

Company registration number: 05299096

Charity registration number: 1107504

Home-Start South Leicestershire

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Home-Start South Leicestershire

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Home-Start South Leicestershire

Reference and Administrative Details

Trustees	Margaret Kallow, Chair Deborah Bennett, Vice Chair John Philip Day, Interim Treasurer Clare Lucy Bottle, Individual Member Keith Leonard Chaffer, Individual Member Karen Ford, Individual Member Judith Ann Hartland, Volunteer Representative Carla Joanne Jooste, Family Representative Zoe Louise Ridley, Individual Member
Secretary	Erika Lucas
Senior Management	Stella Renwick, Charity Development Manager
Principal Office	121 Coventry Road Market Harborough Leicestershire LE16 9BY
Company Registration Number	05299096
Charity Registration Number	1107504
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Home-Start South Leicestershire

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Trustees

Margaret Kallow, Chair

Deborah Bennett, Vice Chair

John Philip Day, Interim Treasurer

Clare Lucy Bottle, Individual Member

Keith Leonard Chaffer, Individual Member

Karen Ford, Individual Member

Judith Ann Hartland, Volunteer Representative

Carla Joanne Jooste, Family Representative

Zoe Louise Ridley, Individual Member

Julie Oakley (resigned 31 January 2021)

Pravin Parmar (resigned 1 March 2021)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 21/08/2004. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Home-Start South Leicestershire

Trustees' Report

Recruitment and appointment of trustees

Home-Start South Leicestershire has a Trustee Recruitment Procedure which outlines the process by which Trustees are recruited and appointed. Recruitment is by both advertisement and recommendation. Selection is conducted after submission of a CV with an accompanying personal statement relating to their motivation for becoming a Trustee with our charity and confirmation of 2 referees who may be contacted if the application is successful at the initial stage. Checks are also made at this stage against the Insolvency Service, Companies House and the Charity Commission for any disqualification records. Additional checks are made of any other charities the applicant declares an involvement with.

An informal discussion with the Charity Development Manager and Chair is the next step. Following this, guest attendance at a Board meeting is required. At this stage, if the prospective trustee is willing to continue with their application, a decision to accept or decline the application will be made by the existing Board members in private. A consensus decision is preferred, but a majority vote may be used. Appointment is then subject to appropriate DBS check at enhanced level for working with children, receipt of two suitable references, and completion of the Trustee Eligibility Declaration.

The members of the Board of Trustee Directors are appointed in accordance with the company's articles. Trustee Directors who served during 2020/2021 are detailed on page 1.

The Board comprises Trustee Directors and advisory members from the statutory voluntary and independent sectors. Trustee Directors have overall responsibility for determining and implementing policy; financial control and accountability; employment and deployment of staff; premises; insurance; the Annual Report, and monitoring and evaluation of the work of the organisation. Throughout the year the Board met approximately bi-monthly on six occasions. Trustees resolved that the Annual General Meeting will be held virtually (via Zoom Video Conferencing), and/or in person on 27th October 2021 when one third of serving Trustees (i.e. three) will resign (all being offered for re-appointment).

Home-Start South Leicestershire

Trustees' Report

Objectives and activities

Objects

The formal objects of the Charity 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 child care within the area of Harborough District and its environs.

Objectives, strategies and activities

Home-Start South Leicestershire is a voluntary organisation committed to promoting the welfare of families with young children. Volunteers and staff work with families under stress to offer regular support, guidance, and practical help, much of which is delivered within families' own homes or within the local community.

The provision aims to reduce family stress, protect the welfare of children, and prevent family breakdown.

Our main activities include:

- One-to-one bespoke support for families in the home or community.
- Specific groups for parents in difficult circumstances to attend with their pre-school children.
- Courses for parents to improve their knowledge and strategies within their parenting role.

In addition, we recruit, train and support a large team of volunteers who are central to some of these activities, and provide invaluable additional support to other activities.

The charity has adopted policies on Equality, Fairness & Diversity, Health & Safety, Child Protection, Complaints, Information Governance and GDPR and a range of defined practices designed to guide the organisation towards best practice.

Public benefit

All our services for children and families are delivered free of charge to them, and we follow an outcomes framework incorporated into our Theory of Change model to explain our principles of delivery, and the benefits of our projects and services to enhance the lives of families facing a range of difficulties who live within Harborough District. We also have an established Outcomes Measurement Framework through which we record and report on how we recognise when these benefits have been achieved.

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

Home-Start South Leicestershire

Trustees' Report

Chair's Report

Achievements and performance

When I wrote the Chair's report last year it was a bit like staring into the abyss. We were still in the first lockdown of the Covid pandemic. The future for charities such as ours looked bleak. Nationally as many as a third of all charity professionals feared their charity might close as a result of the coronavirus, but we are STILL HERE and thriving!

Unfortunately, Covid is also still with us and we are all still learning how to live with the virus. Socrates wrote 'The secret of change is to focus all our energy not on fighting the old but building the new'. This is what our incredible team of staff and volunteers have been doing through hard work, resilience, mutual support and creativity.

Local families have faced incredible difficulties throughout this last year with school closures, quarantine, homeworking, isolation and physical and mental health difficulties. People have faced parenting and child-birth for the first time and had to cope without their family's support. Throughout, our Home-Start team has been there.

Current restrictions have meant that for this last year all our projects have been amalgamated under the title "The Family Connect Project" to reflect the changes to services. These have included doorstep deliveries of food, activity packs and other items generously donated by local organisations. Families have adapted to telephone and virtual support to replace home-visits. Our Facebook page has been a lifeline of information and support, as well as being used creatively as a platform for the team's pre-recorded story, song and activity sessions. Thanks to the purchase of new IT software and equipment meetings, events and training have been able to continue virtually. Recruitment of a new cohort of volunteers was successful with their course of preparation completed in the Autumn.

Nationally Home-Start UK has been sponsored by the John Lewis/Waitrose partnership and locally we have benefitted from support from our local Market Harborough and Lutterworth Waitrose stores as well as being included in the partnership's countywide 'Super Charged Communities' program.

Sadly, over this last year we have also said "Goodbye" to staff members. Stephen Ashpole retired in November after serving 19 years as Finance Manager. He has been ably replaced by Charlotte Sandford, a local qualified accountant.

Jo Johnston retired after serving for 16 years, most recently as Senior Coordinator. Her successor Julie Rogers comes with great experience and has been able to hit the ground running.

Two of our Trustees have stepped down in the year due to family pressures and changes in circumstance: Pravin Parmar, our Treasurer and Julie Oakley. We are grateful to John Day who has once again stepped up to the mark as Interim Treasurer. We thank them all for their service as we embark upon a round of Trustee recruitment with the support of Reach Volunteering and Lloyds Bank Foundation.

Lizzie Keenan our new Assistant Fundraiser since July 2020 has been beaver away helping us keep afloat with funding, which as ever is a challenge.

Stella Renwick, our Charity Development Manager continues to support and guide the team as we work in this new world, trying to maintain face to face personal contact when we can and adapting to new and virtual ways of support when required.

So, as I have been writing this report, I no longer feel I am staring into the abyss but peering through into the light of a new future for us - different, but still fulfilling Home-Start's fundamental aim of making a difference for local families.

Home-Start South Leicestershire

Trustees' Report

Summary of Activities during Covid-19 Restrictions - Alternative Services and Delivery Methods

The last financial year has been a very difficult year in many ways. The families we support have had their struggles compounded by the pandemic and the related restrictions and knock-on economic effects. The charity has necessarily taken steps to protect the health and welfare of families being supported, volunteers and staff. This has meant changes to our usual delivery model and the creation of new ways of helping families. To ensure referrers understood what types of support we could offer to families, we grouped our projects under a temporary title of the “Family Connect Project”. This will continue until restrictions allow us to resume our usual support methods. Changes to our usual methods of support, and newly created methods of support are incorporated within the “Family Connect Project” as follows:

- **Group Support**

All Family Group support sessions halted from mid-March 2020. The groups are large and attended by parents with their pre-school children. Even when restrictions were lifted after the initial lock down, and the guidance exceptions for “support groups” was issued, our risk assessment recognised that the Family Groups posed too high a risk of cross infection with limited ability to maintain social distancing between attendees, especially pre-school children. In addition, the Children and Family Wellbeing Service centres, which are the venues for the groups, remained closed throughout 2020. We are planning for a restart to the groups in September 2021 subject to restrictions being sufficiently lifted and venues similarly reopening.

- **Home-Visiting Volunteer Support**

Home-visiting within the family home was temporarily halted during the first lock down. Outdoor visits and garden visits commenced when restrictions lifted sufficiently. These have continued to change as necessary between indoor visits with PPE and social distancing, or solely outdoor visits according to changing restriction levels throughout 2020. Many families opted to switch to telephone or virtual support calls from volunteers or staff instead of face to face contact. These alternative contact sessions have continued regularly throughout 2020 along with doorstep visits to families to visually check things are OK and to regularly drop off goods.

- **Door Step Visits and Goods Deliveries**

The goods delivered in our door step visits include Food Bank parcels, activity packs for children, pamper packs for adults, Hygiene Bank packs, a range of Christmas items including Toys on the Table donations, local PR company “MAY” donated present filled stockings, knitted goods from the Market Harborough Mothers’ Union, children’s comforter/baby quilts from the Linus Project, and Market Harborough White Stuff donated hats/scarfs and Christmas decorations.

- **Courses for Parents**

Courses due to be delivered in the autumn term 2020 went ahead with changes to accommodate the restrictions at the time. The Family Know-How cooking course switched to home-delivered packs of ingredients, equipment and instructions, with additional video support, and a lively WhatsApp group through which parents and staff exchanged updates and ideas. The Family Post Natal Illness course was delivered face to face in our Covid-secure meeting room in Market Harborough with a small number of parents to adhere to social distancing within this space. We were able to provide a creche in the adjoining Family Annexe for two babies whose parents had no other child-care options. These were supported on a one-to-one basis with a volunteer and our Assistant Coordinator respectively. Due to increased restrictions from January 2021, the second Post Natal Illness course was delivered remotely through Zoom with hard copy packs sent to parents containing handouts from the course.

Home-Start South Leicestershire

Trustees' Report

- **On-line Support and Information**

Our team were highly creative in developing new resources for families to benefit from which could be made available through our Facebook page. Capacity was primarily diverted from staff no longer delivering groups, to create a series of videos for “Songtime”, “Storytime”, and “Activity Time” sessions to replace the activities which would normally be incorporated into a group session. We also created some easy and affordable meal cooking sessions, and sessions on child development and play ideas. A volunteer gave his time and skills to enhance the films staff made on their phones, with branding, music and animation. They were saved to our private YouTube channel, and shared through our Facebook page. Regular emotional support posts for struggling parents, guidance on managing children’s needs in the pandemic, and information about other sources of support were posted to the Facebook page also, with a ‘key additional support organisations’ page added to our website. Many other organisations benefited from sharing all these posts including the Children and Family Wellbeing Service and Platform Housing our local social housing provider.

Home-Start South Leicestershire

Trustees' Report

Treasurer's Report

Financial review

Here is my Treasurer's report for Home-Start South Leicestershire for the period from 1st April 2020 until 31st March 2021, a year when the COVID pandemic had a major impact on our charity and the families living within the Harborough District.

To say it has been a difficult year financially is an under-statement. Early in the new financial year all our fundraising plans had to completely change as one key funder after another announced the temporary closure of their usual grant programmes and replacement with Emergency Coronavirus Support funds. These had almost identical criteria and were only for short-term interventions. Competition for these funds was extreme and deadlines were tight, with early closure a common occurrence due to over-subscription.

Our response was to complete plans to recruit a Fundraising Assistant and to launch our own Emergency Appeal. Lizzie Keenan began supporting our Charity Development Manager one day a week from July. The result was a range of emergency income awards and donations. Most notable were grants through the National Lottery and the County Council to enable us to develop our IT infrastructure for remote operations, cover our additional fundraising costs, and meet a large revenue shortfall for the year.

In addition, in January and February for the second year we ran our 'Snowdrop Appeal' which, with the addition of a charity song created by our very own multi-talented caretaker Bob Renwick, raised around £1,000. Total income for the year was £227,555. I would very much like to thank all the funders, volunteers, and donors for their support to achieve this.

As a result, our accounts show a surplus of £8,919 for the year, even after we include depreciation on our premises and other assets. This ensures that our free (unrestricted) reserves are maintained at around 6 months' worth of our total budgeted expenditure for 2021/2022, as per our Reserves Policy, at £111,022 at the end of March 2021.

It is, therefore, with great pride that I can confirm that our charity continues to be able to raise the substantial funds we need to carry on with our vital work to support families who need our help throughout the Harborough District.

Our Finance Manager, Stephen Ashpole, decided to retire in 2020 after almost 20 years working for Home-Start South Leicestershire – I would like to take this opportunity to thank Stephen for his commitment to our charity and to wish him well in his retirement. I also want to thank Stella Renwick, our Charity Development Manager, for her continuing success in ensuring we meet our financial targets despite the huge reduction in our former significant public sector funding and the impact of the pandemic.

Policy on reserves

The Trustees review the charity's need for reserves regularly, in line with guidance issued by the Charity Commission and Home-Start UK. We have agreed that funds should be set aside (these are 'free reserves', which exclude both restricted funds that we have been given for a specific purpose, our designated funds and the value of our fixed assets, such as the property we own and our office equipment) to cover at least 6 months of future ongoing resources expended, excluding the costs of any short term projects.

I am pleased to report that our free reserves ended the year at just over £111,000.

Home-Start South Leicestershire

Trustees' Report

Investment policy and objectives

Any surplus funds are held in our current account or in interest bearing investment accounts, and the interest earned in these accounts is used in the furtherance of our charitable activities. The Trustees discuss and agree the most appropriate accounts for investing our reserve funds, to ensure we maximise the interest we earn on our reserves at minimal risk to the charity.

The Trustees also examine the major strategic business and operational risks which the charity might face in the next two to three years and confirm that systems have been established to enable regular reports to be produced for the Board of Trustees so that necessary steps can be taken to eliminate, lessen or insure against these risks. As part of these regular reviews the charity holds a strategic planning meeting with Board members, staff and volunteers, reviewing the charity's performance and future challenges and setting out our longer term goals for the next three years, including our targets for fund raising.

Statement of Trustees' Responsibilities

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

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

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

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

The annual report was approved by the trustees of the charity on 07/09/2021 and signed on its behalf by:



Margaret Kallow
Chair

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Home-Start South Leicestershire

Independent Examiner's Report to the trustees of Home-Start South Leicestershire

Independent examiner's report to the trustees of Home-Start South Leicestershire ('the Company')

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



.....
John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 08/09/2021

Home-Start South Leicestershire

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

		Unrestricted funds £	Restricted funds £	Total 2021 £	(As restated) Total 2020 £
	Note				
Income and Endowments from:					
Donations and legacies	2	52,660	160,772	213,432	204,935
Charitable activities	3	11,263	-	11,263	29,114
Other trading activities	5	1,509	-	1,509	3,303
Investment income	6	1,352	-	1,352	2,060
Total income		<u>66,784</u>	<u>160,772</u>	<u>227,556</u>	<u>239,412</u>
Expenditure on:					
Charitable activities	7	<u>(45,087)</u>	<u>(173,550)</u>	<u>(218,637)</u>	<u>(192,934)</u>
Total expenditure		<u>(45,087)</u>	<u>(173,550)</u>	<u>(218,637)</u>	<u>(192,934)</u>
Net income/(expenditure)		21,697	(12,778)	8,919	46,478
Transfers between funds		<u>800</u>	<u>(800)</u>	<u>-</u>	<u>-</u>
Net movement in funds		22,497	(13,578)	8,919	46,478
Reconciliation of funds					
Total funds brought forward		<u>249,328</u>	<u>41,123</u>	<u>290,451</u>	<u>243,973</u>
Total funds carried forward	17	<u><u>271,825</u></u>	<u><u>27,545</u></u>	<u><u>299,370</u></u>	<u><u>290,451</u></u>

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

The funds breakdown for the period is shown in note 17.

Home-Start South Leicestershire

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

These are the figures for the previous accounting period and are included for comparative purposes

		Unrestricted funds £	Restricted funds £	(As restated) Total 2020 £
	Note			
Income and Endowments from:				
Donations and legacies	2	12,531	192,404	204,935
Charitable activities	3	20,383	8,731	29,114
Other trading activities	5	-	3,303	3,303
Investment income	6	2,060	-	2,060
Total income		<u>34,974</u>	<u>204,438</u>	<u>239,412</u>
Expenditure on:				
Charitable activities	7	<u>(29,619)</u>	<u>(163,315)</u>	<u>(192,934)</u>
Total expenditure		<u>(29,619)</u>	<u>(163,315)</u>	<u>(192,934)</u>
Net income		<u>5,355</u>	<u>41,123</u>	<u>46,478</u>
Net movement in funds		5,355	41,123	46,478
Reconciliation of funds				
Total funds brought forward		<u>243,973</u>	<u>-</u>	<u>243,973</u>
Total funds carried forward	17	<u><u>249,328</u></u>	<u><u>41,123</u></u>	<u><u>290,451</u></u>

Home-Start South Leicestershire

(Registration number: 05299096)
Balance Sheet as at 31 March 2021

	Note	2021 £	(As restated) 2020 £
Fixed assets			
Tangible assets	11	147,689	151,352
Current assets			
Debtors	12	7,052	3,534
Cash at bank and in hand	13	214,819	153,654
		221,871	157,188
Creditors: Amounts falling due within one year	14	(70,190)	(18,089)
Net current assets		151,681	139,099
Net assets		299,370	290,451
Funds of the charity:			
Restricted income funds			
Restricted funds		27,545	41,123
Unrestricted income funds			
Unrestricted funds		271,825	249,328
Total funds	17	299,370	290,451


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

Directors' responsibilities:

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

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

The financial statements on pages 11 to 28 were approved by the trustees, and authorised for issue on 07/09/2021 and signed on their behalf by:


John Philip Day
Interim Treasurer

Home-Start South Leicestershire

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

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

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

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Restatement of prior period

Prior year figures have been restated to remove the deferred income creditor.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Home-Start South Leicestershire

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

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

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

Charitable activities

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

Governance costs

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

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Pensions

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

Home-Start South Leicestershire

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

Taxation

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

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Home-Start South Leicestershire

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

Depreciation and amortisation

Depreciation is calculated so as to write off the cost of the asset, less its estimated residual value, over the useful economic life of that asset as follows:

Asset class	Depreciation method and rate
Freehold buildings	2% per annum on cost
Fixtures and fittings	25% per annum on reducing balance (fully depreciated when NBV falls to £10 or below)

Trade debtors

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

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

Cash and cash equivalents

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

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

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

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

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

Home-Start South Leicestershire

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

2 Income from donations and legacies

	Unrestricted funds				(As restated)
	Designated £	General £	Restricted funds £	Total 2021 £	Total 2020 £
Donations and legacies;					
Donations from companies, trusts and similar proceeds	20,850	13,410	138,881	173,141	173,660
Grants, including capital grants;					
Government grants	-	18,400	21,891	40,291	31,275
	<u>20,850</u>	<u>31,810</u>	<u>160,772</u>	<u>213,432</u>	<u>204,935</u>

3 Income from charitable activities

			Total 2021 £
	Unrestricted funds		
	General £	Total 2021 £	Total 2020 £
Sales & fees	10,819	10,819	16,074
Room hire	396	396	3,309
Sundry receipts	48	48	8,731
Legacy	-	-	1,000
	<u>11,263</u>	<u>11,263</u>	<u>29,114</u>

Home-Start South Leicestershire

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

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Market Harborough and The Bowdens Charity	-	40,000	40,000
BBC Children in Need	-	37,178	37,178
National Lottery Community Fund	-	33,000	33,000
Lloyds Bank Foundation for England and Wales	-	14,520	14,520
Leicestershire C C - Sport England Families Fund	-	12,116	12,116
Leicestershire C C Community Fund	-	9,775	9,775
Leicestershire & Rutland Community Foundation	-	5,000	5,000
Leicester City FC - Chairman's Fund via HS UK	-	4,666	4,666
Wesleyan Foundation	-	2,000	2,000
The Maud Elkington Charitable Trust	-	500	500
Rotary Club of Market Harborough - SwiMarathon	-	500	500
The J R Corah Foundation	-	375	375
Harborough District Council (SLA)	10,000	-	10,000
Harborough District Council Small Business Grant	8,400	-	8,400
LLR Community Foundation	4,512	-	4,512
CMS Cepor Ltd	2,500	-	2,500
Mary Robertson Trust	2,000	-	2,000
Local Giving Platform - Donations	1,127	-	1,127
Hastings Direct	1,000	-	1,000
The Paget Trust	1,000	-	1,000
Yorkshire Building Society	1,000	-	1,000
Home-Start UK Connecting Families	881	-	881
Home-Start UK	657	-	657
Co-op Group Local Community Fund	500	214	714
The Alchemy Foundation	500	-	500
Magic Little Grants Postcode Community Trust	500	-	500
The Florence Turner Charitable Trust	500	-	500
Howfleet Ltd	500	-	500
Nicholson Memorial Fund	400	-	400
Lutterworth Waitrose Community Matters	333	-	333
Market Harborough Congregational Church	255	-	255
Sundry donations	16,895	128	17,023
	<u>53,460</u>	<u>159,972</u>	<u>213,432</u>

Home-Start South Leicestershire

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

5 Income from other trading activities

	Unrestricted funds		(As restated)
	General	Total	Total
	£	2021	2020
	£	£	£
Local fundraising and street collection income	1,509	1,509	3,303
	<u>1,509</u>	<u>1,509</u>	<u>3,303</u>

6 Investment income

	Unrestricted funds		
	General	Total	Total
	£	2021	2020
	£	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	1,352	1,352	2,060
	<u>1,352</u>	<u>1,352</u>	<u>2,060</u>

Home-Start South Leicestershire

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

7 Expenditure on charitable activities

	Unrestricted General funds £	Unrestricted Designated funds £	Restricted funds £	Total 2021 £	Total 2020 £
Premises, Office & Admin Costs	3,560	1,122	13,112	17,794	15,523
Depreciation	-	9,657	-	9,657	6,079
Home-Start UK contribution	1,516	31	2,168	3,715	3,435
Staff costs	699	72	6,115	6,886	2,296
Volunteer costs	262	-	805	1,067	3,254
Wages, NI & pension	52,059	6,465	109,127	167,651	155,587
Bank charges	68	-	-	68	80
Activity, Group & Family costs	1,278	46	8,495	9,819	6,080
Governance costs	1,252	-	728	1,980	600
	<u>60,694</u>	<u>17,393</u>	<u>140,550</u>	<u>218,637</u>	<u>192,934</u>

8 Trustees remuneration and expenses

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

Home-Start South Leicestershire

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

9 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	<u>167,651</u>	<u>155,587</u>

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

	2021 No	2020 No
Average number of employees	<u>10</u>	<u>9</u>

10 (2020 - 9) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £11,510 (2020 - £10,879).

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

The total employee benefits of the key management personnel of the charity were £36,474 (2020 - £31,587).

10 Taxation

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

Home-Start South Leicestershire

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

11 Tangible fixed assets

	Land and buildings £	Other tangible fixed asset £	Total £
Cost			
At 1 April 2020	195,081	37,242	232,323
Additions	<u>-</u>	<u>5,994</u>	<u>5,994</u>
At 31 March 2021	<u>195,081</u>	<u>43,236</u>	<u>238,317</u>
Depreciation			
At 1 April 2020	52,925	28,046	80,971
Charge for the year	<u>3,640</u>	<u>6,017</u>	<u>9,657</u>
At 31 March 2021	<u>56,565</u>	<u>34,063</u>	<u>90,628</u>
Net book value			
At 31 March 2021	<u>138,516</u>	<u>9,173</u>	<u>147,689</u>
At 31 March 2020	<u>142,156</u>	<u>9,196</u>	<u>151,352</u>

12 Debtors

	2021 £	2020 £
Prepayments	7,052	582
Other debtors	<u>-</u>	<u>2,952</u>
	<u>7,052</u>	<u>3,534</u>

13 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	119	-
Cash at bank	<u>214,700</u>	<u>153,654</u>
	<u>214,819</u>	<u>153,654</u>

Home-Start South Leicestershire

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

14 Creditors: amounts falling due within one year

	2021	(As restated) 2020
	£	£
Trade creditors	18,462	18,089
Deferred income	51,728	-
	<u>70,190</u>	<u>18,089</u>

15 Obligations under leases and hire purchase contracts

The total value of future minimum lease payments was as follows:

	2021	2020
	£	£
Within one year	(465)	(465)
In two to five years	<u>(116)</u>	<u>(580)</u>
	<u>(581)</u>	<u>(1,045)</u>

16 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

Home-Start South Leicestershire

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

17 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
<i>General</i>					
General	97,976	45,934	(27,694)	(5,194)	111,022
<i>Designated</i>					
Building/Garden - Maintenance & Repair	-	13,900	(7,008)	-	6,892
Tech IT - Hardware & Software Updates	-	1,538	(728)	-	810
Environmental Action Plan Improvements	-	4,512	-	-	4,512
Volunteer Training	-	900	-	-	900
Building and equipment (FA)	151,352	-	(9,657)	5,994	147,689
	<u>151,352</u>	<u>20,850</u>	<u>(17,393)</u>	<u>5,994</u>	<u>160,803</u>
Total Unrestricted funds	<u>249,328</u>	<u>66,784</u>	<u>(45,087)</u>	<u>800</u>	<u>271,825</u>
Restricted funds					
All Projects	8,829	5,375	(13,404)	(800)	-
Active Families Project	5,634	12,116	(16,250)	-	1,500
Family Fund	955	5,494	(3,563)	-	2,886
IT, phone, software & licensing	-	9,775	(9,552)	-	223
FKH Project - Course	4,016	714	(1,316)	-	3,414
FKH Project - Market Harborough Group	-	36,942	(31,716)	-	5,226
Home Safety Equipment Project	2,132	-	(2,132)	-	-
FKH & PNI Project - Groups + FKH Course	-	37,178	(37,178)	-	-
PNI Project - Market Harborough Group	-	3,558	-	-	3,558
PNI Project - Home Visiting	500	-	-	-	500
Training	37	100	(137)	-	-
Post Natal Illness (PNI) Project	6,417	2,000	(7,221)	-	1,196
Young Parents Project	12,603	14,520	(18,081)	-	9,042
Family Connect Project	-	33,000	(33,000)	-	-
	<u>41,123</u>	<u>160,772</u>	<u>(173,550)</u>	<u>(800)</u>	<u>27,545</u>
Total restricted funds	<u>41,123</u>	<u>160,772</u>	<u>(173,550)</u>	<u>(800)</u>	<u>27,545</u>
Total funds	<u>290,451</u>	<u>227,556</u>	<u>(218,637)</u>	<u>-</u>	<u>299,370</u>

Home-Start South Leicestershire

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

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

- **Building/Garden - Maintenance & Repair** - Reserves ring-fenced for the update, maintenance and repair of our building and the family garden.
- **Environmental Action Plan Improvements** - Reserves ring-fenced for the update, maintenance and improvements to the property and its contents in keeping with our environmental policy.
- **Tech IT - Hardware & Software Updates** - Reserves ring-fenced to allow Home-Start South Leicestershire to keep our Tech up-to-date.
- **Volunteer Training** - Reserves ring-fenced to support the cost of providing our volunteers with the appropriate training.
- **Building and equipment (FA)** - Fixed assets held to enable Home-Start South Leicestershire to function and support the families of Harborough District.
- **Active Families Project** - Funds towards the costs of the Active Families Project - helping families, experiencing complex difficulties and with a child aged between 5 and 15 years, to become more physically active together.
- **All Projects** - Funds to support the costs of running Home-Start South Leicestershire's 4 projects.
- **IT, phone, software & licensing** - Funding to help improve our IT & Communications technology during Covid 19.
- **Family Fund** - Funding to assist our families in times of urgent need.
- **FKH Project - Course** - Funds towards the cost of running our Family Know How Project course twice a year for 6 weeks - covering; cooking healthy meals, routines, play & the importance of fresh air and exercise.
- **FKH Project - Market Harborough Group** - Funds towards the cost of running our Family Know How Project group in Market Harborough - for parents to gain support from each other (with help from staff and volunteers), and a chance for children to interact and play together in a welcoming and secure environment.
- **FKH Project & PNI Project Groups + FKH Course** - Grants from BBC Children In Need towards running groups and course within our 2 Projects - Family Know How Project & Post Natal Illness Project.
- **Home Safety Equipment Project** - Funding for home safety equipment for families in need.
- **PNI Project - Home Visiting** - Funding towards the costs of our PNI project, Home Visits - helping families affected by Post-Natal Illness who have a child under 5 years - aiding recovery, reducing isolation and improving parent/child relationships.
- **PNI Project - Market Harborough Group** - Funds towards the cost of running our Post Natal Illness Project group in Market Harborough - for families affected by post-natal illness to gain support from each other (with help from staff and volunteers), and helping children's development and relationships with their parents and peers in a welcoming and secure environment.
- **Post Natal Illness (PNI) Project** - Funding towards the costs of our PNI project, groups and courses - helping families affected by Post-Natal Illness who have a child under 5 years - aiding recovery, reducing isolation and improving parent/child relationships.
- **Training** - Grants towards the costs of training staff & volunteers.
- **Young Parents Project** - Grant towards the costs of the Young Parents Project - supporting Parents under 21 years & their pre-school children, improving confidence, reducing isolation & aiding child development.
- **Family Connect Project** - Funded by the National Lottery - supporting organisations such as ours that are facing acute financial difficulties as a result of the pandemic.

The transfer from the All Projects fund to the General fund reflects the release of any restrictions on the use of these funds.

The transfer from the General fund to the Building and equipment (FA) fund reflects the consolidation of the asset additions within the year with the other fixed assets.

Home-Start South Leicestershire

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

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds				
<i>General</i>				
General	87,802	34,974	(24,800)	97,976
<i>Designated</i>				
Building/Garden - Maintenance & Repair	-	2,769	(2,769)	-
Building and equipment (FA)	156,171	-	(4,819)	151,352
	<u>156,171</u>	<u>2,769</u>	<u>(7,588)</u>	<u>151,352</u>
Total unrestricted funds	<u>243,973</u>	<u>37,743</u>	<u>(32,388)</u>	<u>249,328</u>
Restricted funds				
All Projects	-	47,664	(38,835)	8,829
Active Families Project	-	20,013	(14,379)	5,634
Family Fund	-	955	-	955
FKH Project - Course	-	6,882	(2,866)	4,016
FKH Project - Market Harborough Group	-	20,500	(20,500)	-
Home Safety Equipment Project	-	4,020	(1,888)	2,132
FKH & PNI Project - Groups + FKH Course	-	37,178	(37,178)	-
PNI Project - Market Harborough Group	-	20,000	(20,000)	-
PNI Project - Home Visiting	-	500	-	500
Training	-	607	(570)	37
Post Natal Illness (PNI) Project	-	12,780	(6,363)	6,417
Young Parents Project	-	30,570	(17,967)	12,603
Total restricted funds	<u>-</u>	<u>201,669</u>	<u>(160,546)</u>	<u>41,123</u>
Total funds	<u>243,973</u>	<u>239,412</u>	<u>(192,934)</u>	<u>290,451</u>

Home-Start South Leicestershire

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

18 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	2021 Total funds
	General £	Designated £	£	£
Tangible fixed assets	-	147,689	-	147,689
Current assets	181,212	13,114	27,545	221,871
Current liabilities	(70,190)	-	-	(70,190)
Total net assets	<u>111,022</u>	<u>160,803</u>	<u>27,545</u>	<u>299,370</u>

	Unrestricted funds		2020 Total funds
	General £	Designated £	£
Tangible fixed assets	-	151,352	151,352
Current assets	157,188	-	157,188
Current liabilities	(18,089)	-	(18,089)
Total net assets	<u>139,099</u>	<u>151,352</u>	<u>290,451</u>

19 Related party transactions

There were no related party transactions in the year.