staff Costs - Reallocation	1293		1,293	1,293
General Office Costs - Reallocation	640		640	640
Trustee Expenses	122.6		123	144
AGM & Annual Report Expenses	91.48		91	55
Independent Examination Fee	500		500	500
	2,647	0	2,647	2,632

Note 10 Support Cost Allocation

Costs are charged to the activities Fundraising, 'Supporting Families with Children' and Governance on the following basis:

Third Party Costs and Charges On a direct cost allocation to the appropriate individual activity.

Support Salary Cost A detailed assessment is undertaken of the time spent by employees on the separate activities and the cost is allocated accordingly.

General Office Costs All appropriate office costs were aggregated and a share allocated to fundraising and governance based on the ratio of their allocated salary cost.

Allocation of costs over individual funds Costs within each expenditure category are allocated to specific funds consistent with the terms and conditions under which the donor gave the grant.

Note 11 Net income/expenditure

This is stated after charging:

	2023 £	2022 £
Independent Examination Fee	500	500
Depreciation	3,052	2,664

Home-Start Sutton

Notes to the Financial Statements

Note 12

Staff Costs and Numbers

	2023	2022
	£	£
Salaries	259,958	233,004
Employers National Insurance	24,187	19,495
Pension incl enhanced pension	7,782	4,883
	<u>291,927</u>	<u>257,382</u>

	2023	2022
Average number of persons employed	8	10
Average full time equivalent	6	7.3
Sessional Workers	3	4
No employee earned in excess of £60,000 (2021 - nil)		

Note 13

Trustee Remuneration & Related Party Transactions

	Number	2023	Number	2022
		£		£
Trustee Travel & Parking	0	0	0	0
Trustee Insurance	all	122.6	all	101
Trustee Training & Conferences	0		0	42
		<u>123</u>		<u>143</u>

No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year (2022- Nil).

Note 14

Taxation

As a Charitable Company, Home-Start Sutton is exempt from tax on income and gains arising from its charitable activities.
No tax charges have arisen for the Charity in 2023 (2022 - Nil)

Home-Start Sutton
Notes to the Financial Statements

Note 15

Tangible Fixed Assets

**Office and
Computer
Equipment**

£

Cost

As at 1st April 2022	13,618.00
Additions	589.33
Disposals	0.00
As at 31 March 2023	<u>14,207.33</u>

Depreciation

As at 1st April 2022	8,859.00
Charge for year	3,051.13
Disposals	0.00
As at 31 March 2023	<u>11,910.13</u>

**Net Book
Value**

As at 31 March 2023	<u>2,297.20</u>
As at 31 March 2022	<u>4,759</u>

Note 16

Debtors

	2023	2022
	£	£
LB Sutton C w Disabilities		972
LBS Dom Violence (Cranstoun)	1,292.33	6,703
Families in Temp Accom (LBS)		3,333
Sutton Vol Centre (Young Ldhs)	2,478.00	7,930
BHBF	2,187.00	
Moving On Together	3,000.00	
	<u>8,957.33</u>	<u>18,938</u>

Note 17

**Deferred
Income**

	2023	2022
	£	£

**Restricted
Funds**

The National Lottery Connecting Families	0	24,143
--	---	--------

Home-Start Sutton
Notes to the Financial Statements

KGJ Fdn Connecting from the Start		0
Families in Temp Accom (POD)	1,193	0
Parenting Support	10,000	0
Sutton Giving Maternal Journal		0
Rebuild Maternal Journal	1,767	26,189
Young Londoners Bridging the Gap		2,808
Big Hopes Big Futures		875
LBS Childrens Wellbeing		1,667
City Bridge LCRF Wave 5		5,323
Rebuild		
Esteem	1,930	23,163
Advocacy	8,000	8,000
	<u>22,890</u>	<u>92,168</u>

Note 18

Creditors and Accruals

	2023	2022
	£	£
Restricted Funds		
Children in Need		276
Families in Temp Accom (LBS)		17
The National Lottery Connecting Families		293
Unrestricted Funds		
Redundancy Provision	35,590.00	35,590
Independent Examiner	600.00	600
Other Sundry Accruals	1,570.84	2,833
	<u>37,760.84</u>	<u>39,609</u>

Home-Start Sutton Notes to the Financial Statements

Note 19 Fund Balances

	Opening Balance 1.4.22 £	Incoming Resources £	Resources Expended £	Transfers between funds £	Closing Balance 31.3.23 £	In Year Balance £
Restricted Funds						
The National Lottery Connecting Families	12,876	72,431	(85,307)			(12,876)
BBC Children In Need	2,693	22,333	(25,268)		(242)	(2,693)
Womens Aid Caring						
Dads	11,597	0	0		11,597	
LB Sutton Children with Disabilities	0	2,926	(2,926)		0	
LB Sutton Domestic Violence	2,009	10,486	(10,189)		2,306	
Advocacy	2,761	32,000	(31,069)		3,692	
Young Londoners Bridging the Gap	4,346	12,390	(16,566)		170	(4,346)
KGJ Fdn Connecting Families from the Start	3,426	0	0	(3,426)	0	
City Bridge LCRF Wave 5	1,596	5,323	(2,577)	(4,342)	(0)	2,596
LB Sutton Childrens Wellbeing	5,018	1,667	(2,232)		4,452	(5,018)
LB Sutton Families in Temp Accom (POD)	4,546	784	(14,918)	9,000	(589)	(14,546)
LB Sutton Tem Accom Ambassadors	9,864	0	0	(9,864)	0	
Sutton Giving Maternal Journal	0	0	(561)		(561)	(561)
Rebuild Maternal Journal	15,008	24,422	(24,560)	3,426	18,296	(15,008)
Rebuild Esteem	0	21,233	(20,113)		1,120	1,120
Moving On Together	4,375	3,000	(7,617)		(242)	(4,375)
Parenting Support	6,565	21,050	(36,922)		(9,307)	(15,865)
Community Action Sutton Lunch and Play	0	5,000	(1,678)		3,322	3,322
Big Hopes Big Futures	670	5,250	(5,250)		670	
	87,350	240,295	(287,754)	(5,206)	34,685	(47,350)
Other Restricted Income	0	300	0	0	300.00	
Unrestricted Funds						
General	138,014	50,137	(55,266)	5,206	138,091	
Designated Development *	125,000	0	0		125,000	
Total	350,364	290,732	(343,020)	0	298,075.75	(47,350)

* Development Fund to Secure and Embed Perinatal and Infant Mental Health Services and contribute to Commented [FB8]: Should read embed

Analysis of Net Assets Between Funds

Home-Start Sutton
Notes to the Financial Statements

Note 20

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total 2023 £
Restricted Funds				
The National Lottery Connecting Families			(0)	(0)
BBC Children In Need		0	(242)	(242)
Womens Aid Caring				
Dads		11,597	0	11,597
LB Sutton Children with Disabilities		0	0	0
LB Sutton Domestic Violence		2,306	0	2,306
Advocacy		11,692	(8,000)	3,692
Young Londoners Bridging the Gap		170	0	170
KGJ Fdn Connecting Families from the Start		0	0	0
City Bridge LCRF Wave 5		(0)	0	(0)
LB Sutton Childrens Wellbeing		4,452	0	4,452
LB Sutton Families in Temp Accom (POD)		(589)	0	(589)
LB Sutton Tem Accom Ambassadors		1,193	(1,193)	0
Sutton Giving Maternal Journal		0	(561)	(561)
Rebuild Maternal Journal		20,063	(1,767)	18,296
Rebuild Esteem		3,050	(1,930)	1,120
Moving On Together		0	(242)	(242)
Parenting Support		693	(10,000)	(9,307)
Community Action Sutton Lunch and Play		3,322	0	3,322
Sutton Nursing Association		300	0	300
Big Hopes Big Futures		670	0	670
	0	58,920	(23,935)	34,985
Other Restricted Income		300	0	300
Unrestricted Funds				
General	2,297	172,509	(36,716)	138,091
Designated Development		125,000		125,000
	2,297	356,429	(60,651)	298,076

Home-Start Sutton
Notes to the Financial Statements

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Home-Start Sutton Notes to the Financial Statements

Employees and volunteers who have contributed to the success of Home-Start Sutton in the period under review:-

Staff

Judith Armstrong	CEO - left May 2022)
Daniel Ayeni	Chief Executive Officer (May 2022)
Joanne Atkins	Family Group Co-ordinator
Emma Clements	Volunteer Recruitment and Development – (left April 2023)
Bev Daines	Family Support Co-ordinator
Clare Daley	Group Worker (Feb 2023)
Rachel Davey	Family Support Co-ordinator
Charlotte Donovan	Finance and Business Support
Kim Farlow	Family Support Co-ordinator
Chantal Hayden	Family Support Co-ordinator
Gayle Sawyer	Family Support Co-ordinator
Victoria Thompson	Family Support Co-ordinator (left Dec 2022)

Volunteers

Nada Alane *	Lorraine Finan	Natasha Osborne
Elkanah Arthur *	Dawn Forbes	Charleen Parker
Alison Bardon	Mags Fox	Dorothy Parker
Particia Bhandari	Miranda French	Victoria Presswood
Sandra Board *	Felicity Hamlin	Stuart Philips
Fran Boto	Samantha Hansford	Andrea Rivers
Diana Broad	Denise Haseler	Michele Rivers
Petrina Brown *	Wendy Hawkins *	Lesley Roberts
Andrea Buckley	Lynda Hicks *	Mercedes Robinson
Kathleen Burman *	Sue Holley	Charlotte Rogers
Camiya Chacko	Alison Holloway	Claire Shaw *
Veronica Calabro *	Coleen Huggett	Philippa Simmonds
Elaine Childs	Anna Hunt	Susan Simpson
Sue Childs	Dinaz Irani	Eloise Skipper
Claire Clarke	Stacey Jarvis *	Margaret Ann Smith
Emma Clements	Emma Jones *	Paula Swann *
Elaine Clifford	Kelly Larry *	Jane Swindle
Katie Connaire	Pamela Manisier	Aysegul Takimoglu
Amber Cox	Gill Marchbank	Anne-Marie Taylor
Anetha Daniel	Karen Mason	Mike Taylor
Valerie Davis	Sara McManus	Tene Teegelman
Fiona Denton	Uzma Mobin	Phyllis Thompson
Denise Earwicker	Dawn Moriarty	Lorraine Thrower
Cayce Eastwood	Sara Moumouris	Zinnat Toorabally
Angela Christopher-Ejemba	Lisa Murray	Jo Jo Tsitropoulou
Joanna Elgarf	Anne-Marie Mika *	Suzanne Tudno *
Sue Elson	Uzma Mobin	Lesley Turner
Kirsty Ferrin *		Jonathan Vickery
Suzanne Fitter *		Lynn Wallace
		Patricia Wang Ho
		Kate Webber

Peer Advocates

Home-Start Sutton
Notes to the Financial Statements

Mags Fox
Sue Holley
Dinaz Irani
Paul McCarthy
Charleen Parker

Fiona Webster
Kelly Whetran
Justine Wight
Cherry Wong
Gill Wong *
Helen Wright
Veronia Yeung
Bonita Zammit

***denotes leavers in period**

Home-Start Sutton

Notes to the Financial Statements

In addition to those listed previously who have donated money to Home-Start Sutton, we would like to thank the following for their support: -

Anne Dodwell
Bob Watson
Camiya Chacko
Carshalton Girls
Christ Church Sutton
Church of the Good Shepherd
Citizens Advice Bureau Sutton
Clare Bryant – Sutton Sports Village
Community Action Sutton
Easy Fundraising
Fiona Webster
Fran Boto
Hannah Flowers
Hill House
Home-Start London
Holy Trinity Church, Wallington
Home-Start UK
Jancett Nursery
Jean Quested & Rupert Quested
John Lewis Partnership
LexisNexis Risk Solutions
Linus Project
London Borough of Sutton
Malcome Booth – Trinity Church
Marian Idles
Morrison's Sutton
Oaks Park High School
Pia Jaime
Playwise
PC Hamilton and PC Lambert
River Church Sutton
Riverside Centre
Rotary Club of Sutton and Cheam
Rotary Club of Nonsuch
Shona Newmark
St Oswald's Church Cheam
St. Patrick's Church Wallington
Sue Elson
Sue Hoskins
Sutton Children's Centres
Sutton Carers Centre
Sutton Foodbank
Sutton Health Visiting Teams
Sutton Libraries
Sutton Mental Health Foundation
Sutton Nursing Association
Sutton Vineyard Church

Home-Start Sutton
Notes to the Financial Statements

Sutton Volunteer Centre
Sutton Women's Centre
Tesco Purley
The Grange Childrens Centre
Tweeddale Childrens Centre
Thomas Wall Centre
Waitrose Worcester Park
Waitrose Cheam
Waitrose Banstead
Wallington Baptist Church
Wallington Bowls Club
Wallington Farmers Market
Welfare Reform Encompass
Wendy & Glen Robinson

Accounts

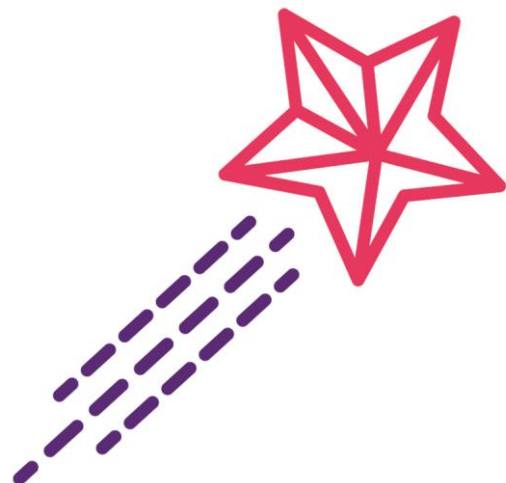


Home-Start Sutton

Annual Report & Financial

Statements

31st March 2022



**Home-Start Sutton, a company limited by guarantee no 05165417. Charity no. 1104960 Registered office:
Alexandra Gardens Children's Resource Centre, Stanley Road, Carshalton SM5 4LJ**

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Charity Number 1104960

Company Number 05165417

Principal Office and Registered Office

Alexandra Gardens Children's Resource Centre
Stanley Road
Carshalton
Surrey SM5 4LJ

Telephone 020 8647 6501

Email admin@homestartsutton.org.uk

Trustees	Janet Mountford	Chair
	Frances Smith	Treasurer
	Fran Boto	
	Peter Thomas	
	Tracey Holland	
	Pamela Roberts	
	Michele Rivers	

Company Secretary

Judith Armstrong

Scheme Manager

Judith Armstrong

Independent Examiner

Philip Warner
108 Augustus Road
London
SW19 6ER

Bankers

Co-operative Bank plc
P.O.Box 250
Delf House
Southway
Skelmersdale WN8 6WT

Charities Official Investment Fund
80 Cheapside
London EC2V 6DZ

Advisors	Shona Newmark	Employment Law Advisor
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Personnel and Forward Planning Sub-Group

Janet Mountford
Frances Smith
Pamela Roberts
Michele Rivers

Chair's Report April 2021- March 2022

It is my pleasure to once again be in the position to report on a further successful year for HomeStart Sutton despite the ongoing Covid scenario.

The knock on effect of Covid, lockdown, restrictions, and then the gradual reopening of life had a significant impact on us for a further year. Our staff, led by Judith, together with all of our volunteers continued to valiantly support a large number of families and children. The outcomes of this work are highlighted in the full Impact Report. The support offered was both practical and emotional with an emphasis on supporting the mental health of vulnerable families. It should not be underestimated how much contact through Zoom, 'phone, texts and walks in the park carried people through this time.

Our profile locally within both the Local Authority, Public Health and other statutory and voluntary services continues to grow and resulted in some significant funding becoming available to support the return to a new normal and continue into the future.

As a result of new funding for a number of projects we have been in the position of being able to increase our staff team with three new part-time Coordinator posts a part-time Volunteer Recruitment and Development Coordinator and a revised Administrator role. An internal staff restructure with the appointment internally of a Senior Coordinator and CEO allowed for clarification of roles and responsibilities.

As shown in the Impact Report our work has had many demonstrable positive outcomes for local families and although our Lottery funding ends in December 2022 we are in a financially healthier position than at any other time during my tenure as Chair. Huge thanks go to a range of people for this position. The Trustee Board's very successful Fundraising Committee, CEO Judith's work to achieving successful bids, Frances Smith for her magnificent work as Treasurer and to The Mayor of Sutton for nominating us for two years as one of her Charities.

My thanks go to all of them and all other donors and supporters, and of course our band of loyal Volunteers without whom we could not offer any services. Last but not least my thanks go to my fellow Trustees and particularly Judith and her whole staff for keeping going, mostly with a smile, through another year of the most testing of times.

Janet Mountford
May 2022

The Trustees are pleased to present the report and financial statements of Home-Start Sutton for the year ended 31st March 2022. The report explains the activities of the charity that have made a significant contribution to the charity's purpose and provide public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Home-Start Sutton was incorporated by guarantee on 29th June 2004. It has no share capital and is a registered charity. In the event of the company being wound up the guarantee of each member is limited to £1. The governing document is the Memorandum and Articles of Association of the company and members of the Board of Trustees are the Directors of the company. The reference and administrative details of the charity are set out on page 2.

Appointment of Trustees

Under the Memorandum and Articles of Association the Trustees are elected at the Annual General Meeting. The Trustees appoint the officers of the charity (Chair, Vice-Chair, Treasurer and Secretary). The Trustees may subsequently co-opt any person duly qualified, to be a Trustee and that person will hold office until the next Annual General Meeting.

Officers and Trustees are elected to serve for a period of three years after which they must retire and can offer themselves for re-election at the next Annual General Meeting. All Trustees must be members of Home-Start Sutton.

The full complement of the Board of Trustees is 12 people. Whilst it is the charity's goal to maintain a full complement of Trustees, vacancies can exist as the charity endeavours to find suitable candidates. Trustees are sought in a variety of ways, including recommendation from existing Trustees, staff and supporters. When seeking new Trustees the Board carefully considers the skills and knowledge needed to support the on-going development of the charity and to that end seek people with relevant experience and expertise. Potential Trustees are scrutinised by two officers of the charity and are subject to interview.

Trustee Induction and Training

New Trustees undertake an induction programme with the Manager of the charity. This programme explains their duties and responsibilities as a Trustee and includes a tour of the office and an overview of the operations of the charity. Each year the Trustees, along with all the staff and volunteers undertake mandatory Safeguarding Training. On-going training is available to the Trustees through the Home-Start UK national organisation, Community Action Sutton and appropriate ad-hoc training courses as identified by the charity or individual trustees.

Trustee Responsibilities

The Trustees (who are also directors of Home-Start Sutton for the purposes of company law) are responsible for preparing the Trustee Annual Report and Financial Statements in accordance with applicable law and United Kingdom generally accepted accounting practice (UKGAAP).

Company law requires that the Trustees prepare financial statements for each financial year that 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 income and expenditure, for that period. In preparing these financial statements, the Board of 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 there is a reasonable expectation that the charity will be unable to continue in operation.

The Board of Trustees is responsible for keeping proper accounting records. These must 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Company law also requires that the Board of Trustees pay due regard to the public benefit guidance published by the Charity Commission and have a duty to achieve the purposes of the charitable company. In setting the charity's objectives, planning its activities and reviewing all proposed activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees review and approve the annual budget and periodically review the financial performance and reports of the company to ensure that it is operating in a manner consistent with achieving its purposes. In addition, the Trustees are of the opinion that the policies and procedures in place are sufficiently robust to ensure that the company achieves its purpose.

A scheme of delegation is in place and day-to-day responsibility for the running of the charity lies with the Scheme Manager, Judith Armstrong. As such, she is responsible for operating within the framework of the policies, forward plan and budgets to ensure the charity delivers the services specified and achieved its key performance indicators. In addition, the Manager is responsible for individual supervision of the staff team and ensuring that both the staff and the scheme volunteers continue to develop their skills and working procedures consistent with best practice. In turn the Manager of the charity is subject to bi-annual performance review with the charity's Chair.

Trustee Meetings

Full Board of Trustees meetings are held six times per year to review and agree major areas of policy and business activity and to oversee the operational performance of the charity. Key Performance Indicators, Treasurer's Report and Risk Assessment are reviewed at every meeting and staff members attend the meetings on a rota basis to give the Trustees an update on the recent achievements and activities in their area.

In addition to the Trustee meetings, there are regular meetings of the Fundraising sub group and Personnel and Forward Planning Group, this group is charged with the development of long-term strategy for Home-Start Sutton and the management and support of the staff and personnel resources. Given the recent precarious funding situation, the group has continued to meet regularly to determine short-term resources and planning services and staffing resources accordingly. This group currently comprises the chair, the vice chair and two other trustees. The scheme manager also attends the meetings.

Related Parties

Whilst Home-Start Sutton is an independent charitable company it is affiliated to Home-Start UK, the national umbrella organisation for UK Home-Start schemes. Consequently Home-Start Sutton has signed up to a national Home-Start agreement and works to the national organisation's standards and methods of practice. These standards commit the company to regular reviews of its operating procedures and subject the company to periodic audit reviews by the national organisation to ensure that the charity is conforming to the national procedures.

Additionally, as an affiliated scheme Home-Start Sutton benefits from the umbrella organisation's expertise and advice as regards new legislation, regulations and internal control procedures and Home-Start Sutton Trustees, staff and volunteers are able to take advantage of the comprehensive range of training courses run by the national organisation.

Risk Assessment

The Board of Trustees has reviewed the major risks to which Home-Start is exposed and is satisfied that systems have or are being established to manage these risks.

The charity continues to review its procedures and policies to ensure that they are consistent with those best practices identified and documented by Home-Start UK, the national organisation. In addition it continues its focus on the following items:-

- 1. Risks to Future Funding:** The funding situation for Home Start-Sutton remains of longer-term concern. The scheme needs to continue to concentrate efforts on sustaining funding streams. There are limited independent funding bodies supporting Home-Start activities. The impact of COVID 19 on funding opportunities and the availability of funds is still being worked on by many trusts and funding sources, and while the need for our support will undoubtedly continue to increase the demand for available funding will also increase. The charity is therefore ever more mindful of the need to diversify funding streams and source to minimise risk to overall operations. Home-Start Sutton continues to work closely with the London Borough of Sutton (Children's Services, Health Services and Primary Care Networks) and to target grant making trusts.

The charity is working with Home-Start London a consortium of 13 London Home-Start schemes as regards potential for London-wide funding opportunities.

The charity continues to hold various sponsorship, sales and fundraising events locally to bring in sufficient monies to fund activities.

2. **Disclosure and Barring Checks:** Trustees, staff and volunteers are subject to enhanced Disclosure and Barring checks in line with Home-Start UK policies.
3. **Staff and Volunteer Training:** Ensuring that all staff and volunteers are properly trained, supported, supervised and motivated as they carry out their work for the charity.
4. **Internal Controls:** Ensuring that internal control risks are minimised by following procedures that require all transactions to be correctly authorised and recorded in the accounts of the charity.
5. **Safeguarding:** Ensuring that proper procedure and controls are in place to be able to identify and action instances of alleged or suspected abuse that come to the attention of Home-Start Sutton. Staff and trustees access local multi-disciplinary training and Home-Start UK safeguarding training in line with policy guidelines. A key element of the procedures is the on-going biennial training of all Trustees, staff and volunteers in the Safeguarding and Protection of Children.
6. **Legal Costs Cover:** Ensuring the maintenance of adequate insurance cover for the scheme to provide cover for employees, Trustees and volunteers carrying out work for and on behalf of Home-Start; this includes any claim resulting from alleged or actual abuse.
7. **Accommodation:** There remains the risk that were the charity to have to move offices it would have to pay a more expensive market level rent. This is not considered imminently likely whilst the charity is seen as providing valuable family support to Sutton residents. The charity remains open to conversations with other local organisations and networks regarding co-location, dependent on favourable financial and operational considerations.

Membership

Membership is open to all who support the objects of the charitable company. At the 31st March 2022 there were 49 such members (2021–47 members).

Valuing Volunteers and Benefit in Kind

During the year Home-Start Sutton worked with 99 volunteers, 3 office volunteers, 4 were group volunteers, 7 were peer advocates and 85 were home visiting volunteers. Assuming 99 trained volunteers (2021 – 80 volunteers) each giving between two and four hours weekly, working on an average of 3 hours a week for 46 weeks and using standard pay rates for similar grades of staff of £14.51 per hour, the value of the benefit in kind applicable to the charitable activity was as follows:-

2022	2021
£	£

Charitable activity - "Supporting parents with children"

£198,235

£160,190

MISSION, OBJECTIVES AND ACTIVITIES

The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit and complied with section 17(5) of the 2011 Charities Act when reviewing the charity's aims and objectives and in planning its future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set specifically taking into account the perceived needs in London Borough of Sutton and of the support services being supported and funded by individuals, grant bodies and the local authority.

Mission

Home-Start Sutton provides practical and emotional support to vulnerable families with children under five, living in the London Borough of Sutton, actively enabling parents to give "the best start" to their children.

Objectives

In the year under review the main charitable objectives of Home-Start Sutton for the public benefit are to:-

- safeguard, protect and preserve the mental and physical health of children and parents of young children;
- prevent cruelty to or maltreatment of children;
- relieve sickness, poverty and need amongst children and parents of young children;
- promote the education of the public in better standards of child care within Sutton and its environs; and
- undertake or participate in child and parent related activities that support the viability of the company and enhance the delivery of the existing services around Sutton.

In order to achieve this Home-Start Sutton needs to:-

- recruit, train and manage suitable volunteers to allow one-to-one support to families;
- have sufficient resources to fund the service and achieve the scheme objectives;
- offer a quality service that is valued by both parents and funding bodies;
- employ, train and motivate staff so as to provide the target services;
- be able to recruit Trustees with the relevant skills to manage the charity in its achievement of its long term objectives;

- ensure that the expertise and knowledge within Home-Start Sutton is leveraged to its maximum potential with central and local organisations working in Sutton; and
- ensure that all staff, volunteers and Trustees are regularly trained in and fully conversant with latest safeguarding regulations and procedures.

Activities

Our delivered charitable activities were:

- 1 **Supporting parents with children**, Home-Start Sutton seeks to increase the confidence and independence of the family through the provision of a home-visiting service and appropriate family support groups. The support is targeted at families that have a child or children of five years of age or under and are resident in the London Borough of Sutton.

This support was given by a core of 10 part-time staff (7.3 full time equivalent) supported by a network of 96 volunteers who work to the following standards and methods of practice by:-

- visiting families in their own homes where the dignity and identity of each individual can be respected and protected;
- reassuring parents that difficulties in bringing up children are not unusual and encourage enjoyment of family life;
- developing a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs of individual families;
- offering support, friendship and practical assistance;
- encouraging the parents' strengths and emotional well-being for the ultimate benefit of their own children; and
- encouraging families to widen their network of relationships and to use effectively the support and services available within the community.
- In 2021/22 this support was adapted according to restrictions and remote/telephone/video support introduced to maintain connections and reduce isolation.

We have been very fortunate in 2021/22 to receive funding from LBS (London Borough of Sutton) to expand our parenting support offer, enabling us to increase our volunteer base and reach more families with 1:1 peer support.

- 2 **Advocacy Project**, Sutton Parent2Parent Independent Advocacy Service offers support to parents facing an Initial Child Protection Conference. The support is intensive over 2/3 meetings and provided by peer advocates who have experience of the process. In 2021/22 the Tudor Trust funding ended, and the London Borough of Sutton provided one-year funding enabling Home-Start Sutton to continue and develop the service offered to parents involved in the child protection process. The aims are to facilitate and enable parental engagement in

the child protection process, bridging any gap between the statutory services and the family for the ultimate benefit and well-being of the children/young people. In addition, high-quality training and support is offered to the peer advocates. Outcomes are monitored via direct feedback from parents, social workers and conference chairs. COVID had resulted in conferences moving to a remote format, this continued for review conferences, but initially moved to a hybrid approach and advocates supported families at the remote and in-person conferences.

The Trustee Board approved the activity on the basis that it:

- Provided an excellent opportunity to work closely with local Children's Services
- Providing support to vulnerable families.
- Provided the opportunity to build on the understanding of local authority child protection work which would be potentially beneficial in attracting funding.

3. **Connecting Families** – The National Lottery project funding until December 2022 enables Home-Start to extend our core service of home-visiting support to more families and included new service offers. The primary focus of the project is reducing isolation in families with young children. The additional strands of work are delivery of a parenting programme and school readiness work with families and specialist mental health training to volunteers. The correct choice of parenting programme was crucial to ensure the Home-Start ethos and model was not compromised, the Family Links Nurturing Parent Programme fits these criteria. During 2021-22 staff delivered 2 full courses, despite the COVID restrictions which were on and off during the year. The school readiness work has been 1:1 with families
4. **Family Groups** funded by BBC Children in Need until December 2022, to provide two weekly groups to support isolated families. A general family support group for parents and under 5's and the second group **Tea and Tots**, launched in 2020 focussing on mums and babies under 2 years.
5. **Perinatal Support** –we secured further funding to deliver **Maternal Journal** groups through HSUK, offering a block of 8 sessions to new mums with babies under 1 to explore the use of creative journaling for well-being. In addition, we have been able to secure funding to offer a perinatal peer support group, **Bringing Mums Together**, alongside Sutton Mental Health Foundation. The sessions were aimed at isolated mums who had become parents in lockdown and had mild to moderate mental ill-health. Both groups were held face to face, socially distanced.
- 6 **The Pod** temporary accommodation project is a weekly drop-in for parents and under 5's in temporary/emergency accommodation. At the Dolphin, Sutton on Friday mornings 10-12. Signposting, access to information, someone to talk to. Numbers were initially limited to be COVID safe but with restrictions lifting this has changed, we also offer 1:1 support to families who are unable to attend the drop-in. The sessions are supported by the Welfare Reform Team, Social Prescribing, Encompass and health, providing a temporary accommodation one-stop-shop. Funded by LBS (London Borough of Sutton) Public Health
- 7 **Transform - Nurturing Parent and Child Group** –we are part of the Transform partnership a new comprehensive domestic abuse service contract in the

- London Borough of Sutton. We are contracted to deliver two 11-week courses for parents and their children under 5 impacted by domestic abuse. This work aims to provide nurturing input for parents focussed on addressing their own and their children's emotional needs and direct support to the children through 1:1 and group play. In 2021/22 we were able to offer two courses face-to-face.
8. **Moving on Together** a joint project with Playwise, offering a comprehensive post-diagnosis service to families with a child who have just received a diagnosis of additional need. Home-Start provide training and support to parents with lived experience of having a child with an additional need who then provide 6 months of home-based 1:1 support to parents referred.
 9. **Children with Disabilities Framework** – Sutton Children's Services have commissioned a range of organisations, including Home-Start to provide support for families with a child with a disability. Home-Start are commissioned to provide support under improving family resilience. The service is 'drawn down' as and packages of support are agreed with the family.
 10. **Bridge the Gap** is a project funded by the Mayor of London's Young Londoners Fund and delivered in partnership with MAPS, the Volunteer Centre Sutton's youth mentoring project. The project started in January 2020. Home-Start provide family mentoring as part of a holistic offer to young people at risk of exclusion and their families. In 2021/22 LBS funding enabled the expansion of this service to additional families through the Esteem 21 project, aimed at tackling isolation and exclusion.
 11. **Circle of Security Parenting** an attachment-based parenting programme delivered in partnership with Sutton Children's Centre's and funded by LBS. The first programme started in February 2021.
 12. **Volunteer** recruitment, training and support. We delivered four volunteer preparation courses two online over Zoom, and two in person, over the year for 38 new volunteers and ongoing training for volunteers, including mandatory annual safeguarding refresher training.
 13. Additional **activities** included informal 'Walk and Talk' sessions for families, summer activities at the Ecology Centre and practical help with food, toiletries, and support to access grants for household items.

ACHIEVEMENTS AND PERFORMANCE

Key achievements of Home-Start Sutton in the deliverance of its charitable activities in 2021/22 for the public benefit are recorded in the Chair's report.

ANNUAL INFORMATION OUTCOMES UPDATE 2021/2022

We supported **175** families through the core services and **97** through advocacy.
There were **640 children** in supported families

This year we again have created a Social Impact Report to illustrate our outcomes.

Please refer to this document for key outcomes information

Ethnic Origin of Families and Volunteers

Ethnic Origin			Core Families Supported	Advocacy Families	Volunteers	Staff	Trustees
Asian	Indian		3	2	6	0	0
	Pakistani		4	0	1	0	0
	Bangladeshi		2	0	1	0	0
Other Asian Background			9	4	2	0	0
Black	Caribbean		4	2	1	0	0
	African		3	2	1	0	0
Other Black Background			7	1	2	0	0
Chinese or other ethnic group			0	0	0	0	0
	Chinese		2	0	3	0	0
Any other ethnic group			10	9	7	1	0
Mixed	Any mixed background		10	10	3		0
White	British		108	45	68	8	7
	Irish		1	2	0	1	0
Other White Background			10	0	4	0	0

Nil responses			1	20	0	0	0
	TOTALS		175	97	99	10	7

FINANCIAL REVIEW

Our turnover for the financial year ending March 31st 2022 was £509,367 (£274,741 in 2020/21) against which we had expenditure of £306,362 (£213,719 in 2020/21). The Income and Expenditure Account showed a surplus of £203,005 (surplus of £61,022 in 2020/21) with a net increase in the Restricted Fund Reserves of £44,781, from £42,569 to £87,350, and the Unrestricted Reserves increased by £158,224 and now stand at £263,014 of which £138,014 is the General Reserve.

2021/22 was a financially successful year where new projects commenced and core services became more stable following Covid 19 challenges. Some of the new projects were completed during a 12-month period however some projects would benefit from ongoing funding as they continue to provide important support to families. Discussions will be continuing with grant givers to secure continuation funding.

The biggest contributor to our restricted grant funded income of £342k continued to be the National Lottery for the Connecting Families Project (£101k) followed by the BBC Children in Need Project (£29k).

We were successful in securing funding for seven new projects during the year: City Bridge LCRF Wave 5 (£27k), LB Sutton Children's Wellbeing (£18k), LB Sutton Temporary Accommodation Ambassadors (£20k), Sutton Mental Health Foundation Perinatal (£7k), Moving on Together (£6k), LB Sutton Parenting Support (£30k) and HSUK Big Hopes Big Futures (£4k).

A donation was received from the Sutton Women's Aid that has been used to establish a development fund. The fund will contribute to staff and volunteer development and will also be used to secure and embed our perinatal and infant mental health provision.

The number of fundraising events were curtailed due to Covid-19 constraints, however Councillor Trish Fivey, the Mayor of Sutton, chose Home-start Sutton as one of her nominated charities for her extended term in office. We received over £8k from the Mayor's Charity during the year and there will be further receipts during 2022/23 from the more recent Mayor's Charity events. We also received a large number of generous donations which helped support our families through the year. Income from general donations and fundraising amounted to a magnificent sum of £40k and we are, as ever, very grateful to all of our benefactors.

Although 2021/22 was a very busy year, due to the dedication of our staff team, good financial management and the generosity of our benefactors the financial year ended successfully.

Looking forward, the financial year 2022/23 is expected to be another busy and challenging year. There are number of short -term projects that will come to an end and we have started planning for the end of our 3-year grants in December 2022. The Trustees have been in a position to set a budget for 2022/23 and are able to confirm that the organisation is a going concern.

Reserves Policy

The core purpose of the charity is to provide its “Supporting Families with Children” activities to families experiencing difficulties that have (a) a child below five years of age and (b) live in the London Borough of Sutton.

As such the trustees have set a reserves policy whereby:-

- reserves are maintained at a level which ensures that Home-Start could continue with its above core activity during a short period of unforeseen difficulty;
- reserves are such as to enable an orderly rundown of the charity, notably in assisting vulnerable client families handover to other services, should Home-Start be unable to secure income to continue with its activities; and
- a proportion of reserves are maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of the scheme’s planning, budget and forecast cycle. It takes into account risks associated with:-

- the current economic environment;
- each stream of income and expenditure being different from that budgeted;
- the planned activity level;
- the organisation’s commitments;
- the organisation’s structure and its ability to meet child safeguarding, financial and other regulatory requirements; and
- new activities having different set-up costs, take-up and payment terms to that previously undertaken by the charity.

The Trustees periodically examine Home-Start Sutton’s requirement for reserves in the light of past experience and the current risks faced by the organisation. Generally, when the charity has on-going funding for much of its activities, the Trustees consider an Unrestricted General Reserve equivalent to at least three to six months normal expenditure is appropriate, namely between £75k and £150k. The General Unrestricted Reserve at 31 March 2022 was £138k. The Trustees took the decision to establish an Unrestricted Designated Development Fund from the Sutton Women’s Aid £126k donation.

Investment Policy

Payments to Home-Start Sutton are generally quarterly in advance and as such, there are generally no funds available for long-term investment. Accordingly, having considered all the options available, the Board of Trustees have previously agreed that any surplus cash should be placed on short-term deposit. However, with the current level of reserve we will now look at the possibilities for further diversification of investments in order to achieve an improved interest return and to spread financial risk.

In selecting where to deposit the surplus monies Home-Start’s first priority is to minimise risk and then achieve a reasonable return. Accordingly, the monies are currently placed on deposit with the COIF Charities Deposit Fund, a common investment fund which has

an AAA credit rating from Fitch Ratings Agency in reflection of its low and diverse risk. Risk assessment criteria would be applied in deciding where to place any future investments. The charity remains aware of the need to monitor the performance and risk of investments especially during periods of financial market turbulence.

Appointment of Auditors

The Trustees are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that an independent examination is appropriate for the coming year.

The Trustees appointed Philip Warner as the Independent Examiner at the AGM 10th November 2021.

This report has been prepared in accordance with FRSSE SORP - Financial Regulation Standard for Smaller Entities Statement of Recommended Practice

Janet Mountford
Chair

Independent Examiner's Report To The Trustees of Home-Start Sutton Charitable Company Charity Commission Number 1104960

For the year to – 31st March 2022

I report on the accounts of the charity for the year ended 31st March 2022, which comprise the statement of financial activities, balance sheet, statement of accounting policies and related notes. These financial statements have been prepared on the basis of the accounting policies set out therein.

This report is made solely to the Trustees as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of Trustees and Examiner

The charity's trustees 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 of the Charities Act 2011 (the Act) and that an independent examination is needed. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Management Accountants.

Having been satisfied 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 Charities Act 2011);
- to follow the procedure laid down in the General Directions given by the Charity Commissioners (under section 145(5) of the Charities Act 2011); 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 Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiners Statement

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

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

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities (revised 2005) have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Warner
Chartered Institute of Management Accountants (8654555)

108 Augustus Road
London
SW19 6ER

12th July 2022

Home-Start Sutton
Statement of Financial Activities (incorporating Income & Expenditure Report)
For the year to 31 March 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	2021 £
Income					
Donations and Fundraising	3	165,590	0	165,590	19,895
Investment Income	4	222	0	222	140
Charitable Activities:					
"Supporting parents with children" income	5	0	341,285	341,285	212,190
Other Income	6	1,500	770	2,270	42,516
Total Income		167,312	342,055	509,367	274,741
Expenditure					
Expenditure on raising funds	7	2,676	-	2,676	4,345
Expenditure on Charitable Activities	8	6,412	297,274	303,686	209,374
Total Expenditure		9,088	297,274	306,362	213,719
Net Income (Expenditure)		158,224	44,781	203,005	61,022
Net transfers between Funds	19	-	0	0	0
Net Movement in Funds		158,224	44,781	203,005	61,022
Reconciliation of funds					
Total funds brought forward at 1st April		104,790	42,569	147,359	86,337
Total funds carried forward		263,014	87,350	350,364	147,359

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

All incoming resources and resources expended derive from continuing activities.

Unrestricted Funds comprise

General Reserve	138,014
Designated Development Fund	125,000

Balance Sheet
As at 31st March 2022
Company Registration Number 5165417

	Note	March 2022 £	March 2021 £
Fixed Assets			
Tangible Fixed Assets	15	<u>4,759</u>	<u>5,318</u>
Current Assets			
Debtors	16	18,938	1,649
Prepayments		1,089	200
Short Term Deposits at COIF		289,647	164,425
Cash at Bank and in hand		<u>167,708</u>	<u>57,123</u>
		477,382	223,397
Liabilities: amounts falling due within 1 year			
Deferred Income	17	92,168	43,439
Creditors & Accruals	18	<u>39,609</u>	<u>37,917</u>
		<u>131,777</u>	<u>81,356</u>
Net Current Assets		345,605	142,041
Total Assets less Current Liabilities		<u>350,364</u>	<u>147,359</u>
Represented by:			
Funds			
Unrestricted - General	19	138,014	104,790
Unrestricted - Designated Development	19	125,000	-
Restricted Funds	19	<u>87,350</u>	<u>42,569</u>
		<u>350,364</u>	<u>147,359</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective January 2015). Directors are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that; the members have not required the company to obtain an audit of its accounts for the year ended 31st March 2022 in accordance with section 476 and, the Directors acknowledge their responsibilities in complying with the Companies Act 2006 in respect to accounting records and the keeping of accounts.

Approved by the Board of Trustees on 25th April 2022 and signed on behalf of the Trustees.

Janet Mountford

Chair

Date:

12th July 2022

The notes on pages 19 to 29 form part of these accounts

Home-Start Sutton

Notes to the Financial Statements

Note 1 Accounting Policies

a) Basis of Accounting

The Financial Statements are prepared under the historic cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015) issued in Jan 2015, and the FRSSE (Jan 2015)

b) Fund Accounting

The Charity has various types of funds for which it is responsible and which require separate disclosure.

Restricted Funds Funds subject to specific restrictions imposed by the donor or the purpose of the appeal.

Unrestricted Funds Funds available for use at the discretion of the Trustees in furtherance of the objectives of Home-Start Sutton.

c) Income

All income included in the statement of financial activities as soon as Home-Start Sutton is entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary Income Comprises all income from donations and fundraising and is accounted for on a receivable basis.

Incoming Resources from Charitable Activities This consists of revenue grants receivable from donors in support of "Supporting Families with Children". Grants are accounted for on an accrual basis and where unconditional entitlement is dependent upon fulfilment of conditions in a future accounting period, such Income is credited to deferred income and accounted for as a liability.

Investment Income Comprises interest receivable on cash balances held in appropriate interest bearing deposits and benefits unrestricted reserves.

Donated Facilities The value of services provided by volunteers in respect of home-visiting, accounting and administration has not been included in these accounts.

d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of Generating Funds Comprise the costs associated with attracting future income.

Charitable Expenditure Comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance Costs Include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

e) Value Added Tax

The activities of the Charity are such that it is not registered for Vat and so all costs are charged gross of VAT.

f) Fixed Assets

Office Furniture & Equipment and Computer Equipment has been written off on a straight-line basis over 3 years.

Note 2 **Legal Status**

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Home-Start Sutton

Notes to the Financial Statements

Note		Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
3	<u>Donations and Fundraising</u>				
	Amazon	60	0	60	0
	CAF Regular Donors	5,248	0	5,248	3,993
	Carshalton Lavender Fields	0	0	0	750
	Charities Trust	2,416	0	2,416	1,997
	Church of the Good Shepherd	0	0	0	2,500
	Cheam Consolidated Churches	200	0	200	700
	Co-op LCF	3,512	0	3,512	4,145
	Charity Walk for Peace	800	0	800	0
	Easy Fundraising	167	0	167	0
	Homestart UK	2,000	0	2,000	0
	Iceland Wallington	0	0	0	700
	Jean Quested	240	0	240	225
	Ken Hindmarsh Legacy	3,000	0	3,000	0
	Quiz Night	0	0	0	1,125
	Mr & Mrs Webster	125	0	125	0
	Mayors Charity	8,360	0	8,360	0
	Pam Manisier	916	0	916	0
	Paypal	0	0	0	251
	Rotary Club of Cheam	500	0	500	0
	Rotary Club of Nonsuch	825	0	825	0
	Subsea 7	1,500	0	1,500	0
	Sutton Cristian Centre	250	0	250	0
	Suton Women's Aid	125,881	0	125,881	0
	T& KJ Haden-Scott	100	0	100	0
	Tudor Trust	0	0	0	2,000
	Virgin Money Giving	219	0	219	221
	Wallington Baptist Church Holy Trinity	356	0	356	150
	Waitrose Wallington and Cheam	1,167	0	1,167	167
	Wallington United Reformed Church	576	0	576	0
	Woodcote Golf Club	6,918	0	6,918	0
	Others	254	0	254	971
	Total	165,590	0	165,590	19,895

Note 4 Investment Income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
COIF Interest Income	222	0	222	140
	222	0	222	140

Home-Start Sutton

Notes to the Financial Statements

Note 5 Incoming resources from "Supporting Parents with children" activity

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
The National Lottery Connecting Families		101,155	101,155	99,693
BBC Children In Need		28,832	28,832	29,019
Advocacy		28,167	28,167	25,000
LB Sutton Children with Disabilities		3,141	3,141	405
LB Sutton Domestic Violence		10,354	10,354	13,981
Young Londoners Bridging the Gap		16,520	16,520	16,520
KGJ Fdn Connecting Families from the Start		5,000	5,000	5,000
City Bridge DCMS Wave 3		0	0	8,925
City Bridge LCRF Wave 5		26,618	26,618	0
LBS Childrens Wellbeing		18,333	18,333	0
LB Sutton Families in Temp Accom (POD)		20,000	20,000	8,333
LB Sutton Temp Accom Ambassadors		19,784	19,784	0
Sutton Giving Maternal Journal		6,789	6,789	5,314
Rebuild Maternal Journal		17,129	17,129	0
Moving On Together		6,000	6,000	0
Parenting Support		29,963	29,963	0
Big Hopes Big Futures		3,500	3,500	0
	0	341,285	341,285	212,190

Note 6

Other Income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Sutton Nursing Association	0	50	50	500
Family Holiday Association	0	720	720	0
Tudor Trust	0	0	0	4,000
LB Sutton Covid Response	0	0	0	5,000
City Bridge	0	0	0	6,708
LB Sutton Capacity Building	0	0	0	13,500
BBC Children in Need	1,000	0	1,000	2,600
LB Sutton Small Business	0	0	0	3,732
HSUK/John Lewis Ptnship	0	0	0	3,300
Sainsbury's	500	0	500	0
Other small grants	0	0	0	3,176
	1,500	770	2,270	42,516

Home-Start Sutton

Notes to the Financial Statements

Note 7 Fundraising Costs

Staff Costs - Reallocation

General Office Costs - Realloc

Expenses

Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Connect From Start	Tem Accom Ambssdors	Sutton Giv Mat Jnl	Parenting Support	BHBF	Moving On Together	LBS Child Wellbeing	Restr CB LCRF Wave 5	Total	Costs	2021
£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
2,558																	0	2,558	3,492
0																	0	0	793
118																	0	118	60
2,676	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,676	4,345

Note 8 "Supporting parents with children" costs

Group & Family Activities

Staff Salaries

Premises Costs

Staff & Volunteer Costs

General Office Costs

Bank Charges

Equipment

Depreciation

Membership & Affiliation

Governance Costs

Net contr to redund prov

Support Cost Allocation

Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Connect From Start	Tem Accom Ambssdors	Sutton Giv Mat Jnl	Parenting Support	BHBF	Moving On Together	LBS Child Wellbeing	Restr CB LCRF Wave 5	Total	Costs	2021
£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
504	383	334		10		0		2,597									3,324	3,828	9,488
820	87,554	22,353	17,806	23,394		11,289	14,102	190	3,060	7,920	5,809	19,065	2,830	1,003	13,315	23,022	252,712	253,532	187,498
3,134		4,708	1,860					1,010			396						7,974	11,108	2,243
2,152	5,147	1,106	286	1,560		66	143					1,533		22			9,863	12,015	4,054
11,587	35																35	11,622	3,724
0																	0	0	0
296																	0	296	379
2,664																	0	2,664	2,461
4,945																	0	4,945	4,175
2,632																	0	2,632	4,474
274																	0	274	(9,622)
(22,596)	3,831			3,000	3,141		1,500	1,200	1,940	2,000	584	2,800		600		2,000	22,596	0	0
6,412	96,950	28,501	19,952	27,964	3,141	11,355	15,745	4,997	5,000	9,920	6,789	23,398	2,830	1,625	13,315	25,022	296,504	302,916	208,874

Home-Start Sutton

Notes to the Financial Statements

Note 8 **Other costs**

	Unrestricted Funds £	Restricted Funds £	Total Costs £	Total 2021 £
Group & Family Activities		770	770	500
	0	770	770	500

Note 9 **Governance Costs**

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2021 £
Staff Costs - Reallocation	1,293		1,293	2,498
General Office Costs - Reallocation	640		640	822
PQASSO (3 years from Jan18)	0		0	450
Trustee Expenses	144		144	204
AGM & Annual Report Expenses	55		55	0
Independent Examination Fee	500		500	500
	2,632	0	2,632	4,474

Note

10 **Support Cost Allocation**

Costs are charged to the activities Fundraising, 'Supporting Families with Children' and Governance on the following basis:

Third Party Costs and Charges On a direct cost allocation to the appropriate individual activity.

Support Salary Cost A detailed assessment is undertaken of the time spent by employees on the separate activities and the cost is allocated accordingly.

General Office Costs All appropriate office costs were aggregated and a share allocated to fundraising and governance based on the ratio of their allocated salary cost.

Allocation of costs over individual funds

Costs within each expenditure category are allocated to specific funds consistent with the terms and conditions under which the donor gave the grant.

Home-Start Sutton

Notes to the Financial Statements

Note 11 Net income/expenditure

This is stated after charging:

	2022	2021
	£	£
Independent Examination Fee	500	500
Depreciation	2,664	2,461

Note 12 Staff Costs and Numbers

	2022	2021
	£	£
Salaries	233,004	162,901
Employers National Insurance	19,495	14,061
Pension incl enhanced pension	4,883	16,525
	<u>257,382</u>	<u>193,487</u>

	2022	2021
Average number of persons employed	10	8
Average full time equivalent	7.3	5
Sessional Workers	4	3
No employee earned in excess of £60,000 (2021 - nil)		

Note 13 Trustee Remuneration & Related Party Transactions

	Number	2022	Number	2021
		£		£
Trustee Travel & Parking	0	0	0	0
Trustee Insurance	all	101	all	0
Trustee Training & Conferences	0	42	0	(20)
		<u>143</u>		<u>(20)</u>

No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year (2021- Nil).

Note 14 Taxation

As a Charitable Company, Home-Start Sutton is exempt from tax on income and gains arising from its charitable activities.
No tax charges have arisen for the Charity in 2022 (2021 - Nil)

Home-Start Sutton

Notes to the Financial Statements

<u>Note 15</u>	<u>Tangible Fixed Assets</u>	Office and Computer Equipment £
	Cost	
	As at 1st April 2021	11,513
	Additions	2,105
	Disposals	0
	As at 31 March 2022	<u>13,618</u>
	Depreciation	
	As at 1st April 2021	6,195
	Charge for year	2,664
	Disposals	0
	As at 31 March 2022	<u>8,859</u>
	Net Book Value	
	As at 31 March 2022	<u>4,759</u>
	As at 31 March 2021	<u>5,318</u>

<u>Note 16</u>	<u>Debtors</u>	2022 £	2021 £
	LB Sutton C w Disabilities	972	0
	LBS Dom Violence (Cranstoun)	6,703	1,649
	Temp Accom (LBS)	3,333	0
	Sutton Vol Centre (Young Ldns)	7,930	0
		<u>18,938</u>	<u>1,649</u>

<u>Note 17</u>	<u>Deferred Income</u>	2022 £	2021 £
	Restricted Funds		
	The National Lottery Connecting Families	24,143	25,670
	BBC Children In Need	0	0
	KGJ Fdn Connecting from the Start	0	5,000
	Families in Temp Accom (POD)	0	1,667
	Sutton Giving Maternal Journal	0	3,796
	Rebuild Maternal Journal	26,189	0
	Young Londoners Bridging the Gap	2,808	3,139
	Big Hopes Big Futures	875	0
	LBS Childrens Wellbeing	1,667	0
	City Bridge LCRF Wave 5	5,323	0
	LBS Rebuild Esteem	23,163	0
	Advocacy	8,000	4,167
		<u>92,168</u>	<u>43,439</u>

Home-Start Sutton

Notes to the Financial Statements

Note 18 Creditors and Accruals

	2022 £	2021 £
Restricted Funds		
Children in Need	276	363
Temp Accom (POD)	17	240
National Lottery	293	0
Unrestricted Funds		
Redundancy Provision	35,590	35,316
Accrued Holiday Pay	1,500	1,000
Independent Examiner	600	600
Other Sundry Accruals	1,333	398
	<u>39,609</u>	<u>37,917</u>

Note 19 Fund Balances

	Opening Balance 1.4.21 £	Incoming Resources £	Resources Expended £	Transfers between funds £	Closing Balance 31.3.22 £
Restricted Funds					
The National Lottery Connecting Families	8,671	101,155	(96,950)		12,876
BBC Children In Need	2,362	28,832	(28,501)		2,693
Womens Aid Caring Dads	11,597	0	0		11,597
LB Sutton Children with Disabilities	0	3,141	(3,141)		0
LB Sutton Domestic Violence	3,010	10,354	(11,355)		2,009
Advocacy	2,558	28,167	(27,964)		2,761
Young Londoners Bridging the Gap	3,571	16,520	(15,745)		4,346
KGJ Fdn Connecting Families from the Start	3,426	5,000	(5,000)		3,426
City Bridge LCRF Wave 5	0	26,618	(25,022)		1,596
LB Sutton Childrens Wellbeing	0	18,333	(13,315)		5,018
LB Sutton Families in Temp Accom (POD)	4,498	20,000	(19,952)		4,546
LB Sutton Temp Accom Ambassadors	0	19,784	(9,920)		9,864
Rebuild Maternal Journal incl Sutton Giving	2,876	17,129	(4,997)		15,008
Perinatal SMHF	0	6,789	(6,789)		0
Moving On Together	0	6,000	(1,625)		4,375
Parenting Support	0	29,963	(23,398)		6,565
Big Hopes Big Futures	0	3,500	(2,830)		670
	<u>42,569</u>	<u>341,285</u>	<u>(296,504)</u>	<u>0</u>	<u>87,350</u>
Other Restricted Income	0	770	(770)	0	0
Unrestricted Funds					
General	104,790	167,312	(9,088)	(125,000)	138,014
Designated Development *	0	0	0	125,000	125,000
Total	<u>147,359</u>	<u>509,367</u>	<u>(306,362)</u>	<u>0</u>	<u>350,364</u>

*To secure/Imbed Perinatal and Infant MH Services and staff /volunteer development

Home-Start Sutton
Notes to the Financial Statements

Note 20	<u>Analysis of Net Assets Between Funds</u>			
	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total 2022 £
Restricted Funds				
The National Lottery Connecting Families		37,312	(24,436)	12,876
BBC Children In Need		2,969	(276)	2,693
Womens Aid Caring Dads		11,597	0	11,597
LB Sutton Children with Disabilities		0	0	0
LB Sutton Domestic Violence Advocacy		2,009	0	2,009
Young Londoners Bridging the Gap		10,761	(8,000)	2,761
KGJ Fdn Connecting Families from the Start		7,154	(2,808)	4,346
City Bridge LCRF Wave 5		3,426	0	3,426
LB Sutton Childrens Wellbeing		6,919	(5,323)	1,596
LB Sutton Families in Temp Accom (POD)		6,685	(1,667)	5,018
LB Sutton Temp Accom Ambassadors		4,563	(17)	4,546
Rebuild Maternal Journal		9,864	0	9,864
Moving On Together		41,197	(26,189)	15,008
Parenting Support		4,375	0	4,375
Big Hopes Big Futures		6,565	0	6,565
LBS Rebuild Esteem		1,545	(875)	670
		23,163	(23,163)	0
	0	180,104	(92,754)	87,350
Other Restricted Income		0	0	0
Unrestricted Funds				
General	4,759	172,278	(39,023)	138,014
Designated Development		125,000	0	125,000
	4,759	477,382	(131,777)	350,364

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Home-Start Sutton

Staff and Volunteers

Employees and volunteers who have contributed to the success of Home-Start Sutton in the period under review:-

Staff

Judith Armstrong	Chief Executive Officer
Joanne Atkins	Family Group Co-ordinator (March 2021)
Emma Clements	Volunteer Recruitment and Development
Bev Daines	Family Support Co-ordinator
Rachel Davey	Family Support Co-ordinator (August 2021)
Charlotte Donovan	Finance and Business Support
Kim Farlow	Senior Family Support Co-ordinator
Sima Ganji	Group Worker (left December 2021)
Sharon Godwin	Play Worker (left March 2021)
Chantal Hayden	Family Support Co-ordinator
Gayle Sawyer	Family Support Co-ordinator
Victoria Thompson	Family Support Co-ordinator (July 2021)
JoJo Tsitropoulou	Play Worker (November 2021)
Helen Warwick	Group Worker and Play Worker (left November 2021)
Helen Wright	Volunteer Research secondee (June 2021-Jan 2022)

Volunteers

Nada Alane	Miranda French	Andrea Rivers
Liz Arriens *	Rebecca Gates *	Michele Rivers
Elkanah Arthur	Jackie Gossington *	Lesley Roberts
Alison Bardon	Denise Haseler	Mercedes Robinson
Cassandra Benham*	Wendy Hawkins	Charlotte Rogers
Maria Bickell	Lynda Hicks	Claire Shaw
Fran Boto	Sue Holley	Chantal Steele*
Diana Broad	Coleen Huggett	Paula Swann
Kathleen Burman	Anna Hunt	Jane Swindle
Veronica Calabro	Stacey Jarvis	Aysegul Takimoglou
Camiya Chacka	Manohari Jeyasingham	Mike Taylor
Sue Childs	Emma Jones	Phyllis Thompson
Katie Connaire	Celia Mathani *	Lorraine Thrower
Rachel Davey	Pamela Manisier	JoJo Tsitropoulou
Valerie Davis	Karen Mason	Lesley Turner
Fiona Denton	Anne-Marie Mika	Kate Webber
Denise Earwicker	Uzma Mobin	Fiona Webster
Angela Christopher-Ejemba		Kelly Whetren
Sue Elson	Suchitra Mulmudi	Gill Wong
Kirsty Ferrin	Paul McCarthy	Helen Wright
Suzanne Fitter	Kelly Larry	
Dawn Forbes	Stuart Phillips	
Mags Fox	Victoria Presswood	

Peer Advocates

Mags Fox	Paul McCarthy	Paula Swann *
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Home-Start Sutton

Staff and Volunteers

Sarah Kirkpatrick*
Kelly Larry

Amy Newbury *
Charlene Parker

Sandra Board
Sue Holley

***denotes leavers in period**

Home-Start Sutton

Acknowledgements

In addition to those listed previously who have donated money to Home-Start Sutton, we would like to thank the following for their support: -

Al-Mizan Charitable Trust
Anne Dodwell
Bob Watson
Church of the Good Shepherd
Citizens Advice Bureau Sutton
Community Action Sutton
Community Champions
Fran Boto
Free Cakes for Kids Sutton
Home-Start London
Holy Trinity Church, Wallington
Home-Start UK
Jean and Rupert Quested
Linus Project
London Borough of Sutton
Mrs Molly Latter
Nisha Thiru
PC Hamilton and PC Lambert
Riverside Centre
Shona Newmark
St Oswalds Church Cheam
St. Patricks Church Wallington
Sue Elson
Sutton Children's Centres
Sutton and Cheam Rotary Club
Sutton College
Sutton Foodbank
Sutton Health Visiting Teams
Sutton Mental Health Foundation
Sutton Nursing Association
Sutton Vineyard Church
Sutton Volunteer Centre
Sutton Women's Centre
The Grange Restaurant
The Hygiene Bank
Thomas Wall Centre
Wallington Baptist Church
Wallington Bowls Club

Accounts

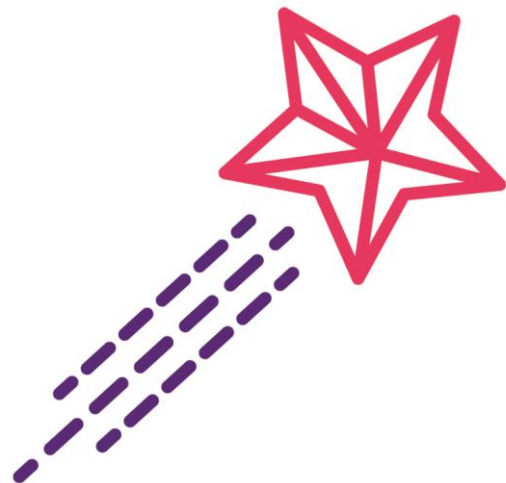


Home-Start Sutton

Annual Report & Financial

Statements

31st March 2021



**Home-Start Sutton, a company limited by guarantee no 05165417. Charity no. 1104960 Registered office:
Alexandra Gardens Children's Resource Centre, Stanley Road, Carshalton SM5 4LJ**

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Charity Number 1104960

Company Number 05165417

Principal Office and Registered Office

Alexandra Gardens Children's Resource Centre
Stanley Road
Carshalton
Surrey SM5 4LJ

Telephone 020 8647 6501

Email admin@homestartsutton.org.uk

Trustees	Janet Mountford	Chair
	Frances Smith	Treasurer
	Fran Boto	
	Peter Thomas	
	Tracey Holland	
	Pamela Roberts	
	Michele Rivers	

Company Secretary

Judith Hamilton (Armstrong)

Scheme Manager

Judith Armstrong

Independent Examiner

Philip Warner
108 Augustus Road
London SW19 6ER

Bankers

Co-operative Bank plc
P.O.Box 250
Delf House
Southway
Skelmersdale WN8 6WT

Charities Official Investment Fund
80 Cheapside
London EC2V 6DZ

Advisors	Shona Newmark	Employment Law Advisor
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Personnel and Forward Planning Sub-Group

Janet Mountford
Frances Smith
Pamela Roberts
Michele Rivers

Chairperson's Report

This has been the most extraordinary year in the existence of Home-Start Sutton. It has been my continuing privilege to be Chair of Trustees and I have watched in awe and admiration at the commitment and dedication of all of our staff and volunteers through this year. I make no apology for this report being different to other years and thankfully as I write there finally looks as though there is likely to be some return to a new normal as the summer progresses.

In March 2020 our complete service offer had to be immediately shut to both groups and home visiting personal contact and rapidly restructured to home working for staff and volunteers. All ongoing support to families transferred to 'phone and Zoom. Initially this was difficult for all and required the Co-ordinators and Judith as Manager to handle not only the anxieties of families but also of our valiant volunteers alongside their own home and domestic circumstances. As the situation unfolded and restrictions eased and tightened services were risk assessed and pivoted accordingly. We were able to have socially distanced volunteer and family contact outdoors in the summer and in the autumn the groups and parenting programmes re-opened, until January, albeit with reduced numbers and safety measures in place.

Families are referred to us with problems and issues requiring a wide range of professional support and with lockdown anxieties and tensions were significantly raised within many families. On top of those documented worries came parental home working and home schooling, which affected the majority of our families, and Covid itself all making provision of family support to be more vital.

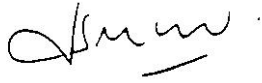
A significant number of our families experience low mood, parenting issues and around 30% at any time some element of domestic abuse. I am so grateful to the volunteers, many whilst self-isolating or shielding, who endeavoured to continue phone support with weekly calls and for some, later in the summer, who undertook some park walk and talk sessions.

As an organisation we became an integral part of the local authority response to Covid and delivered practical doorstep support to large numbers of families unable to leave home over many weeks. This was undertaken on top of the day job supporting families and at all hours and days of the week. We have also been recognised as a key organisation locally and have benefitted from some financial support from the borough.

Life is slowly returning to a stage where some face-to-face work and groups are restarting, referrals are steadily increasing again and thanks to some new funding we have been able to recruit a new co-ordinator and two support staff following the retirement of Zena Leaver at Christmas after 34 years as our administrator. Our grateful thanks to her for her loyalty and service to Home-Start and we all wish her very well in her retirement.

Through this very difficult year we have been one of two Mayoral charities. Unfortunately most fund raising events have had to be cancelled, though the creativity of the committee with Christine Lyndsay at the helm resulted in a number of remote/online events and still raised vital funds for the two charities. We are delighted that the Mayor has confirmed that we will remain one of her charities for a second year.

In conclusion I wish to thank all volunteers, supporters, trustees and particularly Judith and her staff for the extraordinary way everyone has dealt with this year, and, despite it all there have been some lighter moments to enjoy and even a few laughs!



Janet Mountford

July 2021

The Trustees are pleased to present the report and financial statements of Home-Start Sutton for the year ended 31st March 2021. The report explains the activities of the

charity that have made a significant contribution to the charity's purpose and provide public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Home-Start Sutton was incorporated by guarantee on 29th June 2004. It has no share capital and is a registered charity. In the event of the company being wound up the guarantee of each member is limited to £1. The governing document is the Memorandum and Articles of Association of the company and members of the Board of Trustees are the Directors of the company. The reference and administrative details of the charity are set out on page 2.

Appointment of Trustees

Under the Memorandum and Articles of Association the Trustees are elected at the Annual General Meeting. The Trustees appoint the officers of the charity (Chair, Vice-Chair, Treasurer and Secretary). The Trustees may subsequently co-opt any person duly qualified, to be a Trustee and that person will hold office until the next Annual General Meeting.

Officers and Trustees are elected to serve for a period of three years after which they must retire and can offer themselves for re-election at the next Annual General Meeting. All Trustees must be members of Home-Start Sutton.

The full complement of the Board of Trustees is 12 people. Whilst it is the charity's goal to maintain a full complement of Trustees, vacancies can exist as the charity endeavours to find suitable candidates. Trustees are sought in a variety of ways, including recommendation from existing Trustees, staff and supporters. When seeking new Trustees the Board carefully considers the skills and knowledge needed to support the on-going development of the charity and to that end seek people with relevant experience and expertise. Potential Trustees are scrutinised by two officers of the charity and are subject to interview.

Trustee Induction and Training

New Trustees undertake an induction programme with the Manager of the charity. This programme explains their duties and responsibilities as a Trustee and includes a tour of the office and an overview of the operations of the charity. Each year the Trustees, along with all the staff and volunteers undertake mandatory Safeguarding Training. On-going training is available to the Trustees through the Home-Start UK national organisation, Community Action Sutton and appropriate ad-hoc training courses as identified by the charity or individual trustees.

Trustee Responsibilities

The Trustees (who are also directors of Home-Start Sutton for the purposes of company law) are responsible for preparing the Trustee Annual Report and Financial Statements in accordance with applicable law and United Kingdom generally accepted accounting practice (UKGAAP).

Company law requires that the Trustees prepare financial statements for each financial year that 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 income and

expenditure, for that period. In preparing these financial statements, the Board of 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 there is a reasonable expectation that the charity will be unable to continue in operation.

The Board of Trustees is responsible for keeping proper accounting records. These must 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Company law also requires that the Board of Trustees pay due regard to the public benefit guidance published by the Charity Commission and have a duty to achieve the purposes of the charitable company. In setting the charity's objectives, planning its activities and reviewing all proposed activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees review and approve the annual budget and periodically review the financial performance and reports of the company to ensure that it is operating in a manner consistent with achieving its purposes. In addition, the Trustees are of the opinion that the policies and procedures in place are sufficiently robust to ensure that the company achieves its purpose.

A scheme of delegation is in place and day-to-day responsibility for the running of the charity lies with the Scheme Manager, Judith Armstrong. As such, she is responsible for operating within the framework of the policies, forward plan and budgets to ensure the charity delivers the services specified and achieved its key performance indicators. In addition, the Manager is responsible for individual supervision of the staff team and ensuring that both the staff and the scheme volunteers continue to develop their skills and working procedures consistent with best practice. In turn the Manager of the charity is subject to bi-annual performance review with the charity's Chair.

Trustee Meetings

Full Board of Trustees meetings are held six times per year to review and agree major areas of policy and business activity and to oversee the operational performance of the charity. Key Performance Indicators, Treasurer's Report and Risk Assessment are reviewed at every meeting and staff members attend the meetings on a rota basis to give the Trustees an update on the recent achievements and activities in their area.

In addition to the Trustee meetings, there are regular meetings of the Fundraising sub group and Personnel and Forward Planning Group, this group is charged with the development of long-term strategy for Home-Start Sutton and the management and support of the staff and personnel resources. Given the recent precarious funding situation, the group has continued to meet regularly to determine short-term resources

and planning services and staffing resources accordingly. This group currently comprises the chair, the vice chair and two other trustees. The scheme manager also attends the meetings.

Related Parties

Whilst Home-Start Sutton is an independent charitable company it is affiliated to Home-Start UK, the national umbrella organisation for UK Home-Start schemes. Consequently Home-Start Sutton has signed up to a national Home-Start agreement and works to the national organisation's standards and methods of practice. These standards commit the company to regular reviews of its operating procedures and subject the company to periodic audit reviews by the national organisation to ensure that the charity is conforming to the national procedures.

Additionally as an affiliated scheme Home-Start Sutton benefits from the umbrella organisation's expertise and advice as regards new legislation, regulations and internal control procedures and Home-Start Sutton Trustees, staff and volunteers are able to take advantage of the comprehensive range of training courses run by the national organisation.

Risk Assessment

The Board of Trustees has reviewed the major risks to which Home-Start is exposed and is satisfied that systems have or are being established to manage these risks.

The charity continues to review its procedures and policies to ensure that they are consistent with those best practices identified and documented by Home-Start UK, the national organisation. In addition it continues its focus on the following items:-

1. **Risks to Future Funding:** The funding situation for Home Start-Sutton remains of longer-term concern. The scheme needs to continue to concentrate efforts on sustaining longer term funding. There are limited independent funding bodies supporting Home-Start type activities. The impact of COVID 19 on funding opportunities and availability is yet to be determined and while the need for our support will undoubtedly increase the demand for available funding will also increase.

The charity is therefore ever more mindful of the need to diversify funding streams and source to minimise risk to overall operations.

Home-Start Sutton continues to work closely with the London Borough of Sutton (Children's Services, Health Services and Clinical Commissioning Groups) and to target grant making trusts.

The charity is working with Home-Start London a consortium of 13 London Home-Start schemes as regards potential for London-wide funding opportunities.

The charity continues to hold various sponsorship, sales and fundraising events locally to bring in sufficient monies to fund activities.

2. **Disclosure and Barring Checks:** Trustees, staff and volunteers are subject to enhanced Disclosure and Barring checks in line with Home-Start UK policies.
3. **Staff and Volunteer Training:** Ensuring that all staff and volunteers are properly trained, supported, supervised and motivated as they carry out their work for the charity.

4. **Internal Controls:** Ensuring that internal control risks are minimised by following procedures that require all transactions to be correctly authorised and recorded in the accounts of the charity.
5. **Safeguarding:** Ensuring that proper procedure and controls are in place to be able to identify and action instances of alleged or suspected abuse that come to the attention of Home-Start Sutton. Staff and trustees access local multi-disciplinary training and Home-Start UK safeguarding training in line with policy guidelines. A key element of the procedures is the on-going biennial training of all Trustees, staff and volunteers in the Safeguarding and Protection of Children.
6. **Legal Costs Cover:** Ensuring the maintenance of adequate insurance cover for the scheme to provide cover for employees, Trustees and volunteers carrying out work for and on behalf of Home-Start; this includes any claim resulting from alleged or actual abuse.
7. **Accommodation:** There remains the risk that were the charity to have to move offices it would have to pay a more expensive market level rent. This is not considered imminently likely whilst the charity is seen as providing valuable family support to Sutton residents. The charity remains open to conversations with other local organisations and networks regarding co-location, dependent on favourable financial and operational considerations.

Membership

Membership is open to all who support the objects of the charitable company. At the 31st March 2021 there were 47 such members (2020 –48 members).

Valuing Volunteers and Benefit in Kind

During the year Home-Start Sutton worked with 80 volunteers, 1 office volunteer, 4 were group volunteers, 7 were peer advocates and 68 were home visiting volunteers. Assuming 80 trained volunteers (2020 – 78 volunteers) each giving between two and four hours weekly, working on an average of 3 hours a week for 46 weeks and using standard pay rates for similar grades of staff of £14.51 per hour, the value of the benefit in kind applicable to the charitable activity was as follows:-

	2021 £	2020 £
Charitable activity - "Supporting parents with children"	<u>£160,190</u>	<u>£156,185</u>

MISSION, OBJECTIVES AND ACTIVITIES

The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit and complied with section 17(5) of the 2011 Charities Act when reviewing the charity's aims and objectives and in planning its future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set specifically taking into account the perceived needs in London Borough of Sutton and of the support services being supported and funded by individuals, grant bodies and the local authority.

Mission

Home-Start Sutton provides practical and emotional support to vulnerable families with children under five, living in the London Borough of Sutton, actively enabling parents to give “the best start” to their children.

Objectives

In the year under review the main charitable objectives of Home-Start Sutton for the public benefit are to:-

- safeguard, protect and preserve the mental and physical health of children and parents of young children;
- prevent cruelty to or maltreatment of children;
- relieve sickness, poverty and need amongst children and parents of young children;
- promote the education of the public in better standards of child care within Sutton and its environs; and
- undertake or participate in child and parent related activities that support the viability of the company and enhance the delivery of the existing services around Sutton.

In order to achieve this Home-Start Sutton needs to:-

- recruit, train and manage suitable volunteers to allow one-to-one support to families;
- have sufficient resources to fund the service and achieve the scheme objectives;
- offer a quality service that is valued by both parents and funding bodies;
- employ, train and motivate staff so as to provide the target services;
- be able to recruit Trustees with the relevant skills to manage the charity in its achievement of its long term objectives;
- ensure that the expertise and knowledge within Home-Start Sutton is leveraged to its maximum potential with central and local organisations working in Sutton; and
- ensure that all staff, volunteers and Trustees are regularly trained in and fully conversant with latest safeguarding regulations and procedures.

Activities

The extraordinary delivered charitable activities of Home-Start Sutton in the year under review were:-

In response to the pandemic and restrictions and working closely with voluntary sector partners and the London Borough of Sutton and our volunteers, we responded families in crisis.

We supported 64 families over April 2020-July 2020, support included.

- Shopping and collecting prescriptions for families shielding and self-isolating.
- Providing nappies and essential baby supplies
- Signposting and referring to Sutton Carers, Citizens Advice, and other local services.
- Assisting families move to new accommodation – sourcing furniture, grants for white goods etc.
- Distributed donations from Sutton residents, community organisations and businesses- children's packed lunches, food, baby clothes, toys, and toiletries

Our delivered charitable activities were:

- 1 **Supporting parents with children**, Home-Start Sutton seeks to increase the confidence and independence of the family through the provision of a home-visiting service and appropriate family support groups. The support is targeted at families that have a child or children of five years of age or under and are resident in the London Borough of Sutton.

This support was given by a core of 8 part-time staff (5.0 full time equivalent) supported by a network of 80 volunteers who work to the following standards and methods of practice by:-

- visiting families in their own homes where the dignity and identity of each individual can be respected and protected;
 - reassuring parents that difficulties in bringing up children are not unusual and encourage enjoyment of family life;
 - developing a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs of individual families;
 - offering support, friendship and practical assistance;
 - encouraging the parents' strengths and emotional well-being for the ultimate benefit of their own children; and
 - encouraging families to widen their network of relationships and to use effectively the support and services available within the community.
- 2 **Advocacy Project**, Sutton Parent2Parent Independent Advocacy Service offers support to parents facing an Initial Child Protection Conference. The support is intensive over 2/3 meetings and provided by peer advocates who have experience of the process. In 2020/21 ongoing funding from Tudor Trust, enabled Home-Start Sutton to continue and develop the service and expand to offering parents support at the first child protection review conference. Home-Start and the peer advocates have worked closely with Sutton Children's Services, Community Action Sutton and the Volunteer Centre Sutton. The aims are to facilitate and enable parental engagement in the child protection process, bridging any gap between the statutory services and the family for the ultimate benefit and well-being of the children/young people. In addition high quality training and support is offered to the peer advocates. Outcomes are being

monitored via direct feedback from parents, social workers and conference chairs. COVID resulted in conferences moving to a remote format and advocacy support initially focused on pre-conference telephone support but by the autumn advocates were supporting families at the remote conferences.

The Trustee Board approved the activity on the basis that it:

- Provided an excellent opportunity to work closely with local Children's Services
 - Providing support to vulnerable families.
 - Provided the opportunity to build on the understanding of local authority child protection work which would be potentially beneficial in attracting funding.
3. **Connecting Families** – The National Lottery project enables Home-Start to extend our core service of home-visiting support to more families and included new service offers. The primary focus of the project is reducing isolation in families with young children. The additional strands of work are delivery of a parenting programme and school readiness work with families and specialist mental health training to volunteers. The correct choice of parenting programme was crucial to ensure the Home-Start ethos and model was not compromised, the Family Links Nurturing Parent Programme fits these criteria. COVID interrupted normal activities during 2020-21 staff delivered 1 full course, and a partial course which then adapted to online for the final sessions.
 4. **Family Groups** funded by BBC Children in Need until December 2022, to provide two weekly groups to support isolated families, the second group launched in February 2020 focussing on mums and babies under 2 years. It has been a 'stop/start' year with pandemic restrictions, but the groups were delivered weekly either face to face, in the park or remotely online.
 5. **Perinatal Support** –we secured funding to deliver two Maternal Journal groups, offering a block of 8 sessions to new mums with babies under 1 to explore the use of creative journaling for well-being. The sessions were delivered by a local artist who had been supported by Home-Start Sutton and were aimed at isolated mums who had become parents in lockdown and had mild to moderate mental ill-health. They were held face to face, socially distanced. Funded by Sutton Community Fund and Sutton Giving.
 6. **Connecting from the Start**—perinatal mental health support- offering volunteer support for parents with babies under 1, started in January 2021. Volunteer mentors have had additional training in perinatal mental health and offer emotional support to new parents. Funded by Kristen Gerhard Foundation via HSUK.
 7. **The Pod** temporary accommodation project a weekly drop-in for parents and under 5's in temporary/emergency accommodation. At the Dolphin, Sutton on Friday mornings 10-12. Signposting, access to information, someone to talk to. Numbers limited to be COVID safe. Re-started March 2021. Numbers were limited due to COVID restrictions, we also offer 1:1 support. Funded by LBS Public Health
 8. **Transform - Nurturing Parent and Child Group** –we are part of the Transform partnership a new comprehensive domestic abuse service contract in the London Borough of Sutton. We are contracted to deliver two 11-week courses for parents and their children under 5 impacted by domestic abuse. This work aims to provide nurturing input for parents focussed on addressing their own and their children's emotional needs and direct support to the children through

- 1:1 and group play. In 2020/21 the pandemic interrupted delivery, parents were supported 1:1 and when we were able to in October the face-to-face support was re-started.
- 9 **Children with Disabilities Framework** – Sutton Children's Services have commissioned a range of organisations, including Home-Start to provide support for families with a child with a disability. Home-Start are commissioned to provide support under improving family resilience. The service is 'drawn down' as and packages of support are agreed with the family.
 - 10 **Bridge the Gap** is a project funded by the Mayor of London's Young Londoners Fund and delivered in partnership with MAPS, the Volunteer Centre Sutton's youth mentoring project. The project started in January 2020. Home-Start provide family mentoring as part of a holistic offer to young people at risk of exclusion and their families.
 11. **Volunteer** recruitment, training and support. We delivered two volunteer preparation courses online over Zoom, over the year for 19 new volunteers and ongoing training for volunteers, including mandatory annual safeguarding refresher training.
 12. Additional **activities** included informal 'Walk and Talk' group for mums, a summer park trips and a Christmas online pantomime.

ACHIEVEMENTS AND PERFORMANCE

Key achievements of Home-Start Sutton in the deliverance of its charitable activities in 2020/21 for the public benefit are recorded in the Chair's report.

ANNUAL INFORMATION OUTCOMES UPDATE 2020/21

We supported **160** families through the core service and **98** through advocacy and **64** through emergency support, a total of **322** families.
There were **470 children** in supported families

This year we again have created a Social Impact Report to illustrate our outcomes.

Please refer to this document for key outcomes information

Ethnic Origin of Families and Volunteers

Ethnic Origin			Core Families Supported	Advocacy Families	Volunteers	Staff	Trustees
Asian	Indian		3	2	5	0	0
	Pakistani		4	0	1	0	0
	Bangladeshi		2	0	1	0	0
Other Asian Background			9	4	2	0	0
Black	Caribbean		4	2	1	0	0
	African		3	2	1	0	0
Other Black Background			7	2	2	0	0
Chinese or other ethnic group			0	0	0	0	0
	Chinese		0	0	0	0	0
Any other ethnic group			23	9	7	1	0
Mixed	Any mixed background		7	10	3		0
White	British		117	47	53	6	7
	Irish		1	4	0	1	0
Other White Background			4	0	4	0	0
Nil responses			0	20	0	0	0
	TOTALS		224	98	78	8	7

FINANCIAL REVIEW

Our turnover for the financial year ending March 31st 2021 was £274,741 (£231,950 in 2020) against which we had expenditure of £213,719 (£187,783 in 2020). The Income and Expenditure Account showed a surplus of £61,022 (surplus of £44,167 in 2020) with a net increase in the Restricted Fund Reserves of £14,487, from £28,082 to £42,569, and the Unrestricted Reserves increased by £46,535 from £58,255 to £104,790.

2020/21 saw many challenges in providing services but also brought opportunities to raise the profile of the organisation and to gain financial support. These challenges resulted in both commitment from the three 3-year grants (BBC Children in Need, National Lottery and the Young Londoners) as well as short term Covid support grants and donations. We were able to begin a number of pilot projects which will hopefully lead to more sustained funding to underpin the continued operation of the organisation.

The biggest contributor to our restricted grant funded income of £212k continued to be the National Lottery for the Connecting Families Project (£100k) followed by the BBC Children in Need Project (£29k) followed by the Advocacy Project (£25k) funded by the Tudor Trust, the Young Londoners Bridging the Gap Project (£17k) and then the LB Sutton Domestic Violence Project (£18k).

We were successful in securing funding for four new projects during the year: Connecting Families from the Start Project funded by the KGJ Foundation (£5k), City Bridge DCMS Wave 3 Project (£9k), LB Sutton Families in Temporary Accommodation (POD) Project (£8k) and the Maternal Journal Project funded by Sutton Giving (£5k).

The number of fundraising events were unfortunately curtailed due to Covid-19 constraints but we did receive a number of generous donations which helped support our families through the immediate requirements resulting from the impact of the virus. Income from donations and fundraising raised a magnificent sum of £20k. We are as ever very grateful to all off our benefactors.

Although 2020//21 was another difficult year, due to the dedication of our staff team, good financial management and the generosity of our benefactors the financial year ended successfully.

Looking forward, the financial year 2021/22 is expected to be another challenging year. There are number of short term projects that will come to an end, the impact of Covid-19 continues and we must start planning for the end of our 3-year grants in December 2022. The Trustees have been in a position to set a budget for 2021/22 and are able to confirm that the organisation is a going concern.

Reserves Policy

The core purpose of the charity is to provide its “Supporting Families with Children” activities to families experiencing difficulties that have (a) a child below five years of age and (b) live in the London Borough of Sutton.

As such the trustees have set a reserves policy whereby:-

- reserves are maintained at a level which ensures that Home-Start could continue with its above core activity during a short period of unforeseen difficulty;
- reserves are such as to enable an orderly rundown of the charity, notably in assisting vulnerable client families handover to other services, should Home-Start be unable to secure income to continue with its activities; and
- a proportion of reserves are maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of the scheme’s planning, budget and forecast cycle. It takes into account risks associated with :-

- the current economic environment;
- each stream of income and expenditure being different from that budgeted;
- the planned activity level;
- the organisation’s commitments;
- the organisation’s structure and its ability to meet child safeguarding, financial and other regulatory requirements; and
- new activities having different set-up costs, take-up and payment terms to that previously undertaken by the charity.

The Trustees periodically examine Home-Start Sutton's requirement for reserves in the light of past experience and the current risks faced by the organisation. Generally, when the charity has on-going funding for much of its activities, the Trustees consider an Unrestricted Reserve equivalent to at least three months normal expenditure is appropriate, namely in the region of £60k to £70k. The Unrestricted Reserve as at 31 March 2021 was £105k. The Trustees have taken the impact of Covid-19 into account when setting the 2021/22 budget and no significant impact on the Unrestricted Reserves has been anticipated.

Investment Policy

Payments to Home-Start Sutton are generally quarterly in advance and as such, there are generally no funds available for long-term investment. Accordingly having considered all the options available, the Board of Trustees have previously agreed that any surplus cash should be placed on short-term deposit. However, with the current level of reserve we will now look at the possibilities for a Fixed 1-year investment for some of our funds, to achieve an improved interest return.

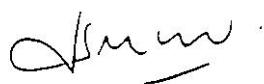
In selecting where to deposit the surplus monies Home-Start's first priority is to minimise risk and then achieve a reasonable return. Accordingly the monies are currently placed on deposit with the COIF Charities Deposit Fund, a common investment fund which has an AAA credit rating from Fitch Ratings Agency in reflection of its low and diverse risk. Similar criteria would be applied in deciding where to place any fixed-term investment. The charity remains aware of the need to monitor the performance and risk of the COIF Charities Deposit Fund, especially during periods of financial market turbulence.

Appointment of Auditors

The Trustees are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that an independent examination is appropriate for the coming year.

The Trustees appointed John Penfold as the Independent Examiner at the AGM 11th November 2020 but John has subsequently stepped down. Philip Warner was appointed as his successor at the Trustee meeting on 20th April 2021.

This report has been prepared in accordance with FRSSE SORP - Financial Regulation Standard for Smaller Entities Statement of Recommended Practice



Janet Mountford
Chair
15th July 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOME-START SUTTON CHARITABLE COMPANY FOR THE YEAR TO 31st MARCH 2021

I report on the accounts of the charity for the year ended 31st March 2021, which comprise the statement of financial activities, balance sheet, statement of accounting

policies and related notes. These financial statements have been prepared on the basis of the accounting policies set out therein.

This report is made solely to the Trustees as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of Trustees and Examiner

The charity's trustees 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 of the Charities Act 2011 (the Act) and that an independent examination is needed. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having been satisfied 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 Charities Act 2011);
- to follow the procedure laid down in the General Directions given by the Charity Commissioners (under section 145(5) of the Charities Act 2011); 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 Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiners Statement

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

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

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities (revised 2005) have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Warner
Chartered Institute of Management Accountants (8654555)

108 Augustus Road
London
SW19 6ER

15th July 2021

Home-Start Sutton
Statement of Financial Activities (incorporating Income & Expenditure Report)
For the year to 31 March 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	2020 £
Income					
Donations and Fundraising	3	19,895	0	19,895	41,523
Investment Income	4	140	0	140	558
Charitable Activities:					
"Supporting parents with children" income	5	0	212,190	212,190	187,472
Other Income	6	42,016	500	42,516	2,397
Total Income		62,051	212,690	274,741	231,950
Expenditure					
Expenditure on raising funds	7	4,345	-	4,345	6,147
Expenditure on Charitable Activities	8	11,171	198,203	209,374	181,636
Total Expenditure		15,516	198,203	213,719	187,783
Net Income (Expenditure)		46,535	14,487	61,022	44,167
Net transfers between Funds	19	-	0	0	0
Net Movement in Funds		46,535	14,487	61,022	44,167
Reconciliation of funds					
Total funds brought forward at 1st April		58,255	28,082	86,337	42,170
Total funds carried forward		104,790	42,569	147,359	86,337

The statement of financial activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

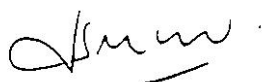
Balance Sheet
As at 31st March 2021
Company Registration Number 05165417

	Note	March 2021 £	March 2020 £
Fixed Assets			
Tangible Fixed Assets	15	<u>5,318</u>	<u>4,369</u>
Current Assets			
Debtors	16	1,649	6,198
Prepayments		200	633
Short Term Deposits at COIF		164,425	132,285
Cash at Bank and in hand		<u>57,123</u>	<u>24,307</u>
		223,397	163,423
Liabilities: amounts falling due within 1 year			
Deferred Income	17	43,439	34,097
Creditors & Accruals	18	<u>37,917</u>	<u>47,358</u>
		<u>81,356</u>	<u>81,455</u>
Net Current Assets		142,041	81,968
Total Assets less Current Liabilities		<u>147,359</u>	<u>86,337</u>
Represented by:			
Funds			
Unrestricted Funds	19	104,790	58,255
Restricted Funds	19	42,569	28,082
		<u>147,359</u>	<u>86,337</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective January 2015). The Directors are satisfied that the company is entitled to exemption from audit under section 477 (small companies) of the Companies Act 2006 and that; the members have not required the company to obtain an audit of its accounts for the year ended 31st March 2021 in accordance with section 476 and, the Directors acknowledge their responsibilities in complying with the Companies Act 2006 in respect to accounting records and the keeping of accounts.

Approved by the Board of Trustees on 20th April 2021 and signed on behalf of the Trustees.

Janet Mountford



Chair

Date: 15th July 2021

Home-Start Sutton

Notes to the Financial Statements

The notes on pages 20 to 29 form part of these accounts

Note 1 **Accounting Policies**

a) **Basis of Accounting**

The Financial Statements are prepared under the historic cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015) issued in Jan 2015, and the FRSSE (Jan 2015)

b) **Fund Accounting**

The Charity has various types of funds for which it is responsible, and which require separate disclosure.

Restricted Funds

Funds subject to specific restrictions imposed by the donor for the purpose of the appeal.

Unrestricted Funds

Funds available for use at the discretion of the Trustees in furtherance of the objectives of Home-Start Sutton.

Income

c)

All income included in the statement of financial activities as soon as Home-Start Sutton is entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary Income

Comprises all income included from donations and fundraising and is accounted for on a receivable basis.

Incoming Resources from Charitable Activities

This consists of revenue grants receivable from donors in support of "Supporting Families with Children". Grants are accounted for on an accrual basis and where unconditional entitlement is dependent upon fulfilment of conditions in a future accounting period, such income is credited to deferred income and accounted for as a liability.

Investment Income

Comprises interest receivable on cash balances held in appropriate interest bearing deposits and which benefits unrestricted reserves.

Donated Facilities

The value of services provided by volunteers in respect of home-visiting, accounting and administration has not been included in these accounts.

d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of Generating Funds

Comprises the costs associated with attracting future income.

Charitable Expenditure

Comprises those cost incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance Costs

Include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

e) Value Added Tax

The activities of the Charity are such that it is not registered for Vat and so all costs are charged gross of Vat.

f) Fixed Assets

Office Furniture & Equipment and Computer Equipment has been written off on a straight-line basis over 3 years.

Note 2 **Legal Status**

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Home-Start Sutton

Notes to the Financial Statements

Note 3 Donations and Fundraising

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
CAF Regular Donors	3,993	0	3,993	
Carshalton Lavender Fields	750	0	750	
Charities Trust	1,997	0	1,997	
Church of the Good Shepherd	2,500	0	2,500	
Cheam Consolidated Churches	700	0	700	
Co-op LCF	4,145	0	4,145	
Iceland Wallington	700	0	700	
Jean Quested	225	0	225	
Quiz Night	1,125	0	1,125	
Molly Latter	100	0	100	
Mr & Mrs Elson	100	0	100	
Mr & Mrs Melham	130	0	130	
Mr & Mrs Roberts	100	0	100	
Paypal	251	0	251	
Sarah Butlin	100	0	100	
Tudor Trust	2,000	0	2,000	
Virgin Money Giving	221	0	221	
Wallington Baptist Church Holy Trinity	150	0	150	
Waitrose Cheam	167	0	167	
Others	441		441	41,523
Total	19,895	0	19,895	41,523

Note 4 Investment Income

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
COIF Interest Income	140	0	140	558
	140	0	140	558

Home-Start Sutton

Notes to the Financial Statements

Note 5 **Incoming resources from "Supporting Parents with children" activity**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
The National Lottery Connecting Families		99,693	99,693	91,266
BBC Children In Need		29,019	29,019	17,855
L B Sutton Care Leavers		0	0	9,780
Womens Aid Caring Dads		0	0	11,597
Tudor Trust Advocacy		25,000	25,000	25,000
LB Sutton Children with Disabilities		405	405	7,225
Sutton College		0	0	1,999
LB Sutton Domestic Violence		13,981	13,981	10,974
Young Londoners Bridging the Gap		16,520	16,520	4,130
SCCG/SCF Perinatal Peer Support		0	0	7,646
KGJ Fdn Connecting Families from the Start		5,000	5,000	0
City Bridge DCMS Wave 3		8,925	8,925	0
LB Sutton Families in Temp Accom		8,333	8,333	0
Sutton Giving Maternal Journal		5,314	5,314	0
	0	212,190	212,190	187,472

Note 6 **Other Income**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Sutton Nursing Association	0	500	500	250
Family Holiday Association	0	0	0	817
Sutton Soup	0	0	0	1,330
Tudor Trust	4,000	0	0	0
LB Sutton Covid Response	5,000	0	0	0
City Bridge	6,708	0	0	0
LB Sutton Capacity Building	13,500	0	0	0
BBC Children in Need	2,600	0	0	0
LB Sutton Small Business	3,732	0	0	0
HSUK/John Lewis Ptnship	3,300	0	0	0
Other small grants	3,176	0	0	0
	42,016	500	500	2,397

Home-Start Sutton

Notes to the Financial Statements

<u>Note 7</u>	<u>Fundraising Costs</u>	Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
		Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Connect From Start	DCMSW3	Total	Costs 2020
		£	£	£	£	£	£	£	£	£	£	£	£	£
Staff Costs - Reallocation		3,492	0					0					0	3,492
General Office Costs - Realloc		793											0	793
Expenses		60											0	60
		4,345	0	0	0	0	0	0	0	0	0	0	0	6,147

Note 8 "Supporting parents with children" costs

	Unrestricted	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restr	Restricted	Total	Total
	Funds	Lottery	BBC CIN	POD	Advocacy	C-w-D	DV	Young Lndners	Maternal Journal	Connect From Start	DCMSW3	Total	Costs	2020
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Group & Family Activities	2,226	1,113	3,191	520			0		2,438			7,262	9,488	5,681
Staff Salaries	18,132	90,229	22,835	3,308	16,487		13,067	13,725		1,574	8,141	169,366	187,498	142,241
Premises Costs	2,243											0	2,243	3,879
Staff & Volunteer Costs	999	1,773	460	7	472		333	10				3,055	4,054	9,924
General Office Costs	3,724											0	3,724	5,017
Bank Charges	0											0	0	0
Equipment	379											0	379	579
Depreciation	2,461											0	2,461	1,684
Membership & Affiliation	4,175											0	4,175	3,108
Governance Costs	4,474											0	4,474	3,935
Net contr to redund prov	(9,622)											0	(9,622)	4,521
Support Cost Allocation	(18,020)	3,831			10,000	405	3,000				784	18,020	0	0
	11,171	96,946	26,486	3,835	26,959	405	16,400	13,735	2,438	1,574	8,925	197,703	208,874	180,569

Home-Start Sutton

Notes to the Financial Statements

Note 8 **"Other costs"**

	Unrestricted Funds	Restricted Funds	Total Costs	Total 2020
	£	£	£	£
Group & Family Activities		500	500	1,067
	0	500	500	1,067

Note 9 **Governance Costs**

	Unrestricted Funds	Restricted Funds	Total Funds	2020
	£	£	£	£
Staff Costs - Reallocation	2,498		2,498	2,095
General Office Costs - Reallocation	822		822	296
PQASSO (3 years from Jan18)	450		450	600
Trustee Expenses	204		204	285
AGM & Annual Report Expenses	0		0	59
Independent Examination Fee	500		500	600
	4,474	0	4,474	3,935

Note 10 **Support Cost Allocation**

Costs are charged to the activities Fundraising, 'Supporting Families with Children' and Governance on the following basis:

Third Party Costs and Charges

On a direct cost allocation to the appropriate individual activity.

Support Salary Cost

A detailed assessment is undertaken of the time spent by employees on the separate activities and the cost is allocated accordingly.

General Office Costs

All appropriate office costs were aggregated and a share allocated to fundraising and governance based on the ratio of their allocated salary cost.

Allocation of costs over individual funds

Costs within each expenditure category are allocated to specific funds consistent with the terms and conditions under which the donor gave the grant.

Home-Start Sutton

Notes to the Financial Statements

Note 11 **Net income/expenditure**

This is stated after charging:

	2021	2020
	£	£
Independent Examination Fee	500	600
Depreciation	<u>2,461</u>	<u>1,684</u>

Note 12 **Staff Costs and Numbers**

	2021	2020
	£	£
Salaries	162,901	134,176
Employers National Insurance	14,061	11,196
Pension incl enhanced pension	<u>16,525</u>	<u>2,807</u>
	<u>193,487</u>	<u>148,179</u>

	2021	2020
Average number of persons employed	8	6
Average full time equivalent	5	4.2
Sessional Workers	3	2
No employee earned in excess of £60,000 (2020 - nil)		

Note 13 **Trustee Remuneration & Related Party Transactions**

	Number	2021	Number	2020
		£		£
Trustee Travel & Parking	0	0	0	0
Trustee Insurance	all	0	all	235
Trustee Training & Conferences	0	<u>(20)</u>	1	<u>50</u>
		<u>(20)</u>		<u>285</u>

No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year (2020 - Nil).

Note 14 **Taxation**

As a Charitable Company, Home-Start Sutton is exempt from tax on income and gains arising from its charitable activities.

No tax charges have arisen for the Charity in 2021 (2020 - Nil)

Home-Start Sutton

Notes to the Financial Statements

Note 15 **Tangible Fixed Assets**

	Office and Computer Equipment £
Cost	
As at 1st April 2020	8,103
Additions	3,410
Disposals	0
As at 31 March 2021	<u>11,513</u>
Depreciation	
As at 1st April 2020	3,734
Charge for year	2,461
Disposals	0
As at 31 March 2021	<u>6,195</u>
Net Book Value	
As at 31 March 2021	<u>5,318</u>
As at 31 March 2020	<u>4,369</u>

Note 16 **Debtors**

	2021 £	2020 £
LB Sutton C w Disabilities	0	1,782
LBS Dom Violence (Cranstoun)	1,649	4,416
	<u>1,649</u>	<u>6,198</u>

Note 17 **Deferred Income**

	2021 £	2020 £
Restricted Funds		
The National Lottery Connecting Families	25,670	24,674
BBC Children In Need	0	1,456
KGJ Fdn Connecting from the Start	5,000	0
Families in Temp Accom (POD)	1,667	0
Sutton Giving Maternal Journal	3,796	0
Young Londoners Bridging the Gap	3,139	3,800
Tudor Trust Advocacy	4,167	4,167
	<u>43,439</u>	<u>34,097</u>

Home-Start Sutton

Notes to the Financial Statements

Note 18 Creditors and Accruals

	2021	2020
	£	£
Restricted Funds		
Accrued CIN costs	363	0
Accrued Temp Acc (POD) costs	240	0
Unrestricted Funds		
Redundancy Provision	35,316	44,938
Accrued Holiday Pay	1,000	1,000
Independent Examiner	600	600
Other Sundry Accruals	398	820
	<u>37,917</u>	<u>47,358</u>

Note 19 Fund Balances

	Opening Balance 1.4.20	Incoming Resources	Resources Expended	Transfers between funds	Closing Balance 31.3.21
	£	£	£	£	£
Restricted Funds					
The National Lottery Connecting Families	5,924	99,693	(96,946)		8,671
BBC Children In Need	(171)	29,019	(26,486)		2,362
Women's Aid Caring Dads	11,597	0	0		11,597
LB Sutton Children with Disabilities	0	405	(405)		0
LB Sutton Domestic Violence	5,429	13,981	(16,400)		3,010
Tudor Trust Advocacy	4,517	25,000	(26,959)		2,558
Young Londoners Bridging the Gap	786	16,520	(13,735)		3,571
KGJ Fdn Connecting Families from the Start	0	5,000	(1,574)		3,426
City Bridge DCMS Wave 3	0	8,925	(8,925)		0
LB Sutton Families in Temp Accom	0	8,333	(3,835)		4,498
Sutton Giving Maternal Journal	0	5,314	(2,438)		2,876
	<u>28,082</u>	<u>212,190</u>	<u>(197,703)</u>	<u>0</u>	<u>42,569</u>
Other Restricted Income	0	500	(500)		0
Unrestricted Funds					
General	58,255	62,051	(15,516)		104,790
Total	<u>86,337</u>	<u>274,741</u>	<u>(213,719)</u>	<u>0</u>	<u>147,359</u>

Home-Start Sutton

Notes to the Financial Statements

Note 20 Analysis of Net Assets Between Funds

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total 2021 £
Restricted Funds				
The National Lottery Connecting Families		34,438	(25,767)	8,671
BBC Children In Need		2,821	(459)	2,362
Women's Aid Caring Dads		11,597	0	11,597
LB Sutton Domestic Violence		3,107	(97)	3,010
Tudor Trust Advocacy		6,725	(4,167)	2,558
Young Londoners Bridging the Gap		6,710	(3,139)	3,571
KGJ Fdn Connecting Families from the Start		8,426	(5,000)	3,426
LB Sutton Families in Temp Accom		6,405	(1,907)	4,498
Sutton Giving Maternal Journal		6,672	(3,796)	2,876
	0	86,901	(44,332)	42,569
Other Restricted Income		0	0	0
Unrestricted Funds				
General	5,318	136,496	(37,024)	104,790
	<u>5,318</u>	<u>223,397</u>	<u>(81,356)</u>	<u>147,359</u>

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Home-Start Sutton

Staff and Volunteers

Employees and volunteers who have contributed to the success of Home-Start Sutton in the period under review:-

Staff

Judith Armstrong	Manager
Emma Clements	Volunteer Recruitment and Development (Jan 2021)
Bev Daines	Family Support Co-ordinator
Charlotte Donovan	Finance and Business Support (Jan 2021)
Kim Farlow	Family Support Co-ordinator
Sima Ganji	Group Worker
Sharon Godwin	Play Worker
Chantal Hayden	Family Support Co-ordinator
Zena Leaver	Administrator (left Dec 2020)
Gayle Sawyer	Family Support Co-ordinator
Helen Warwick	Group Worker and Play Worker

Volunteers

Nada Alane	Miranda French	Andrea Rivers
Liz Arriens	Rebecca Gates	Michele Rivers
Elkanah Arthur	Jackie Gossington	Lesley Roberts
Alison Bardon	Denise Haseler	Mercedes Robinson
Cassandra Benham	Wendy Hawkins	Charlotte Rogers
Maria Bickell	Lynda Hicks	Judy Sampson *
Fran Boto	Sue Holley	Claire Shaw
Diana Broad	Coleen Huggett	Chantal Steele
Kathleen Burman	Anna Hunt	Paula Swann
Veronica Calabro	Stacey Jarvis	Jane Swindle
Camiya Chacka	Manohari Jeyasingham	Aysegul Takimoglou
Sue Childs	Emma Jones	Mike Taylor
Katie Connaire	Celia Mathani	Phyllis Thompson
Rachel Davey	Pamela Manisier	Lorraine Thrower
Valerie Davis	Karen Mason	JoJo Tsitropoulou
Fiona Denton	Anne-Marie Mika	Lesley Turner
Denise Earwicker	Uzma Mobin	Kate Webber
Angela Christopher-Ejemba	Megan Morrissey*	Fiona Webster
Sue Elson	Suchitra Mulmudi	Kelly Whetren
Kirsty Ferrin	Paul McCarthy	Gill Wong
Suzanne Fitter	Kelly Larry	Helen Wright
Dawn Forbes	Stuart Phillips	
Mags Fox	Victoria Presswood	

Peer Advocates

Mags Fox	Paul McCarthy	
Sarah Kirkpatrick	Amy Newbury	Paula Swann
Kelly Larry	Charlene Parker	

***denotes leavers in period**

Home-Start Sutton

Acknowledgements

In addition to those listed previously who have donated money to Home-Start Sutton, we would like to thank the following for their support: -

Al-Mizan Charitable Trust
Anne Dodwell
Bob Watson
Carshalton Beeches Residents Association
CAP (Christians Against Poverty)
Cheam Common Junior Academy
Church of the Good Shepherd
Citizens Advice Bureau Sutton
Community Action Sutton
Community Champions
Fran Boto
Free Cakes for Kids Sutton
Hindmarsh Family
Home-Start London
Holy Trinity Church, Wallington
Home-Start UK
Horizon Church Sutton
Iceland, Wallington
Jean and Rupert Quested
Jigsaw4U
Linus Project
London Borough of Sutton
Mrs Molly Latter
New Mill House Quarter Residents
Nisha Thiru
PC Hamilton and PC Lambert
Riverside Centre
Shona Newmark
St Oswalds Church Cheam
St. Patricks Church Wallington
Sue Elson
Sutton Children's Centres
Sutton and Cheam Rotary Club
Sutton College
Sutton Foodbank
Sutton Health Visiting Teams
Sutton Mental Health Foundation
Sutton Nursing Association
Sutton Vineyard Church
Sutton Volunteer Centre
Sutton Women's Centre
The Grange Restaurant
The Hygiene Bank
Thomas Wall Centre
Wallington Baptist Church
Wallington Bowls Club