

HOME-START RICHMOND, KINGSTON & HOUNSLOW

England & Wales · Charity number 1108975

Details

Other names HOME-START RICHMOND UPON THAMES

Status Registered

Legal form Charitable company

Company number [05386801](#)

Registered 2005-04-11

Register [View on the Charity Commission register](#)

Contact

Address Vestry House
21 Paradise Road
TW9 1SA

Phone 02084878500

Email info@homestart-rkh.org.uk

Website www.homestart-rkh.org.uk/

Activities

Objects: (A) TO SAFEGUARD, PROTECT AND PRESERVE THE GOOD HEALTH, BOTH MENTAL AND PHYSICAL OF CHILDREN AND PARENTS OF CHILDREN;(B) TO PREVENT CRUELTY TO OR MALTREATMENT OF CHILDREN; (C) TO RELIEVE SICKNESS, POVERTY AND NEED AMONGST CHILDREN AND PARENTS OF CHILDREN. (D) TO PROMOTE THE EDUCATION OF THE PUBLIC IN BETTER STANDARDS OF CHILDCARE WITHIN THE AREA OF THE LONDON BOROUGH OF RICHMOND UPON THAMES AND ITS ENVIRONS.

Activities: Supporting families with young children.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes
- **Who:** Children/young People, Other Defined Groups

Geography

- **Area of benefit:** RICHMOND UPON THAMES AND ITS ENVIRONS.
- Hounslow
- Kingston Upon Thames
- Richmond Upon Thames

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£496,427	£510,555	-	-
2024-03-31	£647,139	£502,460	£531,556	16
2023-03-31	£489,899	£469,116	-	-
2022-03-31	£394,084	£399,354	-	-
2021-03-31	£477,705	£386,906	-	-

Trustees

Name	Role	Appointed
Alison Goodbrand		2020-11-25
Anupa Damle Grant		2022-11-02
Frances Houston		2022-11-02
Gina Vyvyan Roughan		2020-01-29
Helen Hodges		2026-03-01
Laura Ferreira		2022-11-02
Lonne Cannon Brookes		2024-01-24
Margaret Annette O'Connor		2017-05-10
Miranda Jane Tottman		2018-07-04
Nancy Jo Baldwin		2020-06-25
Rahel Biddle		2018-11-15

HOME-START RICHMOND, KINGSTON & HOUNSLOW

England & Wales - Charity number 1108975

Accounts

Home-Start Richmond, Kingston & Hounslow
Charity Number 1108975
Company Number 5386801

Report of the Trustees and
Annual Financial Statements
for the year ended 31 March 2025



Richmond, Kingston
& Hounslow

Here for parents when they need us most because childhood can't wait

Home-Start Richmond, Kingston & Hounslow

Legal & Administrative Information

Charity Name	Home-Start Richmond, Kingston & Hounslow
Charity Registration Number	1108975
Company Registration Number	5386801, company limited by guarantee
Address	Vestry House, 21 Paradise Road, Richmond, TW9 1SA
Telephone, email and website	T: 020 8487 8500 E: info@homestart-rkh.org.uk W: homestart-rkh.org.uk
Governing Documents	Memorandum and Articles of Association dated 6 th Nov 2024
Objects	<ol style="list-style-type: none">1. To safeguard, protect and preserve the good health, both mental and physical of children and parents of children2. To prevent cruelty and maltreatment of children3. To relieve sickness, poverty and need amongst children and parents of children4. To promote the education of the public in better standard of childcare within the areas of the London Boroughs of Richmond upon Thames, Hounslow and the Royal Borough of Kingston upon Thames and their environs
Trustees	Alison Goodbrand (Chair) Nancy Jo Baldwin Ian Andrew Bellinger Rahel Biddle (Treasurer) Lonne Maree Cannon Brookes Laura Ferreira Anupa Damle Grant Helen Margaret Hodges Frances Houston Margaret Annette O'Connor Gina Vyvyan Roughan Miranda Jane Tottman
Chief Executive Officer (CEO)	Cristiana Camisotti
Key Management Personnel	The CEO is responsible for managing the charity on a day-to-day basis
Bankers	CAF Bank Ltd 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Independent Examiner	Rebecca Tweed ACA, 5 Well Lane, East Sheen, SW14 7AJ

Report of the Trustees for the year ended 31 March 2025

The trustees, who are also directors of the charity for the purpose of the Companies Act, present their annual report and the financial statements of the company for the year ended 31st March 2025. The trustees have adopted the provisions of the Statement of Recommended Practices (SORP) “Accounting and Reporting by Charities” in preparing the report and the financial statements.

About us

At Home-Start Richmond, Kingston & Hounslow (RKH), we believe that the first 1,001 days of a child’s life are critical to their lifelong development. Our mission is to ensure every child has the best possible start in life.

We provide tailored, compassionate support to families with children under five and expectant mothers in their third trimester. Through one-to-one home visits, group sessions in community spaces and online, we meet families where they are—offering non-judgmental, responsive care that reflects each family's unique circumstances.

Our work focuses on strengthening parent-child attachment, building parental confidence, creating nurturing home environments, and fostering community connections. At the heart of our charity is a dedicated network of over 100 highly trained volunteers who deliver life-changing support to families across Richmond, Kingston, and Hounslow.

A statement from Alison Goodbrand, our Chair of Trustees

This year has been one of growth, learning and progress for our team, volunteers, and the families we support across Richmond, Kingston and Hounslow.

We are proud to report that our commitment to quality and continual improvement was recognised through a successful Quality Assurance review. The independent assessor from Home-Start UK affirmed the effectiveness, professionalism and impact of our work - a testament to the dedication of our staff and volunteers and to the care with which our services are delivered.

Innovation has also been a key theme this year – from our strategic approach, to our support to families, and at an operational level. Building on work with Home-Start UK (HSUK), we have developed our own Theory of Change to articulate and demonstrate the delivery of our mission. In partnership with the University of Cambridge, we embarked on an ambitious and inspiring project to better understand and amplify the Voice of the Child, ensuring that children's perspectives are not only heard, but meaningfully inform how we support families. This initiative has deepened our understanding of early childhood experiences and strengthened our approach to family-centred care. Another key development was our move to Vestry House in Richmond creating a more welcoming and flexible environment for our staff team and volunteers.

It was another difficult year for funding and fundraising, but we had some notable successes including a three-year funding commitment from Henry Smith. Being chosen as the Mayor of Richmond’s Charity Partner was a particular honour and a highlight of the year, helping us raise both vital funds and community awareness. We are incredibly grateful to our supporters, whose generosity enables us to expand our reach and enrich the support we offer to families when they need it most.

None of this would be possible without our volunteers, staff, trustees, and partners. Your time, care, and belief in our mission are what make this work possible. Together, we will continue to champion the importance of the early years and ensure that families have the strong, supported start in life they deserve.

A snapshot of our achievements

Families

- Support provided to 277 families with 457 children, through face-to-face and remote contact that flexed to meet the needs of families through the challenges of the year. We also made significant progress towards achieving greater parity in the number of families supported in each borough
- Total hours of support to families remained similar to the previous year at 4,139 hours (4,376 in FY2023-24). Face to face contact made up half of these hours.
- 94 families attended Family Groups in person and online, with 99 Family Groups delivered totalling over 1,000 contact hours.
- 51% of families supported were from a global majority background (an increase of 14% on FY2023-24)
- Appropriate referrals into our service that we were able to progress remained at similar levels (187 over the year) with around 50% again received from health sources. Self-referrals were up from 17% to 27%.
- 4 activity days / family events attended by 40 families and 66 children; 9 Chromebooks loaned to families; and £350 distributed to families in grants for emergency essentials
- Families benefitted from a variety of experiences and practical resources as a result of our partnerships with organisations including the NHS, eBay, BookTrust, Kew Gardens and Hampton Court.
- Over 500 social media posts reaching around 3,500 followers; 3 newsletters sent to over 200 families.
- Improvements observed in outcomes for families across all measures of family life and wellbeing, with our greatest impact being on the primary carer's emotional health, and level of access to services and the community.

Volunteers

- 31 new volunteers joined the team and 40 retired, bringing the pool to 101 volunteers
- 10 volunteers received Voice of the Child training from the University for Cambridge PEDAL Team; 25 volunteers attended bespoke training in working with younger children with autism delivered by Achieving for Children (AfC). 51 volunteers received safeguarding refresher training.

Funding & Operations

- Following reductions in statutory funding in all boroughs, Home-Start RKH continues to explore a range of opportunities and options to build long term, sustainable and diversified funding streams. FY2024-25 was the first year of our new (reduced) contract with AfC to provide our services as part of the new Family Hub model in the boroughs of Richmond and Kingston. There was success in securing major multi-year funding from Henry Smith; securing repeat funding from local grant givers; and being selected as the Mayor of Richmond's charity of choice, as well as a recipient of the Richmond Voluntary Fund.
- We were however unsuccessful with applications to the National Lottery, Children in Need and City Bridge Foundation, and feedback from these funders illustrated the enormous pressure on fund givers. As a result, fundraising has been more important than ever. Using

the Big Give platform and our proven model of leveraging match funding campaigns which allow donations to be doubled, we surpassed our fundraising targets for two major events during the year, a fundraising dinner at Scott's and Lace up for London sponsored running event. We also secured pledges for three years into our two core match funding campaigns from the Lockwood Foundation.

- Home-Start RKH moved premises in December 2024, following a year of uncertainty around the former office space. The new office, co-located with long-term funder and supporter the Richmond Foundation, provides more opportunity for hosting partners and volunteers, delivering training and events, and more comfortable and accessible workspace for staff.
- We continued to drive operational and service delivery improvements throughout the year, in response to feedback from users and stakeholders. We refreshed and refined guidance for families and referrers on our website to make information more accessible; and introduced a referrer newsletter – both helping to drive referral process efficiency. We also conducted a major survey of volunteers to inform and improve recruitment, retention and our training provision. We found new ways to amplify the voices of the families we support – empowering and enabling them to tell their story and highlight the difference our support makes in their own words, through stories captured in their own words through voice notes.
- In response to an operational need to reduce the burden on our coordinators of managing visit logistics, balanced with the need to safeguard our volunteers and their privacy, we pioneered research into a new messaging system - a project which is now being taken forward by Home-Start London to enable it to be developed at scale.

Structure and Governance

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association. In 2024, the Board of Trustees agreed to change to a closed membership model and updated the governing document accordingly.

The Board of Trustees ensures the charity operates in line with the objectives stated in the Memorandum and Articles of Association. Together with the charity's CEO, the Board is responsible for setting the charity's strategic direction.

The Board is reviewed regularly to ensure the diversity and skill mix is fit for purpose. As a family support charity, all trustees are required to undertake safeguarding training.

As laid out in the new governing document, from November 2024, Trustees serve for a term of four years. After a term of four years, trustees can be re-elected for a maximum of two more terms. Any trustee reaching twelve years of service is required to retire.

Prospective trustees are recruited through an advertisement followed by an application and interview with a minimum of two trustees. Trustees receive a comprehensive induction based on the HSUK trustee induction framework.

Quality Assurance

As a member of the national HSUK network, Home-Start RKH works to the Home-Start Quality Assurance (QA) framework, based on the Practical Quality Assurance System for Small Organisations (PQASSO) framework. Home-Start RKH undertook a QA self-assessment in 2024, followed by an external assessment by HSUK in early 2025. Following a rigorous process involving interviews with trustees, staff and volunteers, and comprehensive evidence checks, HSUK assessed Home-Start RKH to be meeting the standards required in nine out of the 10 areas, and six areas were highlighted for

good or excellent practice. Equality, Equity, Diversity and Inclusion (EEDI) was the only standard formally requiring further work to complete accreditation and the organisation is taking forward work to operationalise the EEDI action plan in response.

Home-Start RKH has clear, regularly reviewed and updated policies across all aspects of its operations including safeguarding, confidentiality and health and safety. HSUK provides templates and updates for mandatory policies, which are reviewed and adopted at a local level.

Financial summary

The annual deficit of £14,128 (previous year £144,680 surplus) was a good performance in a competitive fundraising environment. Our ability to deliver a good financial result was due to our high-performing senior management team, a well-designed and executed fundraising strategy and tight control of expenses.

Total income received for the 12 months to 31st March 2025 was £496,427 (£150,713 less than the previous year) driven by significantly reduced statutory funding received from Achieving for Children. Funding received from Achieving for Children (on behalf of the London Borough of Richmond Upon Thames and The Royal Borough of Kingston Upon Thames), and the London Borough of Hounslow was a key source of funds, providing just over 40% of our income.

Total expenditure during the period was £510,555 increased by just 1.6% from the previous year. Other expenses were very closely monitored, with indirect costs carefully controlled.

Reserves

Our reserves policy complies with the Accounting and Reporting Standards for charities set out in the Statement of Recommended Practice, SORP (FRS 102). The Board of Trustees has adopted a reserves policy that the unrestricted funds held by the charity should be equivalent to at least six but not more than nine months expenditure at the current average monthly rate. This is to reflect the uncertainty around a couple of our key, historic funding sources. Our reserves held at the year-end are within this policy.

Thank you to our funders and fundraisers

Thanks to the kind generosity and support of our funders, fundraisers and those who give their support in kind, we have been able to help hundreds of local families over the last year, providing a reliable, empathetic source of connection and understanding during what has been a difficult and challenging time for so many. A heartfelt thank you to everyone who has supported us over the last year and helped us to provide such vital support to families.

Achieving for Children • Barnes Fashion Show • Bellinger Donnay Charitable Trust • Duke Capital • F3 Architects • Garfield Weston Foundation • Goldman Sachs Gives • Ham Open Gardens • Hampton Fund • Heathrow Community Fund • Henry Smith • Lockwood Charitable Foundation • London Borough of Hounslow • NHS • Richmond Foundation (formerly Richmond Parish Lands Charity) • Royal Borough of Kingston • The Big Give • The Childhood Trust

Together with those organisations listed above, we are indebted to the many individual donors whose generosity and ongoing support through this year has been especially important in enabling us to respond quickly to families in need. Thank you.

Independent Examiner's Report to the Trustees of Home-Start Richmond, Kingston & Hounslow

I report to the trustees on my examination of the accounts of Home-Start Richmond, Kingston & Hounslow for the year ended 31st March 2025.

Responsibilities and basis of report

This report is made solely to the charity's trustees who, as a body, are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

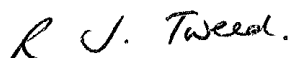
Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants of Scotland (ICAS).

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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:

Date: 30th June 2025

Rebecca J Tweed ACA

Institute of Chartered Accountants of Scotland (ICAS)

Home-Start Richmond, Kingston & Hounslow

Statement of Financial Activities
For the year ended 31 March 2025

	Note	Year ended 31 March 2025			Year ended
		Unrestricted	Restricted	Total funds	31/03/2024
		funds	funds		Prior year
		£	£	£	funds
					£
Income from:	2				
Donations		32,747	10,000	42,747	36,481
Charitable activities		0	330,247	330,247	455,432
Other trading activities		95,567	0	95,567	140,813
Investments		27,865	0	27,865	14,414
Total		156,180	340,247	496,427	647,140
Expenditure on:	3				
Raising funds		100,229	0	100,229	101,575
Charitable activities		33,669	375,989	409,659	398,517
Governance costs		667	0	667	2,368
Total		134,565	375,989	510,555	502,460
Net income/(expenditure)		21,614	(35,742)	(14,128)	144,680
Transfers between funds	9	0	0	0	0
Net movement in funds		21,614	(35,742)	(14,128)	144,680
Balance of funds brought forward		405,020	126,537	531,557	386,877
Total funds carried forward		426,634	90,795	517,429	531,557

Home-Start Richmond, Kingston & Hounslow

Balance Sheet
As at 31 March 2025

	Note	2025		2024	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	4		<u>948</u>		<u>1,657</u>
Current Assets					
Cash at bank and at hand	5	607,609		590,924	
Prepayments		2,684		12,191	
Debtors	6	<u>10,931</u>		<u>21,315</u>	
Total Current Assets			<u>621,223</u>		<u>624,430</u>
Creditors: amounts falling due within one year	7	700		5,000	
Income received in advance	8	104,042		89,530	
			<u>104,742</u>		<u>94,530</u>
Net Current Assets			<u>516,481</u>		<u>529,900</u>
Total Net Assets			<u>517,429</u>		<u>531,557</u>
Funds of the Charity					
Unrestricted Reserves	9		426,634		405,020
Restricted Reserves			90,795		126,537
			<u>517,429</u>		<u>531,557</u>

For the year ending 31/3/2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

They were approved by the Trustees on 2nd July 2025 and signed on their behalf by:

Rahel Biddle - Treasurer



Company Number: 5386801

Home-Start Richmond, Kingston & Hounslow

Notes to the Financial Statements

For the year ended 31 March 2025

1 Accounting policies

Statutory information

Home-Start Richmond, Kingston & Hounslow is a charitable company and is incorporated in England & Wales. The charity is limited by guarantee and has no share capital. The registered office is Vestry House, 21 Paradise Road, Richmond, TW9 1SA.

Basis of accounting

The financial statements have been prepared in accordance with 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 (Charities SORP (FRS 102), effective 1 January 2019) and the Companies Act 2006.

Going concern

The Trustees believe that the Charity is a going concern in accordance with Charities SORP (FRS 102), effective 1st January 2019.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Cash in deposit accounts includes cash held in bank accounts on the CAF Charity Deposit Platform provided by the Flagstone Group Limited and includes deposits on accounts where the maturity date is less than 12 months from the date of deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Tangible fixed assets

Depreciation is charged on a straight-line basis method over the estimated useful life of the asset. The depreciation rates in use are as follows: - office equipment 25% and computer equipment 33%.

Small capital items (cost of under £500 each) are written off in the year of purchase.

2 Income

	Unrestricted £	Restricted £	2025 £	2024 £
Charitable Activities				
Grants and Contract Income				
Achieving For Children - Family Support Services		97,500	97,500	180,000
Barnes Fund			-	3,500
Garfield Weston Foundation		10,000	10,000	20,000
Greater London Authority - Mayors Skills Grant			-	26,985
Hampton Fund		37,125	37,125	35,500
Heathrow Community Fund		4,047	4,047	-
Henry Smith		20,000	20,000	-
Isleworth & Hounslow Charity		350	350	-
Kingston Charitable Foundation			-	1,750
London Borough of Hounslow - Borough Based Partnerships			-	11,066
London Borough of Hounslow - Early Years		60,000	60,000	60,000
London Borough of Hounslow - Family Hubs Perinatal Peer Support		34,944	34,944	34,944
London Borough of Hounslow - MIINT			-	12,000
London Borough of Hounslow - Thriving Communities		11,511	11,511	16,115
National Lottery Community Fund			-	10,000
NHS Childhood Immunisation Grant		500	500	
Richmond Parish Lands Charity/Richmond Foundation		39,270	39,270	38,500
Royal Borough of Kingston - Community Resilience Fund		15,000	15,000	5,072
	<u>-</u>	<u>330,247</u>	<u>330,247</u>	<u>455,432</u>
	Unrestricted £	Restricted £	2025 £	2024 £
Donations				
Barnes Charity Fashion Show	3,125		3,125	3,400
Bellinger Donnay Charitable Trust		10,000	10,000	-
Ham Open Gardens	6,825		6,825	-
John Lewis Partnership/Waitrose			-	2,200
Other donations	14,458		14,458	21,676
Gift Aid refunded	8,339		8,339	9,205
	<u>32,747</u>	<u>10,000</u>	<u>42,747</u>	<u>36,481</u>
Other trading activities				
Fundraising and events	95,567	-	95,567	140,813
Investment Income				
Bank interest	27,865		27,865	14,414
	<u>156,180</u>	<u>340,247</u>	<u>496,427</u>	<u>647,140</u>

3 Expenditure

	Unrestricted £	Restricted £	2025 £	2024 £
Raising Funds				
Staff & personnel costs	89,300		89,300	99,631
Publicity	63		63	250
Events & expenses	10,867		10,867	1,694
	<u>100,229</u>	<u>-</u>	<u>100,229</u>	<u>101,575</u>
	Unrestricted £	Restricted £	2025 £	2024 £
Charitable Activities				
Staff & personnel costs	23,725	332,709	356,435	344,017
Volunteer training & support		1,938	1,938	2,270
Direct grants to families		350	350	2,390
Direct support to families and family events		1,216	1,216	1,068
Office costs	4,339	17,357	21,696	14,116
Premises costs	3,082	12,328	15,410	20,838
Affiliations and fees	2,523	10,091	12,614	13,818
	<u>33,669</u>	<u>375,989</u>	<u>409,659</u>	<u>398,517</u>
	Unrestricted £	Restricted £	2025 £	2024 £
Governance costs				
Management committee expenses	219		219	1,597
Other	448		448	771
	<u>667</u>	<u>-</u>	<u>667</u>	<u>2,368</u>
Total Expenditure	134,565	375,989	510,555	502,460

3a Staff Costs

Included within expenditure are the following staff costs:

	Unrestricted £	Restricted £	2025 £	2024 £
Wages & salaries	83,035	288,541	371,576	360,332
Employer's national insurance	6,537	24,719	31,255	29,272
Employment allowance	(1,046)	(3,954)	(5,000)	(5,000)
Pension contributions	5,495	19,494	24,989	25,524
Consultants	9,296	9,250	18,546	24,600
	<u>103,317</u>	<u>338,049</u>	<u>441,366</u>	<u>434,728</u>
Of which the following staff costs including pension contributions and employer's national insurance were in respect of key management personnel	<u>22,122</u>	<u>33,183</u>	<u>55,305</u>	<u>51,195</u>

No employees received emoluments in excess of £60,000 in the current or the previous financial year.

The average number of employees of the Charity in the year was 16, or 9.7 full-time equivalent (FTE). In 2024, it was 16.2 staff and 10.5FTE.

3b Direct grants to families

Included within expenditure are the following direct grants to families that were distributed as goods, supermarket vouchers or payments made directly to the family's utility provider:

Funds received from:	Grants made £
Isleworth & Hounslow Charity	350

Grants were made to 1 family at an average of £350 per family. Support costs allocated to grant making activities were not material as grants were made to families already in receipt of our support.

4 Fixed Assets	Office Equipment £	Computers £	Total £
Cost			
At 1 April 2024	9,943	21,370	31,313
Additions		-	-
Disposals	(714)	-	(714)
At 31 March 2025	<u>9,229</u>	<u>21,370</u>	<u>30,599</u>
Depreciation			
At 1 April 2024	8,286	21,370	29,656
Charge	709		709
Disposals	(714)		(714)
At 31 March 2025	<u>8,281</u>	<u>21,370</u>	<u>29,651</u>
Net Book Value			
At 31 March 2025	<u>948</u>	<u>0</u>	<u>948</u>
As at 31 March 2024	<u>1,657</u>	<u>0</u>	<u>1,657</u>

5 Cash at bank and in hand	2025 £	2024 £
Bank accounts and cash deposits with short term maturity dates	472,609	353,724
Cash deposits with maturity dates between 3 and 12 months	135,000	237,200
	<u>607,609</u>	<u>590,924</u>

6 Debtors	2025 £	2024 £
HMRC Gift Aid	3,431	3,483
Accrued income	7,500	16,832
Sundry debtors		1,000
	<u>10,931</u>	<u>21,315</u>

7 Creditors: amounts falling due for payment within one year	2025 £	2024 £
Trade creditors	700	-
Other	-	5,000
Total	<u>700</u>	<u>5,000</u>

8 Income received in advance

Funding received during the current period relating to the following year

	2025	2024
	£	£
Bellinger Donnay Charitable Trust	-	5,000
Hampton Fund	18,375	18,750
Henry Smith	20,000	-
Garfield Foundation	10,000	-
Heathrow Community Fund	5,667	-
London Borough of Hounslow	-	11,510
Richmond Foundation (formerly RPLC)	50,000	39,270
Royal Borough of Kingston	-	15,000
	<u>104,042</u>	<u>89,530</u>

9 Movement in funds

	As at 31 March 2024	Income	Expenditure	Transfers	As at 31 March 2025
	£	£	£	£	£
Restricted funds					
Home visiting and family support	126,537	340,247	(375,989)		90,795
	<u>126,537</u>	<u>340,247</u>	<u>(375,989)</u>	<u>0</u>	<u>90,795</u>
Unrestricted funds					
General fund	405,020	156,180	(134,565)		426,634
Total	<u>531,557</u>	<u>496,427</u>	<u>(510,555)</u>	<u>0</u>	<u>517,429</u>

10 Description of funds

Home Visiting and Family Support - Funds received to further the core purpose of Home-Start Richmond, Kingston & Hounslow which is to provide a network of trained home visiting volunteers, who together with expert staff, support families with children under five years old who are experiencing challenging times.

11 Trustee remuneration and related party transactions

The expenses of the trustees amounting to £219 (2024: £79) in relation to costs incurred in fulfilling their duties, including for training, travel and subsistence, accommodation, equipment and other expenses were met during the year.

During the year, donations were received from trustees, key management personnel and related parties, totalling £45,981 (2024: £400). No restrictions or conditions were attached to any of these donations.

£11,649 (2024: £8,818) was paid to Home-Start UK to cover the annual membership levy for centralised services provided, such as branding, policy guidance and legal services.

HOME-START RICHMOND, KINGSTON & HOUNSLOW

England & Wales - Charity number 1108975

Accounts

Home-Start Richmond, Kingston & Hounslow
Charity Number 1108975
Company Number 5386801

Report of the Trustees and
Annual Financial Statements
for the year ended 31 March 2024



Richmond, Kingston
& Hounslow

Here for parents when they need us most because childhood can't wait

Home-Start Richmond, Kingston & Hounslow

Legal & Administrative Information

Charity Name	Home-Start Richmond, Kingston & Hounslow
Charity Registration Number	1108975
Company Registration Number	5386801, company limited by guarantee
Address	Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS
Telephone, email and website	T: 020 8487 8500 E: info@homestart-rkh.org.uk W: homestart-rkh.org.uk
Governing Documents	Memorandum and Articles of Association dated 8 th July 2020
Objects	<ol style="list-style-type: none">1. To safeguard, protect and preserve the good health, both mental and physical of children and parents of children2. To prevent cruelty and maltreatment of children3. To relieve sickness, poverty and need amongst children and parents of children4. To promote the education of the public in better standard of childcare within the areas of the London Boroughs of Richmond upon Thames, Hounslow and the Royal Borough of Kingston upon Thames and their environs
Trustees	Alison Goodbrand (Chair) Nancy Jo Baldwin Ian Andrew Bellinger Rahel Biddle (Treasurer) Lonne Maree Cannon Brookes (appointed 24 th January 2024) Laura Ferreira Anupa Damle Grant Helen Margaret Hodges Frances Houston Margaret Annette O'Connor Gina Vyvyan Roughan Miranda Jane Tottman
Chief Executive Officer (CEO)	Cristiana Camisotti
Key Management Personnel	The CEO is responsible for managing the charity on a day-to-day basis
Bankers	CAF Bank Ltd 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Independent Examiner	Rebecca Tweed ACA, 5 Well Lane, East Sheen, SW14 7AJ

Report of the Trustees for the year ended 31 March 2024

The trustees, who are also directors of the charity for the purpose of the Companies Act, present their annual report and the financial statements of the company for the year ended 31st March 2024. The trustees have adopted the provisions of the Statement of Recommended Practices (SORP) “Accounting and Reporting by Charities” in preparing the report and the financial statements.

About us

The first 1001 days of a child’s life are essential to their life-long development and our goal is to give every child the best start in life. Through one-to-one and group support in the home, in community spaces and online, we partner with families and help them to get the most from being parents. Each family’s situation and needs are unique and so is their Home-Start support, grounded in a non-judgmental ethos that meets every family where they are. We support families to build attachment and confidence, create nurturing home environments and connect to their community. At the core of our charity is our network of 115 highly trained and experienced volunteers who provide life-changing support to the families we serve: families with children under the age of five and mothers in the third trimester of pregnancy.

A statement from Alison Goodbrand, our Chair of Trustees

How do we know that the work of Home Start is making a difference? How can we be sure that our involvement is improving the lives of young families? These are key questions to ask as we review another year of support to the youngest children and their families in Richmond, Kingston, and Hounslow. The work of the family teams and the role of our volunteers in supporting families is the bedrock of our service. Everything we do in relation to fundraising, awareness raising and marketing is to enable us to work better and more effectively with the children and families that need us. So, these questions need to be at the front of mind as we look back on the year.

The answers are found in the information captured by our volunteers and coordinators showing the impact made when we are invited into the home of a family, when a family comes along to one of our groups or when we offer support in other ways. For example, the emotional health of the primary carer in the family improved for 89% of families visited by a volunteer, 84% of families were delivering more effective basic care, including hygiene, sleep, and nutrition and 75% of families attending the family groups saw their child’s confidence improve.

So, we can be confident that our work is changing lives for the better, but it doesn’t mean that we are complacent or believe that we can’t improve or work in different, more effective ways. There are many ways to support families and we are prepared to challenge ourselves and be open to new ideas to deliver a relevant and vibrant service. We continue to listen to the views of our families and other stakeholders and build on the growing body of evidence that shows the importance of early years and ways to ensure that the first 1001 days of a child’s life are as rich and rewarding as possible.

A huge thank you as always to our volunteers, staff, trustees and generous supporters. We could not do any of this vital work without you. With your help we will ensure that a child’s earliest years continue to be a priority and Home-Start will be here, providing life-changing support for parents, when they need us most.

A snapshot of our achievements

Families

- Support provided to 290 families with 462 children, through face-to-face and remote contact that flexed to meet the needs of families through the challenges of the year
- Total hours of support to families remained similar to the previous year at 4344 hours (4321 in FY2022-23). Face to face contact made up half of these hours.
- 78 families attended Family Groups in person and online, with group contact hours increasing from 842 in FY2022-23, to 956 in FY2023-24
- 37% of families supported identify as Black, Asian and minority ethnic
- Referrals into our service remained at similar levels, with 304 received (289 in FY2022-23), with 48% from health sources (49% in FY2022-23, and 41% in FY2021-22)
- Improvements observed in outcomes for families across all measures of family life and wellbeing, with families most often making improvements in the primary carer's emotional health, and level of access to services and the community
- 9 family events and activities attended by 140 families and 300 children; 23 Chromebooks loaned to families; and £2,390 distributed to families in grants for emergency essentials

Volunteers

- 24 new volunteers joined the team of 115
- 28 volunteers trained in Women and Money, Refugees and Asylum Seekers and the Impact of Faith on Safeguarding Children

Funding & Operations

- Developing a long term, sustainable and diversified funding strategy has been a priority for FY2023-24, following a potential 50% reduction of our statutory funding in Richmond and Kingston. This included applications to long term funders, leveraging new opportunities (eg Heathrow Community Trust), and further developing relationships with large multiyear funders such as Garfield Weston and National Lotteries. We continue to build on fundraising success using the Big Give platform and our proven model of leveraging match funding campaigns which allow donations to be doubled. This gives supporters an even greater incentive to donate, building brighter futures for local families and children. We were delighted to be chosen as a charity partner of The Richmond May Ball in 2023, together with Skylarks. The significant commitment in planning and executing the Ball delivered a groundbreaking sum which we were able to double through match-funding. The event additionally provided us with an invaluable platform to raise awareness of our work.
- We continue to review all our family support journey processes, ensuring they are rigorous and effective, efficient and streamlined. We held staff workshops to share best practice, surface issues and find solutions, resulting in more relevant and streamlined data collection processes.
- Listening to our service users and stakeholders and embedding their experiences at the heart of our service, has been an important workstream this year. Families, volunteers and referrers are all asked to input into regular feedback survey. As new initiatives, we held Family Feedback Sessions to gather insight on service user experience and conducted family peer to peer interviews. Feedback allows us to identify where we can further develop our service, through more explicit and open exploration of needs and response plans with families at the start of support; and more transparent communication about preparing for transitioning out of support.

Structure and Governance

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association.

The Board of Trustees ensures the charity operates in line with the objectives stated in the Memorandum and Articles of Association. Together with the charity's CEO, the Board is responsible for setting the charity's strategic direction.

The Board is reviewed regularly to ensure the diversity and skill mix is fit for purpose. As a family support charity, all trustees are required to undertake safeguarding training.

Trustees serve for a term of three years. After a term of three years, trustees can be re-elected for a maximum of two more terms. Any trustee reaching nine years of service is required to retire.

Prospective trustees are recruited through an advertisement followed by an application and interview with a minimum of two trustees. Trustees receive a comprehensive induction based on the Home-Start UK trustee induction framework.

Quality Assurance

As a member of the national Home-Start UK network, Home-Start Richmond, Kingston & Hounslow works to the Home-Start Quality Assurance (QA) framework, based on the Practical Quality Assurance System for Small Organisations (PQASSO) framework. In the latest quality assurance audit undertaken by Home-Start UK in 2019, a 99% performance rating was achieved: Demonstrating High Quality across all areas. As this report is being prepared a QA self-assessment process is underway, involving staff and trustees, with submission to HSUK on 31st May 2024.

Home-Start has clear, regularly reviewed and updated policies across all aspects of its operations including for example safeguarding, confidentiality and health and safety. Home-Start UK provides templates and updates for mandatory policies, which are reviewed and adopted at a local level.

Financial summary

The annual surplus of £144,679 (previous year £20,782) was a very strong performance in an uncertain fundraising environment. Our ability to deliver a strong financial result was due to our high-performing senior management team, a well-designed and executed fundraising strategy and tight control of expenses.

Total income received for the 12 months to 31st March 2024 was £647,139 (£157,240 more than the previous year). Funding received from Achieving for Children (on behalf of the London Borough of Richmond Upon Thames and The Royal Borough of Kingston Upon Thames), and the London Borough of Hounslow was a key source of funds, providing just under 50% of our income.

Total expenditure during the period was £502,460, increased by 7% from the previous year reflecting our investment in the staff team. Other expenses were very closely monitored, with indirect costs carefully controlled.

Reserves

Our reserves policy complies with the Accounting and Reporting Standards for charities set out in the Statement of Recommended Practice, SORP (FRS 102). The Board of Trustees has recently adopted a revised reserves policy that the unrestricted funds held by the charity should be equivalent to at least six but not more than nine months expenditure at the current average monthly

rate. This is to reflect the uncertainty around a couple of our key, historic funding sources. Our reserves held at the year-end are within this policy.

Thank you to our funders and fundraisers

Thanks to the kind generosity and support of our funders, fundraisers and those who give their support in kind, we have been able to help hundreds of local families over the last year, providing a reliable, empathetic source of connection and understanding during what has been a difficult and challenging time for so many. A heartfelt thank you to everyone who has supported us over the last year and helped us to provide such vital support to families.

Achieving for Children • Barnes Fashion Show • Barnes Fund • Bellingier Donnay Charitable Trust • Champions Funds • Fullers • Garfield Weston Foundation • Goldman Sachs Gives • Greater London Authority • Hampton Fund • John Lewis Partnership • Kingston Charitable Foundation • London Borough of Hounslow • National Lottery Community Fund • Richmond May Ball • Richmond Parish Lands Charity • Royal Borough of Kingston • The Big Give • The Childhood Trust

Together with those organisations listed above, we are indebted to the many individual donors whose generosity and ongoing support through this year has been especially important in enabling us to respond quickly to families in need. Thank you.

Independent Examiner's Report to the Trustees of Home-Start Richmond, Kingston & Hounslow

I report to the trustees on my examination of the accounts of Home-Start Richmond, Kingston & Hounslow for the year ended 31st March 2024.

Responsibilities and basis of report

This report is made solely to the charity's trustees who, as a body, are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants of Scotland (ICAS).

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

R. J. Tweed.

Signed:

Date: 13th June 2024

Rebecca J Tweed ACA

Institute of Chartered Accountants of Scotland (ICAS)

Home-Start Richmond, Kingston & Hounslow

Statement of Financial Activities
For the year ended 31 March 2024

	Note	Year ended 31 March 2024			Year ended
		Unrestricted funds £	Restricted funds £	Total funds £	31/03/2023 Prior year funds £
Income from:	2				
Donations		35,901	580	36,481	40,415
Charitable activities		0	455,432	455,432	331,803
Other trading activities		140,813	0	140,813	114,455
Investments		14,414	0	14,414	3,225
Total		191,128	456,012	647,139	489,899
Expenditure on:	3				
Raising funds		101,575	0	101,575	80,361
Charitable activities		21,923	376,594	398,517	388,569
Governance costs		2,368	0	2,368	186
Total		125,866	376,594	502,460	469,116
Net income/(expenditure)		65,262	79,418	144,679	20,782
Transfers between funds	9	0	0	0	0
Net movement in funds		65,262	79,418	144,679	20,782
Balance of funds brought forward		339,758	47,119	386,877	366,094
Total funds carried forward		405,020	126,537	531,556	386,876

Home-Start Richmond, Kingston & Hounslow

Balance Sheet As at 31 March 2024

	Note	2024	2023
		£	£
Fixed Assets			
Tangible fixed assets	4	<u>1,657</u>	<u>4,391</u>
Current Assets			
Cash at bank and at hand	5	590,924	436,209
Prepayments		12,190	1,507
Debtors	6	<u>21,315</u>	<u>2,717</u>
Total Current Assets		<u>624,429</u>	<u>440,433</u>
Creditors: amounts falling due within one year	7	5,000	5,759
Income received in advance	8	89,530	52,189
		<u>94,530</u>	<u>57,948</u>
Net Current Assets		<u>529,899</u>	<u>382,486</u>
Total Net Assets		<u>531,556</u>	<u>386,877</u>
Funds of the Charity	9		
Unrestricted Reserves		405,020	339,758
Restricted Reserves		<u>126,537</u>	<u>47,119</u>
		<u>531,556</u>	<u>386,877</u>

For the year ending 31/3/2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

They were approved by the Trustees on 3rd July 2024 and signed on their behalf by:

Rahel Biddle - Treasurer



Company Number: 5386801

Home-Start Richmond, Kingston & Hounslow

Notes to the Financial Statements

For the year ended 31 March 2024

1 Accounting policies

Statutory information

Home-Start Richmond, Kingston & Hounslow is a charitable company and is incorporated in England & Wales. The charity is limited by guarantee and has no share capital. The registered office is Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS.

Basis of accounting

The financial statements have been prepared in accordance with 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 (Charities SORP (FRS 102), effective 1 January 2019) and the Companies Act 2006.

Going concern

The Trustees believe that the Charity is a going concern in accordance with Charities SORP (FRS 102), effective 1st January 2019.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Tangible fixed assets

Depreciation is charged on a straight-line basis method over the estimated useful life of the asset. The depreciation rates in use are as follows: - office equipment 25% and computer equipment 33%.

Small capital items (cost of under £500 each) are written off in the year of purchase.

2 Income

Charitable Activities	Unrestricted £	Restricted £	2024 £	2023 £
Grants and Contract Income				
Achieving For Children - Family Support Services		180,000	180,000	180,000
Barnes Fund		3,500	3,500	-
DWP - Access to Work			-	366
Garfield Weston Foundation		20,000	20,000	-
Greater London Authority - Mayors Skills Grant		26,985	26,985	-
Hampton Fund		35,500	35,500	35,000
Home-Start UK: Empowering Women Grant			-	4,779
Kingston Charitable Foundation		1,750	1,750	970
London Borough of Hounslow - Borough Based Partnerships		11,066	11,066	3,689
London Borough of Hounslow - Early Years		60,000	60,000	60,000
London Borough of Hounslow - Family Hubs Perinatal Peer Support		34,944	34,944	-
London Borough of Hounslow - MINT		12,000	12,000	12,000
London Borough of Hounslow - Thriving Communities		16,115	16,115	-
National Lottery Community Fund		10,000	10,000	-
Richmond Parish Lands Charity		38,500	38,500	35,000
Royal Borough of Kingston - Community Resilience Fund		5,072	5,072	-
	<u>-</u>	<u>455,432</u>	<u>455,432</u>	<u>331,803</u>

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Donations				
Barnes Charity Fashion Show	3,400		3,400	3,500
Featherstone Leigh Estate Agents			-	675
Ham Open Gardens			-	6,000
John Lewis Partnership/Waitrose	2,200		2,200	334
Kew Midsummer Fete			-	1,094
Teddington & The Hamptons Rotary			-	500
Other donations	21,096	580	21,676	19,162
Gift Aid refunded	9,205		9,205	9,150
	<u>35,901</u>	<u>580</u>	<u>36,481</u>	<u>40,415</u>
Other trading activities				
Fundraising and events	140,813	-	140,813	114,455
Investment Income				
Bank interest	14,414		14,414	3,225
Total Income	<u>191,128</u>	<u>456,012</u>	<u>647,139</u>	<u>489,899</u>

3 Expenditure

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Raising Funds				
Staff & personnel costs	99,631		99,631	68,400
Publicity	250		250	280
Events & expenses	1,694		1,694	11,681
	<u>101,575</u>	<u>-</u>	<u>101,575</u>	<u>80,361</u>

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Charitable Activities				
Staff & personnel costs	21,923	322,094	344,017	338,615
Volunteer training & support		2,270	2,270	2,539
Direct grants to families		2,390	2,390	1,815
Direct support to families and family events		1,068	1,068	1,980
Office costs		14,116	14,116	14,609
Premises costs		20,838	20,838	21,548
Affiliations and fees		13,818	13,818	7,463
	<u>21,923</u>	<u>376,594</u>	<u>398,517</u>	<u>388,569</u>

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Governance costs				
Management committee expenses	1,597		1,597	95
Other	771		771	91
	<u>2,368</u>	<u>-</u>	<u>2,368</u>	<u>186</u>

Total Expenditure	<u>125,866</u>	<u>376,594</u>	<u>502,460</u>	<u>469,116</u>
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3a Staff Costs

Included within expenditure are the following staff costs:

	Unrestricted	Restricted	2024	2023
	£	£	£	£
Wages & salaries	91,070	269,262	360,332	348,510
Employer's national insurance	7,038	22,234	29,272	27,384
Employment allowance	(1,202)	(3,798)	(5,000)	(5,000)
Pension contributions	6,297	19,227	25,524	24,985
Consultants	16,400	8,200	24,600	6,360
	<u>119,603</u>	<u>315,125</u>	<u>434,728</u>	<u>402,239</u>

Of which the following staff costs including pension contributions and employer's national insurance were in respect of key management personnel

	<u>20,478</u>	<u>30,717</u>	<u>51,195</u>	<u>46,771</u>
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No employees received emoluments in excess of £60,000 in the current or the previous financial year.

The average number of employees of the Charity in the year was 16.2, or 10.2 full-time equivalent (FTE). In 2023, it was 17.4 staff and 10.5 FTE.

3b Direct grants to families

Included within expenditure are the following direct grants to families that were distributed as goods, supermarket vouchers or payments made directly to the family's utility provider:

Funds received from:	Grants made £
Isleworth & Hounslow Charity	350
Kingston Charitable Foundation	1,750
Surbiton Rotary	230
The Richmond Charities (prior year funding)	60
	<u>2,390</u>

Grants were made to 4 families at an average of £598 per family. Support costs allocated to grant making activities were not material as grants were made to families already in receipt of our support.

4 Fixed Assets	Office Equipment	Computers	Total
	£	£	£
Cost			
At 1 April 2023	8,045	21,370	29,415
Additions	1,898	-	1,898
Disposals	-	-	-
At 31 March 2024	<u>9,943</u>	<u>21,370</u>	<u>31,313</u>
Depreciation			
At 1 April 2023	7,574	17,450	25,024
Charge	712	3,920	4,632
Disposals	-	-	-
At 31 March 2024	<u>8,286</u>	<u>21,370</u>	<u>29,656</u>
Net Book Value			
At 31 March 2024	<u><u>1,657</u></u>	<u><u>(0)</u></u>	<u><u>1,657</u></u>
As at 31 March 2023	<u>471</u>	<u>3,920</u>	<u>4,391</u>
5 Cash at bank and in hand	2024	2023	
	£	£	
Bank accounts	590,924	436,148	
Petty cash	-	61	
	<u>590,924</u>	<u>436,209</u>	
6 Debtors	2024	2023	
	£	£	
HMRC Gift Aid	3,483	1,717	
Accrued income	16,832	-	
Sundry debtors	1,000	1,000	
	<u>21,315</u>	<u>2,717</u>	
7 Creditors: amounts falling due for payment within one year	2024	2023	
	£	£	
Trade creditors	-	-	
Other	5,000	5,759	
Total	<u>5,000</u>	<u>5,759</u>	

8 Income received in advance

Funding received during the current period relating to the following year

	2024	2023
	£	£
Bellinger Donnay Charitable Trust	5,000	-
Hampton Fund	18,750	-
London Borough of Hounslow	11,510	3,689
National Lottery Community Fund	-	10,000
Richmond Parish Lands Charity	39,270	38,500
Royal Borough of Kingston	15,000	-
	<u>89,530</u>	<u>52,189</u>

9 Movement in funds

	As at 31 March 2023	Income	Expenditure	Transfers	As at 31 March 2024
	£	£	£	£	£
Restricted funds					
Home visiting and family support	47,119	456,012	(376,594)		126,537
	<u>47,119</u>	<u>456,012</u>	<u>(376,594)</u>	0	<u>126,537</u>
Unrestricted funds					
General fund	339,758	191,128	(125,866)		405,020
Total	<u>386,877</u>	<u>647,139</u>	<u>(502,460)</u>	0	<u>531,556</u>

10 Description of funds

Home Visiting and Family Support - Funds received to further the core purpose of Home-Start Richmond, Kingston & Hounslow which is to provide a network of trained home visiting volunteers, who together with expert staff, support families with children under five years old who are experiencing challenging times.

11 Trustee remuneration and related party transactions

The expenses of the trustees amounting to £79 (2023: £95) in relation to costs incurred in fulfilling their duties, including for training, travel and subsistence, accommodation, equipment and other expenses were met during the year.

During the year, donations were received from trustees, key management personnel and related parties, totalling £400 (2023: £7,495). No restrictions or conditions were attached to any of these donations.

£8,818 (2023: £7,092) was paid to Home-Start UK to cover the annual membership levy for centralised services provided, such as branding, policy guidance and legal services.

HOME-START RICHMOND, KINGSTON & HOUNSLOW

England & Wales - Charity number 1108975

Accounts

Home-Start Richmond, Kingston & Hounslow
Charity Number 1108975
Company Number 5386801

Report of the Trustees and
Annual Financial Statements
for the year ended 31 March 2023



Richmond, Kingston
& Hounslow

Here for parents when they need us most because childhood can't wait

Home-Start Richmond, Kingston & Hounslow

Legal & Administrative Information

Charity Name	Home-Start Richmond, Kingston & Hounslow
Charity Registration Number	1108975
Company Registration Number	5386801, company limited by guarantee
Address	Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS
Telephone, email and website	T: 020 8487 8500 E: info@homestart-rkh.org.uk W: homestart-rkh.org.uk
Governing Documents	Memorandum and Articles of Association dated 8 th July 2020
Objects	<ol style="list-style-type: none">1. To safeguard, protect and preserve the good health, both mental and physical of children and parents of children2. To prevent cruelty and maltreatment of children3. To relieve sickness, poverty and need amongst children and parents of children4. To promote the education of the public in better standard of childcare within the areas of the London Boroughs of Richmond upon Thames, Hounslow and the Royal Borough of Kingston upon Thames and their environs
Trustees	Alison Goodbrand (Chair) Nancy Jo Baldwin Ian Andrew Bellinger (appointed 2 nd November 2022) Rahel Biddle (Treasurer) Laura Ferreira (appointed 2 nd November 2022) Anupa Damle Grant (appointed 2 nd November 2022) Michele Harris (resigned 21 st November 2022) Helen Hodges (appointed 2 nd November 2022) Frances Houston (appointed 2 nd November 2022) Margaret Annette O'Connor Gina Vyvyan Roughan Miranda Jane Tottman
Chief Executive Officer (CEO)	Cristiana Camisotti
Key Management Personnel	The CEO is responsible for managing the charity on a day-to-day basis
Bankers	CAF Bank Ltd 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Independent Examiner	Rebecca Tweed ACA, 5 Well Lane, East Sheen, SW14 7AJ

Report of the Trustees for the year ended 31 March 2023

The trustees, who are also directors of the charity for the purpose of the Companies Act, present their annual report and the financial statements of the company for the year ended 31st March 2023. The trustees have adopted the provisions of the Statement of Recommended Practices (SORP) "Accounting and Reporting by Charities" in preparing the report and the financial statements.

About us

The first 1001 days of a child's life are essential to their life-long development and our goal is to give every child the best start in life. Through one-to-one and group support in the home, in community spaces and online, we partner with families and help them to get the most from being parents. Each family's situation and needs are unique and so is their Home-Start support, grounded in a non-judgmental ethos that meets every family where they are. We support families to build attachment and confidence, create nurturing home environments and connect to their community. At the core of our charity is our network of 120 highly trained and experienced volunteers who provide life-changing support to the families we serve: families with children under the age of five and mothers in the third trimester of pregnancy.

A statement from Alison Goodbrand, our Chair of Trustees

This has been another tough year for Home-Start families. The cost-of-living crisis affects the poorest families the hardest and for the most vulnerable in our community the impact has been enormous. Our volunteers see high levels of mental health problems in 66% of families, and parental emotional wellbeing remains the most common area of need in 93% of families. Alongside the practical support to meet the changing needs of our families, we prioritised demonstrating the unique role of Home-Start in our community. We wanted to highlight the value of being alongside families and children in their earliest years and how Home-Start meets this need.

We started the year with a prestigious event at the Houses of Parliament supported by a cross party group of politicians, all passionate about the importance of early years. We heard from Cristiana, our CEO, about the way a Home-Start volunteer transformed her experience of motherhood and I talked about the many ways our work improves the lives of children and families in Richmond, Kingston and Hounslow. We were proud to host our supporters, celebrity ambassadors, families, volunteers, trustees and staff in such historic surroundings, and raised funds to support our work.

Continuing the theme of reaching out, we were delighted to recruit five new trustees to our Board and they took up post in November. The range of backgrounds, skills and experience of our new trustees means that we are well placed to meet the challenges ahead. Cristiana has also made some excellent appointments to her team and we have been able to develop effective relationships to ensure that Home-Start is seen as a key player in the local children and family support network. This focus on partnerships and collaborative working across a range of statutory and voluntary organisations means the work we do is recognised by the key stakeholders in Richmond, Kingston and Hounslow.

However, we have also experienced a turbulent funding environment this year. We can no longer rely on statutory funders who have supported us previously and we have worked hard to diversify our funding base. This will continue to be a pressing theme as the funding landscape is changing and we need to secure income to support our vital work. The needs in the community are increasing at the same time as our resources are under the greatest pressure. Next year we will continue to prioritise funding partnerships, look out into our communities and embed ourselves further in the early years landscape.

A huge thank you as always to our volunteers, staff, trustees and generous supporters. With your help we will ensure that a child's earliest years continue to be a priority and Home-Start will be here, providing life- changing support for parents, when they need us most.

A snapshot of our achievements

Families

- Support provided to 286 families with 476 children, through face-to-face and remote contact that flexed to meet the needs of families through the challenges of the year
- Total hours of support to families increased from 3722 in 21-22, to 4321 in 22-23. Face to face contact increased from 1910 hours to 3215 hours
- 87 families participated in Family Groups in person and online, with group contact hours increasing from 686 in 21-22, to 842 in 22-23
- 37% of families supported identify as Black, Asian and minority ethnic, an 11% decrease on 21-22
- Referrals into our service stabilised, with 289 received (288 in 2020-21), with 8% more referrals from health sources
- Improvements achieved in all measures of family life and wellbeing from 2021-22, except financial stability
- 14 summer events and activities attended by 43 families / 80 children; Christmas Party attended by 57 families / 100 children; 8 Chromebooks loaned to families; and £1,815 distributed to families in grants for emergency essentials

Volunteers

- 34 new volunteers joined the team of 120
- 15 volunteers trained in perinatal / infant mental health; and 87 volunteers participated in specialist training sessions on autism parental support, financial wellbeing, positive parenting, safeguarding and services offered by Citizens Advice

Funding & Operations

- Innovative approach to funding and fundraising to target more sustainable and diverse funding streams: we are working with a grant writer and funding advisor to develop a pipeline of multi-year national and local funding opportunities across a wider funding base including philanthropic donors, charity brokerages and established funders, as well as investing in our long-term relationships with current funders. We are also evolving and growing our community fundraising efforts, using match funding and digital fundraising around core events and campaigns to leverage and maximise donations through The Big Give.
- We have standardised family support journey processes, introducing templates and online tools to improve efficiency. We have innovated our approach to data and impact by standardising and bringing increased rigour to surveys and feedback mechanisms. We have introduced regular team retrospectives and 'Lunch & Learns' to review and iterate service delivery design, and increasingly bring service users into service development.

Structure and Governance

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association.

The Board of Trustees ensures the charity operates in line with the objectives stated in the Memorandum and Articles of Association. Together with the charity's CEO, the Board is responsible for setting the charity's strategic direction.

The Board is reviewed regularly to ensure the diversity and skill mix is fit for purpose. As a family support charity, all trustees are required to undertake safeguarding training.

Trustees serve for a term of three years. After a term of three years, trustees can be re-elected for a maximum of two more terms. Any trustee reaching nine years of service is required to retire.

Prospective trustees are recruited through an advertisement followed by an application and interview with a minimum of two trustees. Trustees receive a comprehensive induction based on the Home-Start UK trustee induction framework.

Quality Assurance

As a member of the national Home-Start UK network, Home-Start Richmond, Kingston & Hounslow works to the Home-Start Quality Assurance (QA) framework, based on the Practical Quality Assurance System for Small Organisations (PQASSO) framework. In the latest quality assurance audit undertaken by Home-Start UK in 2019, a 99% performance rating was achieved: Demonstrating High Quality across all areas. Home-Start UK are currently piloting a new QA framework, and we expect to be audited in 2024/25.

Home-Start has clear, regularly reviewed and updated policies across all aspects of its operations including for example safeguarding, confidentiality and health and safety. Home-Start UK provides templates and updates for mandatory policies, which are reviewed and adopted at a local level.

Financial summary

The annual surplus of £20,783 (previous year £5,270 deficit) was a very strong performance in a competitive fundraising environment. Our ability to deliver a strong financial result was due to our high-performing senior management team, a well-designed and executed fundraising strategy and tight control of expenses.

Total income received for the 12 months to 31st March 2023 was £489,899, £95,815 more than the previous year. Funding received from Achieving for Children (on behalf of the London Borough of Richmond Upon Thames and The Royal Borough of Kingston Upon Thames), and the London Borough of Hounslow continues to be a key source of funds, providing over 50% of our income.

Total expenditure during the period was £469,116, increased from the previous year at £399,354, reflecting our investment in the staff team and an increase in fundraising activities. Other expenses were very closely monitored, with indirect costs carefully controlled.

Reserves

Our reserves policy complies with the Accounting and Reporting Standards for charities set out in the Statement of Recommended Practice, SORP (FRS 102). The Board of Trustees has adopted a reserves policy that the unrestricted funds held by the charity should be equivalent to at least three but not more than six months expenditure at the current average monthly rate.

Our reserves at the year-end are slightly more than this policy, at just over seven and a half months. The Board of Trustees considers that it is prudent to hold enhanced reserves to mitigate the uncertain funding and inflationary environment.

Thank you to our funders and fundraisers

Thanks to the kind generosity and support of our funders, fundraisers and those who give their support in kind, we have been able to help hundreds of local families over the last year, providing a

reliable, empathetic source of connection and understanding during what has been a difficult and challenging time for so many. A heartfelt thank you to everyone who has supported us over the last year and helped us to provide such vital support to families.

Achieving for Children • Barnes Fashion Show • Champions Funds • Department for Culture, Media and Sport • GlaxoSmithKline • Goldman Sachs Gives • Ham Open Gardens • Hampton Fund • Home-Start UK • John Lewis Partnership • Kew Midsummer Fete • Kingston Charitable Foundation • London Borough of Hounslow • Richmond Parish Lands Charity • Teddington & The Hamptons Rotary • The Big Give • The Childhood Trust

Together with those organisations listed above, we are indebted to the many individual donors whose generosity and ongoing support through this year has been especially important in enabling us to respond quickly to families in need. Thank you.

Independent Examiner's Report to the Trustees of Home-Start Richmond, Kingston & Hounslow

I report to the trustees on my examination of the accounts of Home-Start Richmond, Kingston & Hounslow for the year ended 31st March 2023.

Responsibilities and basis of report

This report is made solely to the charity's trustees who, as a body, are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants of Scotland (ICAS).

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

R. J. Tweed.

Signed:

Date: 24th June 2023

Rebecca J Tweed ACA

Institute of Chartered Accountants of Scotland (ICAS)

Home-Start Richmond, Kingston & Hounslow

Statement of Financial Activities
For the year ended 31 March 2023

	Note	Year ended 31 March 2023			Year ended
		Unrestricted funds £	Restricted funds £	Total funds £	31/03/2022 Prior year funds £
Income from:	2				
Donations		39,915	500	40,415	33,857
Charitable activities		0	331,803	331,803	325,729
Other trading activities		114,455	0	114,455	33,216
Investments		3,225	0	3,225	1,282
Total		157,596	332,303	489,899	394,084
Expenditure on:	3				
Raising funds		80,361	0	80,361	48,460
Charitable activities		19,628	368,941	388,569	348,865
Governance costs		186	0	186	2,029
Total		100,175	368,941	469,116	399,354
Net income/(expenditure)		57,421	(36,638)	20,783	(5,270)
Transfers between funds	9	0	0	0	0
Net movement in funds		57,421	(36,638)	20,783	(5,270)
Balance of funds brought forward		282,337	83,757	366,094	371,364
Total funds carried forward		339,758	47,119	386,877	366,094

Home-Start Richmond, Kingston & Hounslow

Balance Sheet As at 31 March 2023

	Note	2023	2022
		£	£
Fixed Assets			
Tangible fixed assets	4	<u>4,391</u>	<u>8,764</u>
Current Assets			
Cash at bank and at hand	5	436,209	388,802
Prepayments		1,507	5,820
Debtors	6	<u>2,717</u>	<u>4,698</u>
Total Current Assets		<u>440,434</u>	<u>399,320</u>
Creditors: amounts falling due within one year	7	5,759	6,991
Income received in advance	8	52,189	35,000
		<u>57,947</u>	<u>41,991</u>
Net Current Assets		<u>382,486</u>	<u>357,330</u>
Total Net Assets		<u>386,877</u>	<u>366,094</u>
Funds of the Charity	9		
Unrestricted Reserves		339,758	282,337
Restricted Reserves		<u>47,119</u>	<u>83,757</u>
		<u>386,877</u>	<u>366,094</u>

For the year ending 31/3/2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

They were approved by the Trustees on 5th July 2023 and signed on their behalf by:

Rahel Biddle - Treasurer



Company Number: 5386801

Home-Start Richmond, Kingston & Hounslow

Notes to the Financial Statements

For the year ended 31 March 2023

1 Accounting policies

Statutory information

Home-Start Richmond, Kingston & Hounslow is a charitable company and is incorporated in England & Wales. The charity is limited by guarantee and has no share capital. The registered office is Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS.

Basis of accounting

The financial statements have been prepared in accordance with 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 (Charities SORP (FRS 102), effective 1 January 2019) and the Companies Act 2006.

Going concern

The Trustees believe that the Charity is a going concern in accordance with Charities SORP (FRS 102), effective 1st January 2019.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Tangible fixed assets

Depreciation is charged on a straight-line basis method over the estimated useful life of the asset. The depreciation rates in use are as follows: - office equipment 25% and computer equipment 33%.

Small capital items (cost of under £500 each) are written off in the year of purchase.

2 Income

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Charitable Activities				
Grants and Contract Income				
Achieving For Children - Family Support Services		180,000	180,000	180,000
Barnes Fund			-	6,050
DWP - Access to Work		366	366	2,013
Hampton Fund		35,000	35,000	35,000
Home-Start UK: Empowering Women Grant		4,779	4,779	-
Kingston Charitable Foundation		970	970	340
London Borough of Hounslow - Borough Based Partnerships		3,689	3,689	-
London Borough of Hounslow - Early Years		60,000	60,000	60,000
London Borough of Hounslow - MINT		12,000	12,000	12,000
London Borough of Hounslow - Thriving Communities			-	4,726
Masonic Charitable Foundation; Big Hopes, Big Future			-	10,000
Richmond Parish Lands Charity		35,000	35,000	15,600
	<hr/>	<hr/>	<hr/>	<hr/>
	-	331,803	331,803	325,729

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Donations				
Barnes Charity Fashion Show	3,500		3,500	-
Featherstone Leigh Estate Agents	675		675	900
Ham Open Gardens	6,000		6,000	-
John Lewis Partnership/Waitrose	334		334	2,001
Kew Midsummer Fete	1,094		1,094	-
St Margaret's Fair			-	2,000
Surbiton Farmers Market			-	1,100
Teddington & The Hamptons Rotary		500	500	-
Other donations	19,162		19,162	23,095
Gift Aid refunded	9,150		9,150	4,761
	<u>39,915</u>	<u>500</u>	<u>40,415</u>	<u>33,857</u>
Other trading activities				
Fundraising and events	114,455	-	114,455	33,216
Investment Income				
Bank interest	3,225		3,225	1,282
Total Income	157,596	332,303	489,899	394,084

3 Expenditure

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Raising Funds				
Staff & personnel costs	68,400		68,400	47,603
Publicity	280		280	541
Events	11,681		11,681	316
	<u>80,361</u>	<u>-</u>	<u>80,361</u>	<u>48,460</u>
Charitable Activities				
Staff & personnel costs	19,628	318,987	338,615	287,891
Volunteer training & support		2,539	2,539	2,100
Direct grants to families		1,815	1,815	4,061
Direct support to families and family events		1,980	1,980	3,267
Office costs		14,609	14,609	13,491
Premises costs		21,548	21,548	28,741
Affiliations and fees		7,463	7,463	9,314
	<u>19,628</u>	<u>368,941</u>	<u>388,569</u>	<u>348,865</u>
Governance costs				
Management committee expenses	95		95	1,892
Other	91		91	136
	<u>186</u>	<u>-</u>	<u>186</u>	<u>2,029</u>
Total Expenditure	100,175	368,941	469,116	399,354

3a Staff Costs

Included within expenditure are the following staff costs:

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Wages & salaries	72,453	276,057	348,510	294,474
Employer's national insurance	5,238	22,146	27,384	20,931
Employment allowance	(956)	(4,044)	(5,000)	(4,000)
Pension contributions	4,842	20,143	24,985	20,497
Consultants	5,560	800	6,360	-
	<u>87,137</u>	<u>315,102</u>	<u>402,239</u>	<u>331,902</u>

Of which the following staff costs including pension contributions and employer's national insurance were in respect of key management personnel

	<u>11,693</u>	<u>35,079</u>	<u>46,771</u>	<u>32,692</u>
--	---------------	---------------	---------------	---------------

No employees received emoluments in excess of £60,000 in the current or the previous financial year.

The average number of employees of the Charity in the year was 17.4, or 10.5 full-time equivalent (FTE). In 2022, it was 15 staff and 9 FTE.

3b Direct grants to families

Included within expenditure are the following direct grants to families that were distributed as goods, supermarket vouchers or payments made directly to the family's utility provider:

Funds received from:	Grants made £
Kingston Charitable Foundation	970
The Richmond Charities (prior year funding)	696
Grants made from prior year reserves	149
	<u>1,815</u>

Grants were made to 6 families at an average of £303 per family. Support costs allocated to grant making activities were not material as grants were made to families already in receipt of our support.

4 Fixed Assets	Office	Computers	Total
	Equipment		
	£	£	£
Cost			
At 1 April 2022	8,045	21,370	29,415
Additions	-	-	-
Disposals	-	-	-
At 31 March 2023	<u>8,045</u>	<u>21,370</u>	<u>29,415</u>
Depreciation			
At 1 April 2022	7,337	13,314	20,651
Charge	237	4,136	4,373
Disposals	-	-	-
At 31 March 2023	<u>7,574</u>	<u>17,450</u>	<u>25,024</u>
Net Book Value			
At 31 March 2023	<u>471</u>	<u>3,920</u>	<u>4,391</u>
As at 31 March 2022	<u>708</u>	<u>8,056</u>	<u>8,764</u>
5 Cash at bank and in hand	2023	2022	
	£	£	
Bank accounts	436,148	388,740	
Petty cash	61	61	
	<u>436,209</u>	<u>388,802</u>	
6 Debtors	2023	2022	
	£	£	
HMRC Gift Aid	1,717	3,248	
Sundry debtors	1,000	1,450	
	<u>2,717</u>	<u>4,698</u>	
7 Creditors: amounts falling due for payment within one year	2023	2022	
	£	£	
Trade creditors		1,232	
Other	5,759	5,759	
Total	<u>5,759</u>	<u>6,991</u>	

8 Income received in advance

Funding received during the current period relating to the following year

	2023	2022
	£	£
London Borough of Hounslow	3,689	
National Lottery Community Fund	10,000	
Richmond Parish Lands Charity	38,500	35,000
	<u>52,189</u>	<u>35,000</u>

9 Movement in funds

	As at 31 March 2022	Income	Expenditure	Transfers	As at 31 March 2023
	£	£	£	£	£
Restricted funds					
Home visiting and family support	83,757	332,303	(368,941)		47,119
	<u>83,757</u>	<u>332,303</u>	<u>(368,941)</u>	<u>0</u>	<u>47,119</u>
Unrestricted funds					
General fund	279,377	157,596	(100,175)	2,960	339,758
Designated fund	2,960			(2,960)	0
Total	<u>366,094</u>	<u>489,899</u>	<u>(469,116)</u>	<u>0</u>	<u>386,877</u>

10 Description of funds

Home Visiting and Family Support - Funds received to further the core purpose of Home-Start Richmond, Kingston & Hounslow which is to provide a network of trained home visiting volunteers, who together with expert staff, support families with children under five years old who are experiencing challenging times.

Designated Reserve - a portion of unrestricted funds set aside to invest in appropriate tools and technologies to optimise remote working for staff, support digital and organisational development and enhance sustainability.

11 Trustee remuneration and related party transactions

The expenses of the trustees amounting to £95 (2022: £1,892) in relation to costs incurred in fulfilling their duties, including for training, travel and subsistence, accommodation, equipment and other expenses were met during the year.

No trustee or person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

£7,092 (2022: £8,599) was paid to Home-Start UK to cover the annual membership levy for centralised services provided, such as branding, policy guidance and legal services.

HOME-START RICHMOND, KINGSTON & HOUNSLOW

England & Wales - Charity number 1108975

Accounts

Home-Start Richmond, Kingston & Hounslow
Charity Number 1108975
Company Number 5386801

Report of the Trustees and
Annual Financial Statements
for the year ended 31 March 2022



Richmond, Kingston
& Hounslow

Here for parents when they need us most because childhood can't wait

Home-Start Richmond, Kingston & Hounslow

Legal & Administrative Information

Charity Name	Home-Start Richmond, Kingston & Hounslow
Charity Registration Number	1108975
Company Registration Number	5386801, company limited by guarantee
Address	Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS
Telephone, email and website	T: 080 8487 8500 E: info@homestart-rkh.org.uk W: homestart-rkh.org.uk
Governing Documents	Memorandum and Articles of Association dated 8 th July 2020
Objects	<ol style="list-style-type: none">1. To safeguard, protect and preserve the good health, both mental and physical of children and parents of children2. To prevent cruelty and maltreatment of children3. To relieve sickness, poverty and need amongst children and parents of children4. To promote the education of the public in better standard of child care within the areas of the London Boroughs of Richmond upon Thames, Hounslow and the Royal Borough of Kingston upon Thames and their environs
Trustees	Alison Goodbrand (Chair) Nancy Jo Baldwin Rahel Biddle (Treasurer) Janet Barbara Callow (resigned 20 th October 2021) Stephanie Campbell (resigned 28 th February 2022) Helen Margaret Edward (resigned 20 th March 2022) Michele Harris Margaret Annette O'Connor Jacqueline Leila Oppenheimer (resigned 21 st April 2021) Gerard Adrien Ring (resigned 21 st April 2021) Gina Vyvyan Roughan Miranda Jane Tottman
Director	Cristiana Camisotti (appointed 1 st November 2021)
Key Management Personnel	The Director is in charge of directing, controlling, running and operating the charity on a day to day basis
Bankers	CAF Bank Ltd 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Independent Examiner	Rebecca Tweed ACA, 5 Well Lane, East Sheen, SW14 7AJ

Report of the Trustees for the year ended 31 March 2022

The trustees, who are also directors of the charity for the purpose of the Companies Act, present their annual report and the financial statements of the company for the year ended 31st March 2022. The trustees have adopted the provisions of the statement of recommended practices (SORP) “accounting and reporting by charities” issued in July 2014, in preparing the report and the financial statements.

About us

The first 1001 days of a child’s life are essential to their life-long development and our goal is to give every child the best start in life. Through 1:1 and group support in the home, in community spaces and online, we partner with families and help them to get the most from being parents. Each family’s situation and needs are unique and so is their Home-Start support, grounded in a non-judgmental ethos that meets every family where they are. We support families to build attachment and confidence, create nurturing home environments and connect to their community. At the core of our charity is our network of 120 highly trained and experienced volunteers who provide life-changing support to the families we serve: families with children under the age of five and mothers in the third trimester of pregnancy.

A statement from Alison Goodbrand, our Chair of Trustees

It has been another year of turbulence in the world, but I’m pleased to say that our Home-Start RKH team rose to the challenges they faced and delivered excellent support to our families this year. The number of families we supported increased by 15% from 2020-21, with positive impacts demonstrated across all key areas of family wellbeing.

Covid has continued to cast a long shadow. Our children have been affected by the lack of opportunities to socialise, to attend school in some cases and have spent time with adults in face masks, all of which impacts on young minds. Our youngest children do not know any other world and the great challenge for us all, is to minimise the legacy of the pandemic for our most vulnerable families.

We have positioned ourselves well in this new world. Our fantastic volunteers continued to work alongside families in the home, providing invaluable support, as well as in group settings and via Zoom. We are now working in a hybrid way, finding the best of both worlds, for our own staff and for our families. Our new Director, Cristiana Camisotti, arrived in November and immediately demonstrated her passion for Home-Start and her ambition to achieve the best for our families. We are also appointing new trustees to ensure we have a diverse and representative Board that reflects our local community and we have reviewed our services to ensure that we reach more families as demand increases.

I would like to thank our talented team of staff, volunteers, and trustees for everything they have done for our children and families in this last year. I also want to thank our supporters and fundraisers; we could not do any of this work without your generous help.

There will be new challenges to negotiate in the year ahead, including the cost-of-living crisis and the impact of the war in Ukraine. We are already working with our Local Authorities to help displaced families, and we are fundraising hard to meet this extra demand. Our Home-Start RKH team have proved to be resilient and agile in responding to the changing environment we face; working together under Cristiana’s leadership, I know that we will continue to deliver life-changing support to our families. This is needed now, more than ever.

A snapshot of our achievements

Families

- Support provided to **277 families** with **432 children**, through face-to-face and remote contact that flexed to meet the needs of families through the challenges of the year
- Total hours of support to families **increased by over 50%** on 2020-21 to **3,722 hours** with the return of home-visiting and increased walk-and-talk support
- **77 families** participated in over **680 hours of Family Group activities** in person and online
- **48%** of families supported identify as **BAME**
- Improvements achieved in all 10 **measures of family life and wellbeing** from 2020-21 to 2021-22.
- **238 activity bags** delivered and **£4,061 distributed to families** in grants for emergency essentials
- Referrals into our service increased by over **130%** from 2020-21 levels

Volunteers

- **21 new volunteers** joined the team of 120
- **32 volunteers** trained in Big Hopes, Big Future school-readiness program and further **98 volunteers** participated in specialist training sessions on the return to home-visiting, safeguarding, speech and language and energy costs

Funding & Operations

- Agile operations model enabled successful shift from in-person to **online fundraising events** during the pandemic, with two innovative digital campaigns, run in conjunction with The Big Give, raising £30,000
- Improvements and investment of £12,000 in technology provided our team with new tools to work efficiently and flexibly, embedding all the benefits of operational changes over the last two years in **hybrid working**, online training and remote support.

Structure and Governance

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association.

The Board of Trustees ensures the charity operates in line with the objectives stated in the Memorandum and Articles of Association. Together with the charity's Director, the Board is responsible for setting the charity's strategic direction.

The Board is reviewed regularly to ensure the diversity and skill mix is fit for purpose. As a family support charity, all trustees are required to undertake safeguarding training.

Trustees serve for a term of three years. After a term of three years, trustees can be re-elected for a maximum of two more terms. Any trustee reaching nine years of service is required to retire.

Prospective trustees are recruited through an advertisement followed by an application and interview with a minimum of two trustees. Trustees receive a comprehensive induction based on the Home-Start UK trustee induction framework.

Quality Assurance

As a member of the national Home-Start UK network, Home-Start Richmond, Kingston & Hounslow works to the Home-Start Quality Assurance framework, developed based on the PQASSO

framework. In the latest quality assurance audit undertaken by Home-Start UK in 2019, a 99% performance rating was achieved: Demonstrating High Quality across all areas.

Home-Start has clear, regularly updated policies across all aspects of its operations including for example safeguarding and health and safety. Home-Start UK provides template policies and updates, which are reviewed and adopted at a local level.

Financial summary

The annual deficit of £5,271 was a strong performance in the second year of the pandemic, during which in-person fundraising activities were not possible. Our ability to deliver a good performance was due to significant enhancements to the senior staff team and tight control of expenses.

Total income received for the twelve months to 31st March 2022 was £394,484, £20,981 less than the previous year (excluding furlough monies received and local authority one-off COVID grants). Funding received from Achieving for Children (on behalf of the London Borough of Richmond Upon Thames and The Royal Borough of Kingston Upon Thames), and the London Borough of Hounslow continues to be our key source of funds, providing over 60% of our income.

Total expenditure during the period was £399,354, slightly increased from the previous year at £386,906, reflecting our investment in the senior team to strengthen our fundraising capability in the coming years. Other expenses were very closely monitored, with indirect costs carefully controlled.

Reserves

Our reserves policy complies with the Accounting and Reporting Standards for charities set out in the Statement of Recommended Practice, SORP (FRS 102). The Board of Trustees has adopted a reserves policy that the unrestricted funds held by the charity should be equivalent to at least three but not more than six months expenditure at the current average monthly rate.

Our reserves at the year-end are slightly in excess of this policy, at around seven months. The Board of Trustees considers that it is prudent to hold enhanced reserves at this time to mitigate the uncertain funding and inflationary environment.

Thank you to our funders and fundraisers

Thanks to the kind generosity and support of our funders, fundraisers and those who give their support in kind, we have been able to help hundreds of local families over the last year, providing a reliable, empathetic source of connection and understanding during what has been a difficult and challenging time for so many. A heartfelt thank you to everyone who has supported us over the last year and helped us to provide such vital support to families.

Achieving for Children • Barclays Bank • Barnes Fashion Show • Barnes Fund • GlaxoSmithKline • Goldman Sachs Gives • Hampton Fund • Home-Start UK • John Lewis Partnership • London Borough of Hounslow • Masonic Charitable Foundation • Richmond Parish Lands Charity • Scott Greig Memorial Trust • Stella Symons Charitable Trust • St Margaret's Fair • Surbiton Farmers Market • Teddington Methodist Playgroup • The Big Give • The Childhood Trust

Together with those organisations listed above, we are indebted to the many individual donors whose generosity and ongoing support through this year has been especially important in enabling us to respond quickly to families in need. Thank you.

Independent Examiner's Report to the Trustees of Home-Start Richmond, Kingston & Hounslow

I report to the trustees on my examination of the accounts of Home-Start Richmond, Kingston & Hounslow for the year ended 31st March 2022.

Responsibilities and basis of report

This report is made solely to the charity's trustees who, as a body, are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants of Scotland (ICAS).

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

R. J. Tweed.

Signed:

Date: 1st July 2022

Rebecca J Tweed ACA

Institute of Chartered Accountants of Scotland (ICAS)

Home-Start Richmond, Kingston & Hounslow

Statement of Financial Activities
For the year ended 31 March 2022

	Note	Year ended 31 March 2022			Year ended
		Unrestricted funds	Restricted funds	Total funds	31/03/2021
		£	£	£	Prior year funds £
Income from:	2				
Donations		33,557	300	33,857	46,879
Charitable activities		0	325,729	325,729	399,990
Other trading activities		33,216	0	33,216	28,649
Investments		1,282	0	1,282	2,187
Total		68,055	326,029	394,084	477,705
Expenditure on:	3				
Raising funds		48,460	0	48,460	26,176
Charitable activities		19,129	329,736	348,865	360,484
Governance costs		2,029	0	2,029	246
Total		69,618	329,736	399,354	386,906
Net income/(expenditure)		(1,563)	(3,707)	(5,271)	90,799
Transfers between funds	9	0	0	0	0
Net movement in funds		(1,563)	(3,707)	(5,271)	90,799
Balance of funds brought forward		283,900	87,464	371,364	280,565
Total funds carried forward		282,337	83,757	366,093	371,364

Home-Start Richmond, Kingston & Hounslow

Balance Sheet
As at 31 March 2022

	Note	2022	2021
		£	£
Fixed Assets			
Tangible fixed assets	4	<u>8,764</u>	<u>878</u>
Current Assets			
Cash at bank and at hand	5	388,802	405,221
Prepayments		5,819	901
Debtors	6	<u>4,698</u>	<u>5,737</u>
Total Current Assets		<u>399,319</u>	<u>411,859</u>
Creditors: amounts falling due within one year	7	6,991	2,273
Income received in advance	8	35,000	39,100
		<u>41,991</u>	<u>41,373</u>
Net Current Assets		<u>357,329</u>	<u>370,486</u>
Total Net Assets		<u>366,093</u>	<u>371,364</u>
Funds of the Charity	9		
Unrestricted Reserves		282,337	283,900
Restricted Reserves		<u>83,757</u>	<u>87,464</u>
		<u>366,093</u>	<u>371,364</u>

For the year ending 31/3/2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

They were approved by the Trustees on 6th July 2022 and signed on their behalf by:

Rahel Biddle - Treasurer



Company Number: 5386801

Home-Start Richmond, Kingston & Hounslow

Notes to the Financial Statements

For the year ended 31 March 2022

1 Accounting policies

Statutory information

Home-Start Richmond, Kingston & Hounslow is a charitable company and is incorporated in England & Wales. The charity is limited by guarantee and has no share capital. The registered office is Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS.

Basis of accounting

The financial statements have been prepared in accordance with 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 (Charities SORP (FRS 102), effective 1 January 2019) and the Companies Act 2006.

Going concern

The Trustees believe that the Charity is a going concern in accordance with Charities SORP (FRS 102), effective 1st January 2019.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Tangible fixed assets

Depreciation is charged on a straight-line basis method over the estimated useful life of the asset. The depreciation rates in use are as follows: - office equipment 25% and computer equipment 33%.

Small capital items (cost of under £500 each) are written off in the year of purchase.

2 Income

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Charitable Activities				
Grants and Contract Income				
Achieving For Children - Family Support Services		180,000	180,000	180,000
Barnes Fund		6,050	6,050	5,250
DWP - Access to Work		2,013	2,013	-
Hampton Fund		35,000	35,000	35,000
HMRC - Coronavirus Job Retention Scheme Grant			-	47,840
Home-Start UK: Loneliness Project (DCMS)			-	15,000
Home-Start UK: COVID Emergency Grants			-	2,000
Home-Start UK: John Lewis "Give A Little Love"			-	4,900
Kingston Charitable Foundation		340	340	-
London Borough of Hounslow - Early Years		60,000	60,000	60,000
London Borough of Hounslow - MINT		12,000	12,000	-
London Borough of Hounslow - Thriving Communities		4,726	4,726	-
London Borough of Richmond upon Thames - CWGF			-	7,200
Masonic Charitable Foundation; Big Hopes, Big Future		10,000	10,000	10,000
National Lottery Community Fund			-	5,000
Richmond Parish Lands Charity		15,600	15,600	20,600
The Royal Borough of Kingston upon Thames - CWGF			-	7,200
	<hr/>	<hr/>	<hr/>	<hr/>
	-	325,729	325,729	399,990

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Donations				
Featherstone Leigh Estate Agents	900		900	900
John Lewis Partnership/Waitrose	2,001		2,001	2,606
Kingston Rotary Club			-	500
St Margaret's Fair	2,000		2,000	-
Surbiton Farmers Market	1,100		1,100	-
The Mayor's Charity, Richmond			-	18,169
The Richmond Charities			-	2,000
Other donations	22,795	300	23,095	18,416
Gift Aid refunded	4,761		4,761	4,288
	<u>33,557</u>	<u>300</u>	<u>33,857</u>	<u>46,879</u>
Other trading activities				
Fundraising and events	33,216	-	33,216	28,649
Investment Income				
Bank interest	1,282		1,282	2,187
Total Income	<u>68,055</u>	<u>326,029</u>	<u>394,084</u>	<u>477,705</u>

3 Expenditure

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Raising Funds				
Staff & personnel costs	47,603		47,603	24,674
Publicity	541		541	1,167
Events	316		316	335
	<u>48,460</u>	<u>-</u>	<u>48,460</u>	<u>26,176</u>

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Charitable Activities				
Staff & personnel costs	19,129	268,762	287,891	293,044
Volunteer training & support		2,100	2,100	245
Direct grants to families		4,061	4,061	21,156
Direct support to families and family events		3,267	3,267	4,188
Office costs		13,491	13,491	9,471
Premises costs		28,741	28,741	24,749
Affiliations and fees		9,314	9,314	7,631
	<u>19,129</u>	<u>329,736</u>	<u>348,865</u>	<u>360,484</u>

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Governance costs				
Management Committee expenses	1,892		1,892	124
Other	136		136	122
	<u>2,029</u>	<u>-</u>	<u>2,029</u>	<u>246</u>
Total Expenditure	<u>69,618</u>	<u>329,736</u>	<u>399,354</u>	<u>386,906</u>

3a Staff Costs

Included within expenditure are the following staff costs:

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Wages & salaries	59,096	235,378	294,474	279,630
Employer's national insurance	3,818	17,112	20,931	19,420
Employment allowance	(730)	(3,270)	(4,000)	(4,000)
Pension contributions	3,704	16,793	20,497	19,681
	<u>65,888</u>	<u>266,013</u>	<u>331,902</u>	<u>314,732</u>

Of which the following staff costs were in respect of key management personnel

	<u>13,077</u>	<u>19,615</u>	<u>32,692</u>	<u>40,305</u>
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No employees received emoluments in excess of £60,000 in the current or the previous financial year.

The average number of employees of the Charity in the year was 15 (9 full-time equivalent). In 2021, it was 15 staff and 8.9 FTE.

3b Direct grants to families

Included within expenditure are the following direct grants to families that were distributed as goods, supermarket vouchers or payments made directly to the family's utility provider:

Funds received from:	Grants to families
Kingston Charitable Foundation	340
The Richmond Charities (prior year funding)	990
Grants made from prior year reserves	2,731
	4,061

Grants were made to 23 families at an average of £177 per family. Support costs allocated to grant making activities were not material as grants were made to families already in receipt of our support.

4 Fixed Assets	Office Equipment	Computers	Total
	£	£	£
Cost			
At 1 April 2021	10,589	19,181	29,770
Additions	945	11,763	12,708
Disposals	(3,489)	(9,574)	(13,063)
At 31 March 2022	<u>8,045</u>	<u>21,370</u>	<u>29,415</u>
Depreciation			
At 1 April 2021	10,140	18,752	28,892
Charge	686	4,136	4,822
Disposals	(3,489)	(9,574)	(13,063)
At 31 March 2022	<u>7,337</u>	<u>13,314</u>	<u>20,651</u>
Net Book Value			
At 31 March 2022	<u>708</u>	<u>8,056</u>	<u>8,764</u>
As at 31 March 2021	<u>449</u>	<u>429</u>	<u>878</u>
5 Cash at bank and in hand	2022	2021	
	£	£	
Bank accounts	388,740	405,143	
Petty cash	61	77	
	<u>388,802</u>	<u>405,221</u>	
6 Debtors	2022	2021	
	£	£	
HMRC Gift Aid	3,248	4,287	
Sundry debtors	1,450	1,450	
	<u>4,698</u>	<u>5,737</u>	
7 Creditors: amounts falling due for payment within one year	2022	2021	
	£	£	
Trade creditors	1,232	2,273	
Other	5,759		
Total	<u>6,991</u>	<u>2,273</u>	

8 Income received in advance

Funding received during the current period relating to the following year

	2022	2021
	£	£
Hampton Fund		17,500
London Borough of Hounslow		6,000
Richmond Parish Lands Charity	35,000	15,600
	<u>35,000</u>	<u>39,100</u>

9 Movement in funds

	1 April 2021				31 March
	Opening	Income	Expenditure	Transfers	2022 Closing
	Balance	£	£	£	Balance
	£				£
Restricted funds					
Home visiting and family support	87,464	326,029	(329,736)		83,757
	<u>87,464</u>	<u>326,029</u>	<u>(329,736)</u>	<u>0</u>	<u>83,757</u>
Unrestricted funds					
General fund	268,900	68,055	(57,578)		279,377
Designated fund	15,000		(12,040)		2,960
	<u>371,364</u>	<u>394,084</u>	<u>(387,314)</u>	<u>0</u>	<u>366,093</u>

10 Description of funds

Home Visiting and Family Support - Funds received to further the core purpose of Home-Start Richmond, Kingston & Hounslow which is to provide a network of trained home visiting volunteers, who together with expert staff, support families with children under five years old who are experiencing challenging times.

Designated Reserve - a portion of unrestricted funds set aside to invest in appropriate tools and technologies to optimise remote working for staff, support digital and organisational development and enhance sustainability.

11 Trustee remuneration and related party transactions

The expenses of the trustees amounting to £1892 (2021: £124) in relation to costs incurred in fulfilling their duties, including for training, travel and subsistence, accommodation, equipment and other expenses were met during the year.

No trustee or person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

£8599 (2021: £6724) was paid to Home-Start UK to cover the annual membership levy for centralised services provided, such as branding, policy guidance and legal services.

The funds from the Masonic Charitable Foundation for the Big Hopes, Big Future programme were received via Home-Start UK.

HOME-START RICHMOND, KINGSTON & HOUNSLOW

England & Wales - Charity number 1108975

Accounts

**HOME
START**

**Richmond, Kingston
& Hounslow**

Annual Report
2020 / 2021



CHAIR'S WELCOME

I joined Home-Start in the middle of a global pandemic, and it was clear to see the additional challenges, stress and isolation this created for many of our families. We responded quickly: adapting our service model from in-person contact to telephone and digital support; we created online family groups that enabled families and children to interact, when many community services ceased to operate. We also complemented our core services with doorstep activity bag drops and provided emergency grant funding on behalf of our funders, to the families in greatest need.

Our data shows that we provided important support at a time when the needs were considerable and that our input made a positive and significant difference to the families we reached. Our family survey carried out in March 2021, revealed that 92% of the families we supported during this time recognised Home-Start's regular contact and support as a trusted presence throughout the pandemic.

Sadly, we anticipate that when we return to visiting families at home, we will see a greater need and demand for our services. Financial pressure, mental health issues and the social development of children were found to be the three main post-pandemic concerns for parents of young families, according to a new report by Home-Start UK. Our local data reveals that 76% of families also have multiple and complex needs, showing increased vulnerability.

As we move out of lockdown, our volunteers will return to working with families in their homes, but the innovations that have worked so well and provided a lifeline to many families during this period will be incorporated and run alongside our traditional model. We will continue to be there for the children and families at a time when they will need us now, more than ever.

Finally, my thanks go our dedicated staff team who have shown their resourcefulness, commitment and passion in taking care of our families, our volunteers and of each other in this challenging year.

Alison Goodbrand
Chair of Trustees

**START
BREAKING
THE SILENCE**

HOME
START
RICHMOND, KINGSTON
& WINDSOR

To celebrate our 25th year we planned to hold several vital fundraising events. To fill the huge fundraising gap that the pandemic brought, we participated in our first digital fundraising campaign, the Big Give Christmas Challenge 2020. For this appeal we developed a campaign called, **Start Breaking the Silence**.

The campaign highlighted the core struggles that confronted the most vulnerable families. Only to be increased by the pandemic, families silently lived with isolation, mental health challenges, financial hardship and limited access to educational resources before getting help from Home-Start.

We launched the campaign with a preliminary 'Sssh' message. This was a play on Start Breaking the Silence to represent the pressures parents feel from society, family members, social media, even themselves, to keep hush and be silent about the struggles they face.

Exceeding our £10,000 target, the successful campaign raised an incredible £21,290! Thank you to all of our supporters who helped us achieve this.



THE FOUR BIGGEST CHALLENGES FACING FAMILIES

Out of the 241 families we supported during 2020/2021 many faced multiple pressures, often with little or no local family support or network to rely on.

By supporting and listening to families, we have identified four common challenges they've been facing over the last 12 months: isolation, mental health, poverty and early years education. This could be new parents struggling to cope and feeling isolated during those early months, parents experiencing emotional and mental health challenges, those living in poverty with economic instability or those feeling overwhelmed by the sudden closure of educational settings. These extreme and prolonged stresses caused by the pandemic will have a lifelong impact on families and children.

Across these four core areas of need we have seen that the families who were already struggling have been affected the most by the pandemic, with these gaps only increasing. Our research highlights that 2/3 of families we supported experienced financial instability or similar.

Isolation and Loneliness

71%

parents had limited connections between partner, family, friends



73%

families needed help accessing services and their wider community



Education

92%

pre-school and school age children supported



46%

parents worried about aiding their child's learning at home



Financial Hardship

44%

of families in receipt of benefits



67%

of families with parent unemployed



Mental & Emotional Health

85%

pandemic made parents worried about their child's future



89%

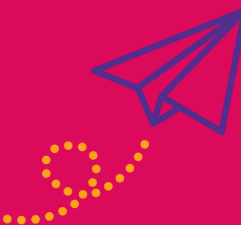
parents affected by poor emotional health



The start of Memona and Parvez's journey with us...

Memona* and her husband Parvez* have two children. They have been concerned about their older son's speech and language development and have little family support as their extended family does not live in the UK. Due to the pandemic, Parvez lost his job and the family was feeling increasingly stressed.

Their Home-Start volunteer was able to help provide support, listening to Memona's concerns and discussing ways they could help their son's development and encourage his speech. During lockdown, this support was provided over the phone and Home-Start dropped off several activity bags for the children to play with, ensuring continuity and connection with the family.



For me the human connection means a lot as we are a lonely family.

Another family supported by Home-Start

*Names have been changed for anonymity purposes.

RISING TO THE CHALLENGE

In a year like no other Home-Start delivered consistent, responsive family support to over 240 families, supporting 330 parents and 338 children who were left feeling isolated and vulnerable due to the pandemic.

The resourcefulness and adaptability of the Home-Start team meant that despite working from home, we were able to pivot to remote support, offering reliable contact and support to families consistently every week at time when they needed us most.

We worked to our strengths and also developed new and different ways of working that adhered to government guidelines and restrictions whilst also serving the needs of our families during this difficult and challenging time. Initiatives like delivering family groups digitally helped to ensure that no family felt they were on their own.

Initially we went into crisis response, pro-actively gathering and sharing information quickly on local services including mutual aid support, and access to emergency food and essentials. Weekly newsletters helped to provide trusted information as well as activities parents and children could do together at home, as months of living under lockdown took its toll.

As we listened to the worries and concerns of families and as we heard how they were being impacted by the pandemic, we adapted our support. Regular telephone check-ins were complimented by doorstep activity bags drops. Books, crafts, planting and baking kits, provided fun activities for parents and children to do together, as well as momentary face-to-face contact with parents and children. We piloted reading via video calls to support families and encourage reading and conversations at home, vital for early years development. Our March 2021 family survey revealed that 92% of families supported recognised Home-Start's regular phone calls and check-ins as a consistent and trusted presence throughout the pandemic.

Our well-established family groups met digitally, offering vital connections with other mums and toddlers whilst families were stuck indoors. This helped parents build their digital skills and confidence, whilst also providing an opportunity to share coping strategies and peer-to-peer support through this unprecedented time. In the autumn we started a new digital group for parents with new babies, providing a crucial source of information, support and reassurance during these early months.

We hugely appreciate the continued support of all of our fantastic volunteers, especially over this last year. It's been really difficult not being able to support families at home, with many volunteers also juggling their own family circumstances during this time. Volunteers have shown their resilience and adaptability through training digitally, supporting families remotely and creatively in supporting parents and children without being able to visit them at home.

Lastly, I am immensely proud of our staff team. They have been incredible in adapting and responding, rising to so many challenges along the way and overcoming them. A key strength of our support has always been direct face-to-face work with families, so supporting families remotely was a big adjustment. However, the team rose to the challenge, embraced this change and were open to trying new and different ways of working. As result both our ways of working and our services have been strengthened by this experience.

If this year has taught us anything, it is the importance of both family and connection - two things at the heart of Home-Start. Our ability to respond and adapt to the challenges faced has put us in a strong position to support families through the pandemic and beyond. As the long-term impact of the pandemic is only just beginning to unfold, it is vital that we continue to be there for parents when they need us most; because childhood can't wait.

Karen McLean

Director

HOW THE SILENCE WAS BROKEN

Having supported families at home for 25 years, we quickly had to rethink our traditional service provision with the first Covid-19 lockdown, ensuring on-going support to all families.

Families we supported across the three boroughs received consistent regular contact, guiding them through the anxieties, uncertainty and impact resulting from multiple and intermittent lockdowns.

Family Group sessions pivoted to run digitally, including a new group launched in the autumn term in response to an identified gap to enable and encourage parents with new babies to meet and support each other.

We were extremely heartened by the ongoing support, engagement and connection of our volunteers during the year. As well as direct family support, volunteers contributed to fundraising, filming, social media activity and the Family Groups.

241
families supported



338
children nurtured



Memona and Parvez's journey continued...

With the support of the Home-Start volunteer both Memona and Parvez were able to help their son's development flourish. He is now enrolled in Year 1.

Parvez was able to find a job and both parents are feeling more hopeful for the future.



You have really encouraged me and it has really helped. I feel much more positive about the future now.



7,419

contacts made with families



67

families joined online Family Groups



Isolation and Loneliness

457

educational activity packs delivered



72%

parents felt more able to respond to their child's developmental needs after our support



Education

£19,145

winter grants distributed to families



40%

families reported improved financial stability after our guidance



Financial Hardship

73%

parents reported improved emotional health after our support



69%

families found having someone to regularly talk to the most helpful support



Mental & Emotional Health

FINANCIAL OVERVIEW

I am pleased to present the Treasurer's report for Home-Start Richmond, Kingston and Hounslow in respect of the twelve months to 31st March 2021.

The annual surplus of £90,799 was greater than expected and is a substantially improved position from the prior year deficit of £17,748.

Total income received for the twelve months to 31st March 2021 was £477,705, significantly higher than the prior year at £373,537. This higher-than-expected income was due to the goodwill and generosity of our communities during the pandemic; supporting our first digital fundraising campaign and providing one-off large donations and judicious use of the HMRC Coronavirus Job Retention Scheme during the period April to December 2020.

Funding received from Achieving for Children (on behalf of the London Borough of Richmond Upon Thames and The Royal Borough of Kingston Upon Thames), and the London Borough of Hounslow continues to be our key source of funds, providing over 50% of our income.

Total expenditure during the period was £386,906, slightly reduced from the previous year at £391,284. Expense levels were very closely monitored, with indirect costs carefully controlled and as certain initiatives were delivered remotely, this contributed to some further reduced costs.

As a result of the stronger than expected financial performance this year, our reserves have increased at the year-end to slightly in excess of this policy. The Board of Trustees considers that it is prudent to hold enhanced reserves because of the on-going uncertainty of the funding and operational environments in a post pandemic world. However, the Board has approved an Investment Committee to review and approve the spending of a portion of excess reserves across our key investment areas including expansion of family services and investment in the appropriate tools and technology to optimise remote working for staff and to support further digital development.

The accounts were reviewed by an Independent Examiner, Rebecca Tweed, and have been approved by the Board of Trustees. Our thanks go to Rebecca for her work on the independent review and my sincere thanks go to our Finance Officer Ann Edes, for her dedication and support this year.

Rahel Biddle

Treasurer

PARTNERSHIPS AND COLLABORATIONS

In November 2020 we were thrilled to join a Partnership with John Lewis and Waitrose & Partners including involvement in their *Give a Little Love* Christmas campaign. Alongside benefiting from the generosity of the staff, customers and the company we have been working with John Lewis Kingston and local Waitrose stores to raise awareness of the struggles families face, and the support Home-Start offers.

Not only as this partnership helped to raise awareness of Home-Start on a national and local level, families have also benefited from donations of books and toys at Christmas and Easter eggs.

Additionally generous support of the staff and customers provided grants and donations that supported families across our communities with essential items, ensuring we responded to families quickly.



THANK YOU TO OUR FUNDERS AND FUNDRAISERS

Thanks to the kind generosity and support of our funders, fundraisers and those who give their support in kind, we have been able to help hundreds of local families over the last year, providing a reliable, empathetic source of connection and understanding during what has been a difficult and challenging time for so many. A heartfelt thank you to everyone who has supported us over the last year and helped us to provide such vital support to families

- Achieving for Children
- Barnes Fund
- Hampton Fund
- Home-Start UK
- John Lewis Partnership
- Kingston Rotary Club
- London Borough of Hounslow
- London Borough of Richmond upon Thames
- Masonic Charitable Foundation
- National Lottery Community Fund
- Postcode Community Trust Lottery
- Richmond Charities
- Richmond Parish Lands Charity
- Royal Borough of Kingston upon Thames
- Scott Greig Memorial Trust
- Snudden Family Trust
- Teddington & The Hamptons Rotary Club
- The Big Give
- The Childhood Trust
- The Mayor's Charity, Borough of Richmond upon Thames

Together with those organisations listed above, we are indebted to the many individual donors whose generosity and ongoing support through this year has been especially important in enabling us to respond quickly to families in need. Thank you.



Stay connected:

Home-Start Richmond, Kingston & Hounslow

211 Parkway House, Sheen Lane, East Sheen, London SW14 8LS

T: 020 8487 8500 E: info@homestart-rkh.org.uk W: homestart-rkh.org.uk



Registered Charity No: 1108975. Company limited by guarantee in England and Wales No: 5386801
Proud holders of Home-Start UK and Investors in Volunteers quality marks



Home-Start Richmond, Kingston & Hounslow

Charity Number 1108975

Company Number 5386801

**Report of the Trustees and
Annual Financial Statements
for the year ended 31 March 2021**



**Richmond, Kingston
& Hounslow**

Here for parents when they need us most because childhood can't wait

Home-Start Richmond, Kingston & Hounslow

Legal & Administrative Information

Charity Name	Home-Start Richmond, Kingston & Hounslow
Charity Registration Number	1108975
Company Registration Number	5386801, company limited by guarantee
Address	Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS
Telephone, email and website	T: 080 8487 8500 E: info@homestart-rkh.org.uk W: homestart-rkh.org.uk
Governing Documents	Memorandum and Articles of Association dated 8 th July 2020
Objects	<ol style="list-style-type: none">1. To safeguard, protect and preserve the good health, both mental and physical of children and parents of children2. To prevent cruelty and maltreatment of children3. To relieve sickness, poverty and need amongst children and parents of children4. To promote the education of the public in better standard of child care within the areas of the London Boroughs of Richmond upon Thames, Hounslow and the Royal Borough of Kingston upon Thames and their environs
Trustees	Alison Goodbrand (Chair; appointed 26 th October 2021) Nancy Jo Baldwin (appointed 25 th June 2020) Rahel Biddle (Treasurer) Janet Barbara Callow Stephanie Campbell Helen Margaret Edward Louise Kerr (previously Chair; resigned 31 st July 2020) Michele Harris (appointed 29 th April 2020) Margaret Annette O'Connor Jacqueline Leila Oppenheimer (resigned 21 st April 2021) Gerard Adrien Ring (resigned 21 st April 2021) Gina Vyvyan Roughan Miranda Jane Tottman
Director	Karen McLean
Key Management Personnel	The Director is in charge of directing, controlling, running and operating the charity on a day to day basis
Bankers	CAF Bank Ltd 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Independent Examiner	Rebecca Tweed ACA, 5 Well Lane, East Sheen, SW14 7AJ

Report of the Trustees for the year ended 31 March 2021

The trustees, who are also directors of the charity for the purpose of the Companies Act, present their annual report and the financial statements of the company for the year ended 31st March 2021. The trustees have adopted the provisions of the statement of recommended practices (SORP) “accounting and reporting by charities” issued in July 2014, in preparing the report and the financial statements.

About us

Home-Start Richmond, Kingston & Hounslow is a vibrant family charity that makes an essential contribution to the well-being of our communities. We provide vital support to parents during the important and challenging early years of raising a child, working with families that have a child up to the age of 5 years old. At the heart of our charity are our volunteers, whom we train and supervise, and who bring with them their own experiences and passion to provide both emotional and practical support for families at home, in community spaces and online.

A statement from Alison Goodbrand, the Chair of Trustees

I joined Home-Start in the middle of a global pandemic, and it was clear to see the additional challenges, stress and isolation this created for many of our families. We responded quickly: adapting our service model from in-person contact to telephone and digital support; we created online family groups that enabled families and children to interact, when many community services ceased to operate. We also complemented our core services with doorstep activity bag drops and provided emergency grant funding on behalf of our funders, to the families in greatest need.

Our data shows that we provided important support at a time when the needs were considerable and that our input made a positive and significant difference to the families we reached. Our family survey carried out in March 2021, revealed that 92% of the families we supported during this time recognised Home-Start’s regular contact and support as a trusted presence throughout the pandemic.

Sadly, we anticipate that when we return to visiting families at home, we will see a greater need and demand for our services. Financial pressure, mental health issues and the social development of children were found to be the three main post-pandemic concerns for parents of young families, according to a new report by Home-Start UK. Our local data shows that 76% of families also have multiple and complex needs, showing increased vulnerability.

As we move out of lockdown, our volunteers will return to working with families in their homes, but the innovations that have worked so well and provided a lifeline to many families during this period will be incorporated and run alongside our traditional model. We will continue to be there for the children and families at a time when they will need us now, more than ever.

Finally, my thanks go our dedicated staff team who have shown their resourcefulness, commitment and passion in taking care of our families, our volunteers and of each other in this challenging year.

A snapshot of our achievements

- Support provided to 241 families with 338 children
- 67 families participated the digital family group sessions
- 457 activity bags delivered to doorsteps
- Circa £25,000 of grants distributed to 57 families on behalf of funders
- 27 newsletters distributed, providing information on local resources and ideas for keeping families active and learning
- 75 volunteers trained to deliver telephone support for families, with a further 122 attending digital training about safeguarding, neglect, perinatal mental health and reading with children remotely
- Successful delivery our first ever digital fundraising campaign 'Breaking the Silence'
- Diversity and Inclusion training delivered to all trustees and staff
- Participation in the John Lewis Waitrose "Give a Little Love" campaign which raised the profile of our family support work across the community

Structure and Governance

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association.

The Board of Trustees ensures the charity operates in line with the objectives stated in the Memorandum and Articles of Association. Together with the charity's Director, the Board is responsible for setting the charity's strategic direction.

The Board is reviewed regularly to ensure the diversity and skill mix is fit for purpose. As a family support charity, all trustees are required to undertake safeguarding training.

Trustees serve for a term of three years. After a term of three years, trustees can be re-elected for a maximum of two more terms. Any trustee reaching nine years of service is required to retire.

Prospective trustees are recruited through an advertisement followed by an application and interview with a minimum of two trustees. Trustees receive a comprehensive induction based on the Home-Start UK trustee induction framework.

Quality Assurance

As a member of the national Home-Start UK network, Home-Start Richmond, Kingston & Hounslow works to the Home-Start Quality Assurance framework, developed based on the PQASSO framework. In the latest quality assurance audit undertaken by Home-Start UK in 2019, a 99% performance rating was achieved: Demonstrating High Quality across all areas.

Home-Start has clear, regularly updated policies across all aspects of its operations including for example safeguarding and health and safety. Home-Start UK provides template policies and updates, which are reviewed and adopted at a local level.

Financial summary

The annual surplus of £90,799 was greater than expected and is a substantially improved position from the prior year deficit of £17,748.

Total income received for the twelve months to 31st March 2021 was £477,705, significantly higher than the prior year at £373,537. This higher-than-expected income was due to the goodwill and generosity of our communities during the pandemic; supporting our first digital fundraising

campaign and providing one-off large donations and judicious use of the HMRC Coronavirus Job Retention Scheme during the period April to December 2020.

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Total expenditure during the period was £386,906, slightly reduced from the previous year at £391,284. Expense levels were very closely monitored, with indirect costs carefully controlled and as certain initiatives were delivered remotely, this contributed to some further reduced costs.

Reserves

Our reserves policy complies with the Accounting and Reporting Standards for charities set out in the Statement of Recommended Practice, SORP (FRS 102). The Board of Trustees has adopted a reserves policy that the unrestricted funds held by the charity should be equivalent to at least three but not more than six months expenditure at the current average monthly rate.

As a result of the stronger than expected financial performance this year, our reserves have increased at the year-end to slightly in excess of this policy. The Board of Trustees considers that it is prudent to hold enhanced reserves because of the on-going uncertainty of the funding and operational environments in a post pandemic world. However, the Board has approved an Investment Committee to review and approve the spending of a portion of excess reserves across our key investment areas including expansion of family services and investment in the appropriate tools and technology to optimise remote working for staff and to support further digital development.

Thank you to our funders and fundraisers

Thanks to the kind generosity and support of our funders, fundraisers and those who give their support in kind, we have been able to help hundreds of local families over the last year, providing a reliable, empathetic source of connection and understanding during what has been a difficult and challenging time for so many. A heartfelt thank you to everyone who has supported us over the last year and helped us to provide such vital support to families.

Achieving for Children • Barnes Fund • Hampton Fund • Home-Start UK • John Lewis Partnership • Kingston Rotary Club • London Borough of Hounslow • London Borough of Richmond Upon Thames • Masonic Charitable Foundation • National Lottery Community Fund • Postcode Community Trust Lottery • Richmond Parish Lands Charity • Scott Greig Memorial Trust • Snudden Family Trust • Teddington & The Hamptons Rotary • The Big Give • The Childhood Trust • The Mayor's Charity, London Borough of Richmond upon Thames • The Richmond Charities • The Royal Borough of Kingston Upon Thames

Together with those organisations listed above, we are indebted to the many individual donors whose generosity and ongoing support through this year has been especially important in enabling us to respond quickly to families in need. Thank you.

Independent Examiner's Report to the Trustees of Home-Start Richmond, Kingston & Hounslow

I report to the trustees on my examination of the accounts of Home-Start Richmond, Kingston & Hounslow for the year ended 31st March 2021.

Responsibilities and basis of report

This report is made solely to the charity's trustees who, as a body, are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants of Scotland (ICAS). I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

R. J. Tweed.

2/7/21

Rebecca J Tweed ACA

Institute of Chartered Accountants of Scotland (ICAS)

Home-Start Richmond, Kingston & Hounslow

Statement of Financial Activities
For the year ended 31 March 2021

	Note	Year ended 31 March 2021			Year ended
		Unrestricted	Restricted	Total funds	31/03/2020
		funds	funds		Prior year
		£	£	£	funds
				£	£
Income from:	2				
Donations		44,379	2,500	46,879	24,889
Charitable activities		47,840	352,150	399,990	330,601
Other trading activities		28,649	0	28,649	15,039
Investments		2,187	0	2,187	3,008
Total		123,055	354,650	477,705	373,537
Expenditure on:	3				
Raising funds		26,176	0	26,176	22,231
Charitable activities		20,449	340,035	360,484	368,909
Governance costs		246	0	246	145
Total		46,871	340,035	386,906	391,284
Net income/(expenditure)		76,184	14,615	90,799	(17,748)
Transfers between funds	9	0	0	0	0
Net movement in funds		76,184	14,615	90,799	(17,748)
Balance of funds brought forward		207,716	72,849	280,565	298,313
Total funds carried forward		283,900	87,464	371,364	280,565

Home-Start Richmond, Kingston & Hounslow

Balance Sheet
As at 31 March 2021

	Note	2021	2020
		£	£
Fixed Assets			
Tangible fixed assets	4	<u>878</u>	<u>1,182</u>
Current Assets			
Cash at bank and at hand	5	405,221	300,478
Prepayments		901	1,585
Debtors	6	<u>5,737</u>	<u>19,259</u>
Total Current Assets		<u>411,859</u>	<u>321,323</u>
Creditors: amounts falling due within one year	7	2,273	3,839
Income received in advance	8	39,100	38,100
		<u>41,373</u>	<u>41,939</u>
Net Current Assets		<u>370,486</u>	<u>279,383</u>
Total Net Assets		<u>371,364</u>	<u>280,565</u>
Funds of the Charity	9		
Unrestricted Reserves		283,900	207,716
Restricted Reserves		<u>87,464</u>	<u>72,849</u>
		<u>371,364</u>	<u>280,565</u>

For the year ending 31/3/2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

They were approved by the Trustees on 7th July 2021 and signed on their behalf by:

Rahel Biddle - Treasurer



Company Number: 5386801

1 Accounting Policies

Statutory Information

Home-Start Richmond, Kingston & Hounslow is a charitable company and is incorporated in England & Wales. The charity is limited by guarantee and has no share capital. The registered office is Parkway House, Room 211, Sheen Lane, East Sheen, SW14 8LS.

Basis of accounting

The financial statements have been prepared in accordance with 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 (Charities SORP (FRS 102), effective 1 January 2019) and the Companies Act 2006.

Going Concern

The Trustees believe that the Charity is a going concern in accordance with Charities SORP (FRS 102), effective 1st January 2019.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Tangible Fixed Assets

Depreciation is charged on a straight-line basis method over the estimated useful life of the asset. The depreciation rates in use are as follows: - office equipment 25% and computer equipment 33%.

Small capital items (cost of under £500 each) are written off in the year of purchase.

2 Income

	Unrestricted	Restricted	2021	2020
	£	£	£	£
Charitable Activities				
Grants and Contract Income				
Achieving For Children - Family Support Services		180,000	180,000	180,000
Barnes Fund		5,250	5,250	5,250
Hampton Fund		35,000	35,000	35,000
HMRC - Coronavirus Job Retention Scheme Grant	47,840		47,840	-
Home-Start UK: Loneliness Project (DCMS)		15,000	15,000	-
Home-Start UK: COVID Emergency Grants		2,000	2,000	-
Home-Start UK: John Lewis "Give A Little Love"		4,900	4,900	-
Hounslow CCG - Future in Mind			-	7,000
Isleworth & Hounslow Charity			-	595
London Borough of Hounslow Community Partnerships			-	7,156
London Borough of Hounslow - Early Years		60,000	60,000	60,000
London Borough of Richmond upon Thames - CWGF		7,200	7,200	-
Masonic Charitable Foundation; Big Hopes, Big Future		10,000	10,000	-
National Lottery Community Fund		5,000	5,000	-
Postcode Community Trust Lottery			-	20,000
Richmond Parish Lands Charity		20,600	20,600	15,600
The Royal Borough of Kingston upon Thames - CWGF		7,200	7,200	-
	<u>47,840</u>	<u>352,150</u>	<u>399,990</u>	<u>330,601</u>
	Unrestricted	Restricted	2021	2020
	£	£	£	£
Donations				
Featherstone Leigh Estate Agents	900		900	900
John Lewis Partnership/Waitrose	2,606		2,606	-
Kingston Rotary Club		500	500	-
Mortlake Parish Church			-	1,819
Munro Charitable Trust			-	1,000
Royal Borough of Kingston			-	2,750
RFU Community Engagement			-	1,500
The Freshwater Foundation			-	1,500
The Mayor's Charity, Richmond	18,169		18,169	-
The Richmond Charities		2,000	2,000	-
Other donations	18,416		18,416	10,720
Volunteers expenses donated			-	3,390
Gift Aid refunded	4,288		4,288	1,309
	<u>44,379</u>	<u>2,500</u>	<u>46,879</u>	<u>24,889</u>
Other trading activities				
Fundraising and events	<u>28,649</u>	<u>-</u>	<u>28,649</u>	<u>15,039</u>
Investment Income				
Bank interest	<u>2,187</u>	<u>-</u>	<u>2,187</u>	<u>3,008</u>
Total Income	<u>123,055</u>	<u>354,650</u>	<u>477,705</u>	<u>373,537</u>

3 Expenditure

	Unrestricted £	Restricted £	2021 £	2020 £
Raising Funds				
Staff & personnel costs	24,674		24,674	19,042
Publicity	1,167		1,167	1,161
Events	335		335	1,200
Fundraising			-	828
	<u>26,176</u>	<u>-</u>	<u>26,176</u>	<u>22,231</u>
Charitable Activities				
Staff & personnel costs	20,449	272,595	293,044	312,081
Volunteer training & support		245	245	7,857
Direct grants to families		21,156	21,156	595
Direct support to families and family events		4,188	4,188	1,200
Office costs		9,471	9,471	13,508
Premises costs		24,749	24,749	26,387
Affiliations and fees		7,631	7,631	7,280
	<u>20,449</u>	<u>340,035</u>	<u>360,484</u>	<u>368,909</u>
Governance costs				
Management Committee expenses	124		124	97
Other	122		122	48
	<u>246</u>	<u>-</u>	<u>246</u>	<u>145</u>
Total Expenditure	<u>46,871</u>	<u>340,035</u>	<u>386,906</u>	<u>391,284</u>

3a Staff Costs

Included within expenditure are the following staff costs:

	Unrestricted £	Restricted £	2021 £	2020 £
Wages & salaries	41,098	238,532	279,630	281,013
Employer's national insurance	1,518	17,901	19,420	20,535
Employment allowance		(4,000)	(4,000)	(3,000)
Pension contributions	1,676	18,006	19,681	20,583
	<u>44,292</u>	<u>270,439</u>	<u>314,732</u>	<u>319,131</u>
Of which the following staff costs were in respect of key management personnel	<u>-</u>	<u>40,305</u>	<u>40,305</u>	<u>40,326</u>

No employees received emoluments in excess of £60,000 in the current or the previous financial year.

The average number of employees of the Charity in the year was 15 (8.9 full-time equivalent). In 2020, it was 15 staff and 9.3 FTE.

The Charity also pays two hourly-rate workers who run the weekly family groups which have been delivered on zoom this year.

3b Direct grants to families

Included within expenditure are the following direct grants to families that were distributed as goods, supermarket vouchers or payments made directly to the family's utility provider:

	Grants to families	Grants to institutions	Total
London Borough of Richmond upon Thames - Coronavirus Winter Crisis Grant	5,400	1,800	7,200
Royal Borough of Kingston upon Thames - Coronavirus Winter Crisis Grant	7,200		7,200
The Richmond Charities	170		170
National Lottery	2,975		2,975
John Lewis/Home-Start UK - Caring for Families	3,611		3,611
	<u>19,356</u>	<u>1,800</u>	<u>21,156</u>

Grants were made to 57 families at an average of £340 per family. Support costs allocated to grant making activities were not material as grants were made to families already in receipt of our support.

At the direction of the funder, £1800 was paid to Crossroads Care, Richmond & Kingston, a separate charity (charity no. 1053224) to support other local families not affiliated to Home-Start Richmond, Kingston & Hounslow.

4 Fixed Assets	Office		Total £
	Equipment £	Computers £	
Cost			
At 1 April 2020	10,589	26,661	37,250
Additions	-	646	646
Disposals	-	(8,126)	(8,126)
At 31 March 2021	<u>10,589</u>	<u>19,181</u>	<u>29,770</u>
Depreciation			
At 1 April 2020	9,690	26,378	36,068
Charge	450	500	950
Disposals		(8,126)	(8,126)
At 31 March 2021	<u>10,140</u>	<u>18,752</u>	<u>28,892</u>
Net Book Value			
At 31 March 2021	<u><u>449</u></u>	<u><u>429</u></u>	<u><u>878</u></u>
As at 31 March 2020	<u>899</u>	<u>283</u>	<u>1,182</u>

5 Cash at Bank and in Hand	2021	2020
	£	£
Bank accounts	405,143	300,401
Petty cash	77	77
	<u>405,221</u>	<u>300,478</u>

6 Debtors	2021	2020
	£	£
Achieving for Children	-	15,000
HMRC Gift Aid	4,287	1,309
Sundry debtors	1,450	2,950
	<u>5,737</u>	<u>19,259</u>

7 Creditors: amounts falling due for payment within one year	2021	2020
	£	£
Grants payable to families	-	1,183
Trade creditors	2,273	2,656
Total	<u>2,273</u>	<u>3,839</u>

8 Income received in advance

Funding received during the current period relating to the following year

	2021	2020
	£	£
Hampton Fund	17,500	17,500
London Borough of Hounslow	6,000	-
Richmond Parish Lands Charity	15,600	20,600
	<u>39,100</u>	<u>38,100</u>

9 Movement in Funds

	1 April 2020 Opening			31 March 2021 Closing	
	Balance	Income	Expenditure	Transfers	Balance
	£	£	£	£	£
Restricted Funds					
Home Visiting and Family Support	71,718	354,650	(338,904)		87,464
Innovation	1,131		(1,131)		0
	<u>72,849</u>	<u>354,650</u>	<u>(340,035)</u>	<u>0</u>	<u>87,464</u>
Unrestricted Funds					
General Fund	207,716	123,055	(46,871)	(15,000)	268,900
Designated Fund				15,000	15,000
Total	<u>280,565</u>	<u>477,705</u>	<u>(386,906)</u>	<u>0</u>	<u>371,364</u>

10 Description of Funds

Home Visiting and Family Support - Funds received to further the core purpose of Home-Start Richmond, Kingston & Hounslow which is to provide a network of trained home visiting volunteers, who together with expert staff, support families with children under five years old who are experiencing challenging times.

Innovation - Funds received to implement a paperless office solution, including the required technology and training for staff, allowing the organisation to become more efficient and provide better outcomes for the families we support.

Designated Reserve - a portion of unrestricted funds set aside to invest in appropriate tools and technologies to optimise remote working for staff, support digital and organizational development and enhance sustainability.

11 Trustee Remuneration and Related Party Transactions

Gerard Ring, a trustee, received £0 (2020: £200) during the year for services relating to safeguarding training of volunteers and staff. Miranda Tottman, a trustee, received £0 (2019: £215) during the year for paid summer cover family support.

The expenses of the trustees amounting to £124 (2020: £97) in relation to costs incurred in fulfilling their duties, including for training, travel and subsistence, accommodation, equipment and other expenses were met during the year.

No trustee or person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

£6,724 (2020: £6938) was paid to Home-Start UK to cover the annual membership levy for centralised services provided, such as branding, policy guidance and legal services.

The funds from the Masonic Charitable Foundation for the Big Hopes, Big Future programme, were received via Home-Start UK.

Independent Examiner's Report to the Trustees of Home-Start Richmond, Kingston & Hounslow

I report to the trustees on my examination of the accounts of Home-Start Richmond, Kingston & Hounslow for the year ended 31st March 2021.

Responsibilities and basis of report

This report is made solely to the charity's trustees who, as a body, are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants of Scotland (ICAS). I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

R. J. Tweed. 2/7/21

Rebecca J Tweed ACA

Institute of Chartered Accountants of Scotland (ICAS)