



Annual Report and Financial Statement

For the Year

1st April 2022 to 31st March 2023

Our Mission: To be there for parents when they need us most

Our Vision: Supporting parents to create stronger families

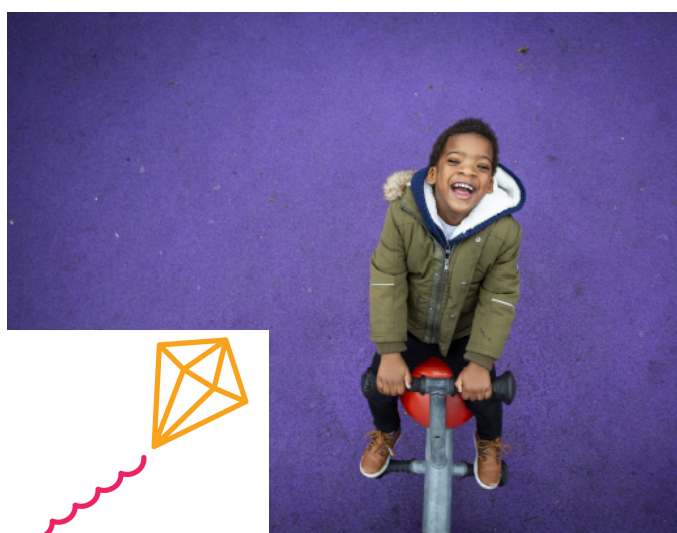


**South &
West Devon**

Report of the Board of Trustees

The Board presents its report and financial statements for Home-Start South and West Devon for the year ending 31st March 2023. The Trustees have adopted the provisions of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard

applicable in the UK and Republic of Ireland (FRS102) (effective January 2019). The company being incorporated on 12th January 2005 and having extended its accounting reference date to 31st March. It has no share capital and is a registered charity with the guarantee of each member being limited to £1. The governing document is the Memorandum and Articles of Association of the company and the members of the Board of Trustees are the Directors of the Company.



Name of Charity: Home-Start South and West Devon

Charity Registration No: 1108077

Company Registered No: 05331020

Principal & Registered Office: The Rees Centre, Mudge Way, Plympton,
Plymouth, PL7 2PS

Board of Trustees and Directors:

Diane Jones – Chair

Stuart Harris – Treasurer

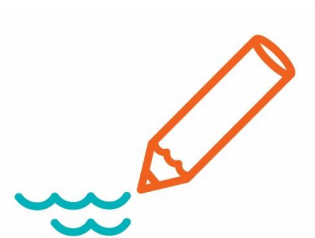
David Monk – Safeguarding Advisor

Mary Tayler

Bella Westlake - Data Protection Lead (app 06.02.2023)

Catherine Stoate (resigned 16.05.2022)

Emma Gibson (resigned 05.12.2022)



The following also serve in a representative or individual advisory capacity on the Management Committee, are members but are not Trustees:

David Carver

The following serves on the Management Committee in an advisory capacity but is neither a member nor a Trustee:

Andrea Chandler	CEO – to whom strategic management of the Charity is delegated
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Zoe Bell	Scheme Manager – to whom the day-to-day management is delegated
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Achievements and Programmes **Impact in Numbers 2022 -23**

Volunteer Hours
Support

13,000



Support
packages
delivered

308



90%
of participants made
progress

(using our 0-5 assessment tool)

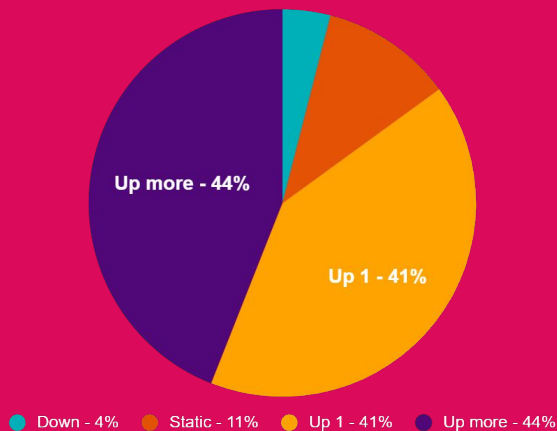


Achievements and Programmes **Impact in Numbers 2022 -23**

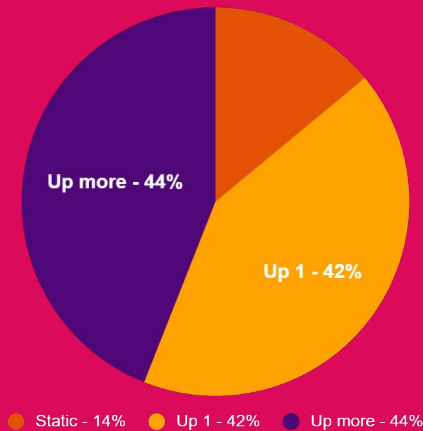
These results are from parents who have received at least one review - they are scored at the start and at review/closing visits using a 0 to 5 scoring system (5 being high).



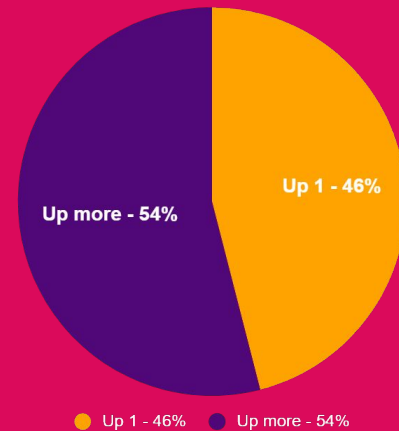
Score Changes - Mental Health



Score Changes - Conflict



Score Changes - Child behaviour/development



Survey Results **Beneficiaries Response to the Service**

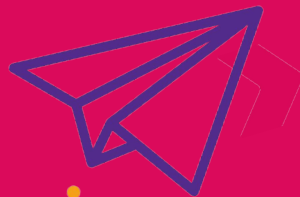
Beneficiaries rated Digital
and Home support as
Good or excellent

81%



% of Beneficiaries
who said the services
were 'easy' to access

80%



**Its Bankers and Accountants are:**

CAF Bank Limited and CCLA - Bankers

Morgan Accountants Ltd - Accountants and prepare Audit Exemption Report

Structure, Governance and Management

The articles provide that the trustees shall number from four to twelve and that one third must retire at each AGM. All Trustees are members of the Charity along with the other representatives on the Management Committee as set out above. Trustees are normally appointed following a three stage recruitment process (application form, interview and shadowing). All are handed a copy of the Memorandum and Articles of Association and a Trustee Handbook. They undertake an induction including attending a volunteer Preparation Training Course. Further training is offered internally, through Home-Start UK and other local third sector support organisations.

The Charity is affiliated to Home-Start UK who provides the broad spectrum within which the charity operates and who monitor performance against set criteria.

The Trustees have delegated day to day management of the Charity to its CEO and Scheme Manager who report on the performance to the Trustees or as necessary to the Chair. The Trustees meet regularly and normally at not less than 8 weeks intervals, receiving reports from the Scheme Manager and CEO, and updated accounts showing performance to date against budget and forecast management accounts.

Risk Assessment

The Trustees review annually an assessment of the risks to which the Charity is exposed, operational and financial and have introduced procedures and reporting regimes to manage and reduce the identified risks. Trustees have agreed clear lines of delegation and authority to staff and have involved all staff and volunteers working within the organisation in recognition of risk in all their activities.

Management and Staffing

The Charity operates with a full-time CEO, full-time Scheme Manager, two full-time Co-ordinators, one part-time Co-ordinators, one full time Administrator, one part-time Administrator and one part-time Comms Lead.

The remaining work of the Charity is undertaken by a group of fifty two active volunteers supporting families for up to two hours each per week and by the Trustees and other the advisory members of the Committee. We trained an additional sixteen volunteers this year.

Trustees Responsibilities

Company Law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that year. In preparing these financial statements the Trustees have:

- Selected suitable accounting policies and applied them consistently
- Made judgments and estimates that are reasonable and prudent
- Followed applicable accounting standards and statements of recommended practice without material departure or, otherwise stated the reason for such departure
- Prepared the financial statements on the going concern basis

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

Objects and Activities

The principal object is to safeguard, protect and preserve the good health, both mental and physical of parents and their children.

The core service is to offer befriending and mentoring support to parents who are experiencing difficulties. This is done primarily in the family home and local community but over the last year by a mix of digital means (text, audio and video) and community/home based



Case study - Volunteers

Overview:

This is a volunteer case study. The volunteer will remain anonymous and for the purpose of this report we will call her Sarah.

Sarah provided digital support to a mother diagnosed with MS, who had three children and a challenging background. Through consistent efforts, Sarah established a strong and trusting relationship with the mother, fostering open and honest communication between them. Mutual respect formed the foundation of their connection, ensuring that the support provided revolved around the mother's specific needs.

Living with MS presented significant challenges for the mother, impacting her energy levels and motivation in a negative way. With Sarah's assistance, she discovered a local MS charity that made a tremendous difference in her life. Accessing this resource proved invaluable for her well-being.

Additionally, Sarah worked closely with the family to offer support to the son, who was grappling with mental health issues and had experienced a suicide attempt. Through Sarah's intervention, the family was able to expedite the son's medical treatment, leading to an improvement in his situation.

Sarah acknowledges that maintaining availability for text and video conversations played a crucial role in providing effective support. Moreover, finding shared interests beyond the mother's health concerns had a positive impact, allowing for a more holistic approach to their interactions.

Quote

"I love to help supporting mum and families."





Case Study - Beneficiary

Overview:

This case study is taken from a **volunteers face-to-face** support experience. The beneficiary will remain **anonymous** and for the purpose of this report we will call her Ivy.

Ivy and her family faced a challenging living situation in a small one-bedroom flat with no lift. Their circumstances became even more demanding when they unexpectedly found out they were expecting twins, on top of already having a baby. When the volunteer arrived to support the family, there were two adults and three children under 18 months squeezed into the tiny flat. The living arrangements were far from ideal, with the mum sleeping on the sofa in the front room with the twins, while the dad shared the bedroom with the older child. Initially, the mum was hesitant to accept support, overwhelmed by exhaustion and unable to see how it could make a difference. However, the volunteer quickly established a positive rapport with her and focused on building her confidence. With the Coordinator, they arranged for a new sofa bed and cots, improving the family's sleeping arrangements. The volunteer played a crucial role in helping the family get out of the flat and engage in positive activities that allowed the children to enjoy fresh air. The biggest challenge faced was finding a larger home to accommodate the growing family. The volunteer took an active role, assisting Ivy to take the necessary steps to move up the housing list. Thanks to their efforts, the family successfully secured a new house with a garden. This significant change in their living situation promises to greatly enhance their family life for the better.



Review of Financial Position and Plans for 2023 and beyond



The Charity was successful in obtaining a grant from Big Lottery Community Fund. The grant provides partial funding until March 2025 years. The majority of the match funding required for the next 3 years has already been secured.

We have secured grants and local authority funding.

The Community Interest Company we set up in 2019 has begun to develop income through consultancy work.

We have secured funding through partnerships with other organisations and have other partnership application in development. This is an area we will continue to pursue over the next year

Reserves Policy

The Charity aims for a reserve fund equivalent to a minimum of 6 months running costs.

Funders

Thank you to our funders and supporters who this year included:



On behalf of the Board of Trustees

Home-Start South and West Devon Limited

A Charitable Company Limited by Guarantee
No 05331020

Registered Charity No. 1108077

Annual Report and Financial Statements

for the year ended

31 March 2023

Home-Start South and West Devon Limited
Annual Report and Financial Statements
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Home-Start South and West Devon Limited
Independent examiners report on the unaudited accounts
to the Home-Start South and West Devon Limited

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 2 to 7.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that an audit is not required under company law and that the company is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

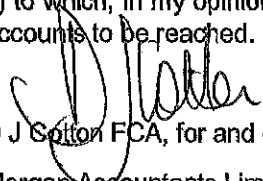
Independent examiner's statement

In connection with my examination no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements -

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
- to prepare accounts which accord with the accounting records and to comply with section 396 of the Companies Act 2006 and with the methods and principles of the 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 2019) have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


D J Sutton FCA, for and on behalf of:
Morgan Accountants Limited

Duke Court
Bridge Street
Kingsbridge
Devon
TQ7 1HX

Dated 28/1/23

Home-Start South and West Devon Limited
Statement of financial activities
for the year ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted £	Total 2023 £	Total 2022 £
Income from:					
Incoming resources from donors					
Gift aid and covenants		-	-	-	-
Voluntary income					
Grants		-	184,714	184,714	112,600
Donations		5,024	-	5,024	8,625
Charitable activities		2,715	43,531	46,246	128,648
Investment income	2	901	-	901	22
Total income		<u>8,640</u>	<u>228,245</u>	<u>236,885</u>	<u>249,895</u>
Expenditure on:					
Charitable activities					
Fund raising costs		-	-	-	-
Charitable activities	3	1,341	246,458	247,799	255,862
Total expenditure		<u>1,341</u>	<u>246,458</u>	<u>247,799</u>	<u>255,862</u>
Net income		7,299	(18,213)	(10,914)	(5,967)
Transfers between funds		(5,000)	5,000	-	-
Net movement in funds		2,299	(13,213)	(10,914)	(5,967)
Reconciliation of funds					
Total funds brought forward 1 April 2022		216,050	74,365	290,415	296,382
Total funds carried forward 31 March 2023		<u>218,349</u>	<u>61,152</u>	<u>279,501</u>	<u>290,415</u>

All income and expenditure has arisen from continuing activities.

The notes on pages 4 to 7 form part of these financial statements

Home-Start South and West Devon Limited
Balance Sheet
as at 31 March 2023

Company number
05331020

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Current assets					
Sundry debtors and prepayments	5	2,500	3,694	6,194	13,836
Cash at bank and in hand	6	215,849	70,887	286,736	289,138
		<u>218,349</u>	<u>74,581</u>	<u>292,930</u>	<u>302,974</u>
Current liabilities					
Creditors: amounts falling due within one year	7	-	13,429	13,429	12,559
Net current assets		<u>218,349</u>	<u>61,152</u>	<u>279,501</u>	<u>290,415</u>
Net assets		<u>218,349</u>	<u>61,152</u>	<u>279,501</u>	<u>290,415</u>
Funds of the charity	8				
Restricted funds					
Per note 8				61,152	74,365
Unrestricted funds					
Accumulated fund				218,349	216,050
Total Charity Funds				<u>279,501</u>	<u>290,415</u>

The trustees are satisfied that the company is entitled to exemption from the requirement to obtain an 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 Act

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records.

The trustees acknowledge their responsibilities for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.



Diane Jones
Chair

Dated... 20/7/2023 -

The notes on pages 4 to 7 form part of these financial statements

Home-Start South and West Devon Limited
Notes to the Financial Statements
for the year ended 31 March 2023

1 Accounting policies

Accounting convention

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention in accordance with the Charities SORP (FRS 102) '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 2019) Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' the Charities Act 2011 and the Companies Act 2006 except so far as all capital expenditure is written off in the accounts in the year of purchase.

Income

All incoming resources are included in the SOFA when the charity is legally entitled to the income.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Expenditure

All resources expended is accounted for on an accrual basis and are included on the SOFA. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Funds

Unrestricted - the Charity's general fund is to be used for the purposes of the charity and is not subject to any restriction as to its use.

Designated - represents monies set aside from the unrestricted funds for specific purposes, although such funds can be used for any purpose of the Charity. No funds have been allocated to this fund.

Restricted funds - these funds are only to be used for the operating costs of the charity as set out in the various grant applications. The funds are shown in note 8

Pension costs

The charitable company operates a defined contribution scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2 Investment income

	2023 £	2022 £
Deposit account interest	<u>901</u>	<u>22</u>

Home-Start South and West Devon Limited
Notes to the Financial Statements
for the year ended 31 March 2023

3 Charitable Expenditure	Unrestricted Funds	Restricted Funds	2023 £	2022 £
Family visiting	-	2,223	2,223	551
Family support group	1,101	-	1,101	1,046
Salaries	-	193,676	193,676	200,927
Employers NIC	-	17,460	17,460	17,032
Employment allowance	-	(5,000)	(5,000)	(4,000)
Employer pension costs	-	4,266	4,266	4,324
Contract labour	-	187	187	-
Training	476	1,655	2,131	2,008
Travel costs and expenses	-	9,284	9,284	5,990
Office expenses	-	304	304	458
Rent	-	436	436	77
Insurance	-	1,063	1,063	998
Printing, stationery and advertising	-	855	855	2,203
Miscellaneous	(308)	1,468	1,160	1,601
Office and Computer equipment	-	1,338	1,338	5,956
Computer and software support	-	4,321	4,321	2,629
Website development	-	714	714	903
Bank charges	72	-	72	96
	<u>1,341</u>	<u>234,250</u>	<u>235,591</u>	<u>242,799</u>

Costs of charitable activities for 2022 was £242,799 of which £1,124 was attributed to unrestricted funds and £241,675 was attributed to restricted funds.

4 Governance costs	Unrestricted Funds	Restricted Funds	2023 £	2022 £
Affiliation fees	-	4,500	4,500	6,993
Independent examiner's fees	-	1,530	1,530	1,290
Trustees' travel	-	178	178	280
Trustees' training	-	-	-	-
Evaluation of Big Lottery Project	-	6,000	6,000	4,500
	<u>-</u>	<u>12,208</u>	<u>12,208</u>	<u>13,063</u>

Governance costs for 2022 was £13,063 of which all was attributed to restricted funds.

5 Debtors	2023 £	2022 £
Debtors	2,500	10,500
Prepayments	1,694	1,336
Other debtors	2,000	2,000
	<u>6,194</u>	<u>13,836</u>

6 Cash at bank and in hand	2023 £	2022 £
COIF charities deposit account	28,766	28,275
CAF bank	257,970	260,863
	<u>286,736</u>	<u>289,138</u>

Home-Start South and West Devon Limited
Notes to the Financial Statements
for the year ended 31 March 2023

7 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	2,224	2,770
Redundancy provision	8,749	8,749
Other taxes and social security costs	1,416	-
Other creditors and accruals	1,040	1,040
	<u>13,429</u>	<u>12,559</u>

8 Movement of funds

	Balance	Incoming	Resources	Transfer	Balance
	1 April 2022	resources	expended	between	31 March 2023
				funds	
Unrestricted	<u>216,050</u>	<u>8,640</u>	<u>(1,341)</u>	<u>(5,000)</u>	<u>218,349</u>
Restricted					
Restricted Funds	-	12,214	(22,742)	32,373	21,845
Lottery Extension A	11,027			(11,027)	-
Henry Smith	55,120	30,000	(69,629)		15,491
EDP	2,000				2,000
Twin DWP	6,218	43,531	(33,403)	(16,346)	-
New main lottery	-	120,000	(120,000)		-
RNRMC RPC Fund		22,500	(684)		21,816
	<u>74,365</u>	<u>228,245</u>	<u>(246,458)</u>	<u>5,000</u>	<u>61,152</u>
Total funds	<u>290,415</u>	<u>236,885</u>	<u>(247,799)</u>	<u>-</u>	<u>279,501</u>

All funds noted above, aside from the 'unrestricted' funds, have limitations as to how the funds can be applied and are restricted funds. These restricted funds arise because the donors have limited their use to specific projects, within the stated objects of the Charity.

The unrestricted funds may be applied by the Trustees in any manner within the stated objects of the Charity.

Movement of funds - comparative year

	Balance	Incoming	Resources	Transfer	Balance
	01/04/2021	resources	expended	between	31/03/2022
				funds	
Unrestricted	116,591	25,465	(1,124)	75,118	216,050
Postcode Trust	690			(690)	-
Lottery Extension A	21,715		(10,688)		11,027
Henry Smith	55,120				55,120
Loneliness project	10,000		(10,000)		-
EDP	4,839			(2,839)	2,000
Twin DWP	87,427	126,430	(136,050)	(71,589)	6,218
New main lottery		98,000	(98,000)		-
	<u>296,382</u>	<u>249,895</u>	<u>(255,862)</u>	<u>-</u>	<u>290,415</u>

Home-Start South and West Devon Limited
Notes to the Financial Statements
for the year ended 31 March 2023

9 Controlling party and company status

The Charity is a company limited by guarantee and is controlled by the Trustees named on the Trustees Report. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

10 Related Party Transactions

There were no related party transactions for the year ended 31st March 2023.

11 Big Lottery Fund Grant - restricted funds

Included within Incoming Resources are the following amounts received from Big Lottery Fund. This income represents restricted funds.

	2023	2022
	£	£
Big Lottery Fund grant	120,000	98,000
Amounts included in incoming resources	<u>120,000</u>	<u>98,000</u>

12 Trustee remuneration and expenses

No Trustee received any remuneration during the year. Incidental expenses were paid to trustees in the year, these amount to less than £1,000.

13 Staff costs

	2023	2022
	£	£
Salaries	193,676	200,927
Employer's NIC	12,460	13,032
Pension contributions	4,266	4,324
	<u>210,402</u>	<u>218,283</u>
Average number of staff	<u>8</u>	<u>8</u>

No employees earned over £60,000 per annum.

14 Analysis of net assets between funds

	General funds	Restricted funds	Total funds
	£	£	£
Current assets	218,349	74,581	292,930
Current liabilities	-	(13,429)	(13,429)
Net assets	<u>218,349</u>	<u>61,152</u>	<u>279,501</u>