

HOME-START CAMBRIDGESHIRE

(A Company Limited by Guarantee)

Report of the Board of Trustees

For the year ended 31st March 2023

HOME-START CAMBRIDGESHIRE

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HOME-START CAMBRIDGESHIRE

COMPANY INFORMATION

Directors/Trustees	Joanna Studdert Susan Wilson Aaron Venables (Chair) John Clucas (resigned 16/07/2022) Anthony Frost (resigned 07/09/2022) Michael Garrick-Green Mary Wade Dr Margaret Challis Claire Hoather
Company Secretary	Susan Wilson
Company Number	05139596
Charity Number	1106007
Registered Office	F103/F104 Upper Pendrill Court, Ermine Street North, Papworth Everard, Cambridgeshire CB23 3UY
Independent Examiner	TC CH Limited 4 Office Village, Cygnet Park, Forder Way, Peterborough PE7 8GX
Bankers	Charities Aid Foundation Bank Ltd. 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ Cambridge & Counties Bank. Charnwood Court, 5B New Walk, Leicester, LE1 6TE

REPORT OF THE TRUSTEES (INCORPORATING THE DIRECTORS' REPORT)

The Trustees present their report and the financial statements for the year ended 31 March 2023. The Trustees, who are also Directors of Home-Start Cambridgeshire for the purposes of company law and who served during the year and up to the date of this report, are set out on page 1.

Structure, governance and management

Home-Start Cambridgeshire is a charitable company limited by guarantee. The company was established in 2004 under a Memorandum of Association, which established its objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1 each.

Recruitment and Appointment of the Board of Trustees

All Trustees have been appointed based on their particular skills and experience to enhance the expertise of the Board and having an interest in the welfare of children and the voluntary sector.

Trustee Induction and Training

Trustees receive induction training within the scheme. All Trustees are encouraged to attend training courses run by the national office of Home-Start UK and other relevant agencies.

Organisational Structure

The governance of the company is vested in the Board of Trustees which meets regularly throughout the year through full Board meetings and assigned sub-committees for finance, fundraising and strategy. The scheme operates within the standards and methods of practice of the Home-Start UK organisation and has signed up to the Home-Start Agreement, Policy and Practice Guidance and Quality Assurance system.

Risk Review

The Trustees have reviewed the risks to the scheme on a continuing basis and have established systems and controls to mitigate those risks.

Home-Start UK operates a national Quality Assurance programme. Home-Start Cambridgeshire is normally audited once every four years and the last audit was completed in September 2016. Home-Start Cambridgeshire achieved 100% (COVID-19 delayed the QA audit originally expected in late 2020, we are now expecting this in late 2023).

The Trustees have used the Charity Governance Code for Small Charities to review the performance of the Board and to recommend measures to further improve Board performance. The areas included in the code are reviewed regularly by the Board on an ongoing basis.

The Board of Trustees has established policies and practices which the Trustees expect all staff and volunteers to consider and adhere to when engaging in any activity on behalf of Home-Start Cambridgeshire.

Aims and objectives of Home-Start Cambridgeshire

Home-Start believes that children need a happy and secure childhood and that parents play the key role in giving their children a good start in life and helping them to achieve their full potential.

Each Home-Start scheme is an independent voluntary organisation which works towards the increased confidence and independence of the family by:

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

Performance and Achievements

After a long period of adapting the company to remote working, post-pandemic we have successfully transitioned the staff and volunteers back to working in person. The staff are in the office on a regular basis, both staff and volunteers are conducting home visits again, groups sessions have recommenced, and the Board has met in person.

During 2022-23, we have continued to support families across the county, and to maintain and develop links with other charities and agencies. During 2022-23 our successes include:

- Improved the lives of 150 families through home-visiting and group work, despite the difficulties caused by COVID-19 and the lockdowns.
- Supported 85 volunteers through regular supervision and on-going training (e.g. Supporting Families through Anxiety and Depression, Safeguarding Refresher training)
- Raised in excess of £139,000 above our previously-committed funding mostly through grants from trusts & foundations and individual donations, including the Postcode Places Trust (£17,197), Garfield Weston Foundation (£15,000) Betty Lawes Foundation (£14,000), The Four Acre Trust (£9,941 as matched funding), Cambridge City Council (£5,000), The Grocers' Charity (£9,058) and the National Lottery Community Fund (£9,040). We also thank the friends and families of pupils at Kimbolton School who held a sponsored Readathon that raised £6,549.

We value family visiting volunteers' contributions, not only for the time they give each week to support a family but the wide and diverse skills and experience they bring to the team. We are grateful to the 85 volunteers who supported our families in 2022-23 and to those who helped in other ways, including those who have been trustees of Home-Start Cambridgeshire during the year.

Pippa Goodhart, children's author, who became Patron of Home-Start Cambridgeshire in 2014, continued to actively support and promote the charity in the community and at events.

The Trustees met for 6 regular Board meetings (online via Zoom) during 2022-23 which were also attended by senior staff. Trustees also engaged regularly with staff and fellow Trustees during the year outside of these formal meetings

Public Benefit Statement

The scheme provides a service to families with young children, living in Cambridgeshire. Home-visiting volunteers provide friendship and support to parents and children in the families' homes during a difficult period in their lives. Such support and intervention are provided over the short to medium term, encouraging self-reliance, independence and the development of coping mechanisms for the longer term. Families may need support as a result of a variety of issues, including mental health issues; post-natal illness; disability; isolation; multiple births; recovery from domestic abuse; or where there is a child considered to be "in need" in the family. Support is normally provided for two hours per week by mutual arrangement with individual families. We also support families with weekly groups, where children and parents can interact with peers and benefit from advice sessions on, for example, healthy eating and debt management. We continued for most of the year with a regular online group session but as numbers reduced this has now been closed with participants encouraged to join the face to face sessions.

Referral to the scheme for support may result from needs identified by a health visitor, social worker, Children's Centre staff, GP, other professionals or the parent themselves. No charge is made for the service, which is available to all eligible families regardless of their financial means. Referrals are accepted by the scheme subject to availability of home-visiting volunteers and if the family is considered to be in need of this type of support. During the year, we found that the high level of demand for our services meant that we had to close to new referrals for a three month period and since re-opening we have operate more restricted criteria for accepting referrals, in order to focus our resources in areas of greatest need and where we have suitable volunteers.

The Trustees do not consider that any detriment or harm arises from carrying out its aims, nor is it perceived that others consider there to be any detrimental effect on families as a result of the service provision. On the contrary, those families assisted and external organisations have stated that they value the scheme's presence in the local area and the benefits derived by parents and children involved.

Financial Review

The company had a net surplus of £15,442 (2022 - deficit £4,566) in this financial year which has been added to reserves to fund our work in the future. The financial statements show the sources of income, which are primarily grants to fund specific projects, in particular from Children in Need funding our work in the Fenland area and the Henry Smith Charity and donations from many other trusts, foundations and individuals. Costs mainly consist of staff and property costs, which are largely predictable.

Cash flow budgets for 2023-24 show that our reserves will be sufficient to continue to operate during this year, but that further funding will need to be sought to enable the Trustees to plan further ahead.

Investment Policy

The company's current investment policy is to deposit funds in short-term interest-bearing accounts with UK banks.

Financial Reserves Policy

The Trustees have examined the requirement for free unrestricted reserves and consider that, given the nature of the Charity's work and the potential exposures to loss of funding from key providers, they should aim to ensure sufficient working capital to cover six months' staffing and office costs, potential redundancy costs and committed office lease costs.

The amount needed to meet this was £135,000 at 31 March 2023 (2022 – £133,000). Unrestricted reserves were approximately £35,000 above this level at 31 March 2023. This surplus is expected to reduce in 2023-24 as the level of new funding may not fully cover ongoing costs, being dependent on successful further funding applications.

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of the company for company law purposes) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom generally accepted accounting practice.

Company law requires the directors to prepare financial statements for each financial year period for which a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements the directors are required to:

- Select suitable accounting policies and then apply them consistently;

- Observe the methods and principles in the Charities Statement of Recommended Practice;

- Make judgements and estimates that are reasonable and prudent;

- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

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

These 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 (FRS102) (effective 1 January 2015), with FRS102 and with the requirements of the Companies Act 2006.

During the year the company made no political or charitable contributions.

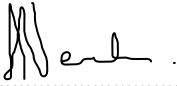
Post Balance Sheet events

There were no post balance sheet events to report.

Small Company Provisions

The above report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the Board of Trustees:



.....
Aaron Venables, Chair of the Board of Trustees and Director

Approved by the Board on [11-09-2023](#)

**Report of the Independent Examiner
Home-Start Cambridgeshire**

We report on the financial statements for the year ended 31 March 2023, which are set out on pages 7 to 14 of the Financial Report.

This report is made solely to the Trustees in accordance with Section 43 (3) (a) of the Charities Act 2011. Our work has been undertaken so that we might state to the Trustees those matters which we are required to state to them in an independent examiner'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 Trustees for our work, for this report, or for the opinions we have formed.

Respective responsibilities of the Trustees and examiner

As described on page 5 the Charity's Trustees are responsible for the preparation of the accounts; you consider that the audit requirements of Section 144 (2) of the Charities Act 2011 (the 2011 Act) do not apply and that an Independent examination is needed.

It is our responsibility to:

1. examine the accounts under S145 of the 2011 Act.
2. follow the procedures laid down in the general Directions given by the Charity Commissioner under S145 (5) of the 2011 Act.
3. state whether particular matters have come to our attention.

Basis of independent examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts, presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C A Liston FCCA FMAAT
For and on behalf of TC CH Limited
4 Office Village
Peterborough, PE7 8GX

Date: 11.9.2023.

HOME-START CAMBRIDGESHIRE

STATEMENT OF FINANCIAL AFFAIRS FOR THE YEAR-ENDED 31 MARCH 2023

	Notes	Unrestricted Funds	Restricted Funds	TOTAL 2022/2023	TOTAL 2021/2022
Income and endowments from:					
Fundraising and donations	7	182,494	30,597	213,091	160,500
Statutory funding and grants	7	1,830	5,550	7,380	12,730
Investment and other Income	7	2,504		2,504	103
Total Income		186,828	36,147	222,975	173,333
Expenditure on:					
Raising funds	6	1,600		1,600	1,005
Charitable activities	6	169,757	35,176	204,933	176,595
Governance costs	6	1,000		1,000	819
		172,357	35,176	207,533	178,419
Net income/(expenditure)		14,471	971	15,442	(5,086)
Transfers between funds		(512)	512		
Other recognised gains/(losses)					
Exceptional item					520
Net movement in funds		13,959	1,483	15,442	(4,566)
Reconciliation of funds					
Total funds brought forward		157,382	3,340	160,722	165,288
Total funds carried forward		171,341	4,823	176,164	160,722

HOME-START CAMBRIDGESHIRE

BALANCE SHEET AT 31ST MARCH 2023

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets	2	1,005	704
		<u>1,005</u>	<u>704</u>
Current Assets			
Cash at bank and in hand	3	194,204	164,060
Debtors and prepayments	4	8,560	13,969
		<u>202,764</u>	<u>178,029</u>
Creditors: amounts falling due within one year	5	27,605	18,011
Net Current Assets		175,159	160,018
Net Assets		<u>176,164</u>	<u>160,722</u>
Represented by Funds:			
Unrestricted funds	8	171,341	157,382
Restricted funds	8	4,823	3,340
		<u>176,164</u>	<u>160,722</u>

The company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year-ended 31 March 2023.

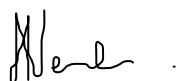
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for :

- a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2016 relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2016 applicable to companies subject to the small companies regime.

The financial statements were approved for issue by the board and were signed on its behalf by:



Aaron Venables (Chair)

Date: 11-09-2023

HOME-START CAMBRIDGESHIRE
NOTES TO THE ACCOUNTS AT 31 MARCH 2023

1 Accounting policies

1a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), with FRS 102 and with the requirements of the Companies Act 2006.

Home-Start Cambridgeshire meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost transaction value unless otherwise stated in the relevant accounting policy notes.

1b 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 of the charity is limited to £1 per member of the charity.

1c Income

Grants and donations are included when receivable unless there are imposed pre-conditions on the use of the funds or the income is for a future accounting period. Any grants or donations received for a particular purpose are allocated to restricted funds.

Contributions from meetings and fees are included when receivable. Contributions earmarked for a particular purpose are allocated to restricted funds.

Income from Gift Aid is recognised when claimed.

Investment income is included when receivable.

No amount is included in the financial statements for volunteer time.

Other income is recognised as it is received.

1d Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to reasonable expectation that the recipient will receive the grant. Where grants are conditional relating to performance then the grant is only accrued when any unfilled conditions are outside the control of the charity.

1e Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1f Operating lease.

Amounts due under an operating lease:

Due within 1 yr	5,799
>1yr to 5yrs	0
	<hr/>
	5,799
	<hr/>
Amount expensed during the year	10,060
	<hr/>

1g Fund accounting

Unrestricted funds are available to be used for any of the charitable objects at the discretion of the Board of Trustees. Designated funds are set aside by the trustees out of unrestricted funds for specific purposes or projects. Restricted funds can only be used for particular purposes within the objectives of the charity as specified by the donor or by the terms of the appeal for funds.

1h Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1i Volunteers and donated services

The value of services provided by volunteers is not incorporated into these financial statements.

1j Depreciation

Depreciation is provided on fixed assets at rates calculated to write off the cost of the asset, less residual value, on a straight-line basis over its expected useful life, as follows:

Office and computer equipment - over 3 years

1k Pension liabilities

The employer operates a defined contribution scheme. In general, members pay 4% of their Pensionable Income and company pay 6% of members' Pensionable Income into individual pension accounts.

1l Taxation

The company is considered to pass the tests set out in Sch. 6, para. 1 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

2 Fixed assets

	Computer Equipment
Cost	
At 1 April 2022	6,201
Additions	799
Disposals	(4,480)
At 31 March 2023	<u>2,520</u>
Depreciation	
At 1 April 2022	5,497
Charge for the year	498
Charge on disposals	(4,480)
At 31 March 2023	<u>1,515</u>
Net book value	
At 31 March 2023	1,005
At 31 March 2022	<u>704</u>

3 Cash at bank and in hand	2023	2022
	£	£
Current account	79,678	82,937
Reserve accounts	114,304	80,963
Petty cash	222	160
	<u>194,204</u>	<u>164,060</u>

4 Debtors and prepayments	2023	2022
	£	£
Debtors	634	3,025
Rent deposit	2,400	2,400
Prepayments	3,280	4,768
Accrued income	2,246	3,776
	<u>8,560</u>	<u>13,969</u>

5 Creditors	2023	2022
	£	£
Accruals and creditors	12,629	14,164
Social security costs	1,776	1,547
Deferred income	13,200	2,300
	<u>27,605</u>	<u>18,011</u>

6 Resources expended	2023	2023	2023	2022
	£	£	£	£
	Unrestricted	Restricted	Total	Total
Staff costs	133,357	24,878	158,235	126,300
Membership fees	3,351		3,351	4,126
Premises and office costs	22,953	1,400	24,353	24,057
IT costs	1,147		1,147	2,572
Examiners Fees	1,000		1,000	819
Accounts fees	250		250	250
Staff training	1,435		1,435	600
Staff expenses	4,184	1,964	6,148	5,760
Recruitment	0		0	0
Volunteer related expenses	280	129	409	572
Volunteer travel	2,201	2,525	4,726	2,837
Depreciation	498		498	98
Bank charges	101		101	103
Project costs		4,279	4,279	9,320
	<u>170,757</u>	<u>35,175</u>	<u>205,932</u>	<u>177,414</u>
<u>Expenditure on raising funds</u>				
Costs of fundraising	1,600		1,600	0
	<u>172,357</u>	<u>35,175</u>	<u>207,532</u>	<u>177,414</u>

7 Income	2023	2023	2023	2022
	£	£	£	£
	Unrestricted	Restricted	Total	Total
Statutory funding and grants	1,830	5,550	7380	12,730
Fundraising	6,809		6809	4,473
Donations	175,685	30,597	206282	156,028
Investment and other income	2,504		2504	623
	<u>186,828</u>	<u>36,147</u>	<u>222,975</u>	<u>173,854</u>

The breakdown of the income for the year is as below:

	Unrestricted	Restricted	Total
Statutory funding and grants:			
Cambridge City Council		5,000	5,000
Cambridgeshire County Council		550	550
South Cambridgeshire District Council	1,830		1,830
Fundraising:			
Readathon	6,550		6,550
Charlie Hoather - garage sale	260		260
Project Funding:			
Children in Need	35,846		35,846
Donations:			
Henry Smith Charity	45,900		45,900
Postcode Places Trust	17,197		17,197
Garfield Weston Foundation	15,000		15,000
The Betty Lawes Foundation	14,000		14,000
Four Acre Trust	9,941		9,941
The Grocers Charity	9,058		9,058
The National Lottery Community Fund		9,040	9,040
K O'Donovan	5,000		5,000
Cambridgeshire Community Foundation		4,700	4,700
Huntingdon Freeman's Trust		4,520	4,520
Pye Foundation	4,000		4,000
John Huntingdon's Charity		3,400	3,400
Anonymous - through platforms	3,192		3,192
The 29th May 1961 Charitable Trust	3,000		3,000
Waitrose/John Lewis		2,640	2,640
Ely Community Trust		2,500	2,500
City & University of Cambridge Charitable Trust	2,000		2,000
Girton Town Charity		1,400	1,400
The Leys School		1,202	1,202
P Studdert	1,200		1,200
Arnold Clark Family Fund	1,000		1,000
Amazon Community Fund	1,000		1,000
Friends of Homestart	944		944
Expenses donated by volunteers/trustees	864		864
Elizabeth Wright's Charity		695	695
Gift Aid Refunds	525		525
M Anstey	750		750
S Wilson	500		500
Rhododendron Trust	500		500
Anonymous	500		500
P Goodhart	500		500
Dean & Chapter of Ely Cathedral	444		444
Asda Foundation	400		400
Cambridge Central Aid		400	400
Jesus College	400		400
Ely College	287		287
Inner Wheel Club of Ely	273		273
PWC Community Star	250		250
D Livesey	200		200

Home Start UK	178		178
P Ray	120		120
Angia Ruskin University	119		119
C Rowland	100		100
D Lilley	100		100
M Wilding		100	100
Sale of Christmas cards	15		15
Smaller donations	381		381
	184,324	36,147	220,471
Other Income:			
Sale of computers	300		300
Investment income:			
Bank interest	2,204		2,204
	186,828	36,147	222,975

8 Statement of funds:	As at 31	Incoming	Outgoing		As at 31
Restricted funds	Mar-22	resources	resources	Transfers	Mar-23
	£	£	£	£	£
Cambridge Central Aid		400	800	400	0
Cambridge City Council (Group)		5,000	9,812	4,812	0
Cambridgeshire County Council		550	550		0
Cambridgeshire Community Foundation		4,700		-4,700	0
The National Lottery Community Fund		9,040	9,040		0
Huntingdon Freeman's Trust		4,520	4,520		0
John Lewis Partnership		2,640	1,945		695
Urban & Civic Alconbury Ltd	3,000		74		2,926
John Huntingdon's Charity		3,400	3,400		0
Ely Community Trust		2,500	2,500		0
Girton Town Charity		1,400	1,400		0
The Leys School		1,202	0		1,202
Elizabeth Wright's Charity		695	695		0
M Goodhart	150	0	150		0
P Studdert	148		148		0
Radley Charitable Trust	42		42		0
M Wilding		100	100		0
	3,340	36,147	35,176	512	4,823
General fund	157,382	186,828	172,357 -	512	171,341
Total funds	160,722	222,975	207,533	-	176,164

9 Trustee remuneration and related party transactions

No member of the Board of Trustees received any remuneration during the period. Travel and subsistence costs amounting to £0 were accounted for to members of the Board of Trustees, but all were donated back to the Charity in the year (£0 - 2022).

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the period.

10 Staff costs and numbers	2023	2022
	£	£
Gross salaries	146,805	117,947
Social security costs	4,223	2,487
Pension costs	7,207	5,600
	<u>158,235</u>	<u>126,034</u>

The average number of staff employed by the charity in the year was 14. (13 - 2022)

No employee received emoluments of more than £60,000 in the period.

11 **Contingent liabilities**

At the date of the accounts there is a possibility that a restricted donation of £695.00 cannot be fulfilled in line with the restriction and may have to be repaid to the donor.