

Charity number: 1108042
Company number: 05344214

Home-Start Mansfield
(A company limited by guarantee)

Trustees' report and financial statements
for the year ended 31st March 2021

Home-Start Mansfield
(A company limited by guarantee)

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Home-Start Mansfield
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Legal and administrative information

Charity number 1108042

Company registration number 05344214

Registered office Sandy Bank Childrens Centre
Bilborough Road
Mansfield
Nottinghamshire
NG18 2NZ

Trustees Louise Grafton
June Williamson (resigned 28th September 2020)
Avrell Sheldon
Sara Beet
Angie Card

Senior Management Team Hazel Platts Senior Organiser

Accountants Adkin Sinclair LLP
Sterling House
32 St John Street
Mansfield
Nottinghamshire
NG18 1QJ

Home-Start Mansfield

(A company limited by guarantee)

Report of the trustees (incorporating the directors' report) for the year ended 31st March 2021

The trustees present their report and the financial statements for the year ended 31st March 2021. The trustees, who are also directors of Home-Start Mansfield for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and the financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Objectives and activities

Objects and Aims

To safeguard, protect and preserve the good health, both mental and physical of children and parents;

To prevent cruelty to or maltreatment of children;

To relieve sickness, poverty and need amongst children and parent of children;

To promote the education of the public in better standards of child care within the area of Mansfield District and environs.

Public benefit

Offering support, friendship and practical assistance;

Visiting families in their own homes, where the dignity and identity of each adult and child can be protected;

Reassuring parents that difficulties in bringing up children are not unusual and encouraging them to enjoy family life;

Developing a relationship with the family in which time can be shared and understanding can be developed.

The approach is flexible to take into account the different needs;

Encouraging parent's strengths and emotional well-being for the ultimate benefit of the children;

Encouraging families to widen their network of relationships and to use effectively the support and services available within the community;

The service is offered to any Mansfield family with a young child, who is experiencing some difficulty.

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 Mansfield

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Report of the trustees (incorporating the directors' report) for the year ended 31st March 2021

Achievements and performance

28 Families visited;
71 children supported;
20 Volunteers supported;

Training offered and provided:
Volunteer Preparation Course.

Events organised and facilitated:
Owing to restrictions surrounding Covid 19 regulations, there were no activities or events this year.

Funding raised:
We are grateful for support from: The National Lottery - Community Fund, Notts County Council, Mansfield District Council, The Robin Hood Lottery, Dunelm, Persimmon Homes Nottingham, John Lewis, Griffith Foods, White Stuff Foundation, Ron Currie & Sons Ltd, Nisa, Sandybank Childrens' Centre, Margaret Bonner, Emma Clarke, Ms N Sikorski, our Mansfield community for their generous donations of items for our charity shop.

Financial review

The financial position is looking healthy at present. Our spending over this year has been minimal as no events or activities have been undertaken and restriction grants and furlough grants have been secured. Therefore, the National Lottery funding has not been used as expected. The National Lottery has agreed for this funding to be used until October 2022.
During allowed opening the shop is doing well and raising around £1,400 per month.

Policy on reserves

The charity's policy on reserves is to hold three months running costs plus a contingency for redundancy.

Structure, governance and management

Nature of Governing Document

The charity is a company limited by guarantee and a registered charity. It is operated under the rules of its memorandum and articles of association dated 27th January 2005. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and Appointment of Directors/Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the Company's Articles are known as trustees. Trustees are recruited by word of mouth among interested parties in particular when a skills gap is identified. Trustees are elected and co-opted at the AGM under the terms of the memorandum and articles of association.

Home-Start Mansfield
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31st March 2021

Statement of trustees' responsibilities

The trustees (who are also directors of Home-Start Mansfield for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- 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 operation.

The trustees are responsible for keeping adequate accounting records that 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.

On behalf of the board

Louise Grafton
Director/Trustee

Date: 5th July 2021

Home-Start Mansfield
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Independent examiner's report to the trustees of Home-Start Mansfield.

I report to the charity trustees on my examination of the accounts of Home-Start Mansfield for the year ended 31st March 2021 set out on pages 6 to 14.

Responsibilities and basis of report

As the charity trustees of the company (and also the directors of the company for 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 company'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.

.....
Christopher Adkin
Chartered Accountant
Adkin Sinclair LLP
32 St John Street
Mansfield

5th July 2021

Home-Start Mansfield
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Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31st March 2021

	Notes	Unrestricted funds £	2021 Total £	2020 Total £
Income from:				
Donations and legacies	2	106,524	106,524	70,383
Charitable activities	3	9,194	9,194	2,926
Other incoming resources	4	41,895	41,895	-
Total income		<u>157,613</u>	<u>157,613</u>	<u>73,309</u>
Expenditure on:				
Charitable activities	5	71,411	71,411	62,403
Total expenditure		<u>71,411</u>	<u>71,411</u>	<u>62,403</u>
Net movement in funds		86,202	86,202	10,906
Total funds brought forward		44,645	44,645	33,739
Total funds carried forward		<u>130,847</u>	<u>130,847</u>	<u>44,645</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 8 to 14 form an integral part of these financial statements.

Home-Start Mansfield
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Balance sheet
As at 31st March 2021

	Notes	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	10		1,349		1,799
Current assets					
Debtors	11	2,403		2,390	
Cash at bank and in hand		129,468		43,990	
		<u>131,871</u>		<u>46,380</u>	
Creditors: amounts falling due within one year	12	<u>(2,373)</u>		<u>(3,534)</u>	
Net current assets			129,498		42,846
Net assets			<u>130,847</u>		<u>44,645</u>
Funds	13				
Unrestricted income funds			130,847		44,645
Total funds			<u>130,847</u>		<u>44,645</u>

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

Trustees' responsibilities:

* The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;

* The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements were approved by the board on 5th July 2021 and signed on its behalf by

Louise Grafton
Director/Trustee

The notes on pages 8 to 14 form an integral part of these financial statements.

Home-Start Mansfield
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Notes to the financial statements
For the year ended 31st March 2021

1. Summary of significant accounting policies

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

The principal accounting policies applied in the preparation of these financial statements are set out below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

1.2. Cashflow

The charity has taken advantage of the exemption in the Charities SORP 2019 from the requirement to produce a cashflow statement.

1.3. Fund accounting

Funds held by the charity are either:

* Unrestricted funds - these are funds which are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

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

* Restricted funds - these are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or where funds are raised for particular restricted purposes.

Transfers between funds:

Where permitted, the release of restricted funds to unrestricted general or designated funds may be made at the conclusion of a restricted activity. General unrestricted funds may be transferred at the discretion of the trustees to assist in supporting a particular activity.

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Notes to the financial statements
For the year ended 31st March 2021

1.4. Income recognition

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

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.

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.

Gift Aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Other incoming resources from charitable activities (e.g. room hire etc.) are accounted for when receivable.

Activities for generating funds are accounted for when receivable.

1.5. 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.

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Notes to the financial statements
For the year ended 31st March 2021

1.6. Fixed assets

a. Depreciation

Depreciation is calculated using the reducing balance basis method at a rate of 25% per annum to write down the cost of fixed assets over their estimated useful lives. All fixed assets in excess of £500 are capitalised.

1.7. Leased assets

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profit on a straight line basis over the lease term.

1.8. Pension scheme

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.

2. Income from donations and legacies

	Unrestricted funds £	2021 Total £	2020 Total £
Home-Start Nottingham (NCC Grant Aid & LIS)	11,880	11,880	11,880
Mansfield District Council	-	-	1,500
National Lottery	89,870	89,870	52,706
Sundry donations	4,774	4,774	4,297
	<u>106,524</u>	<u>106,524</u>	<u>70,383</u>

Income from donations and legacies was £106,524 (2020 - £70,383) of which £- (2020 - £-) was attributable to restricted funds.

3. Income from charitable activities

	Unrestricted funds £	2021 Total £	2020 Total £
Shop income	9,194	9,194	2,926
	<u>9,194</u>	<u>9,194</u>	<u>2,926</u>

Income from Charitable activities was £9,194 (2020 - £2,926) of which £- (2020 - £-) was attributable to restricted funds.

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Notes to the financial statements
For the year ended 31st March 2021

4. Other incoming resources

	Unrestricted funds £	2021 Total £	2020 Total £
Government grants recognised directly in income	41,895	41,895	-
	<u>41,895</u>	<u>41,895</u>	<u>-</u>

5. Expenditure on charitable activities

	Unrestricted funds £	2021 Total £	2020 Total £
Direct costs:			
Salaries, NI and pension	50,064	50,064	43,383
Pensions	842	842	846
Office rent	1,076	1,076	1,076
Rates and utilities	601	601	-
Light and heat	2,345	2,345	984
Repairs, maintenance and equipment	70	70	153
Insurance	817	817	764
Refreshments	90	90	210
Legal and professional	53	53	1,729
Independent examination	1,488	1,488	1,358
Postage, stationery and telephone	586	586	1,319
Activities and events	-	-	2,013
Advertising and promotional	374	374	676
Depreciation	450	450	599
Sundry expenses	70	70	60
Travel and parking	1,190	1,190	2,274
Staff training	-	-	1,200
Bank charges	-	-	35
Levy fee	1,320	1,320	475
Shop purchases and consumables	975	975	249
Shop rent	9,000	9,000	3,000
Total	<u>71,411</u>	<u>71,411</u>	<u>62,403</u>

Expenditure on direct charitable activities was £71,411 (2020 - £62,403) of which £- (2020 - £-) was attributable to restricted funds.

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Notes to the financial statements
For the year ended 31st March 2021

6. Net income for the year

	2021	2020
	£	£
Net income is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	450	599
	<u>450</u>	<u>599</u>

7. Employees

Employment costs	2021	2020
	£	£
Wages and salaries	50,064	43,383
Pension costs	842	846
	<u>50,906</u>	<u>44,229</u>

No salaries or wages have been paid to the trustees. Expenses of £Nil (2020: £Nil) were reimbursed.
 No employee received emoluments of more than £60,000 (2020 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	2021	2020
	Number	Number
Employees	<u>4</u>	<u>3</u>

8. Pension costs

The company operates a defined contribution pension scheme in respect of its employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

	2021	2020
	£	£
Pension charge	<u>842</u>	<u>846</u>

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Notes to the financial statements
For the year ended 31st March 2021

9. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

10. Tangible fixed assets	Fixtures, fittings and equipment £	Total £
Cost		
At 1st April 2020 and At 31st March 2021	4,072	4,072
Depreciation		
At 1st April 2020	2,273	2,273
Charge for the year	450	450
At 31st March 2021	2,723	2,723
Net book values		
At 31st March 2021	1,349	1,349
At 31st March 2020	1,799	1,799

11. Debtors	2021 £	2020 £
Prepayments and accrued income	2,403	2,390

12. Creditors: amounts falling due within one year	2021 £	2020 £
Other creditors	2,373	3,534

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Notes to the financial statements
For the year ended 31st March 2021

13. Analysis of net assets between funds

	Unrestricted funds £	Total funds £
Fund balances at 31st March 2021 as represented by:		
Tangible fixed assets	1,349	1,349
Current assets	131,871	131,871
Current liabilities	(2,373)	(2,373)
	<u>130,847</u>	<u>130,847</u>

14. Unrestricted funds

	At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
Unrestricted funds	<u>44,645</u>	<u>157,613</u>	<u>(71,411)</u>	<u>130,847</u>

15. Company limited by guarantee

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.