



Home-Start Kennet Annual Report and Accounts 2020-2021



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About Home-Start Kennet

Home-Start Kennet is a registered charity, based in Wiltshire. We support local families from all backgrounds, through their most challenging times.

Being a parent has never been easy. It can be lonely, frustrating, heart-breaking and overwhelming. Life-changing events can happen to anyone.

All parents struggle at one time or another. We are there to support families through their toughest times. Families we help may be facing challenges such as:

- Poor mental or physical health – including post-natal depression
- Family breakdown or bereavement
- Isolation
- Financial worries
- Twins, triplets ... or more!

There for parents when they need us the most

We have a wonderful, committed team of volunteers who visit families once a week, in their own homes, for 2-3 hours. They aim to build family resilience, confidence and wellbeing. Our volunteers offer no judgement; just compassionate, confidential help and support.

Our Mission

Home-Start Kennet offers non-judgemental support, friendship and practical help to parents with young children. We train and supervise volunteers to visit families at home, or support them through group activities, working together in an informal, flexible and confidential way. We work with families at times of difficulty to promote family resilience and improve children's life chances; our aim is to empower parents to give their children the best possible start in life.

During the pandemic we changed the way we offered support moving to telephone and video calls to support families. We also started sending out activity packs during lockdown in 2020. We are looking forward to moving back to face to face and in-home support going forward.



Constitution

Home-Start Kennet is a Company Limited by Guarantee – Registration Number 5208226 – governed by a Memorandum and Articles of Association (incorporated on 17.08.04), and has a Charity Registration Number: 1106736. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member.

Registered Office: Unit 1, Fordbrook Business Centre, Pewsey, SN9 5NU

E: hskadmin@homestartkennet.co.uk; T: 01672 569457 W: www.homestartkennet.co.uk

Board of Trustees April 2018 - March 2019

Chair	Jo Owen-Jones	Treasurer	Marcia Johnson
Trustee	Sheree Whorlow	Trustee	Susan Pitcher (Co-opted 1 Feb 2021)
Trustee	Wendy Stuart	Trustee	Alison Millett (Resigned Oct 2020)
Trustee	Lt Col Mick Haynes	Trustee	Eileen Emptage (Resigned May 2021)

We are seeking to appoint new trustees, up to a maximum of twelve. Applicants should have an interest in children, young families or the voluntary sector. Successful candidates will be co-opted and come up for election at the next AGM. Induction and further training opportunities are provided. Full details are available on request.

Committees

There are two sub-committees, which meet regularly and report to the Board:

Human Resources (HR) Committee – Chair – Sheree Whorlow

Finance and Fundraising (F & F) Committee – Chair – Marcia Johnson

Designated Trustees

Data Protection - Wendy Stuart; Health and Safety - Mick Haynes; Safeguarding - Jo Owen-Jones

Staff Team 2020-2021

Scheme Manager	Tania Rackham (on maternity from Oct 1 st 2020)
Scheme Manager Maternity Cover	Fiona-Le-Bon (Aug 20-March 21), (<i>Lisa Kinnaird recruited May 21</i>)
Family Support Organisers	Teng Smith, Edwina Astle (resigned July 20), Caz Flippance Alison Sage (retired Sept 20), Tanya Dale (started Oct 20). Aisling Hunt (started Nov 20)
Family Group Leader & FSO	Claire Ansell
Senior Administrator	Dawn Wilson
Project Data Evaluation Lead	Carol Adams (retired March 2021)
Administrator (for Lamplight)	Sam Check (started Dec 20)
Finance Officer	Frank Pessell
Fundraiser and Community Engagement.	Joanne Kent

Chair's Annual Report

This has once again been a very challenging year for everyone. We moved from lockdown in April 2020 to a period of relative freedom in the summer of 2020 but just as we were considering some return to normal working practices along came the second wave and the prolonged lockdown which took us into the spring of 2021. The vaccination programme was wonderful news but as our families and most of the staff are in the younger age groups, they are only now becoming eligible for vaccination. I am very hopeful that once this cohort has been protected, we will be able to get back to doing what we do best very soon – offering in house support to families with young children to ensure for them the best start in life. Research (from The Best Start for Life: a vision for the 1,001 critical days) which was published in March 2021, has shown just how important it is for their whole life ahead that children should have a loving and nurturing start. Here at HSK we are committed to helping parents who are going through a difficult time for whatever reason. Our trained volunteers listen in a non-judgemental way, signpost and show parents through structured play how much fun their children can be.



With the restrictions imposed on seeing people inside and, in the early stages meeting people at all, HSK had to adapt swiftly to new ways of working and new ways of offering support. Many positives have come out of this. The staff team, helped by volunteers, delivered activity packs to families at Christmas and Easter and half term breaks to help give children books and play activities to promote learning in an easy way. Food parcels were arranged where FSOs identified need and IT support was also given to enable vulnerable families to stay connected and access benefits.

Contact with families in the early stages was by phone and/or video calls. We also ran groups on line such as first aid for babies and children, particularly useful at a time when people were having difficulty or were reluctant to contact their doctors.

We were greatly helped in providing this support by donations of books from the Marlborough LitFest provided by The White Horse Book shop in Marlborough and some from Caroline Franklin of Ramsbury. Waitrose in Marlborough supplied mince pies, chocolates and biscuits for the Christmas hampers and help for funding these hampers came from Children in Need and Tesco. The John Lewis partnership have been promoting and helping Home-Starts this year through the Give a little Love project organised by HSUK and we have received donations of warm clothing and tree decorations from White Stuff who are also promoting HS this year through a similar HSUK scheme. Our Treasurer will give more detail about all the various funding streams we have received in her report. We are extremely grateful for all this support and would like to thank everyone who has donated gifts and money whether large or small throughout this difficult year.

It has been very encouraging to receive such support from our parent organisation, HSUK both via the projects mentioned above but also via webinars and frequent video updates from the CEO Peter Griggs who is really making a difference at the helm.

A period of change

We have managed to go through a period of extensive organisational change within the charity during 2020-21. The old data system run by HSUK, MESH, finally closed down at the end of March 2021. The administration team put a huge amount of work into transferring data onto our new case record

management system, Lamplight, and at the time of writing all staff are being trained to use this. Ultimately this system will save everyone a lot of time as there will be no paper records and data will be entered directly into the Lamplight data system. This will enable easier searches for data for reports, bid writing and evaluation and will ensure a consistent approach to recording information.

At the same time the new accounting package, Xero, has gone live and this will ultimately allow us to produce easier year end and budget reports and will help our account independent examiners, Charlton Baker, who use the same system and who have been helping to train our financial officer in the use of Xero.

We also have a new website which is more modern looking and more user-friendly. This gave us considerable teething problems initially but thanks to Dawn's perseverance we can now update it relatively easily and keep our friends up to date with the latest news and allow potential families to contact us in a straightforward manner.

A text service was introduced to make it easy for families to get in touch and find out more about how HSK can help. They simply text Family to 66777 and one of the FSOs responds within a couple of days to see what support is needed.

The staff

There have been major changes within the staff team during this year too. Tania left to go on maternity leave in October and is now a proud Mum – many congratulations. We recruited a maternity cover replacement, Fiona Le-Bon, who was with us until March when, for family reasons, sadly she had to leave. During her time, she worked hard to bring the Team together and organised a team building workshop to help to identify everyone's strengths. We were able to use this to help us put in place a temporary interim management team (IMT) while we recruited a new maternity cover Scheme Manager for the rest of Tania's maternity leave. Dawn, Jo and Teng volunteered to step up and take on the responsibility of running HSK supported by the HR committee. We had weekly meetings and the IMT did a fantastic job holding things together and continuing to take things forward as well as supporting the new replacement Scheme Manager, Lisa Kinnaird, who started in early May. I would like to express my huge thanks to all the team for their work through this difficult time but particularly the IMT. The extra skills that they have developed during this period will continue to be put to good use in supporting the running of HSK in the future.

There have been changes in the FSO team as well. Edwina Astle left in July 2020 and Alison Sage retired in September. We wish them both well for the future. Particular thanks go to Alison for her time both as our administrator and then latterly as an FSO. We were able to recruit two new FSOs using remote technology and welcomed Tanya Dale in October and Aisling Hunt in November. They have had a challenging first few months trying to get to grips with the role and getting to know the team while working remotely but have risen to the challenge very well and are now starting to be able to do home visits in person. The office was made more Covid secure by the introduction of Perspex screens and strict protocols which has meant that some office working has been possible since the spring though full team meetings and most work has continued to be via Microsoft Teams.

The administration team has seen changes too. Carol Adams sadly retired in April after a sterling last push to get the data sorted out for the Lamplight transfer. Many thanks to her for all the effort that has gone into this. We were very fortunate to be able to recruit Sam Check in January to help the admin team. Sam is one of our volunteers and has extensive knowledge of both accounting and administration systems.

Dawn has taken on the responsibility of supervising the administration team and together with Frank they provide wonderful support to the organisation.

Supporting Families

Group work was important during the last twelve months as a way of reaching out to families and supporting them remotely and we were able to reach some parents who would otherwise have had difficulties in accessing information and a feeling of community. The children and babies first aid course was delivered by Louise Worsley, an external first aid trainer, and reached some fathers (even those posted overseas) as well as mothers. Funded by the Army Benevolent Fund - The Soldier's charity, it enabled us to help to bring Tidworth's military and civilian families together as there was an opportunity for chatting after the training. The chance to reach both parents was welcome as we try hard to be as inclusive as possible.

As lockdown started to ease we began to plan to hold buggy walks in local parks just as a way of getting isolated parents and their babies and toddlers together. The lockdowns have been particularly hard on parents with new babies as the normal networks have not been available and we wanted to reach out to this group.

We have been looking long and hard at the benefits versus the drawbacks of remote working for the staff team and have concluded that a degree of hybrid working will be the answer for all for the time being. This is under constant review in order to get the best balance between support and mentoring and peace and quiet for report writing and phone calls. One consequence of remote working has been an improvement in our green footprint as far fewer journeys have been made in the past year. We aim to get back to home visiting which is our core priority but also to hold onto the extra services that we have found that we can offer to some families who may prefer this.

Volunteers

The volunteer numbers have been boosted by a successful online preparation course. This is the first time the course has been delivered in this way and it involved a lot of preparatory work by the whole team to ensure that things ran smoothly both from the IT point of view and from the delivery and content perspective. It ran for seven weeks during February and March 2021 and was followed up with everyone finally getting together in person in April for a chance to chat. I am delighted to welcome nine new volunteers from this course some of whom were swiftly matched with families or involved with group or other supportive work for families such as helping to pack up and deliver the family gift bags. A further volunteer preparation course has been planned for October when we hope we will be able to go back to face to face delivery though the potential remains for some mixed remote and in person training if needed.

Like much else over Christmas 2020, our party for volunteers and staff was cancelled but Caz organised a very enjoyable pre-Christmas quiz on line which was very well attended. Jo Kent has also organised virtual coffee mornings for volunteers and this summer (2021) a trip to Corsham Court gardens was organised to thank volunteers for their continuing support in difficult circumstances. The peer support training groups have continued on line but sadly Zoom does not allow for the invaluable chatting to other volunteers and just picking up tips from talking to others in person so we look forward to being able to get together again. Pewsey rugby club (always great supporters of HSK) have very kindly allowed us to rent their large function room which ensures distanced meetings in person are now possible.

As always, I would like to thank all the wonderful volunteers in whatever capacity they have helped, for the gift of their time and commitment to HSK. We couldn't offer this help without you. I have not included quotes from families here but I would suggest a look at the document "Our Covid year 20-21" (available on our website under Documents) which gives details of exactly how much impact you have had.

The above document was authored by Alison Millett who sadly retired as a trustee after ten years of sterling service at the last AGM. She very generously agreed to continue in her role as an evaluator and she helped to set up an evaluation group which has been meeting regularly to look at the data and feedback from families to inform the way we plan going forward.

Trustees

We have been fortunate in recruiting Susan Pitcher as a new trustee to the board. She has been a head teacher and has had previous experience as a chair of a small charity. We are still actively recruiting new trustees to ensure smooth succession plans for the future stability of HSK.

My particular thanks this year go to the Sheree Whorlow and Mick Haynes on the HR committee for giving a lot of their time supporting the IMT while we were recruiting a new stand in Scheme Manager. Marcia Johnson as ever has kept us financially on track and Wendy Stuart has been co-ordinating and writing up our strategic plans. Thank you to all for freely giving your time and brain power to ensuring the governance of HSK.

Partners

Networking outside the organisation has of course been more difficult this year. We have kept in touch with HS South Wilts but have not had any joint projects this year. Health visiting has been much reduced and children's centres have in some cases been closed as were schools in the early part of the year. This has all led to a downturn in numbers of referrals from outside agencies though self-referrals have gone up somewhat in 2020-21. As lockdown eased so the numbers being referred and general enquiries have steadily gone up so we are hoping to be able to reach out to a much higher number of families with small children in 2021-22.

There is a general concern that some safeguarding issues may not have been picked up during the lockdowns due to the lack of statutory visits and school attendance. We have continued to require annual safeguarding training from staff and volunteers and this has been on line. The importance of vigilance even when making remote contact with families has been stressed.

The Future

Looking forward I am hopeful that with vaccination numbers ever rising, we will have a better twelve months ahead of us. We have done some work towards our stated plan to run a pilot offering Home-Start support in Swindon. Unfortunately, with the change of Scheme Manager we had not made much progress but have very recently had the offer of a meeting which we hope will open some doors and allow us to look at the need and what we can offer to Swindon families.

We are also planning to prioritise our presence on social media in view of the fact that this seems to be the best way to give young families information about all that HSK can offer, not just the home visits but groups such as baby massage, holiday activity support groups, school readiness and much more. We want to do all that we can to make those first 1001 days of life as positive as possible.

Our work with families

Total number of families supported in 2020 – 2021	63
Total number of families supported in groups	25
Number of children supported this year	117

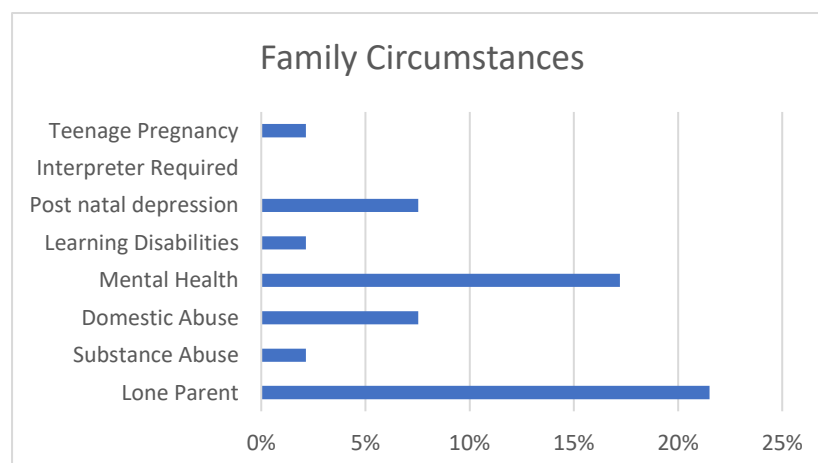
Sources of Referrals

Sources of Professional Referrals	2019-20	2020-2021
Health Visitor	20%	17%
Children's Centre	20%	14%
Midwifery	1%	3%
Social Worker	5%	3%
Education	6%	8%
Other	6.4%	25%
Self Referrals	35%	29%

You will note that the number of referrals from other sources such as housing officers and women's refuge, increased during the pandemic as did those from educational settings.

The Circumstances of Supported Families

The chart below illustrates the circumstances of the families we have supported over the past year.



Several of these families selected multiple options, which is an indicator of more complex needs (for example, a lone parent might also have been struggling with mental health difficulties).

Outcomes

Title	Total Families	Need Achieved	Need Partially Achieved	% Achieved
Managing children's behaviour	10	7	1	80%
Being involved in the children's development/learning	9	7	2	100%
Coping with physical health	13	6	1	54%
Coping with mental health	12	7	1	67%
Coping with feeling isolated	13	8	2	77%
Parent's self-esteem	13	6	0	46%
Coping with child's physical health	11	9	1	91%
Coping with child's mental health	10	8	2	100%
Managing the household budget	10	9	0	90%
The day-to-day running of the home	10	6	3	90%
Stress caused by conflict in the family	11	7	2	82%
Coping with extra work of multiple children under 5	6	3	1	67%
Use of services	13	9	1	77%
Other	5	1	0	20%
Parents own learning needs	4	3	0	75%

It is notable that being involved in the children's development/learning has continued at 100% again this year. Coping with a child's physical health has fallen by 9%, feeling isolated increased by 10% and stress caused by conflict in the family has risen by 35% from last year.

Family Quotes

"Being able to talk about my problems that I had throughout the week", "(the volunteer) giving insight into children's needs", and "I was able to rant!" Parent receiving telephone support 2020

"Being with my volunteer changed my life and changed me completely." (Parent 2020)

"Having that regular encouragement to go on when you feel like giving up or you don't want to do it anymore." Parent 2020

Scheme Manager's Report

The team had two managers during this period. Tania Rackham went through a challenging time from April to October in lockdown 1 with her pregnancy and working remotely. Fiona Le-Bon joined us in August 2020 to enable a smooth handover while Tania was on maternity leave.

Neither are in post at the point of writing this report (Summer 2021). A second maternity cover manager, Lisa Kinnaird, was recruited in May 2021. Therefore, we will use excerpts from the latest evaluation report "Our covid year", written by Alison Millet and available on our website, which provides more insight into this challenging period.

Working during a pandemic

When the Covid pandemic took hold in March 2020, and lockdown brought the closure of schools, nurseries, toddler groups and even outdoor play facilities, the lives of local families were completely disrupted. Many supported parents had already been experiencing problems with behaviour management and became acutely anxious about requests to home-school their children. Families were suddenly isolated, and stresses that existed before the crisis quickly intensified. With little or no opportunity for family members, friends and professionals to notice warning signs or raise concerns, Wiltshire's Safeguarding Vulnerable People Partnership reported that the children's Multi-Agency Safeguarding Hub received a worrying fall in average weekly referrals, down by 100 per week (May 2020), and highlighted an anticipated increase in coercive control as lockdown measures relaxed, as well as an increase in poverty. Our colleagues at Wiltshire Money reported a rising number of debt enquiries, with 72% being from women.

Staff

At Home-Start Kennet, staff, trustees and volunteers had to adapt to completely new ways of working. The office was closed, and staff all worked from home, juggling work pressures with their own family's needs. They had to quickly adopt new and unfamiliar ways of online working and record keeping. Volunteers also had to cease face-to-face home visits and develop telephone skills in their place, as well as managing the effects of lockdown on their own families.

The staff have been asked to take on board working via video with Microsoft Teams and Zoom, two new data recording systems – the Xero financial package for record-keeping, and the Lamplight Case Record Management System - and build a new website during the year. In all cases they have received training and support, but their willingness to take on new challenges has been exceptional.

Two Family Support Organisers (FSOs), Edwina and Alison decided to move on or retire towards the end of summer 2020. This led to a round of recruiting completed online to maintain the staff hours for the organisation and provide maternity cover for Tania. We welcomed Fiona Le-Bon as Scheme Manager with Tanya and Aisling joining the team as FSOs in October and November, followed a month later by Sam to support the admin team. Sadly, circumstances meant Fiona left us in March 2021 and so a second maternity cover manager was sought. In the interim a management team was put in place to keep work progressing. (Lisa Kinnaird joined us in May 2021).



Families

HSK responded rapidly to the Covid-19 emergency; we immediately began offering extended periods of intensive telephone support to families, providing emotional support and helping them to navigate through an extremely stressful and worrying situation. Group support was quickly transferred to virtual delivery. It became clear that families felt daunted and didn't know where to start – we helped them organise how they were going to access food and medicines, shared resources with them regarding a range of issues (such as setting up new routines, and ideas for indoor play), helped them to make connections with new Covid community support networks and funded emergency essentials. Many families were suffering an exacerbation of their problems, but some were finding, for example, that the increased presence of fathers was beneficial.

As the year progressed to autumn, we began to offer outdoor visits to families. This gave children and families valuable face to face contact with volunteers and, for some, the chance to have fun in the playground again! Recent volunteer feedback showed how positive meeting in the park was for one child and her mum. The volunteer enjoyed it too and marvelled at how the little girl "had grown so much!"

Half Term Packs

Activity packs for October 2020 Half Term and "Halloween" were packed by volunteers and then delivered or posted first class to 13 families currently active or just ended.



My children loved receiving the half term packs, they were so excited when they opened up their new books, colouring and activities, keeping them busy while I get on with cooking and cleaning, it's a lifesaver (Parent, 2020)

These packs proved so popular that we have given out other activity packs at Christmas, Easter and during the summer holidays, as well as providing day trips to support mental wellness.

Volunteers

Training new volunteers was a challenge. The new cohort had only had one session in March 2020 when we went into the first lockdown. It wasn't until January 2021 that they finally completed their training online! What an amazingly patient group.

As always, we would like to extend a special thank you to each of the 30 plus volunteers who make what we do possible:

Hannah, Dawn, Jane C, Jane B, Em, Pam, Felicity, Elizabeth S, Mary C, Victoria, Sandra, Dawn, Kristy, Sally, Richard, Ruth, Susan, Karen Mac, Karen Mor, Lucy, Peter, Rose, Katja, Sue, Angie, Elizabeth C, Julie, Catherine, Maddy, Jenny, Angie, Sally, Naomi and Mary E

In Summary

As the year drew to a close in April 2021 we celebrate surviving where others, sadly, have not. Securing our third round of Lottery funding in March 2020 was incredibly timely. Securing further Covid related funds to support our families made all the difference to what we could offer when normal life was a distant dream. Further lockdowns pre and post-Christmas have again restricted our ability to offer face to face support. As 2021 progresses we foresee an increasing workload so volunteer recruitment is again a priority as is the need to add to the board of trustees who have provided support above and beyond during such a challenging time.



Jo and volunteers at White Horse Bookshop choosing donated books for October Gift bags.



Caz collecting the Christmas Gifts from Lisa, Waitrose Community Liaison from their Christmas Campaign



Caz and Jo sorting out the White Stuff donation Christmas 2020

Treasurer's Report 2020-2021

The Independent Examiner's Report and Annual Accounts give a full and detailed picture of the income and expenditure of Home-Start Kennet for the year ending 31st March 2021. The division of the expenditure between charitable activities and governance shows that 2.1% of our income was spent on the latter.

A successful application for £410,000 over three years starting April 2020 was made to The National Lottery Community Fund. This, combined with the ongoing three-year grant from the Henry Smith Charity and grants from The Community Foundation for Wiltshire and Swindon, Tampon Tax Community Fund and The Co-op Community Fund, meant that HSK was in a position to continue supporting families during the pandemic. However, home visiting ceased for an extended period and telephone or Zoom support was given instead.

A grant from the Army Benevolent Fund was used to support virtual Groups in Tidworth. While a three-year grant from Children in Need is providing funding for targeted work with children.

Grants were received during the year from Tesco Bags of Help Covid-19 Communities Fund, DCMS Loneliness Fund (via HSUK) and the Lottery Coronavirus Support Fund. These enabled us to support families by offering help when they struggled to purchase essential items, provide activity packs for children and Christmas packs to families. In kind donations for some of the packs were provided by John Lewis/Waitrose and White Stuff.

Additional income was raised from small donations but fundraising activities ceased.

There was a significant underspend due to a reduction in referrals and home visiting ceasing which meant there was minimal money spent on travel.

The balance sheet at 31st March 2021 shows assets less current liabilities of £128,854 (£70,177 in 2019/2020). Much of this money is in restricted funds and must be used to support the projects for which the grants were awarded. Also included is a prepayment (£14,428) to Green Machines for IT support for the next three years.

HSK also holds sufficient funds in reserve so that if there was a sudden loss of grant funding there would not be an abrupt cessation of support to vulnerable families. Money is also held to cover a contingent liability to TPT, HSK's Pension Provider.

We would like to thank all our funders and everyone else who has supported the Home-Start Kennet.



Exemption from the appointment of auditors

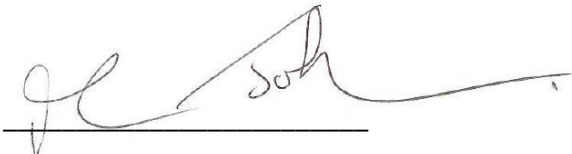
For the year ending 31 March 2021 the Company was entitled to exemption from audit under section 477(2) of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

Marcia Johnson
Honorary Treasurer

This report was approved by the Trustees and signed on their behalf:

Signed  Date: October 4th 2021



Thank you

To all who supported us through Amazon Smiles, Localgiving, and Payroll Giving. To all Volunteers and Trustees who donate their expenses.

To all of those listed below and to our anonymous donors:

National Lottery Community Fund	Tesco Bags of Help
A Millett	Pewsey Rugby Club
ABF The Soldiers' Charity	Co-op Community Fund
Bath University Rotork Challenge Team	Devizes Lions
Henry Smith	Children in Need
The Armed Forces Covenant Fund Trust	Wiltshire & Swindon Community Foundation
Tampon Tax Community Fund	Holly Faulkner
St George's Church Preshute	J & K Saunders
M Yates	P & J Noble
Waitrose Marlborough	Waitrose Melksham
HJ & EJ O'Regan	Birley
Mr. & Mrs. Marais	Easterton Parish Council
Penny Teather	Kate Fry
JF & MB Adey	Morrisons
Pewsey Co-op	J. Clark
HSUK Government Loneliness Covid 19 Fund	National Lottery – Coronavirus Virus Community Support Fund
Marlborough LitFest	R & J Owen-Jones
LCpl Chris Jamieson	Bel Crompton
F Pessell	

Thank you to all of our partners and referrers:

Army Welfare Service	Spurgeons Children's Charity
Home-Start South Wiltshire	The Rise Trust
Home-Start UK	Unit Welfare Officers
Parent Support Advisers	Virgin Care Services
Splitz Support Service	Wiltshire Public Health

And finally a thank you to all those companies and individuals who donated time or other resources to our organisation and the families we support.



COMPANY REGISTRATION NUMBER
05208226
ENGLAND & WALES

REGISTERED CHARITY NUMBER
1106736

HOME-START KENNET

COMPANY LIMITED BY GUARANTEE

ACCOUNTS

31 MARCH 2021



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the
trustees/directors/
members of**

Charity Name
HOME – START KENNET

**On accounts for the year
ended**

31st March 2021

Charity no.:

1106736

Company no.:

05208226

Set out on pages

18-31

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

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

**Independent
examiner's statement**

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

* Please delete the words in the brackets if they do not apply.

Ogthughes

9th September 2021

Mrs Diana J Hughes , FCCA, Charlton Baker Ltd

FCCA, FMAAT

7-7c Snuff Street
Devizes
Wiltshire SN10 1DU

Section B	Disclosure
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Give here brief details of any items that the examiner wishes to disclose.

STATEMENT OF FINANCIAL ACTIVITIES - Year Ended 31 March 2021

		Unrestricted	Restricted	BIG Lottery	Total	Total
		<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	Note	£	£	£	£	£
INCOME						
Grants and Donations	2	3,300	115,621	150,000	268,921	149,487
Income from Investments	3	125	0	0	125	690
TOTAL INCOME		<u>3,425</u>	<u>115,621</u>	<u>150,000</u>	<u>269,046</u>	<u>150,177</u>
EXPENDITURE						
Charitable activities	4	3,085	115,551	87,412	206,048	197,241
Governance costs	5	205	3557	558	4,320	7,215
TOTAL EXPENDITURE		<u>3,290</u>	<u>119,108</u>	<u>87,971</u>	<u>210,368</u>	<u>204,456</u>
NET INCOME/(EXPENDITURE)		<u>135</u>	<u>(3,487)</u>	<u>62,029</u>	<u>58,677</u>	<u>(54,279)</u>
TRANSFERS BETWEEN FUNDS		0	0	0	0	0
NET MOVEMENT IN FUNDS		135	(3,487)	62,029	58,677	(54,279)
Reconciliation of Funds						
Funds brought Forward		60,565	9,612	0	70,177	124,456
FUNDS CARRIED FORWARD		<u>60,700</u>	<u>6,125</u>	<u>62,029</u>	<u>128,854</u>	<u>70,177</u>

BALANCE SHEET - as at 31 March 2021

		<u>31.03.21</u>	<u>31.03.20</u>
	Note	£	£
CURRENT ASSETS			
Debtors	8	14,643	20,195
Cash at Bank and in hand		170,935	121,097
		<u>185,577</u>	<u>141,292</u>
CREDITORS			
Amounts falling due within one year	9	30,064	42,393
NET CURRENT ASSETS		<u>155,514</u>	<u>98,899</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>155,514</u>	<u>98,899</u>
PROVISIONS FOR LIABILITIES			
Other provisions (existing)	10	20,335	21,228
NPV of deficit recovery contributions	11	6,325	7,494
NET ASSETS		<u>128,854</u>	<u>70,177</u>
FUNDS			
Restricted	12	68,154	9,612
Unrestricted	13	60,700	60,565
Total		<u>128,854</u>	<u>70,177</u>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006, Charities SORP FRS102.

For the year ending 31 March 2021 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the Company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The Directors acknowledge their responsibilities for:

- i) ensuring the Company keeps accounting records which comply with section 386 of the Companies Act 2006 and
- ii) preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act 2006 relating to Accounts, so far as is applicable to the Company.

The accounts on pages 18 to 31 were approved by the Board of Trustees on: October 4th 2021

Marcia Johnson, Treasurer and Trustee



NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (Charities SORP FRS102) and the Charities Act 2006.

Going concern

Sources of substantial funding for the charity continue, so the trustees are confident that the charity will be able to continue as a going concern for the following twelve months.

Donations

Grants and donations are allocated to income in the accounting period to which the funds relate. They are recognised as soon as the Charity is informed, they are due and receivable. Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

Fixed assets

It is the policy of the charity to write off in the year of purchase any individual item of equipment costing less than £2,000. Items of equipment costing in excess of £2,000 and considered to be worth more than that at the Balance Sheet date, will be capitalised and depreciated at rates to be determined at the time.

Governance costs

Governance costs are made up of Management Committee expenses, Consultancy Fees, Independent Examination expenses, Book Keeping and Accountancy costs, and staff costs relating to Quality Assurance compliance.

Pension costs – current service

The Charity operates a money purchase (defined contribution) pension scheme for the benefit of its current employees who wish to join and become members. The assets of the scheme are held separately from those of the Home-Start Kennet. Contributions are charged to the Statement of Financial Activities in the period in which they fall due. Home-Start Kennet and the members each paid contributions at the rate of 5% during the accounting period to The Pensions Trust. There were no unpaid contributions at the balance sheet date.

Pension provision – past service

SCHEME: TPT Retirement Solutions – The Growth Plan

The company participates in the scheme, a multi-employer scheme which provides benefits to some 950 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 March 2021

The scheme is classified as a 'last-man standing arrangement'. Therefore, the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

Deficit contributions

From 1 April 2019 to 31 January 2025:	£11,243,000 per annum (payable monthly and increasing by 3% each on 1st April)
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Unless a concession has been agreed with the Trustee the term to 31 January 2025 applies.

Note that the scheme's previous valuation was carried out with an effective date of 30 September 2014. This valuation showed assets of £793.4m, liabilities of £969.9m and a deficit of £176.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

Deficit contributions

From 1 April 2016 to 30 September 2025:	£12,945,440 per annum (payable monthly and increasing by 3% each on 1st April)
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From 1 April 2016 to 30 September 2028:	£54,560 per annum (payable monthly and increasing by 3% each on 1st April)
---	--

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2021

PRESENT VALUES OF PROVISION

RECONCILIATION OF OPENING AND CLOSING PROVISIONS

	Period Ending	Period Ending
	31-Mar-21	31-Mar-20
	(£s)	(£s)
Provision at start of period	7,494	9,091
Unwinding of the discount factor (interest expense)	169	115
Deficit contribution paid	(1,554)	(1,509)
Remeasurements - impact of any change in assumptions	216	(203)
Remeasurements - amendments to the contribution schedule	-	-
Provision at end of period	6,325	7,494

INCOME AND EXPENDITURE IMPACT

	Period Ending	Period Ending
	31-Mar-21	31-Mar-20
	(£s)	(£s)
Interest expense	169	115
Remeasurements – impact of any change in assumptions	216	-203
Remeasurements – amendments to the contribution schedule	-	-
Contributions paid in respect of future service*	*	*
Costs recognised in income and expenditure account	*	*

*includes defined contribution schemes and future service contributions (i.e. excluding any deficit reduction payments) to defined benefit schemes which are treated as defined contribution schemes. To be completed by the company.

ASSUMPTIONS

	31-Mar-21	31-Mar-20	31-Mar-19
	% per annum	% per annum	% per annum
Rate of discount	0.66	2.53	1.39

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2021

The following schedule details the deficit contributions agreed between the company and the scheme at each year end period:

DEFICIT CONTRIBUTIONS SCHEDULE

	31-Mar-21	31-Mar-20	31-Mar-19
	(£s)	(£s)	(£s)
Year 1	1,601	1,554	1,509
Year 2	1,649	1,601	1,554
Year 3	1,698	1,649	1,601
Year 4	1,457	1,698	1,649
Year 5	-	1,457	1,698
Year 6	-	-	1,457
Year 7	-	-	-
Year 8	-	-	-
Year 9	-	-	-
Year 10	-	-	-
Year 11	-	-	-
Year 12	-	-	-
Year 13	-	-	-
Year 14	-	-	-
Year 15	-	-	-
Year 16	-	-	-
Year 17	-	-	-
Year 18	-	-	-
Year 19	-	-	-
Year 20	-	-	-

The company must recognise a liability measured as the present value of the contributions payable that arise from the deficit recovery agreement and the resulting expense in the income and expenditure account i.e. the unwinding of the discount rate as a finance cost in the period in which it arises.

It is these contributions that have been used to derive the company's balance sheet liability.

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2021

2. GRANTS AND DONATIONS	Unrestricted Funds £	Restricted Funds £	BIG Lottery Fund £	Total Funds 2021 £	Total Funds 2020 £
BIG Lottery (GST)			150,000	150,000	9,568
Lottery Corona Virus Support Fund		13,000		13,000	
HSUK/DCMS Loneliness Fund		10,000		10,000	
Children in Need		10,000		10,000	4,000
Wilts & Swindon Community Foundation		5,000		5,000	5,000
Zurich					4,000
Henry Smith		50,500		50,500	36,500
Army Benevolent Fund		15,000		15,000	9,195
Garfield Weston					20,000
Tampon Tax		1,543		1,543	4,875
The Armed Forces Community Covenant					16,800
Royal British Legion MIMO					11,083
Chippenham Borough Lands					10,758
Co-op		5,515		5,515	5,052
Families Fund		563		563	1,825
Other Donations	3,300	3,000		6,300	10,830
Tesco Groundwork		1,500		1,500	
Total	3,300	115,621	150,000	268,921	149,487
3. INVESTMENT INCOME	Unrestricted Funds £	Restricted Funds £	BIG Lottery Fund £	Total Funds 2021 £	Total Funds 2020 £
General Fund					
Interest receivable	125	0	0	125	690

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2021

4. ANALYSIS OF
EXPENDITURE ON
CHARITABLE
ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	BIG Lottery Fund £	Total Funds 2021 £	Total Funds 2020 £
Employment costs (Note 6)	-	88,176	65,041	153,217	- 144,575
Staff travel & general expenses		70	1,053	1,123	5,111
Staff training		3,306	-	3,306	542
Staff recruitment			387	387	-
Volunteer travel & general expenses		236	408	644	4,346
Volunteer training			107	107	1,826
Rent and rates		8,964	5,949	14,913	14,618
Covid & Cleaning Costs			575	575	
Telephone, internet and fax	15	3,134	78	3,227	2,848
Printing. Post and stationery		416	701	1,118	1,740
Advertising and promotion		2,415	431	2,846	2,728
Service charges (Affiliation fees)		2,496	207	2,703	3,541
Insurance		534	545	1,079	897
Families fund expenses		5,803		5,803	4,320
Resilience building	3,070		2,400	5,470	5,470
Equipment purchase			9,532	9,532	4,679
Total	3,085	115,551	87,412	206,048	197,241

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2021

5. GOVERNANCE COSTS	Unrestricted Funds £	Restricted Funds £	BIG Lottery Fund £	Total Funds 2021 £	Total Funds 2020 £
Salaries	-	2,625	-	2,625	2,500
Consultancy fees	-	-	-	-	523
Independent examination	205	-	-	205	250
Management committee expenses	-	-	112	112	701
Management training	-	-	-	-	702
Governance General Book keeping and accountancy	-	158	-	158	390
	-	774	446	1,220	2,149
Total	205	3,557	558	4,320	7,215

6. EMPLOYMENT COSTS

	2021 £	2020 £
Salaries	144,893	130,689
Employer's NI	4,355	3,936
Pension expense - current service	7,102	6,637
Pension - past service provision for pension deficit	(893)	5,901
FRS102 - I&E finance expense re PV of pension deficit contributions liability (Note 11)	385	(88)
	155,842	147,075
Attributable to Charitable activities	153,217	144,575
Attributable to Governance	2,625	2,500
Total employment costs	155,842	147,075

There are no employees with emoluments exceeding £50,000

Number of staff	<u>2021</u>	<u>2020</u>
	12	10
These were all part time positions and represent:		
Average number of full time equivalent positions	6.2	5.6

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2021

7. CORPORATION TAX

Home-Start Kennet is a registered charity and is therefore exempt from Corporation Tax

8.DEBTORS	31.03.21	31.03.20
	£	£
Other debtors – Gift Aid tax refund	119	287
Other debtors – Refund Staff Training	0	10
Other debtors – Payment in Advance Computer Contract	14,428	19,898
Other debtors – Prepaid Zoom Subscription (10months)	96	0
Total	<u>14,643</u>	<u>20,195</u>
9. CREDITORS:		
Amounts falling due within one year	31.03.21	31.03.20
	£	£
Creditors & accruals	10,991	2,350
Funds received in advance	19,072	40,043
Total	<u>30,064</u>	<u>42,393</u>
10. OTHER PROVISIONS (existing)	31.03.21	31.03.20
	£	£
Provision for pension deficit (debt on withdrawal)	<u>20,335</u>	<u>21,228</u>
Total	<u>20,335</u>	<u>21,228</u>
11. NPV OF DEFICIT RECOVERY CONTRIBUTIONS	31.03.21	31.03.20
	£	£
Net present value	<u>6,325</u>	<u>7,494</u>

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 March 2021

12. RESTRICTED FUNDS: Movement in resources	Balance at 31.03.20 £	Incoming £	Outgoing £	Balance at 31.03.21 £
BIG Lottery (GST)	-	150,000	87,971	62,029
HSUK/DCMS Loneliness Fund	-	10,000	10,000	-
Lottery Corona Virus Support Fund	-	13,000	12,156	844
Families Fund	556	563	613	505
Army Benevolent Fund	530	15,000	15,530	-
Henry Smith	7,574	50,500	54,435	3,639
Children in Need	900	10,000	9,764	1,136
Co-Operative	-	5,515	5,515	-
Wiltshire & Swindon Community Foundation	52	5,000	5,052	-
Tampon Tax	-	1,543	1,543	-
Tesco Groundwork		1,500	1,500	-
Total	9,612	262,621	204,079	68,154

13. UNRESTRICTED FUNDS	Balance at 31.03.20 £	Transfer £	Incoming £	Outgoing £	Balance at 31.03.21 £
General	29,918	-	3,425	3,290	30,053
Designated	30,647	-	3,000	3,000	30,647
Total	60,565	-	6,425	6,290	60,700

NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 March 2021

14. ANALYSIS OF NET ASSETS	Cash at Bank and in hand	Other net assets	Total
Restricted:	£	£	£
Big Lottery (GST)	61,136		61,136
Lottery Corona Virus Support Fund	844		844
Families Fund	505		505
Children in Need	1,136		1,136
Henry Smith	3,639		3,639
Army Benevolent Fund	0		0
Wiltshire & Swindon Community Foundation	0		0
General	73,027	(42,081)	30,946
Designated	30,647		30,647
Total	<u>170,935</u>	<u>(42,081)</u>	<u>128,854</u>