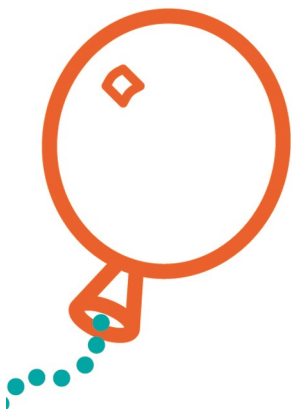


Home-Start
Wakefield & District
Annual Report 2020/2021



Because childhood can't wait





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Home-Start Wakefield & District

A better start in life can change a child's future



What do we do?

Parents supporting parents.

A local community network of trained volunteers and expert support, helping families with young children through their challenging times.

There for parents when they need us most because childhood can't wait.



How do we do it?

No judgement, just compassionate, confidential help and expert support.

Starting in the home, our approach is as individual as the people we're helping.

Why do we do it?

The earliest years make the biggest impact :
Home-Start makes sure those years count so that no child's future is limited.

Chair's Report

It is the time of year when we reflect on the work of Home Start Wakefield and District for the year 2020-2021.

Our scheme has continued to run and develop despite the restrictions placed on us by the pandemic.

Families, like us all, continue to live in turbulent times and have had many services reduced or stopped. Thus making it very important for our scheme to adapt our services. We continue to provide the encouragement and empathy that continues to be needed. We deliver telephone support from our volunteers, completed doorstep visits, calls from staff and as restrictions lifted, taking parents for a walk and talk.

As the world starts to wake up following the pandemic our staff utilise their skills in risk assessment and seek to deliver the services highlighted by the families. We have worked with vulnerable families, these services have been well received by the families and the commissioners. We continue to work collaboratively with our partners across the district both in the voluntary and statutory sector. We are looking at resuming our home visiting service and group services in a safe way maintaining the safety of both the staff and volunteers.

We work closely with the Young Lives consortium, NOVA, Public Health, The Clinical Commissioning group and local Council departments. Being recognised as a service which can reach and engage families.

Hazel Bell, our scheme manager leads the team and continues to respond quickly and efficiently to the demands placed on her. Hazel is very loyal, she is committed to the scheme and getting the best outcomes for the families we support.

The Home Start profile is much stronger, our team has expanded slowly over the last 12 months, we gained Danielle and Julie in March on our Work Experience Programme and Laura in August as part of Our Family Our Future project.

As the chair of the scheme, it is my responsibility and indeed great pleasure to thank the team for their hard work, loyalty and undisputable commitment to the scheme.

I cannot stress how much the scheme depends on you and I thank you all on behalf of myself and the Trustee Board, not to mention the families of Wakefield. Thank You.

I would also like to thank the following Trustees who assist me with the governance and management of the scheme. We all bring skills which blend together to provide what I think is a strong Trustee Board. We provide the strategic guidance for the staff during the day-to-day management. Peter our Treasurer with his knowledge of finance watches the money, Jenny my Vice Chair with her management, human resources and motivational skills is invaluable. Sarah uses her marketing and media expertise and works with the staff to promote Home Start via the media. Karron has extensive knowledge in social work, is our Safeguarding Officer and line manages our Manager. Our board gained a new Trustee this year Janet Senior who is our volunteer representative and also brings a wealth of skills to the board from her role in the NHS. Together we are a strong Trustee Board, but we continue to look for new trustees to strengthen and develop the scheme. Please contact Hazel or myself if you are interested in becoming a Trustee.

Wakefield Homestart is in a much stronger position than it was 12 months ago, I am proud of the way that we as a scheme have responded to the challenges presented to us. I hope you are all inspired to continue helping us to develop.

I thank you for the opportunity to chair your scheme.

Elizabeth Lynagh



Parents Supporting Parents

Scheme Manager's Report

Well...what a year! We entered the last financial year at the beginning of a three-week national lockdown and ended it as we were just beginning to emerge from national lockdown number three! It's been a challenging year not least by the way of funding, (which makes a change) but in a way that has required us all to think outside of the box and deliver services in new innovative ways.

Speaking of differences, in April 2020 we were shocked to be notified that the company where we were based in Featherstone, went into administration and we had to look for new premises "again". We headed back towards the edge of the city and to a new home just off the Eastern Relief Road in the old Eastmoor Community Centre base, a big four bedroom (now offices) house on Eastmoor behind the Community Centre. It was quite run down and a little pricey for the charity. Christine worked her charm and negotiated with the landlords for an affordable rent if we did the decorating. We have had a lot of support & help from some local Rotarys, community businesses and worthy volunteers and now the house is looking sprightly (see pics). We have settled nicely here and expanded the team with Laura in August and Danielle in January.

The Covid 19 pandemic challenged us all to think outside the box and look at ways we could deliver a service to support people at this difficult time without putting anyone at risk. Well we did just that and began by providing telephone support to families and volunteers, we set up weekly welfare calls and responded to need in a variety of ways. We collected and delivered food bank parcels, prescriptions and donations and requests from Stepping Stones baby bank. We provided behaviour management resources and support, sleep strategies and lots of routine prompts for the children finding change in routines difficult. Through our donations from Yorkshire Purchasing Organisation we also provided activity packs for children giving them glue sticks, books, paper and crafting supplies to keep them entertained and allowing them to be creative.

As we now had Home-Start House we were able to offer a couple of socially distanced sessions of emotional support for mums who were struggling with their mental health and had been almost at crisis point.

We moved our family group to being an online group and we dropped off bags of activity packs to all the families who wanted to join in.

Our Community Navigator couldn't support young people in schools so the Future in Mind team got the seven Navigators together and designed an online support website for young people to access with a chat line that was manned by the Community Navigators. Working on the basis of the Resilience Framework Donna was tasked with collating and designing the articles and support tools around bullying. The team worked with some young people on the design and the webpage and chat line are still continuing. WF-Ican with separate sections for under 13 years and over 13 years.

We continued to recruit volunteers so we adapted our volunteer training to offer a Zoom training programme for new volunteers that wanted to offer a listening ear to help others and also an adapted Behaviour Management course and Domestic Abuse course to be delivered on Zoom. As things slowly opened up, we adapted again, offering garden and outdoor visits and introducing our emotional welfare walks.

One parent who was suffering with her mental health was supported to tidy her garden so she had a nice place to sit out and relax, she caught the gardening bug and with her children made lots of improvements to the outdoor space between support visits.

Working in partnership and developing positive relationships with other agencies is crucial to our work and this was still possible during the pandemic, 3rd Sector Leaders' meetings were set up so we could remotely support each other and keep updated on what the current offer was for families during the different stages of lockdown. We were also invited to be on the Silver Tactical Safeguarding Group as a 3rd sector representative, which looked at the practical as well as the strategical responses to situations. We worked with the Wakefield Families Together Partnership and have forged good links with local Council and Public Health around the 0 to 19 service.

Volunteers play a vital role in the support of our families. We recognise the value of our volunteers and the wealth of skills and experience that they bring to the team which enriches and enhances our offer for families. It is only through their selfless gift of time and commitment to helping that we are able to support so many families across the district. As we couldn't do it in our usual way, this year we honoured our volunteers that worked through the pandemic with a special mug.



Coordinator report April 2020-March 2021

Well, what a year!

We began the year with an established team of three Coordinators: Amanda Brookes, Marie Carbutt and Julie Johnson.

Unfortunately the Covid-19 Pandemic continued into 2020 and the country was still in lockdown. We worked from home and modified the way we supported families, providing support to collect prescriptions, access foodbanks and clothing banks, and provide behaviour packs for children.

As we were unable to visit the home to help out with home conditions we had to 'think outside the box', practical support was done remotely by providing a written routine and discussing it over the telephone. For example, one parent sent photos of her home conditions as she was becoming overwhelmed with the children being home from school. Julie helped break tasks down into manageable chunks and was able to support the mum to make a difference.

Our lovely volunteers stepped up and offered emotional support to families over the telephone, and this proved to be so successful that we are going to continue to offer this in the future.

In June we came back to the office and moved in to the new 'Home Start House' on Eastmoor, the house was in really poor condition when we took it on, but we soon whipped it into shape.

The rest of the year was spent delivering family support remotely. We switched to recruiting volunteers remotely too. Home Start UK developed a Telephone Befriender Training Course and we had to quickly get used to using Zoom. This was not too difficult for our new volunteers as the rest of the country had gone Zoom crazy too!

Julie left us for a while in December 2020 when the funding for her post was coming to an end. However, it wasn't long before she was back at Home Start along with Danielle in March 2021.

We are hopeful that next year things will go back to normal and we will be able to support families face to face again; and see our volunteers in person. We look forward to seeing you all!

Amanda, Marie, Julie & Danielle



Supporting Families

Our approach is as individual as the people we are helping

A better start in life can change a child's future

Home-Start Wakefield & District believes in promoting positive outcomes for parents and children and offering a high quality of service. Our support is based on consent and the family decide what they need. Our support is tailor-made and flexible. Our parent to parent support is what makes us unique. We provide different kinds of support depending on need. Families are referred to us with a wide range of issues, including mental health, isolation, managing children's behaviour and managing finances.

During 2020/2021 we worked with 145 families

During the pandemic we changed our offer to meet the needs of families, offering weekly welfare calls from staff for those families who didn't have a volunteer available. We had some lovely feedback

What Families told us about Home-Start support

Mum of four children one with additional needs, " Home-Start is the only service that has asked how I am coping and been there for me, School have been there for the children and it has been nice to be able to offload and have a chat about how I am managing"

Single parent with a disability and a child with autism, "Couldn't have had any better emotional and physical support "

Single Parent, working as a care worker throughout the pandemic " The Support I have received has been amazing"



Single mum of four "We all looked forward to Anne's weekly calls and visits "

"Home-Start have been amazing and helped me so much ".





Referrals to Home-Start



A child's earliest years are irreplaceable

Today families face more pressures than ever before. Without stable homes, young children won't build the foundations they need to thrive as adults.

Home-Start helps parents be the best they can be. Support is available to any family who is experiencing stress or difficulty and who has at least one child under the age of 12 years.

Families have different needs. Home-Start helps them to identify what these are, and provides the appropriate support the families need

Where do our Referrals come from?

During 2020/2021 we received 92 new referrals requesting support for families .

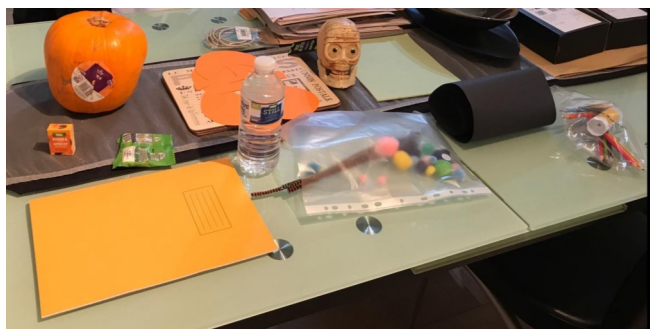
These came from	2020	2021
⇒ Health Visitors & Other Health agencies	42 (33%)	17 (18%)
⇒ People who referred themselves	24 (19%)	7 (8%)
⇒ Social Workers & Other Social Services	23 (18%)	7 (8%)
⇒ Early Help Hubs	23 (18%)	22 (24%)
⇒ Other	4 (11%)	1 (1%)
⇒ Our Family Our Future	N/A	38 (41%)



Supporting Parents and Children in Family Groups

Family Groups play a very important part in the support offered to Home-Start families. Parents appreciate having a safe, non-judgemental and friendly environment where they can relax and where their children can play safely in a fun setting, learning to interact with others. Our groups are informal where parents can come together. They can talk, share ideas and find parent to parent support. It is an opportunity for parents to make new friends and find out about services available in their local community.

We normally run two groups in the Wakefield District, however due to Covid 19 restrictions we set up Group Activities for families via Zoom. We delivered activity packs to the home then the family came online and completed the activities with the group leader and saw their friends. This was a lifeline for as many parents as it was children.



Supporting Families with Children 0-11 years

The Henry Smith Charity

We would like to acknowledge the support we have received from The Henry Smith Charity. This funding runs to the end of January 2022 to support our work with families of 0-5 year olds, by provision of volunteer befriending and advocacy in the Wakefield District.

Wakefield Council

In December 2018 we were delighted to receive funding from Wakefield Council to support our work with parents with children 0-5 years across the whole of the Wakefield District, and after a review in May this funding was extended to the end of November 2022.



Giving Back

This is a project is funded by The National Lottery Community Fund. It supports families with children 5-12 years to improve parenting and coping skills to help them manage behaviour, support their children's learning and develop healthy lifestyles. Parents become more confident, feel in control of difficult issues and know where to access support if required. For children it involves greater parental support in, raising aspirations, school support and clear boundaries leading to more relaxed parents. The project involves extending our volunteer induction training to include child development, coping with challenging behaviour and creating a home learning environment.

The Community Navigator's Programme

This is funded by Future in Mind through the Clinical Commissioning Group. The aim of this project is to increase early support for children and young people to improve emotional well being and resilience. The work carried out is proving to be very effective and we have received excellent feedback from schools on its success.

Young Carers Champion

The Young Carer Champion jointly worked with the Youth Service to identify a level of need for our younger young carers of primary school age, working with children under 11 years. To work creatively with Primary Schools supporting them to identify young carers, and raise awareness for staff and young people.

Our Family Our Future

We provided food parcels to our families that were on means tested free school meals. We promoted healthy eating and included in the parcel all the ingredients needed to cook 5 evening meals together with the recipes.

We supported access to activities for children in the summer holidays and experiencing something different was great for families

Activity day feedback

it has helped a lot with C1's anxiety and mixing with others and it got him out for those two days where alternatively he would have just wanted to be in the house on his games console. Him enjoying the club meant that he is now more willing and enthused to engage with others activities outside of the home.

C2 is normally shy so for her to go and make friends with children she has never met before has helped her self esteem and social skills

New projects implemented due to Covid 19 restrictions

Christmas time thanks, to the generosity of customers at the Asda Durkar store we delivered Christmas hampers and toys to families across the district.



Homestart UK in Partnership with John Lewis

The partnership enables us to provide a story sack to each child, we included The Night Before Christmas story book, hot chocolate, squirty cream, chocolate sprinkles, marshmallows, biscuits and a Home Start Wakefield tote bag. We doorstep delivered the sacks and uploaded a video of our manager reading the story (onto Facebook with a join in story session) parents were able to revisit this book with their children many times over the Christmas period.



Our Volunteers

Volunteers play a vital role in the support of families. It is their commitment which allows us to support families across the Wakefield District. They are the backbone of our organisation and we would like to acknowledge their dedication to the scheme over the past year, during this very challenging time. A very big Thank You to you all.

Our volunteers help develop confidence and self esteem within the families they support enabling them to move forward and continue independently.

During the pandemic our volunteers continued to give their time and support to families over the telephone and when restriction lifted offering garden visits and welfare walks .

“ Volunteering with Home-Start gave me an opportunity to help others whilst developing my skills to help me secure a job in this type of work”

If you want to make a difference in your local community, please join our team of volunteers and get in touch



Trustees

Liz Lynagh	Chairperson
Jenny Widdowson	Vice-Chairperson
Peter Hart	Treasurer
Karron Zelei	Safeguarding Lead
Sarah Millns	Marketing & Social Media
Janet Senior	Volunteer Representative

Staff

Hazel Bell	Scheme Manager
Amanda Brookes	Co-ordinator
Marie Carbutt	Co-ordinator
Julie Johnson	Co-ordinator
Danielle Nettleton	Co-ordinator/work experience project (March 21)
Donna Evans	Community Navigator & Young Carer's Champion
Jen Weston	Finance/Admin Worker
Karen Rex	Admin
Laura Burton	Family Navigator August 2020

Audited Accounts

Statement of Financial Activities

Year Ended 31 March 2021

Home-Start Wakefield & District's Reserves Policy states that the scheme will hold funds sufficient to cover staff redundancies and 3 months running costs.

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
		£	£	£	£
<u>INCOME AND ENDOWMENTS FROM:</u>					
Donations and Legacies	5	1,625	2,000	3,625	7,135
Investments	6	2	-	2	14
Charitable Activities	7	10,000	218,520	228,520	159,067
<u>TOTAL INCOME AND ENDOWMENTS</u>		<u>11,627</u>	<u>220,520</u>	<u>232,147</u>	<u>166,216</u>
<u>EXPENDITURE ON:</u>					
Charitable Activities	8	3,817	163,509	167,326	166,618
Other	9	11,163	8,703	19,866	18,549
<u>TOTAL EXPENDITURE</u>		<u>14,980</u>	<u>172,212</u>	<u>187,192</u>	<u>185,167</u>
<u>NET INCOME/(EXPENDITURE)</u>	11	<u>(3,353)</u>	<u>48,308</u>	<u>44,955</u>	<u>(18,951)</u>
Transfers Between Funds	13	5,601	(5,601)	-	-
<u>NET MOVEMENTS IN FUNDS</u>		<u>2,248</u>	<u>42,707</u>	<u>44,955</u>	<u>(18,951)</u>
<u>RECONCILIATION OF FUNDS</u>					
Total Funds at 1 April 2020		126,763	24,191	150,954	169,905
Total Funds at 31 March 2021		<u>129,011</u>	<u>66,898</u>	<u>195,909</u>	<u>150,954</u>

All incoming resources and resources expended derive from continuing activities.

Acknowledgements

Thank you for your help and support this year

Morrisons, Dewsbury Road, Wakefield

Outwood Parish Church

Wakefield Chantry Rotary Club

Rotary Club of Horbury & Ossett Phoenix Trust Fund

Lloyds Bank Foundation

Helen Tynan

P C Services

Castle Children's Centre, Phoenix Children's Centre

St George's (Lupset), St Catherine's (Belle Vue),
Westfield Centre, Ossett , Featherstone, Food Banks

St Swithun's

The Well Project

Stepping Stones Clothing Bank

Small Steps Uniform Bank

Yorkshire Purchasing Organisation

Asda Durkar

Young Lives Consortium

Financial Flair

Out of Hours Decorators

Mansfield Property Maintenance

Jamie Harvey—Car Park Creation



Home-Start House Transformation





After some kindness & help



Thank you to our Funders

Public Health, The Henry Smith Charity , Nova, WDHCS, HSUK,
Wakefield Clinical Commissioning Group,
The National Lottery Community Fund.



Supported by



A company limited by guarantee, registered in England & Wales number
5208262 and registered as a charity, number 1105617

Home-Start House, 2 Kilnsey Road, Wakefield
West Yorkshire, WF1 4RW

Telephone: 01924 251205 email: admin@homestartwakefield.org.uk
www.homestartwakefield.org.uk

Join us on Facebook: www.facebook.com/homestartwakefield

Follow us on Twitter : www.twitter.com/hswakefield

*If you would like to know more about Home-Start Wakefield & District and the work we
do, please contact us and we will be happy to discuss this with you.*

HOME-START WAKEFIELD & DISTRICT

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

Charity Commission Reference Number 1105617

Company Registered Number 05208262



WALTER DAWSON & SON

CHARTERED ACCOUNTANTS & STATUTORY AUDITOR

**7 Wellington Road East
Dewsbury
West Yorkshire
WF13 1HF**

HOME-START WAKEFIELD & DISTRICT
REPORT AND FINANCIAL STATEMENTS

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HOME-START WAKEFIELD & DISTRICT
LEGAL AND ADMINISTRATIVE INFORMATION

1. CONSTITUTION

Home-Start Wakefield & District is a company limited by a guarantee (Company No. 05208262) and a registered charity (Charity No. 1105617) governed by its Memorandum and Articles of Association.

2. DIRECTORS AND TRUSTEES

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year end were as follows:

Chairman: Elizabeth Lynagh

Vice Chair: Jennifer Widdowson

Treasurer: Peter Hart

Trustees: Karron Zelei
Sarah Millns

Auditors: Walter Dawson & Son
7 Wellington Road East
Dewsbury
WF13 1HF

HOME-START WAKEFIELD & DISTRICT
LEGAL AND ADMINISTRATIVE INFORMATION

Bankers:

National Westminster Bank Plc
56 Westgate
Wakefield
WF1 1XF

The Co-op Bank
P O Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

Registered Office:

CMS Business Park
Station Lane
Featherstone
West Yorkshire
WF7 6EQ

HOME-START WAKEFIELD & DISTRICT
STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The trustees (who are also directors of Home-Start Wakefield & District for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

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

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

In so far as the trustees are aware:

- (a) there is no relevant audit information of which the charitable company's auditors are unaware;
- (b) the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

The trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2020 which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The legal and administrative information set out on pages 1 and 2 forms part of this report.

The financial statements comply with the Charities Act 2011, Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

1. Structure, Governance and Management

A volunteer Board of Trustees is responsible for the scheme although the day to day running is delegated to the Scheme Manager who has responsibility to ensure that all members of staff are appropriately managed and supervised. Trustee Board meetings are held 6 weekly.

2. Objectives and Activities

The objectives for which Home-Start is established are:

- (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 and parents of children;
- (d) To promote the education of the public in better standards of childcare within the area of Wakefield and its environs.

When planning the activities for the year, the trustees have considered the Commission's guidance on public benefit.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

3. Achievements and Performance

Home-Start Wakefield & District has continued to face challenges around funding in 2019/20. We are in the 2nd year of our 3-year grant from The Henry Smith Charity, which contributes to the core costs of the charity and enable us to work with families of 0-5 year olds by the provision of volunteer befriending and advocacy in the Wakefield district.

Having the support of the recruitment officer was a valuable asset to the service. This was a one year post which supported the work of the coordinators by interviewing and co-training new volunteers, this contributed to the number of volunteers being trained by the service.

We have worked alongside the local authority and their initial grant funding of 9 months was extended to 12 months while a review was carried out, subsequently this has led to an increase in the grant offer for £50,000 per year for a period of 3 years from December 2019. This has enabled us to recruit a further coordinator to the team in January 2020.

Our funding from the big lottery continues and our giving back project is now in its 3rd and final year. This work supports families of children age 6 to 12years to improve coping skills to help them manage behaviour, support children's learning and develop healthy lifestyles.

We continue to host a worker for the Community Navigator programme the main aim of this programme is work carried out with children in school year 5,6 & 7 to improve their emotional wellbeing and build resilience. This work is carried out in partnership with schools and our post holder is assigned to the Castleford and Airedale cluster area. (There are seven navigators across the district hosted by seven organisations)

Support to families through our family groups continued through the year up until the March 23rd Covid 19 lockdown. This was only possible through the dedicated support of our group volunteer leaders and helpers. Groups play an important part in the home start service. They offer parents a chance to meet others talk share ideas and find support. Children can play; interact with their peers in a safe stimulating environment.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

3. Achievements and Performance (continued)

Volunteers play a vital role in the support of families. It is their commitment that enables us to support families across the district. The scheme offers a comprehensive volunteer training programme and are delighted to report that during 2019/20 we have recruited and trained 35 new volunteers.

Staff have worked hard to promote volunteering for Home-Start within the local communities, and attended events to support this.

The scheme recognises the value of the volunteers and Annually holds an event to celebrate volunteers week in June. This is a nice opportunity to acknowledge the commitment of those who give their time freely to support parents and children.

Working in partnership and developing positive relationships with other agencies is central to our work. We have continued to work in close liaison with colleagues in the third sector particularly Nova and Young lives partners. We continue to forge partnerships with community groups and have attended a number to give talks on what the service provides, this has often led to a charitable donation and to one group holding a silent auction on for our cause and another choosing us as their charity of the

During 2019/20 the scheme received 127 referrals and we worked with 175 families. This is a very good achievement given the challenges the scheme has faced. The quality of service we provide to families is very important to us and we are pleased to report that 100% of families who received the service said they were very satisfied or satisfied with the service. Feedback from referrers tells us that the service is valued by them and they report improvements in the families they have referred.

4. Financial Review

The Trustee Board has adopted a statutory reserves policy which determines the level of reserves it maintains in the event of scheme closure and to cover staff redundancies.

5. Plans for the Future

We will continue to forge links with statutory and voluntary agencies to promote the Home-Start service. We will look at all funding opportunities so that the Home-Start service can continue offering much needed support to parents and children across the district. We will Continue to work in partnership with the local authority and other VCS organisations to ensure families and children across the district have access to a variety of of support services where required.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

6. Statement of Disclosure of Information to Auditors

The trustees of the charitable company who held office at the date of approval of this Report of the Trustees each confirm that:

- (a) so far as they are aware, there is no relevant audit information, information needed by the charitable company's auditors in connection with preparing their report, of which the charitable company's auditors are unaware; and
- (b) they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

7. Auditors

The auditors, Walter Dawson & Son, having expressed their willingness to continue in office, will be proposed for re-appointment in accordance with Section 485 of the Companies Act 2006.

This report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice. In preparing this report advantage has been taken of the small companies exemption.

This report was approved and authorised for issue by the Trustees on 1st December 2021 and signed on their behalf by:

Liz Lynagh

Chairman

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Opinion

We have audited the financial statements of Home-Start Wakefield & District for the year ended 31 March 2021 which comprise the Statement of Financial Activities (including Income and Expenditure Account), Balance Sheet as at 31st March 2021 and notes to the financial statements on pages 14 to 24, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- (a) give a true and fair view of the state of the Charitable company's affairs as at 31st March 2021 and of its income and expenditure for the year then ended;
- (b) have been properly prepared in accordance with United Kingdom Generally Accepted Accounting
- (c) have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standards, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions Relating to Going Concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Conclusions Relating to Going Concern (continued)

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other Information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on Other Matters Prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- (a) the information given in the trustee's report (incorporating the strategic report and directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- (b) the trustees' report (incorporating the strategic report and directors' report) have been prepared in accordance with applicable legal requirements.

Matters on Which we are Required to Report by Exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Matters on Which we are Required to Report by Exception (continued)

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- (a) adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- (b) the financial statements are not in agreement with the accounting records and returns;
- (c) certain disclosures of trustee's remuneration specified by law are not made; or
- (d) we have not received all the information and explanations we require for our audit.

Responsibilities of the Trustees

As explained more fully in the trustee's responsibilities statement set out on page 3, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine it necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Our Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Our Responsibilities for the Audit of the Financial Statements (continued)

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risk of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- (a) the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- (b) we identified the laws and regulations applicable to the Charity through discussions with trustees and other management, and from our commercial knowledge and experience of the sector;
- (c) we focussed on specific laws and regulations which considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation;
- (d) we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- (e) identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- (a) making enquiries of management as to where they considered there was a susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- (b) considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Our Responsibilities for the Audit of the Financial Statements (continued)

To address the risk of fraud through management bias and override of controls, we:

- (a) performed analytical procedures to identify any unusual or unexpected relationships;
- (b) tested journal entries to identify unusual transactions;
- (c) assessed whether judgements and assumptions made in determining the accounting estimates set out in note 1 and where indicative of potential bias; and
- (d) investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- (a) agreeing financial statement disclosures to underlying supporting documentation;
- (b) reading the minutes of meetings of those charged with governance;
- (c) enquiring of management as to actual and potential litigation and claims; and
- (d) reviewing correspondence with HMRC, relevant regulators including the Health and Safety Executive, and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Use of our report

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Graham Atkinson FCA (Senior Statutory Auditor)
for and behalf of Walter Dawson & Son, Statutory Auditor.

Chartered Accountants
7 Wellington Road East
Dewsbury
West Yorkshire
WF13 1HF

1st December 2021

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	<u>Notes</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total 2021</u>	<u>Total 2020</u>
		£	£	£	£
<u>INCOME AND ENDOWMENTS FROM:</u>					
Donations and Legacies	5	1,625	2,000	3,625	7,135
Investments	6	2	-	2	14
Charitable Activities	7	10,000	203,255	213,255	159,067
<u>TOTAL INCOME AND ENDOWMENTS</u>		<u>11,627</u>	<u>205,255</u>	<u>216,882</u>	<u>166,216</u>
<u>EXPENDITURE ON:</u>					
Charitable Activities	8	3,817	163,509	167,326	166,618
Other	9	11,163	8,703	19,866	18,549
<u>TOTAL EXPENDITURE</u>		<u>14,980</u>	<u>172,212</u>	<u>187,192</u>	<u>185,167</u>
<u>NET INCOME/ (EXPENDITURE)</u>	11	(3,353)	33,043	29,690	(18,951)
Transfers Between Funds	13	5,601	(5,601)	-	-
<u>NET MOVEMENTS IN FUNDS</u>		2,248	27,442	29,690	(18,951)
<u>RECONCILIATION OF FUNDS</u>					
Total Funds at 1 April 2020		126,763	24,191	150,954	169,905
Total Funds at 31 March 2021		<u>129,011</u>	<u>51,633</u>	<u>180,644</u>	<u>150,954</u>

All incoming resources and resources expended derive from continuing activities.

HOME-START WAKEFIELD & DISTRICT
BALANCE SHEET AS AT 31 MARCH 2021

		<u>2021</u>		<u>2020</u>	
	<u>Notes</u>	£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	14		4,426		1,727
<u>CURRENT ASSETS</u>					
Debtors	15	264		525	
Cash at Bank and in Hand		197,533		150,387	
		<u>197,797</u>		<u>150,912</u>	
<u>CREDITORS: Amounts Falling Due Within One Year</u>	16	<u>(21,579)</u>		<u>(1,685)</u>	
<u>NET CURRENT ASSETS</u>			<u>176,218</u>		<u>149,227</u>
			<u>180,644</u>		<u>150,954</u>
The Funds of the Charity:					
<u>RESTRICTED INCOME FUNDS</u>	20		51,633		24,191
<u>UNRESTRICTED FUNDS</u>					
General Funds	20	70,370		68,122	
Designated Funds	20	<u>58,641</u>	129,011	<u>58,641</u>	126,763
			<u>180,644</u>		<u>150,954</u>

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

The financial statements were approved and authorised for issue by the Trustees on 1st December 2021 and signed on their behalf by:

E Lynagh

J Widdowson

P Hart

TRUSTEES

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

1. STATUTORY INFORMATION

Home-Start Wakefield & District is a charitable company domiciled in England and Wales, registered number 05208262. The principal place of business is CMS Business Park, Station Lane, Featherstone, West Yorkshire, WF7 6EQ.

2. COMPLIANCE WITH ACCOUNTING STANDARDS

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), Charities SORP (FRS 102) and the Companies Act 2006.

3. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention.

The presentation currency is sterling.

The particular accounting policies adopted are as follows:

(a) Donations, Legacies and Similar Incoming Resources

Donations, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

(b) Grants Receivable and Local Authority Fees

Grants receivable and local authority fees are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Deferred income represents amounts received for future periods and is released to income resources in the period for which it has been received.

(c) Investment Income

Income from investments is included in the SOFA in the year in which it is receivable.

(d) Expenditure

All expenditure is included on an annual basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

3. ACCOUNTING POLICIES (continued)

(e) Tangible Fixed Assets

Depreciation is provided on a reducing balance basis over the expected useful lives of each category of tangible fixed assets:

Fixtures and Fittings	20% per annum on written down value
-----------------------	-------------------------------------

(f) Pension Costs

The charity operates a defined contribution pension scheme for the benefit of its employees. Contributions payable are recognised in the SOFA when due.

(g) Leasing

Rentals payable under operating leases are charged to the SOFA on a straight line basis over the period of the leases. The benefits of lease incentives are recognised in the SOFA over the lease period on a straight line basis.

(h) Fund Accounting

Funds held by the charity are either:

- . *Unrestricted general funds* - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- . *Designated funds* - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- . *Restricted funds* - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

(i) Cash Flow Statements

The charity qualifies as a small company under the Companies Act 2006. The trustees have elected to take advantage of the exemptions under FRS 102 not to prepare a cash flow statement.

4. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up the liability, in respect of the guarantee is limited to £1 per member of the charity.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

5. DONATIONS AND LEGACIES

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Donations	1,625	2,000	3,625	7,135
	<u>1,625</u>	<u>2,000</u>	<u>3,625</u>	<u>7,135</u>

6. INVESTMENTS

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Bank Interest	2	-	2	14
	<u>2</u>	<u>-</u>	<u>2</u>	<u>14</u>

7. CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Community Navigator Post	-	27,078	27,078	19,586
Big Lottery- Building Capabilities Grant	-	-	-	3,950
Big Lottery- Reaching Communities	-	45,794	45,794	54,879
Henry Smith	-	23,150	23,150	45,650
WMDC	-	50,000	50,000	28,333
WDHCS	-	6,933	6,933	-
Young Carers	-	-	-	6,669
Family Welfare Fund	-	1,200	1,200	-
NOVA	-	4,207	4,207	-
Our Family our Future	-	28,025	28,025	-
Speak Out Go Out	-	1,820	1,820	-
Wakefield District Council	10,000	3,818	13,818	-
HSUK Covid Support	-	6,972	6,972	-
CJRS Grant	-	4,258	4,258	-
	<u>10,000</u>	<u>203,255</u>	<u>213,255</u>	<u>159,067</u>

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

8. CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Salaries and Pensions and NHI	(1,265)	148,297	147,032	139,373
Training	518	30	548	2,362
Staff Expenses	84	713	797	4,229
Volunteer Expenses	780	562	1,342	3,219
Equipment and Repairs	1,844	8,491	10,335	6,711
Promotion & Strategic Planning	-	750	750	5,053
Professional Fees	1,856	877	2,733	5,642
Outings and Functions	-	3,789	3,789	29
	<u>3,817</u>	<u>163,509</u>	<u>167,326</u>	<u>166,618</u>

9. OTHER COSTS

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Telephone	66	1,320	1,386	1,749
Rent, Room Hire and Cleaning	8,313	3,982	12,295	9,755
Insurance	1,150	-	1,150	1,160
Postage, Stationery and Photocopying	324	1,481	1,805	2,268
Auditors Remuneration	-	1,920	1,920	1,890
Sundry Expenses	202	-	202	1,227
Bank Charges	-	-	-	69
Depreciation	1,108	-	1,108	431
	<u>11,163</u>	<u>8,703</u>	<u>19,866</u>	<u>18,549</u>

10. STAFF COSTS AND
TRUSTEES' REMUNERATION

	2021	2020
	£	£
Wages and Salaries	112,585	106,864
Social Security Costs	20,107	19,850
Other Pension Costs	14,340	12,659
	<u>147,032</u>	<u>139,373</u>

No employee received remuneration amounting to more than £60,000 in either year.

Trustees received no remuneration and were not reimbursed for any of their expenses in either

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

10. STAFF COSTS AND TRUSTEES' REMUNERATION (continued)

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	<u>2021</u>	<u>2020</u>
	No.	No.
Charitable Activities	8	7
	<u>8</u>	<u>7</u>

11. NET INCOME/(EXPENDITURE) FOR THE YEAR

	<u>2021</u>	<u>2020</u>
	£	£
This is stated after charging:		
Depreciation	1,108	431
Auditor's Remuneration	<u>1,920</u>	<u>1,890</u>

12. CORPORATION TAX

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

13. TRANSFERS BETWEEN FUNDS

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	Funds	Funds	2021	2020
	£	£	£	£
Community Navigator Post	(2,400)	2,400	-	-
Big Lottery- Reaching Communities	2,184	(2,184)	-	-
Our Family our Future	(1,459)	1,459	-	-
Wakefield District Council	(3,459)	3,459	-	-
CJRS Grant	(467)	467	-	-
	<u>(5,601)</u>	<u>5,601</u>	<u>-</u>	<u>-</u>

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

14. TANGIBLE FIXED ASSETS

	Fixtures and Fittings	Total
	£	£
<u>Cost:</u>		
At 1 April 2020	17,561	17,561
Additions	3,807	3,807
At 31 March 2021	<u>21,368</u>	<u>21,368</u>
 <u>Depreciation:</u>		
At 1 April 2020	15,834	15,834
Charge for Year	1,108	1,108
At 31 March 2021	<u>16,942</u>	<u>16,942</u>
 <u>Net Book Value:</u>		
At 31 March 2021	<u>4,426</u>	<u>4,426</u>
At 31 March 2020	<u>1,727</u>	<u>1,727</u>

15. DEBTORS

	2021	2020
	£	£
Prepayments and Accrued Income	264	525
	<u>264</u>	<u>525</u>

16. CREDITORS: Amounts Falling Due Within One Year

	2021	2020
	£	£
Trade Creditors	4,704	75
Accruals and Deferred Income	16,875	1,610
	<u>21,579</u>	<u>1,685</u>

17. PENSION SCHEME

The charity operates a defined contribution pension scheme. The assets of the pension scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions payable by the charity to the fund and amounted to £14,340 (2020: £12,659). Contributions totalling £Nil (2020: £Nil) were payable to the fund at the year end and are included in creditors.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

18. LEASING COMMITMENTS

The charity had total commitments under non-cancellable operating leases as detailed below:

	<u>2021</u>	<u>2020</u>
<u>Operating Leases Which Expire:</u>	<u>£</u>	<u>£</u>
Within One Year	10,800	10,800
Between One to Five Years	-	-
After More than Five Years	-	-
	<u>10,800</u>	<u>10,800</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>General Funds</u>	<u>Designated Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Tangible Fixed Assets	4,426	-	-	4,426
Current Assets	68,644	58,641	70,512	197,797
Current Liabilities	(2,700)	-	(18,879)	(21,579)
Net Assets at 31 March 2021	<u>70,370</u>	<u>58,641</u>	<u>51,633</u>	<u>180,644</u>

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

20. MOVEMENT IN FUNDS

	At 1 April 2020	Income	Expen- diture	Transfers	At 31 March 2021
	£	£	£	£	£
<u>Restricted Funds</u>					
Community Navigator Post	4,446	27,078	(17,750)	(2,400)	11,374
Big Lottery - Building Capabilities Grant	3,337	-	(750)	-	2,587
Big Lottery - Reaching Communities	(3,447)	45,794	(44,858)	2,184	(327)
Henry Smith	15,478	23,150	(47,154)	-	(8,526)
Tudor Trust Family Fund	1,451	-	-	-	1,451
WMDC	2,926	50,000	(36,736)		16,190
WDHCS	-	6,933	(5,080)		1,853
Family Welfare Fund	-	3,200	(80)		3,120
NOVA	-	4,207	(2,583)		1,624
Our Family our Future	-	28,025	(7,978)	(1,459)	18,588
Speak Out Go Out	-	1,820	(1,586)		234
Wakefield District Council	-	3,818	(359)	(3,459)	-
HSUK Covid Support	-	6,972	(4,301)		2,671
CJRS Grant	-	4,258	(2,997)	(467)	794
Total Restricted Funds	24,191	205,255	(172,212)	(5,601)	51,633
<u>Unrestricted Funds</u>					
Statutory Reserve Fund	58,641	-	-	-	58,641
General Funds	68,122	11,627	(14,980)	5,601	70,370
Total Unrestricted Funds	126,763	11,627	(14,980)	5,601	129,011
TOTAL FUNDS	150,954	216,882	(187,192)	-	180,644

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

20. MOVEMENT IN FUNDS (continued)

Restrictions Imposed and Purpose of Designated Funds

The Trustees Board has adopted a statutory reserve policy which determines the level of reserves it maintains based on three months running costs and to cover staff redundancy costs in the event of scheme closure.

Community Navigator Post

Funded by Future in Mind to support children and young people from ages 0 to 19 with help of understanding their emotional well being.

WMDC funding

This funding is to support charity's work with parents with children 0-5 years. This is initially funding over 9 months but charity is working with the Council in the hope that it may be extended to May 2020.

Big Lottery Building Capabilities

This money is to develop sustainability , strategic planning and the training and development of trustees and volunteers.

Big Lottery Reaching Communities

This money is to be used for supporting parents of older children aged 5-12.

HOME-START WAKEFIELD & DISTRICT

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

Charity Commission Reference Number 1105617

Company Registered Number 05208262



WALTER DAWSON & SON

CHARTERED ACCOUNTANTS & STATUTORY AUDITOR

**7 Wellington Road East
Dewsbury
West Yorkshire
WF13 1HF**

HOME-START WAKEFIELD & DISTRICT
REPORT AND FINANCIAL STATEMENTS

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HOME-START WAKEFIELD & DISTRICT
LEGAL AND ADMINISTRATIVE INFORMATION

1. CONSTITUTION

Home-Start Wakefield & District is a company limited by a guarantee (Company No. 05208262) and a registered charity (Charity No. 1105617) governed by its Memorandum and Articles of Association.

2. DIRECTORS AND TRUSTEES

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year end were as follows:

Chairman: Elizabeth Lynagh

Vice Chair: Jennifer Widdowson

Treasurer: Peter Hart

Trustees: Karron Zelei
Sarah Millns

Auditors: Walter Dawson & Son
7 Wellington Road East
Dewsbury
WF13 1HF

HOME-START WAKEFIELD & DISTRICT
LEGAL AND ADMINISTRATIVE INFORMATION

Bankers:

National Westminster Bank Plc
56 Westgate
Wakefield
WF1 1XF

The Co-op Bank
P O Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

Registered Office:

CMS Business Park
Station Lane
Featherstone
West Yorkshire
WF7 6EQ

HOME-START WAKEFIELD & DISTRICT
STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The trustees (who are also directors of Home-Start Wakefield & District for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

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

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

In so far as the trustees are aware:

- (a) there is no relevant audit information of which the charitable company's auditors are unaware;
- (b) the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

The trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2020 which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The legal and administrative information set out on pages 1 and 2 forms part of this report.

The financial statements comply with the Charities Act 2011, Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

1. Structure, Governance and Management

A volunteer Board of Trustees is responsible for the scheme although the day to day running is delegated to the Scheme Manager who has responsibility to ensure that all members of staff are appropriately managed and supervised. Trustee Board meetings are held 6 weekly.

2. Objectives and Activities

The objectives for which Home-Start is established are:

- (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 and parents of children;
- (d) To promote the education of the public in better standards of childcare within the area of Wakefield and its environs.

When planning the activities for the year, the trustees have considered the Commission's guidance on public benefit.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

3. Achievements and Performance

Home-Start Wakefield & District has continued to face challenges around funding in 2019/20. We are in the 2nd year of our 3-year grant from The Henry Smith Charity, which contributes to the core costs of the charity and enable us to work with families of 0-5 year olds by the provision of volunteer befriending and advocacy in the Wakefield district.

Having the support of the recruitment officer was a valuable asset to the service. This was a one year post which supported the work of the coordinators by interviewing and co-training new volunteers, this contributed to the number of volunteers being trained by the service.

We have worked alongside the local authority and their initial grant funding of 9 months was extended to 12 months while a review was carried out, subsequently this has led to an increase in the grant offer for £50,000 per year for a period of 3 years from December 2019. This has enabled us to recruit a further coordinator to the team in January 2020.

Our funding from the big lottery continues and our giving back project is now in its 3rd and final year. This work supports families of children age 6 to 12years to improve coping skills to help them manage behaviour, support children's learning and develop healthy lifestyles.

We continue to host a worker for the Community Navigator programme the main aim of this programme is work carried out with children in school year 5,6 & 7 to improve their emotional wellbeing and build resilience. This work is carried out in partnership with schools and our post holder is assigned to the Castleford and Airedale cluster area. (There are seven navigators across the district hosted by seven organisations)

Support to families through our family groups continued through the year up until the March 23rd Covid 19 lockdown. This was only possible through the dedicated support of our group volunteer leaders and helpers. Groups play an important part in the home start service. They offer parents a chance to meet others talk share ideas and find support. Children can play; interact with their peers in a safe stimulating environment.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

3. Achievements and Performance (continued)

Volunteers play a vital role in the support of families. It is their commitment that enables us to support families across the district. The scheme offers a comprehensive volunteer training programme and are delighted to report that during 2019/20 we have recruited and trained 35 new volunteers.

Staff have worked hard to promote volunteering for Home-Start within the local communities, and attended events to support this.

The scheme recognises the value of the volunteers and Annually holds an event to celebrate volunteers week in June. This is a nice opportunity to acknowledge the commitment of those who give their time freely to support parents and children.

Working in partnership and developing positive relationships with other agencies is central to our work. We have continued to work in close liaison with colleagues in the third sector particularly Nova and Young lives partners. We continue to forge partnerships with community groups and have attended a number to give talks on what the service provides, this has often led to a charitable donation and to one group holding a silent auction on for our cause and another choosing us as their charity of the

During 2019/20 the scheme received 127 referrals and we worked with 175 families. This is a very good achievement given the challenges the scheme has faced. The quality of service we provide to families is very important to us and we are pleased to report that 100% of families who received the service said they were very satisfied or satisfied with the service. Feedback from referrers tells us that the service is valued by them and they report improvements in the families they have referred.

4. Financial Review

The Trustee Board has adopted a statutory reserves policy which determines the level of reserves it maintains in the event of scheme closure and to cover staff redundancies.

5. Plans for the Future

We will continue to forge links with statutory and voluntary agencies to promote the Home-Start service. We will look at all funding opportunities so that the Home-Start service can continue offering much needed support to parents and children across the district. We will Continue to work in partnership with the local authority and other VCS organisations to ensure families and children across the district have access to a variety of of support services where required.

HOME-START WAKEFIELD & DISTRICT
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

6. Statement of Disclosure of Information to Auditors

The trustees of the charitable company who held office at the date of approval of this Report of the Trustees each confirm that:

- (a) so far as they are aware, there is no relevant audit information, information needed by the charitable company's auditors in connection with preparing their report, of which the charitable company's auditors are unaware; and
- (b) they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

7. Auditors

The auditors, Walter Dawson & Son, having expressed their willingness to continue in office, will be proposed for re-appointment in accordance with Section 485 of the Companies Act 2006.

This report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice. In preparing this report advantage has been taken of the small companies exemption.

This report was approved and authorised for issue by the Trustees on 1st December 2021 and signed on their behalf by:

Liz Lynagh

Chairman

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Opinion

We have audited the financial statements of Home-Start Wakefield & District for the year ended 31 March 2021 which comprise the Statement of Financial Activities (including Income and Expenditure Account), Balance Sheet as at 31st March 2021 and notes to the financial statements on pages 14 to 24, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- (a) give a true and fair view of the state of the Charitable company's affairs as at 31st March 2021 and of its income and expenditure for the year then ended;
- (b) have been properly prepared in accordance with United Kingdom Generally Accepted Accounting
- (c) have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standards, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions Relating to Going Concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Conclusions Relating to Going Concern (continued)

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other Information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on Other Matters Prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- (a) the information given in the trustee's report (incorporating the strategic report and directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- (b) the trustees' report (incorporating the strategic report and directors' report) have been prepared in accordance with applicable legal requirements.

Matters on Which we are Required to Report by Exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Matters on Which we are Required to Report by Exception (continued)

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- (a) adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- (b) the financial statements are not in agreement with the accounting records and returns;
- (c) certain disclosures of trustee's remuneration specified by law are not made; or
- (d) we have not received all the information and explanations we require for our audit.

Responsibilities of the Trustees

As explained more fully in the trustee's responsibilities statement set out on page 3, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine it necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Our Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Our Responsibilities for the Audit of the Financial Statements (continued)

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risk of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- (a) the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- (b) we identified the laws and regulations applicable to the Charity through discussions with trustees and other management, and from our commercial knowledge and experience of the sector;
- (c) we focussed on specific laws and regulations which considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation;
- (d) we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- (e) identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- (a) making enquiries of management as to where they considered there was a susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- (b) considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Our Responsibilities for the Audit of the Financial Statements (continued)

To address the risk of fraud through management bias and override of controls, we:

- (a) performed analytical procedures to identify any unusual or unexpected relationships;
- (b) tested journal entries to identify unusual transactions;
- (c) assessed whether judgements and assumptions made in determining the accounting estimates set out in note 1 and where indicative of potential bias; and
- (d) investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- (a) agreeing financial statement disclosures to underlying supporting documentation;
- (b) reading the minutes of meetings of those charged with governance;
- (c) enquiring of management as to actual and potential litigation and claims; and
- (d) reviewing correspondence with HMRC, relevant regulators including the Health and Safety Executive, and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
HOME-START WAKEFIELD & DISTRICT

Use of our report

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Graham Atkinson FCA (Senior Statutory Auditor)
for and behalf of Walter Dawson & Son, Statutory Auditor.

Chartered Accountants
7 Wellington Road East
Dewsbury
West Yorkshire
WF13 1HF

1st December 2021

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	<u>Notes</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total 2021</u>	<u>Total 2020</u>
		£	£	£	£
<u>INCOME AND ENDOWMENTS FROM:</u>					
Donations and Legacies	5	1,625	2,000	3,625	7,135
Investments	6	2	-	2	14
Charitable Activities	7	10,000	203,255	213,255	159,067
<u>TOTAL INCOME AND ENDOWMENTS</u>		<u>11,627</u>	<u>205,255</u>	<u>216,882</u>	<u>166,216</u>
<u>EXPENDITURE ON:</u>					
Charitable Activities	8	3,817	163,509	167,326	166,618
Other	9	11,163	8,703	19,866	18,549
<u>TOTAL EXPENDITURE</u>		<u>14,980</u>	<u>172,212</u>	<u>187,192</u>	<u>185,167</u>
<u>NET INCOME/ (EXPENDITURE)</u>	11	(3,353)	33,043	29,690	(18,951)
Transfers Between Funds	13	5,601	(5,601)	-	-
<u>NET MOVEMENTS IN FUNDS</u>		2,248	27,442	29,690	(18,951)
<u>RECONCILIATION OF FUNDS</u>					
Total Funds at 1 April 2020		126,763	24,191	150,954	169,905
Total Funds at 31 March 2021		<u>129,011</u>	<u>51,633</u>	<u>180,644</u>	<u>150,954</u>

All incoming resources and resources expended derive from continuing activities.

HOME-START WAKEFIELD & DISTRICT
BALANCE SHEET AS AT 31 MARCH 2021

		<u>2021</u>		<u>2020</u>	
	<u>Notes</u>	£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	14		4,426		1,727
<u>CURRENT ASSETS</u>					
Debtors	15	264		525	
Cash at Bank and in Hand		197,533		150,387	
		<u>197,797</u>		<u>150,912</u>	
<u>CREDITORS: Amounts Falling Due Within One Year</u>	16	<u>(21,579)</u>		<u>(1,685)</u>	
<u>NET CURRENT ASSETS</u>			<u>176,218</u>		<u>149,227</u>
			<u>180,644</u>		<u>150,954</u>
The Funds of the Charity:					
<u>RESTRICTED INCOME FUNDS</u>	20		51,633		24,191
<u>UNRESTRICTED FUNDS</u>					
General Funds	20	70,370		68,122	
Designated Funds	20	<u>58,641</u>	129,011	<u>58,641</u>	126,763
			<u>180,644</u>		<u>150,954</u>

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

The financial statements were approved and authorised for issue by the Trustees on 1st December 2021 and signed on their behalf by:

E Lynagh

J Widdowson

P Hart

TRUSTEES

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

1. STATUTORY INFORMATION

Home-Start Wakefield & District is a charitable company domiciled in England and Wales, registered number 05208262. The principal place of business is CMS Business Park, Station Lane, Featherstone, West Yorkshire, WF7 6EQ.

2. COMPLIANCE WITH ACCOUNTING STANDARDS

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), Charities SORP (FRS 102) and the Companies Act 2006.

3. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention.

The presentation currency is sterling.

The particular accounting policies adopted are as follows:

(a) Donations, Legacies and Similar Incoming Resources

Donations, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

(b) Grants Receivable and Local Authority Fees

Grants receivable and local authority fees are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Deferred income represents amounts received for future periods and is released to income resources in the period for which it has been received.

(c) Investment Income

Income from investments is included in the SOFA in the year in which it is receivable.

(d) Expenditure

All expenditure is included on an annual basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

3. ACCOUNTING POLICIES (continued)

(e) Tangible Fixed Assets

Depreciation is provided on a reducing balance basis over the expected useful lives of each category of tangible fixed assets:

Fixtures and Fittings	20% per annum on written down value
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(f) Pension Costs

The charity operates a defined contribution pension scheme for the benefit of its employees. Contributions payable are recognised in the SOFA when due.

(g) Leasing

Rentals payable under operating leases are charged to the SOFA on a straight line basis over the period of the leases. The benefits of lease incentives are recognised in the SOFA over the lease period on a straight line basis.

(h) Fund Accounting

Funds held by the charity are either:

- . *Unrestricted general funds* - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- . *Designated funds* - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- . *Restricted funds* - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

(i) Cash Flow Statements

The charity qualifies as a small company under the Companies Act 2006. The trustees have elected to take advantage of the exemptions under FRS 102 not to prepare a cash flow statement.

4. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up the liability, in respect of the guarantee is limited to £1 per member of the charity.

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

5. DONATIONS AND LEGACIES

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Donations	1,625	2,000	3,625	7,135
	<u>1,625</u>	<u>2,000</u>	<u>3,625</u>	<u>7,135</u>

6. INVESTMENTS

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Bank Interest	2	-	2	14
	<u>2</u>	<u>-</u>	<u>2</u>	<u>14</u>

7. CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Community Navigator Post	-	27,078	27,078	19,586
Big Lottery- Building Capabilities Grant	-	-	-	3,950
Big Lottery- Reaching Communities	-	45,794	45,794	54,879
Henry Smith	-	23,150	23,150	45,650
WMDC	-	50,000	50,000	28,333
WDHCS	-	6,933	6,933	-
Young Carers	-	-	-	6,669
Family Welfare Fund	-	1,200	1,200	-
NOVA	-	4,207	4,207	-
Our Family our Future	-	28,025	28,025	-
Speak Out Go Out	-	1,820	1,820	-
Wakefield District Council	10,000	3,818	13,818	-
HSUK Covid Support	-	6,972	6,972	-
CJRS Grant	-	4,258	4,258	-
	<u>10,000</u>	<u>203,255</u>	<u>213,255</u>	<u>159,067</u>

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

8. CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Salaries and Pensions and NHI	(1,265)	148,297	147,032	139,373
Training	518	30	548	2,362
Staff Expenses	84	713	797	4,229
Volunteer Expenses	780	562	1,342	3,219
Equipment and Repairs	1,844	8,491	10,335	6,711
Promotion & Strategic Planning	-	750	750	5,053
Professional Fees	1,856	877	2,733	5,642
Outings and Functions	-	3,789	3,789	29
	<u>3,817</u>	<u>163,509</u>	<u>167,326</u>	<u>166,618</u>

9. OTHER COSTS

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Telephone	66	1,320	1,386	1,749
Rent, Room Hire and Cleaning	8,313	3,982	12,295	9,755
Insurance	1,150	-	1,150	1,160
Postage, Stationery and Photocopying	324	1,481	1,805	2,268
Auditors Remuneration	-	1,920	1,920	1,890
Sundry Expenses	202	-	202	1,227
Bank Charges	-	-	-	69
Depreciation	1,108	-	1,108	431
	<u>11,163</u>	<u>8,703</u>	<u>19,866</u>	<u>18,549</u>

10. STAFF COSTS AND
TRUSTEES' REMUNERATION

	2021	2020
	£	£
Wages and Salaries	112,585	106,864
Social Security Costs	20,107	19,850
Other Pension Costs	14,340	12,659
	<u>147,032</u>	<u>139,373</u>

No employee received remuneration amounting to more than £60,000 in either year.

Trustees received no remuneration and were not reimbursed for any of their expenses in either

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

10. STAFF COSTS AND TRUSTEES' REMUNERATION (continued)

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	<u>2021</u>	<u>2020</u>
	No.	No.
Charitable Activities	8	7
	<u>8</u>	<u>7</u>

11. NET INCOME/(EXPENDITURE) FOR THE YEAR

	<u>2021</u>	<u>2020</u>
	£	£
This is stated after charging:		
Depreciation	1,108	431
Auditor's Remuneration	<u>1,920</u>	<u>1,890</u>

12. CORPORATION TAX

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

13. TRANSFERS BETWEEN FUNDS

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	Funds	Funds	2021	2020
	£	£	£	£
Community Navigator Post	(2,400)	2,400	-	-
Big Lottery- Reaching Communities	2,184	(2,184)	-	-
Our Family our Future	(1,459)	1,459	-	-
Wakefield District Council	(3,459)	3,459	-	-
CJRS Grant	(467)	467	-	-
	<u>(5,601)</u>	<u>5,601</u>	<u>-</u>	<u>-</u>

HOME-START WAKEFIELD & DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
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14. TANGIBLE FIXED ASSETS

	Fixtures and Fittings	Total
	£	£
<u>Cost:</u>		
At 1 April 2020	17,561	17,561
Additions	3,807	3,807
At 31 March 2021	<u>21,368</u>	<u>21,368</u>
 <u>Depreciation:</u>		
At 1 April 2020	15,834	15,834
Charge for Year	1,108	1,108
At 31 March 2021	<u>16,942</u>	<u>16,942</u>
 <u>Net Book Value:</u>		
At 31 March 2021	<u>4,426</u>	<u>4,426</u>
At 31 March 2020	<u>1,727</u>	<u>1,727</u>

15. DEBTORS

	2021	2020
	£	£
Prepayments and Accrued Income	264	525
	<u>264</u>	<u>525</u>

16. CREDITORS: Amounts Falling Due Within One Year

	2021	2020
	£	£
Trade Creditors	4,704	75
Accruals and Deferred Income	16,875	1,610
	<u>21,579</u>	<u>1,685</u>

17. PENSION SCHEME

The charity operates a defined contribution pension scheme. The assets of the pension scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions payable by the charity to the fund and amounted to £14,340 (2020: £12,659). Contributions totalling £Nil (2020: £Nil) were payable to the fund at the year end and are included in creditors.

HOME-START WAKEFIELD & DISTRICT
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18. LEASING COMMITMENTS

The charity had total commitments under non-cancellable operating leases as detailed below:

	<u>2021</u>	<u>2020</u>
<u>Operating Leases Which Expire:</u>	<u>£</u>	<u>£</u>
Within One Year	10,800	10,800
Between One to Five Years	-	-
After More than Five Years	-	-
	<u>10,800</u>	<u>10,800</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>General Funds</u>	<u>Designated Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Tangible Fixed Assets	4,426	-	-	4,426
Current Assets	68,644	58,641	70,512	197,797
Current Liabilities	(2,700)	-	(18,879)	(21,579)
Net Assets at 31 March 2021	<u>70,370</u>	<u>58,641</u>	<u>51,633</u>	<u>180,644</u>

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20. MOVEMENT IN FUNDS

	At 1 April 2020	Income	Expen- diture	Transfers	At 31 March 2021
	£	£	£	£	£
<u>Restricted Funds</u>					
Community Navigator Post	4,446	27,078	(17,750)	(2,400)	11,374
Big Lottery - Building Capabilities Grant	3,337	-	(750)	-	2,587
Big Lottery - Reaching Communities	(3,447)	45,794	(44,858)	2,184	(327)
Henry Smith	15,478	23,150	(47,154)	-	(8,526)
Tudor Trust Family Fund	1,451	-	-	-	1,451
WMDC	2,926	50,000	(36,736)		16,190
WDHCS	-	6,933	(5,080)		1,853
Family Welfare Fund	-	3,200	(80)		3,120
NOVA	-	4,207	(2,583)		1,624
Our Family our Future	-	28,025	(7,978)	(1,459)	18,588
Speak Out Go Out	-	1,820	(1,586)		234
Wakefield District Council	-	3,818	(359)	(3,459)	-
HSUK Covid Support	-	6,972	(4,301)		2,671
CJRS Grant	-	4,258	(2,997)	(467)	794
Total Restricted Funds	24,191	205,255	(172,212)	(5,601)	51,633
<u>Unrestricted Funds</u>					
Statutory Reserve Fund	58,641	-	-	-	58,641
General Funds	68,122	11,627	(14,980)	5,601	70,370
Total Unrestricted Funds	126,763	11,627	(14,980)	5,601	129,011
TOTAL FUNDS	150,954	216,882	(187,192)	-	180,644

HOME-START WAKEFIELD & DISTRICT
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20. MOVEMENT IN FUNDS (continued)

Restrictions Imposed and Purpose of Designated Funds

The Trustees Board has adopted a statutory reserve policy which determines the level of reserves it maintains based on three months running costs and to cover staff redundancy costs in the event of scheme closure.

Community Navigator Post

Funded by Future in Mind to support children and young people from ages 0 to 19 with help of understanding their emotional well being.

WMDC funding

This funding is to support charity's work with parents with children 0-5 years. This is initially funding over 9 months but charity is working with the Council in the hope that it may be extended to May 2020.

Big Lottery Building Capabilities

This money is to develop sustainability , strategic planning and the training and development of trustees and volunteers.

Big Lottery Reaching Communities

This money is to be used for supporting parents of older children aged 5-12.