

**Home-Start Teesside**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2021**

**CHIPCHASE MANNERS**

Chartered accountants  
384 Linthorpe Road  
Middlesbrough  
TS5 6HA

# **Home-Start Teesside**

**Company Limited by Guarantee**

## **Financial Statements**

**Year ended 31 March 2021**

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# Home-Start Teesside

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 March 2021

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

#### Reference and administrative details

**Registered charity name** Home-Start Teesside

**Charity registration number** 1108495

**Company registration number** 05370504

**Principal office and registered office** 35 Marshall Avenue  
Brambles Farm  
Middlesbrough  
TS3 9AX

#### The trustees

I Stefaniuk  
C Grant  
E Johnson  
W R Bowles (Resigned 17 August 2020)  
B Whalley  
C Johnston  
W M Gardner  
T McDonald (Appointed 25 June 2020)

**Company secretary** M Hardy

**Independent examiner** M Firth  
384 Linthorpe Road  
Middlesbrough  
TS5 6HA

#### Structure, governance and management

Established in 1981 as a home-visiting organisation called PATCH (Parent And Toddler Care at Home, charity no 519711) and affiliating to Home-Start UK in 1999, Home-Start Teesside, as registered charity no 1108495, is governed and managed by a Management Board of 7 Directors who meet regularly to oversee and take responsibility for the affairs of the charity. The Charity has a trading company running four retail charity shops, whose profits are covenanted to the Home-Start Teesside project to fund running costs.

#### Governing Documents

The governing documents are the charity's Memorandum and Articles of Association. Home-Start Teesside also has a signed agreement with Home-Start UK to abide by the policies and practices within the terms of that agreement.

# Home-Start Teesside

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

**Year ended 31 March 2021**

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#### **Structure, governance and management** *(continued)*

##### Directors' induction and Training

Home-Start Teesside has a recruitment, induction and training programme for Directors, which has been approved by Home-Start UK's Quality Assurance programme. The Chairperson and the Senior Family Support Coordinator manage this programme.

The project works towards ensuring a diversity of skills across the Management Board.

Directors are encouraged to attend the project's volunteer preparation course to give them an insight into the work of the charity and also to access relevant training both locally, regionally and nationally, designed to enhance their knowledge and skills.

Home-Start Teesside has six members of staff who are office based, they are:

- One Senior Family Co-ordinator, working full time.
- Three Family Co-ordinators, working part-time.
- Two Office Administrators, working part-time.

The Family Support Coordinators recruit, train, support and supervise the project volunteers.

##### Risk Management

Risk management, as outlined in the Business Plan, is carried out throughout the organisation. The Management Board oversees policies for the finance and health and safety of the staff and volunteers as well as other policies required to achieve the sound running of the company.

The trustees and the project staff are responsible for the day-to-day risk management for themselves, the volunteers and the families.

All project trustees; staff and family volunteers have an enhanced Disclosure & Barring Service check, including references. The family project volunteers are home-visited as an additional security check.

#### **Objectives and activities**

##### Objective and activities for the public benefit

Home-Start offers support, friendship and practical help to parents with young children in local communities. The project offers a unique service by recruiting and training volunteers who are usually parents themselves to visit families at home, who have at least one child under 5, and offer them informal, friendly and confidential support.

To help give children the best possible start in life, Home-Start supports parents as they grow in confidence, strengthen their relationships with their children and widen their links with the local community. Volunteers are from all walks of life and from age 18 upwards. The more trained volunteers the project has, then the wider and more varied the skills are to support families.

Home-Start schemes are rooted in the communities they serve. They are managed locally but supported by the national organisation, Home-Start UK. This offers direction, training, information and guidance to scheme and ensures consistent and quality support for parents and children wherever they are. Home-Start has a proven, lasting, positive impact on the development of children and the health and welfare of the family.

# Home-Start Teesside

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

**Year ended 31 March 2021**

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#### **Objectives and activities** *(continued)*

##### Strategic Aims and Objectives

The strategic aims and objectives are to provide the core home-visiting service, to families, throughout Stockton, Middlesbrough and Redcar & Cleveland to the level of satisfying the demand for the service.

#### **Achievements and performance**

Last year, with the help of trained volunteers, Home-Start Teesside was able to support a number of families directly through home visit. During Covid and lockdown we remained supporting families with a combination of doorstep/activities/care packages, social distance walks and digital support. The Home-Start statistical management system (MESH) identifies that throughout the year Home-Start Teesside supported 46 families and 96 children. We received major grants from The National lottery Covid-19, Children in Need's Covid 19 Next Steps along with the support of Home-Start UK this was vital to help mitigate the impact of Covid on Home-Start Teesside. The income from our four charity shop units has allowed the charity to maintain a sustainable family support service level. Having to close the Trading company during lockdown it was a vulnerable time. However due to the government furlough scheme and grants the Trading company was able to not only survive but to covenant over its profit to the Charity.

Several smaller grants have supported our core work, thanks to Masonic Charitable Trust, Middlesbrough & Teesside Philanthropic foundation, Catherine Cookson Trust and Groundwork UK.

#### **Financial review**

Home-Start Teesside Directors review the finances at each of their board meetings. The Chair, Treasurer and trustees maintain a watching brief on day-to-day costs. The Treasurer and Office Administrator oversee the book-keeping/finance on a SAGE accounting system. Each funder receives reports and evidence of how their funds have been spent.

Law applicable to charities in England and Wales requires Directors to prepare these financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and its financial position at the end of the financial year.

##### Investment Policy

The investment policy is to build up reserves.

#### **Plans for future periods**

The current three-year Business Plan is for the project to maintain its presence in Redcar & Cleveland and expand the project to full capacity in Stockton and Middlesbrough. The Project will continue to recruit and train volunteers for the Board, the charity and the Trading Company.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

# **Home-Start Teesside**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year ended 31 March 2021**

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The trustees' annual report was approved on 10 September 2021 and signed on behalf of the board of trustees by:

E Johnson  
Trustee

# **Home-Start Teesside**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of Home-Start Teesside**

**Year ended 31 March 2021**

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I report to the trustees on my examination of the financial statements of Home-Start Teesside ('the charity') for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.

M Firth  
Independent Examiner

384 Linthorpe Road  
Middlesbrough  
TS5 6HA

10 September 2021

# Home-Start Teesside

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2021

			2021		2020
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	105,429	62,833	168,262	65,898
<b>Total income</b>		<u>105,429</u>	<u>62,833</u>	<u>168,262</u>	<u>65,898</u>
<b>Expenditure</b>					
Expenditure on charitable activities	6,7	(35,915)	(61,083)	(96,998)	(76,232)
<b>Total expenditure</b>		<u>(35,915)</u>	<u>(61,083)</u>	<u>(96,998)</u>	<u>(76,232)</u>
<b>Net income/(expenditure) and net movement in funds</b>		<u>69,514</u>	<u>1,750</u>	<u>71,264</u>	<u>(10,334)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		2,721	5,000	7,721	18,055
<b>Total funds carried forward</b>		<u>72,235</u>	<u>6,750</u>	<u>78,985</u>	<u>7,721</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 8 to 16 form part of these financial statements.

# Home-Start Teesside

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2021

	Note	2021 £	2020 £
<b>Current assets</b>			
Debtors	12	96,294	5,473
Cash at bank and in hand		6,220	6,215
		<u>102,514</u>	<u>11,688</u>
<b>Creditors: amounts falling due within one year</b>	13	(7,062)	(3,967)
<b>Net current assets</b>		<u>95,452</u>	<u>7,721</u>
<b>Total assets less current liabilities</b>		<u>95,452</u>	<u>7,721</u>
<b>Creditors: amounts falling due after more than one year</b>	14	(16,467)	—
<b>Net assets</b>		<u><u>78,985</u></u>	<u><u>7,721</u></u>
<b>Funds of the charity</b>			
Restricted funds		6,750	5,000
Unrestricted funds		72,235	2,721
<b>Total charity funds</b>	17	<u><u>78,985</u></u>	<u><u>7,721</u></u>

For the 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 company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 10 September 2021, and are signed on behalf of the board by:

E Johnson  
Trustee

The notes on pages 8 to 16 form part of these financial statements.

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2021

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#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 35 Marshall Avenue, Brambles Farm, Middlesbrough, TS3 9AX.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', 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 (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Disclosure exemptions

Advantage has been taken of the following disclosure exemptions available:

No cash flow statement has been presented for the company.(a) No cash flow statement has been presented for the company.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Government grants**

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

##### **Financial instruments**

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

Home-Start Teesside is a company limited by guarantee and accordingly does not have a share capital

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to become a member.

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
General Donations	528	—	528
Children in Need BBC grant	—	13,333	13,333
Paypal/ Ebay	107	—	107
Yarm Methodist Church	—	—	—
Homestart UK	523	—	523
Garfield Weston	—	—	—
Masonic Charitable Fund	—	3,000	3,000
Catherine Cookson	—	500	500
National Lottery	—	40,000	40,000
M&T Philanthropic	—	5,000	5,000
TVCE Commercial Ltd	4,000	—	4,000
Groundwork UK	—	1,000	1,000
<b>Gifts</b>			
Covenanted income	95,418	—	95,418
<b>Grants</b>			
Government grant income	4,853	—	4,853
	<u>105,429</u>	<u>62,833</u>	<u>168,262</u>

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
General Donations	2,948	—	2,948
Children in Need BBC grant	—	—	—
Paypal/ Ebay	720	—	720
Yarm Methodist Church	—	5,000	5,000
Homestart UK	—	—	—
Garfield Weston	—	7,500	7,500
Masonic Charitable Fund	—	—	—
Catherine Cookson	—	—	—
National Lottery	—	—	—
M&T Philanthropic	—	—	—
TVCE Commercial Ltd	—	—	—
Groundwork UK	—	—	—
<b>Gifts</b>			
Covenanted income	49,730	—	49,730
<b>Grants</b>			
Government grant income	—	—	—
	<u>53,398</u>	<u>12,500</u>	<u>65,898</u>

#### 6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Support for families	26,633	59,738	86,371
Support costs	9,282	1,345	10,627
	<u>35,915</u>	<u>61,083</u>	<u>96,998</u>

  

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Support for families	62,742	11,074	73,816
Support costs	2,240	176	2,416
	<u>64,982</u>	<u>11,250</u>	<u>76,232</u>

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 7. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	<b>Total funds 2021 £</b>	Total fund 2020 £
Support for families	86,371	—	86,371	73,816
Governance costs	—	10,627	10,627	2,416
	<u>86,371</u>	<u>10,627</u>	<u>96,998</u>	<u>76,232</u>

#### 8. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

#### 9. Independent examination fees

	<b>2021 £</b>	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,000</u>	<u>960</u>

#### 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2021 £</b>	2020 £
Wages and salaries	61,143	50,285
Social security costs	4,467	903
Employer contributions to pension plans	2,920	2,649
Other employee benefits	—	969
	<u>68,530</u>	<u>54,806</u>

The average head count of employees during the year was 6 (2020: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2021 No.</b>	2020 No.
Project Staff	4	2
Administration staff	2	1
	<u>6</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

#### 11. Trustee remuneration and expenses

No remuneration was paid to the trustees of Home-Start Teesside during the year ended 31 March 2021 (2020: £NIL).

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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#### 12. Debtors

	2021 £	2020 £
Amounts owed by group undertakings	95,779	3,852
Prepayments and accrued income	515	1,621
	<u>96,294</u>	<u>5,473</u>

#### 13. Creditors: amounts falling due within one year

	2021 £	2020 £
Bank loans and overdrafts	2,533	—
Accruals and deferred income	1,000	960
Social security and other taxes	3,468	2,556
Other creditors	61	451
	<u>7,062</u>	<u>3,967</u>

#### 14. Creditors: amounts falling due after more than one year

	2021 £	2020 £
Bank loans and overdrafts	<u>16,467</u>	<u>—</u>

#### 15. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,920 (2020: £2,649).

#### 16. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2021 £	2020 £
Recognised in income from donations and legacies:		
Government grants income	<u>4,853</u>	<u>—</u>

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

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#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 20 21 £
General funds	2,721	105,429	(35,915)	72,235

	At 1 April 2019 £	Income £	Expenditure £	At 31 March 20 20 £
General funds	14,305	53,398	(64,982)	2,721

##### Restricted funds

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 20 21 £
Restricted fund	5,000	62,833	(61,083)	6,750

	At 1 April 2019 £	Income £	Expenditure £	At 31 March 20 20 £
Restricted fund	3,750	12,500	(11,250)	5,000

##### Analysis of restricted funds:

	At 01 April 20 £	Income £	Expenditure £	At 31 March 21 £
Garfield & Western	5,000	—	5,000	—
Masonic Charitable Fund	—	3,000	2,250	750
Catherine Cookson	—	500	500	—
National Lottery	—	40,000	40,000	—
BBC Children in Need	—	13,333	13,333	—
M&T Philanthropic	—	5,000	—	5,000
Groundwork UK	—	1,000	—	1,000
	5,000	62,833	61,083	6,750

##### Purposes of restricted funds:

Support for the project providing support and friendship to families and children in the Teesside area in order to improve day-to-day family life and childrens futures.

# Home-Start Teesside

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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#### 18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Current assets	95,764	6,750	102,514
Creditors less than 1 year	(7,062)	—	(7,062)
Creditors greater than 1 year	(16,467)	—	(16,467)
<b>Net assets</b>	<u>72,235</u>	<u>6,750</u>	<u>78,985</u>

  

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Current assets	6,688	5,000	11,688
Creditors less than 1 year	(3,967)	—	(3,967)
Creditors greater than 1 year	—	—	—
<b>Net assets</b>	<u>2,721</u>	<u>5,000</u>	<u>7,721</u>

#### 19. Related parties

At the year end the amount due from Home-Start Teesside Trading Limited was £95,779 (2020: £3,852).