

Registered Charity Number
1108612

Registered Company Number
05375011

HOME-START OXFORD

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

HOME-START OXFORD

Contents

	Page
Company Information	2
Trustee Annual Report	3-5
Statement of trustees' responsibilities	6
Independent Examiner's report	7
Statement of Financial Activities	8-9
Income and Expenditure account	10
Recognised Gains and Losses	11
Movements on Accumulated Funds	11
Balance Sheet	12
Notes to the accounts	13-19
Detailed Statement of Financial Activities	20-21

**HOME-START OXFORD
COMPANY INFORMATION**

Directors and Trustees

Prue Reynolds (Chair)
Linda McDiarmid
Douglas Keir (Treasurer)
Sally Bagenal (resigned 13.07.23)
Rachel Bailey-Williams
Charlotte Beatson
Catharine Gilson (resigned 30.06.23)
Mariam Iqbal
Chloe Johnston (appointed 01.06.23)
Lucy Noble
Alison Sutton-Davezac (appointed 01.06.23)
Mark Upton (appointed 01.06.23)
Sarah Wood (resigned 18.10.22)

Independent Examiner

Alder Demain & Akers
2 Michael Court
Hanney Road
Southmoor
Oxfordshire OX13 5HR

Bankers

CAF Bank Ltd
25, Kings Hill Avenue,
West Malling
Kent ME19 4JQ
Telephone: 0845 072 5555

Virgin Money
Jubilee House,
Gosforth,
Newcastle upon Tyne, NE3 4PL.

Registered office

26 Kingfisher Green
Oxford OX4 7BX
Telephone: 01865 649003

Charity Registered number

1108612

Company Registered Number

5375011

Employees (employed during the year)

Chief Executive

Katharine Barber

Head of Family Support

Kerry Center

Family Co-ordinators

Wendy Aldiss

Charlie Payne

Growing Minds Co-ordinator

Lucy White

Inclusion Co-ordinator

Suffia Hussain

Witney Family Group Co-ordinator

Jan Chrystal

Family Support Worker

Aline Terres

Office Manager

Melanie Mortimer

Admin Assistant

Gunilla Hickmott

Development Manager

Zena Forster

Communications Manager

Alaine O'Brien

Home-Start Oxford

The Report of the Trustees for the year ended 31 March 2023

Introduction

The trustees have pleasure in submitting their report and the financial statements for the year ended 31 March 2023

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. Their responsibilities include all the responsibilities of directors under the Companies Acts and trustees under the Charities Act.

Structure, governance and management

Home-Start Oxford, a company limited by guarantee and not having a share capital, is governed by the conditions contained in its Memorandum and Articles of Association. In accordance with the governing documents, the Board is made up of no fewer than four and no more than twelve trustees. Copies of these documents are available from the Registered Office listed on the Information page. In the event of a winding up, the liability of each member or any person who has ceased to be a member in the last 12 months is limited to one pound sterling. The Board has the power to fill any vacancies arising in the year, any such appointments to be confirmed by members at the next Annual General Meeting.

New trustees are briefed on their obligations under charity and company law, on the Board's decision-making process and strategy and the recent financial performance of the charity.

The employees of the charity are listed on the Information page.

Objects, vision and purpose

The objects for which the charity is established are:

- To safeguard, protect and preserve the good health, both mental and physical, of children and their parents.
- To prevent cruelty to, or maltreatment of, children
- To relieve sickness, poverty and need amongst children and parents of children
- To promote the education of the public in better standards of child care within the areas of West and Mid-Oxfordshire and the environs.

Public benefit statement.

The trustees confirm that they have had due regard, in all their decision making, as to the guidance published by the Charity Commission on public benefit.

Home-Start Oxford works to support families who are isolated and vulnerable and to give children the very best start in life. It is committed to equal opportunities and provides an inclusive service across central and west Oxfordshire. It works closely with other agencies and partners and contributes to building stronger communities through its commitment to the wellbeing of families and training and support of volunteers. Its cumulative experience is available to contribute to the ongoing development of services for early years.

The Report of the Trustees for the year ended 31 March 2023

Summary of Activities

Although Covid restrictions are behind us, we are still seeing the impact that the pandemic has had on families. This has been made worse by the cost-of-living crisis. Both have had a disproportionate impact on families who were already vulnerable.

Budget cuts and the rising thresholds for statutory services have meant that families have fewer places to turn for face-to-face support. As a result, the service that we offer, starting in the home, is increasingly important. This year 86% of our 1-to-1 supported families faced complex and multiple needs compared to 41% in 2020-21. Similarly 84% are now coping with mental health difficulties, compared to 66% in 2020-21. Experience of domestic abuse has also risen and we are now supporting more lone parent families. Our work this year has also included running a six week group for parents, babies and toddlers for refugees who had been moved from detention to a hotel in Witney.

Our home visiting support to families continues to be the core of our service, which is provided by our team of volunteers and Family Support Worker, backed up by our two part-time Coordinators. This year we also expanded our group work, opening two new universal stay and play groups, 'Leys Little Birds' in Blackbird Leys and 'Rose Buds' in Rose Hill to sit alongside the weekly groups run in Witney.

For the first time we had a programme of holiday activities for families in both Oxford and Witney, achieving our strategic goal, expanding our reach and the ways in which we support children and parents. Outreach support, to help families who may be wary of coming out of the home was another new development. We are now three years into our seven-year pilot project: Growing Minds, which is delivered collaboratively with charities Peeple, and The Berin Centre, and a range of community and statutory partners. There are now 376 families enrolled in the project. Parents attending group sessions say they are more proactive and engaged in home learning activities with their children and feel they have better parenting skills and higher quality interactions with their children.

We supported more families than ever before this year, reaching 412 families – and over 1,000 individuals – through our home-visiting, groups and holiday activities, and outreach. Volunteers are the cornerstone of our service, and we value the wide range of experience and personal qualities they bring to their relationships with families. Although it is becoming increasingly difficult to recruit volunteers, or for them to stay involved as long as they perhaps did in the past, we were proud to have a team of 51 that have supported families through home-visiting and groups this year. We provided enhanced training in response to support needs, which included hoarding, cost of living, neurodiversity and perinatal and infant mental health.

In addition we continued to coordinate the Oxfordshire Early Years Network, which we created in 2020 with partner charity Viva Doorsteps. The network now has over 170 members and has helped us amplify the needs of families in the earliest years, to the Local Authority and other key players.

Collaboration is key to how we work, and we continued to play a leading role in our Home-Start Oxfordshire Consortium, to optimise our service and ensure joined up provision across the county.

Earlier this year we facilitated joint responses from both these partnerships to the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Partnership Strategic Priorities. We are keen for our voices of our families to be heard as the ICP starts to design its plans, and to emphasise the vital role voluntary groups play in reaching and supporting marginalised children and parents in the earliest years.

Our Annual Report can be found on our website www.homestartoxford.org.uk and provides further details about all our activities this year.

Financial Report

We are very happy to record a 16% increase in our total income in 2022-23 (£315,416) compared with 2021-22 (£270,506). The increase arose from significantly higher unrestricted funds which are especially welcome, as they can be used flexibly, and have helped the charity to adapt and grow in response to need.

Home-Start Oxford

The Report of the Trustees for the year ended 31 March 2023

Financial Report (cont.)

Total expenses for 2022-23 rose by 32% from £230,975 to £305,472. Within these figures, total salary costs, including National Insurance and pensions, increased from £192,496 to £249,944: this was due to a combination of the increased numbers of staff recruited during the previous year to allow the charity to continue providing the higher levels of family support needed by the local community, and the compounding effect of a general review of salaries against those being paid in the local charitable sector market. Other expenses also increased sharply: the costs associated with our new premises were significantly higher after a period of rent-free accommodation in the previous year, and there was a return to more normal travel costs for both staff and volunteers following periods of Covid lockdown. IT costs continued to rise.

The result of the changed income and expenses led to a surplus of £9,634 compared to one of £39,531 the year before, and an increase in total reserves to £247,530 (2022: £237,896), of which £223,153 were unrestricted and uncommitted. This represents 73% of total expenses for the year.

Risk Assessment

The trustees recognise and accept their responsibility for ensuring that the risks to which the charitable company is exposed are reviewed and steps taken to mitigate potential damage by use of appropriate preventative controls and corrective actions. Trustees are aware of the Charities Statement of Recommended Practice (SORP) and accept the requirement, in relation to all aspects of their work, for regular assessments of operating strengths and weakness. To this end the risk management strategy comprises an annual review of the risks which the charity may face, the establishment of systems and procedures to mitigate those risks identified; and the implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise.

Reserves Policy

The trustees have reviewed the level of the charity's reserves which are freely available for financing continuing operations. The trustees consider that unrestricted reserves adequate to meet the charity's immediate commitments, and in addition an amount of approximately 3 months' operating expenses is the practical minimum in order to protect the continued existence of the charity and ensure that obligations of current service users can be safely fulfilled. In the current situation of extreme financial uncertainty, however, unrestricted reserves of at least 6 months' operating expenditure are felt to be more appropriate to ensure that obligations to current service users can be safely met.

At 31.3.23, total unrestricted reserves:	£244,323
Prior commitments (potential redundancy payments and project funding)	-21,170
Unrestricted, uncommitted reserves	<u>£223,153</u>
Total expenditure 2022-23	£305,472

Investment policy

All funds are held in current or interest-bearing bank accounts.

The Report of the Trustees for the year ended 31 March 2023

Trustees' responsibilities statement

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006, the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015.

Company and Charity 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 those 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;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts 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 of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining and ensuring that, on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

Method of preparation of accounts

The financial statements have been prepared implementing the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, and in accordance with the Financial Reporting Standard 102, (effective 1 January 2016.)

These financial statements have been prepared in accordance with the provisions in part 15 of the Companies Act 2006, applicable to companies subject to the small companies regime.

This report was approved by the trustees on the 26th September, 2023, and signed on their behalf, by



Douglas Keir
Director and Trustee
26 September 2023

Home-Start Oxford

Independent Examiner's Report for the year ended 31 March 2023

I report on the financial statements of the company for the year ended 31 March 2023, which are set out on pages 2 - 21.

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 financial statements. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed.

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

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

Basis of independent examiner's report

My examination was carried out in accordance with the 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

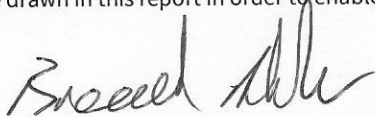
In connection with my examination, no matter has come to my attention:

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
- to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- the financial statements have not been prepared in accordance with the Charities SORP (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.

Signed:



Dated:

16 September 2023

Brook Alder
Alder Demain & Akers Ltd
2 St Michael's Court, Southmoor
Oxfordshire, OX13 5HR

Home-Start Oxford
Statement of Financial Activities for the year ended 31 March 2023

		Unrestricted Funds	Restricted funds	Total Funds	Total Funds
	Notes	2023 £	2023 £	2023 £	2022 £
Incoming resources					
Incoming resources from generated funds					
Voluntary Income		142,600	34,805	177,405	138,983
Activities for generating funds		4,020	-	4,020	5,696
Investment Income	5	1,051	-	1,051	90
Incoming resources from charitable activities		-	132,630	132,630	125,737
Total incoming resources		147,670	167,435	315,106	270,506
Resources expended					
Fund-raising costs		31,886	-	31,886	26,134
Costs of charitable activities		105,732	167,854	273,586	204,841
Total resources expended		137,618	167,854	305,472	230,975
Net incoming resources before transfers between funds		10,052	-418	9,634	39,531
Gross transfers between funds	11			-	-
Net incoming resources before other recognised gains and losses		10,052	-418	9,634	39,531
Other gains and losses		-	-	-	-
Net movement in funds	3	10,052	-418	9,634	39,531
Reconciliation of funds					
Total funds brought forward		234,271	3,625	237,896	198,365
Total funds carried forward		244,323	3,207	247,530	237,896

The notes on pages 13-19 form an integral part of these accounts
All activities derive from continuing operations.

Home-Start Oxford
Statement of Financial Activities for the year ended 31 March 2023

Prior year's figures

		Unrestricted Funds	Restricted funds	Total Funds
	Notes	2022 £	2022 £	2022 £
Incoming resources				
Incoming resources from generated funds				
Voluntary Income		80,776	58,208	138,983
Activities for generating funds		5,696	-	5,696
Investment Income	5	90	-	90
Incoming resources from charitable activities		-	125,737	125,737
Total incoming resources		86,561	183,945	270,506
Resources expended				
Fund-raising costs		25,929	205	26,134
Costs of charitable activities		4,670	200,171	204,841
Total resources expended		30,599	200,376	230,975
Net incoming resources before transfers between funds		55,962	-16,431	39,531
Gross transfers between funds	11			-
Net incoming resources before other recognised gains and losses		55,962	-16,431	39,531
Other gains and losses		-	-	-
Net movement in funds	3	55,962	-16,431	39,531
Reconciliation of funds				
Total funds brought forward		178,309	20,056	198,365
Total funds carried forward		234,271	3,625	237,896

The notes on pages 13-19 form an integral part of these accounts.
All activities derive from continuing operations.

Home-Start Oxford
Statement of Financial Activities for the year ended 31 March 2023

Income and Expenditure Account as required by the Companies Act for the year ended 31 March 2023

	2023	2022
	£	£
Turnover	314,055	270,417
Costs of turnover	305,472	230,975
Operating surplus / deficit	<u>8,583</u>	<u>39,441</u>
Interest receivable	1,051	90
Interest payable	0	0
Surplus/deficit on ordinary activities before tax	<u>9,634</u>	<u>39,531</u>
Surplus/deficit for the year	<u>9,634</u>	<u>39,531</u>
Retained surplus/deficit for the financial year	<u>9,634</u>	<u>39,531</u>

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the income and expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes on pages 13-19 form an integral part of these accounts

Home-Start Oxford
Statement of Financial Activities for the year ended 31 March 2023

Statement of Total Recognised Gains and Losses
for the year ended 31 March 2023

	2023	2022
	£	£
Surplus/deficit of income over expenditure before realisation of assets	9,634	39,531
	9,634	39,531
Grants for the acquisition of fixed assets	-	-
Net movement in Funds	9,634	39,531

Movements in revenue and capital funds
for the year ended 31 March 2021

	Unrestricted Funds	Restricted funds	Total Funds	Total Funds
	2023	2023	2023	2022
	£	£	£	£
Accumulated funds brought forward	234,271	3,625	237,896	198,365
Recognised gains and losses before transfers	10,052	-418	9,634	39,531
Transfer between Funds	-	-	-	-
Accumulated funds carried forward	244,323	3,207	247,530	237,896
being				
Accumulated Revenue Fund	244,323	3,207	247,530	237,896
Fixed Asset Fund	-	-	-	-
	244,323	3,207	247,530	237,896

Home-Start Oxford

Balance Sheet as at 31st March 2023

	Note	2023 £	2022 £
Fixed Assets			
Tangible assets	10	5,463	7,334
Current Assets			
Debtors & prepayments	8	19,308	886
Cash at bank and in hand		245,490	274,298
Total current assets		<u>264,798</u>	<u>275,184</u>
Current liabilities			
amounts due within one year	9	<u>-22,731</u>	<u>-44,621</u>
Net Current Assets		242,067	230,562
Total assets less liabilities		<u>247,530</u>	<u>237,896</u>
Net Assets		<u><u>247,530</u></u>	<u><u>237,896</u></u>
Charity funds			
Unrestricted funds		244,323	234,271
Restricted funds		3,207	3,625
		<u>247,530</u>	<u>237,896</u>

The financial statements have been prepared in accordance with the provisions relating to companies subject to the small companies regime part 15 of the of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities.

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 7.

The financial statements have been prepared in accordance with the provisions in part 15 of the Companies Act 2006 applicable to companies subject to the small company regime.

The financial statements were approved by the trustees on 26th September 2023 and signed on their behalf by:



Douglas Keir (Trustee and Director)

The notes on pages 13-19 form an integral part of these accounts

Home-Start Oxford
Notes to the accounts
for the year ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparation of the accounts

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, and all other applicable accounting standards, as modified by the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005. The accounts have been drawn up in accordance with the provisions of the Charities Act and the Companies Act.

In so far as the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005 requires compliance with specific Financial Reporting Standards other than the FRSSE then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRSSE.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

The particular accounting policies adopted are set out below.

Risks and future assumptions

The charity constitutes a public benefit entity as defined by FRS 102

Accounting convention

The financial statements are prepared on a going concern basis, under the historical cost convention as modified by the revaluation of freehold land and buildings and fixed asset investments.

The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

Incoming Resources

Incoming resources are accounted for on a receivable basis, but will be deferred where appropriate in line with the policy stated below.

Investment Income

Bank Interest received is included on an actual receipts basis.

Home-Start Oxford
Notes to the accounts
for the year ended 31 March 2023

1. ACCOUNTING POLICIES - CONTINUED

Deferred income

In accordance with the Statement of Recommended Practice for Accounting and Reporting (effective April 2005) issued by the Charity Commissioners for England & Wales grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (effective April 2005) issued by the Charity Commissioners for England & Wales.

Resources Expended

With the exception of fund-raising, all the activities of the company are considered to be charitable activities, and, as such, the costs have been aggregated in the income statement. This includes the direct costs of providing services to beneficiaries, the training and support of volunteers and the salary and pension costs of employees involved in facilitating the above, including those related to the management and governance of the organisation. A break-down of these costs is given in the notes to the accounts.

Fixed assets and depreciation

All tangible fixed assets, except freehold land and buildings, are stated at cost less depreciation. Freehold land and buildings, where held, are stated at a valuation arrived at by a professionally qualified firm of valuers, who valued the assets on the basis of open market value in current use.

Items of less than £1,000 are not capitalised.

Depreciation has been provided at the following rates in order to write off the assets (less their expected residual value) over their estimated useful economic lives.

Plant and machinery 25% straight line

A regular annual review of the likelihood of asset impairment is undertaken.

Home-Start Oxford
Notes to the accounts
for the year ended 31 March 2023

1. ACCOUNTING POLICIES - CONTINUED

Capital grants

The board of trustees consider that, in order to comply with the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales (effective October 2005), gifts of tangible fixed assets or grants of a capital nature given for specific purposes and fully utilised in the furtherance of the objects of the charity should be credited to the relevant fixed asset fund after the sums have been properly expended on the restricted purpose. The related asset is shown in the balance sheet at the full cost of acquisition or subsequent revaluation.

If the related assets are subject to restrictions by the grant making organisation on their use and disposal, then these restrictions are noted in the fixed asset section of these accounts. In such circumstances, the fixed asset fund created is treated as a restricted fixed asset fund. As the related assets are depreciated, then a transfer is made from restricted fixed asset funds to unrestricted revenue reserves to reflect the diminution in the asset subject to the restriction.

If the related assets are not subject to restrictions by the grant making organisation on their use and disposal, then the fixed asset fund created is treated as a designated fixed asset fund. As the related assets are depreciated, then a transfer is made from designated fixed asset funds to unrestricted revenue reserves to reflect the diminution in the asset.

Any residual liability to the donor arising from, for example, the asset's future sale, is disclosed as a contingent liability unless the event that would trigger repayment of the grant becomes probable in which case a liability for repayment is recognised.

Insofar as this policy relates to Government grants and to the extent that it may be a departure from the Statement of Standard Accounting Practice Number 4, such departure is justified on the basis that it is in order to comply with the Statement of Recommended Practice for Accounting and Reporting (effective April 2005) issued by the Charity Commissioners for England & Wales.

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

Home-Start Oxford
Notes to the accounts
for the year ended 31 March 2023

1 ACCOUNTING POLICIES - CONTINUED

Funds structure policy (continued)

A fixed asset fund is maintained which represents the written down value of tangible fixed assets, and is divided into a restricted fixed asset fund representing the written down value of those assets subject to restrictions, with the balance being in a designated fund representing the written down value of those assets free of restrictions. The detailed operation of these funds is described under the accounting policy 'Capital grants'.

Any surplus on a Restricted Fund which has ceased and where the donor has confirmed full completion with the service criteria and which relates to estimated apportionment of charitable or governance and administration costs will be transferred to the Unrestricted Fund to support the remaining costs and disclosed in the notes to the accounts.

2 WINDING UP OR DISSOLUTION OF THE CHARITY

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debt and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

3 SURPLUS FOR THE FINANCIAL YEAR

	2023	2022
	£	£
This is stated after crediting		
Income from ordinary activities	315,106	270,506
and after charging:-		
Depreciation of owned fixed assets	1,870	1,202
Indemnity Insurance for trustees and employees	1,242	720

Funds belonging to the charity have been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

4 STATEMENT THAT NO FEES WERE PAID TO TRUSTEES OR CONNECTED PERSONS

There were no fees or other remuneration paid to trustees. Trustees' training and business-related travel and other expenses were paid.

	2023	2022
	£	£
5 INVESTMENT INCOME		
Other bank deposit interest received	1051	90

Home-Start Oxford
Notes to the Accounts
for the year ended 31 March 2023

6 DEFERRED INCOMING RESOURCES & RESERVES - RESTRICTED FUNDS

	Opening deferrals	Released from prior years	Gross Income received	Additional deferrals	Closing deferrals
	£	£	£	£	£
Restricted Funds					
Alex Timpson Trust	-	-	1,000	1,000	1,000
Bartlett Taylor	333	333	500	-	-
Batchworth Trust	10,833	10,833	-	-	-
BBC Children in Need	4,476	4,476	27,357	6,714	6,714
CAG Oxford	-	-	500	500	500
City of Oxford Charity	-	-	2,000	500	1,500
Home-Start UK	9,779	9,779	4,000	-	-
Jim Cousins Trust	-	-	1,000	1,000	1,000
Nat'l Lottery Awards for All	-	-	10,000	2,500	2,500
Oxfordshire Community Foundation	8,930	8,930	24,500	5,833	5,833
Witney Town Council	6,988	6,988	5,600	-	-
Total (Restricted Funds)	41,339	41,339	76,457	18,047	19,047

	2023	2022
	£	£
These deferrals are included in creditors	19,047	41,340

The deferrals included in creditors relate to those grants and donations specified by the donors as relating to specific periods and represent those parts of the grants or donations which relate to periods subsequent to the accounting year-end and are treated as grants in advance, or alternatively where there are conditions which must be fulfilled prior to entitlement or use of the grant or donation by the charity.

7 STAFF COSTS AND EMOLUMENTS

	2023	2022
	£	£
Gross salaries	225,959	180,240
Employer's National Insurance	15,381	6,891
Employer's Pension Contributions	8,604	5,365
	<u>249,944</u>	<u>192,496</u>
	2023	2022
Number of full time employees or full-time equivalents	7.3	8.1

There were no employees that received remuneration amounting to more than £60,000 per annum.

The charity has an active auto-enrolment compliant, defined contribution, pension scheme open to new members. It also has a closed auto-enrolment non-compliant, defined contribution, pension scheme. The assets of both schemes are held separately from the assets of the charity, being invested with a master trust pension fund and an insurance company respectively. Pension costs charged in the SOFA represent the contributions payable by the charity in the year.

Home-Start Oxford
Notes to the Accounts
for the year ended 31 March 2023

8 DEBTORS	2023 £	2022 £
Trade debtors	-	-
Grant debtors	19,039	-
Prepaid expenses	269	886
	<u>19,308</u>	<u>886</u>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023 £	2022 £
Other creditors	-	-
Accrued expenses	1,861	1,324
PAYE and NI	-	-
Pension Contributions	43	-
Copier lease creditor	1,780	1,958
Deferred income and grants in advance (see note 6)	19,047	41,339
	<u>22,731</u>	<u>44,621</u>

10 TANGIBLE FIXED ASSETS

	2023 Office Equipment £	2022 Office Equipment £
Cost		
At 1 April 2022	29,022	24,389
Additions	-	4,634
At 31 March 2023	<u>29,022</u>	<u>29,022</u>
Depreciation		
At 1 April 2022	21,688	20,486
Charge for the year	1,870	1,202
At 31 March 2023	<u>23,558</u>	<u>21,688</u>
NBV at 31 March 2022	7,334	3,903
NBV at 31 March 2023	5,464	7,334

The Net Book Values above represent the whole of the assets, however funded.

Home-Start Oxford
Notes to the Accounts
for the year ended 31 March 2023

11 PARTICULARS OF INDIVIDUAL FUNDS AND ANALYSIS OF ASSETS AND LIABILITIES REPRESENTING FUNDS AT 31 MARCH 2023

At 31 March 2023	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds
	£	£	£	£
Tangible Fixed Assets	5,464	-	-	5,464
Net current assets	238,860	0	3,207	242,067
Total Funds	244,324	0	3,207	247,531

The individual funds included above are:-

	Funds at 1 April 2022	Net resources	Transfers	Funds at 31 March 2023
	£	£	£	£
Restricted funds				
Brook Trust	-	3,055	-	3,055
City of Oxford Charity	33 -	33	-	0
Oxfordshire Comm. Found'n Growing Minds	3,431	-3,431	-	0
St Mary Magdalen Parish Charities	161 -	9	-	152
Unrestricted Fund	234,271	10,052	-	244,323
TOTAL CHARITY FUNDS	237,896	6,579	0	247,530

12 ENDOWMENT FUNDS

The Charity had no endowment funds in the year ended 31 March 2023.

13 SHARE CAPITAL

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

Home-Start Oxford
Notes to the Accounts
for the year ended 31 March 2023

Status of this schedule to the Statement of Financial Activities

The schedules on the following pages are required by the disclosure requirements of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005

As such, they form a part of the accounts required by the Charities (Accounts and Reports) Regulations 2008.

They do not form a part of the accounts required by the provisions of the Companies Acts, but to some extent they may duplicate information found elsewhere in the accounts.

INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Incoming resources from generated funds				
Voluntary income	24,858	1,721	26,579	12,384
Furlough		-	0	677
Donations from Trusts and Corporate bodies	106,317	33,084	139,402	125,908
Total	131,175	34,805	165,981	138,970
Gifts in kind, donated services and facilities				
Donated volunteer expenses	1,424	-	1,424	14
Total	1,424	-	1,424	14
Total voluntary income	132,600	34,805	167,405	138,983
Activities for generating funds				
Fund-raising activities	4,020	-	4,020	5,696
Total of Activities for generating funds	4,020	-	4,020	5,696
Investment income				
Bank interest received	1,051	-	1,051	90
Total Investment Income	1,051	-	1,051	90
Incoming resources from charitable activities				
Service related grants: charitable services to beneficiaries	10,000	132,630	142,630	125,737
Total Incoming resources from charitable activities	10,000	132,630	142,630	125,737
Total incoming resources	147,670	167,435	315,106	270,506

Home-Start Oxford
Notes to the Accounts
for the year ended 31 March 2023

RESOURCES EXPENDED	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2023	2023	2023	2022
	£	£	£	£
Cost of generating funds				
Gross wages and salaries including pensions	30,326	-	30,326	25,288
Other / sundry	1,560	-	1,560	846
	31,886	0	31,886	26,134
Cost of charitable activities				
Staff				
Salaries	69,835	144,792	214,627	167,414
Travel and Subsistence	657	4,098	4,755	5,614
Training	724	1,093	1,816	1,081
Recruitment	319	-	319	1,657
Other	93	-	93	125
Volunteers				
Travel and Subsistence	849	1,982	2,831	866
Training	579	11	590	1,957
Recruitment	106	-	106	49
Other	360	30	390	994
Groups, family events & beneficiaries				
Venue hire	-	2,535	2,535	1,154
Resources & other	482	1,957	2,439	2,764
Beneficiaries	-	3,335	3,335	
Premises				
Rent	2,200	-	2,200	-2,220
Service charges	2,478	-	2,478	-1,860
Venue hire,moving & other	3,932	171	4,103	2,340
Office / admin				
IT related, incl. depreciation	12,261	1,400	13,661	7,011
Postage,stationery,printing,copying	1,509	87	1,596	940
Telecoms	4,360	826	5,186	3,404
Other	3,668	70	3,738	1,395
Governance & scheme management				
Insurance	242	1,203	1,445	923
Fees	89	-	89	2,327
H-S UK Levy	1,369	3,500	4,869	5,977
Trustees' costs	121	638	760	37
AGM, annual report	-500	126	-375	893
Total	105,732	167,854	273,586	204,841