

**REGISTERED COMPANY NUMBER: 05491570 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1110638**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2021  
FOR  
HOME-START READING LTD**

**D C Dobby ACIB  
Tilehurst  
Reading  
Berkshire**

**HOME-START READING LTD**

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FOR THE YEAR ENDED 31 MARCH 2021**

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**HOME-START READING LTD**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

**YEAR ENDED 31 MARCH 2021**

Charity number: 1110638

Company number: 05491570

Registered Office: 7 Southcote Parade, Southcote Farm Lane, Reading, Berkshire, RG30 3DT

**Directors and Trustees**

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows.

Sue Biggs	Joint Chair
Catherine Troup	Joint Chair
Sylvia Geeves	Treasurer
Jan Gavin	
Christopher Guy	
Jill Lake	
Amal Mohammed	
Alexandra Njuguna	
Josephine Rado	

**Independent Examiner**

D C Dobby ACIB  
Tilehurst  
Reading  
Berkshire

**Governing Document**

Home Start Reading is a company limited by guarantee governed by its Memorandum and Articles. It is registered as a charity with the Charity Commission.

## **HOME-START READING LTD**

### **REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021**

#### **Appointment of Trustees**

As set out in the Articles of Association the chair of the trustees is nominated by the executive committee. Nominations for the election to the committee are considered and voted upon at the Annual General Meeting. The maximum number of members of the executive shall be no more than twelve.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Risk management**

Home-Start Reading works to a number of robust policies derived from Home Start UK including "Disaster Recovery/Business Continuation", "Health and Safety", "Data Protection" and "Standing Orders for Financial Management". These policies and practices are regularly reviewed by Trustees.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

To provide a voluntary home- visiting scheme offering friendly, knowledgeable and practical help to families with at least one child under 5 who may be going through a difficult time, and in Reading providing two weekly Family Groups in areas of deprivation, and other targeted group provision as required from time to time on specific needs

##### **Significant activities**

Organising and managing various projects, events and activities designed to achieve the above objects.

#### **ACHIEVEMENTS AND PERFORMANCE**

##### **Charitable activities**

The Charity provides an Annual Report for adoption at its AGM and then available on its website giving statistics and a narrative about its various activities in supporting families at home and in the groups, recording outputs and measures of the families' satisfaction with their support. In 2020/21 the Charity supported 61 families through phone calls and texts by volunteers, as visiting homes was inoperable due to covid restrictions, and communication to a further 31 in the Family Groups.

#### **REPORTING PUBLIC BENEFIT**

As a small charity, below the Charity Act's audit threshold, the trustees' report focuses on the main activities

## **HOME-START READING LTD**

### **REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021**

#### **FINANCIAL REVIEW**

##### **Review of the year**

Income has increased by 66.6% on the previous year, this is due to an increase in grants of 101.4% and a decrease in donations of 41.5%, together with fundraising income of £464. The grant providers can be found in Note 2 of the accounts.

The costs of generating these funds and providing charitable activities has increased by 1.9%

Providing adequate funding for the essential administrative infrastructure to support the charity's many services remains a very considerable challenge. Home -Start Reading are very grateful for all the grants and donations received in the year, and are continuing to depend on such grants and donations to provide their services in the community.

##### **Reserves policy**

In determining the reserves policy of the charity, the Trustees consider the levels of risk and operating expenses required.

It is the Trustees' goal to create sufficient reserves to cover at least six months' normal operating expenses, given the statutory redundancy obligations to its staff, and the fact that Home-Start Reading deals with vulnerable families who would require sufficient notice in the event that the charity were to cease operations. The charity's reserves are deemed to be adequate in terms of risk.

##### **Funds in deficit**

None

#### **ON BEHALF OF THE BOARD**

Sue Biggs - Joint Chair

Date: 15 September 2021

**HOME-START READING LTD**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HOME-START READING LTD**

I report on the accounts for the year ended 31 March 2021 set out on pages five to thirteen.

**Respective responsibilities of trustees and examiner**

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

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

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

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met or

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

D C Dobby ACIB  
Tilehurst  
Reading  
Berkshire

Date 23 September 2021

## HOME-START READING LTD

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted Funds £	2021 Restricted Funds £	Designated Funds £	Total £	2020 Total £
Notes						
<b>INCOME</b>						
Donations and grants	2	22,679	143,217	10,000	175,896	105,319
Income from Investments		-	-	-	-	509
Other Income	2	464	-	-	464	-
<b>Total income</b>		<b>23,143</b>	<b>143,217</b>	<b>10,000</b>	<b>176,360</b>	<b>105,828</b>
<b>EXPENDITURE</b>						
Expenditure on Charitable Activities	3	12,691	124,974	-	137,665	135,071
<b>Total expenses</b>		<b>12,691</b>	<b>124,974</b>	<b>-</b>	<b>137,665</b>	<b>135,071</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>10,452</b>	<b>18,243</b>	<b>10,000</b>	<b>38,695</b>	<b>(29,243)</b>
<b>Transfer of Funds</b>			<b>(12,538)</b>	<b>12,538</b>	<b>-</b>	<b>-</b>
		<b>10,452</b>	<b>5,705</b>	<b>22,538</b>	<b>38,695</b>	<b>(29,243)</b>
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>	10					
Unrestricted funds		34,417	-	-	34,417	43,820
Restricted funds		-	26,460	-	26,460	36,590
Designated funds		-	-	8,986	8,986	18,696
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>44,869</b>	<b>32,165</b>	<b>31,524</b>	<b>108,558</b>	<b>69,863</b>

## HOME-START READING LTD

BALANCE SHEET  
AT 31 MARCH 2021

		Unrestricted	2021 Restricted	Designated	Total	2020 Total
		Funds	Funds	Funds		Restated
		£	£	£	£	£
Notes						
<b>FIXED ASSETS</b>						
Tangible Assets	7	407	-	-	407	814
<b>CURRENT ASSETS</b>						
Debtors: amounts falling due within one year	8	392	-	-	392	600
Cash at bank and in hand		85,912	44,703	18,986	149,601	96,000
		86,304	44,703	18,986	149,993	96,600
<b>CREDITORS</b>						
Amounts falling due within one year	9	(41,842)	-	-	(41,842)	(27,551)
<b>NET CURRENT ASSETS</b>		44,869	44,703	18,986	108,558	69,049
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		44,869	44,703	18,986	108,558	69,863
<b>TRANSFER BETWEEN FUNDS</b>			-12,538	12,538	-	-
<b>NET ASSETS</b>		44,869	32,165	31,524	108,558	69,863
<b>FUNDS</b>						
Unrestricted funds	10	44,869	-	-	44,869	34,417
Restricted funds	10	-	32,165	-	32,165	26,460
Designated Funds	10	-	-	31,524	31,524	8,986
<b>TOTAL FUNDS</b>		44,869	32,165	31,524	108,558	69,863



**HOME-START READING LTD**  
**BALANCE SHEET - CONTINUED**  
**AT 31 MARCH 2021**

The charitable company is entitled to exemption from audit under section 144(2) of the Charities Act 2011 for the year ended 31 March 2021

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with section 145(5)(b) of the Charities Act 2011.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 of the Companies Act 2006; and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of section 396 and which otherwise comply with the

charitable company.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015)- (Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements were approved by the Board of Trustees on 15 September 2021 and were signed on its behalf by:

Sue Biggs - Joint Chair

Sylvia Geeves - Trustee

**HOME-START READING LTD**

**CASH FLOW STATEMENT**

**FOR THE YEAR ENDED 31 MARCH 2021**

	2020 £	2020 £
<b>STATEMENT OF CASH FLOW</b>		
Net Cash provided by operating activities	53,600	(46,765)
Purchase of equipment	-	(1,220)
Net Cash provided by financial activities	<u>53,600</u>	<u>(47,985)</u>
Change in cash and cash equivalents in the year	53,600	(47,986)
Cash and cash equivalents at the beginning of the year	<u>96,000</u>	<u>143,986</u>
Cash and cash equivalents at the end of the year	<u><u>149,600</u></u>	<u><u>96,000</u></u>

**RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASH FLOW  
FROM OPERATING ACTIVITIES**

Net income/ expenditure for the year as per the statement of financial activities	38,695	(29,243)
Depreciation charges	406	1,342
Decrease/(Increase) in Debtors	208	3,968
Increase/(Decrease) in Creditors	<u>14,291</u>	<u>(22,832)</u>
Net Cash provided by operating activities	<u><u>53,600</u></u>	<u><u>(46,765)</u></u>

**ANALYSIS OF CASH AND CASH EQUIVALENTS**

Cash at Bank and in hand	<u><u>149,600</u></u>	<u><u>96,000</u></u>
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## HOME-START READING LTD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

#### 1 ACCOUNTING POLICIES

##### **Accounting convention**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015)- (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the resource; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

Incoming resources from grants are included in the Statement of Financial Activities to match periods when the services relating to these grants are delivered.

##### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Governance costs**

Include costs of preparation and examination of statutory accounts and cost of any legal advice to trustees on governance or constitutional matters.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:-

Computer Equipment	- straight line over 3 years.
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##### **Taxation**

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

## HOME-START READING

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

#### 1 ACCOUNTING POLICIES (Continued)

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through terms of an appeal.

##### Designated Funds

Designated funds are used for monies set aside from the general fund for a specific purpose.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### Pension costs and post-retirement benefits

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

##### Going concern

The charity reported a cash inflow of £53,600 in the year. The trustees have considered the uncertainties in relation to the Charity's future funding (set out in the trustees' report) and consider that there is sufficient funding in place for the next year to enable the accounts to be prepared on a going concern basis.

#### 2. Income from Donations and Grants

	2021 £	2020 £
Donations	14,179	20,036
Grants	161,717	80,278
Fund Raising	464	5,005
	<b>176,360</b>	<b>105,319</b>

Grants received, included in the above, are as follows:-

	2021 £	2020 £
<b>GRANTS</b>		
Home Visiting	68,425	42,599
Family Groups	45,092	38,896
Other Projects	48,200	-1,217
	<b>161,717</b>	<b>80,278</b>

# HOME-START READING LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 3 Expenditure on Charitable Activities

	2021 £	2020 £
Personnel costs	91,127	92,840
Social security	1,220	2,338
Pensions	4,174	4,247
Terminal contingency	1,800	3,000
Family groups	4,354	5,636
Family projects activity costs	11,911	3,004
Rent, rates and service charges	425	690
Insurance	1,089	1,283
Light and heat	854	1,026
Telephone, broadband & website	3,269	4,592
Printing, postage and stationery	634	1,306
Charity log		3,624
Repairs and renewals	502	1,582
Sundries	168	203
Staff Training		216
Travelling	143	2,052
Fund Raising costs	12,600	1,480
Professional fees	2,989	4,367
Depreciation	406	1,342
Governance costs (see note 4)	-	243
	<b>137,665</b>	<b>135,071</b>

### Analysis of governance costs

4	AGM and trustees meetings	-	243
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### Net Incoming/(Outgoing) Resources

### 5 Net resources are stated after charging/(crediting)

	2021 £	2020 £
Depreciation- owned assets	406	1342

# HOME-START READING LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 6 Staff Costs

	2021	2020
	£	£
Gross wages and salaries	91,127	92,840
Employer's national insurance costs	1,220	2,338
Pension costs	4,174	4,247
	<u>96,521</u>	<u>99,425</u>

### Trustees' Remuneration and Benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 (2020 - Nil)

The average monthly number of employees during the year was as follows:-

	2021	2020
Charitable Activities	<u>7</u>	<u>8</u>

### 7 TANGIBLE FIXED ASSETS

	Computer Equipment £
<b>COST</b>	
Balance at 1 April 2020	6,238
Additions in Year	
Balance at 31 March 2021	<u>6,238</u>
<b>DEPRECIATION</b>	
Balance at 1 April 2020	5,424
Charge for the Year	407
Balance at 31 March 2021	<u>5,831</u>
<b>NET BOOK VALUE</b>	
At 31 March 2021	<u>407</u>
At 31 March 2020	<u>814</u>

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NOTES FOR THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

8 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other debtors	-	344
Accrued income	-	-
Prepayments	392	256
	<u>392</u>	<u>600</u>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Social security and other taxes	4,329	4,679
Other Creditors	19,285	6,484
Deferred income	18,229	16,388
	<u>41,843</u>	<u>27,551</u>

10 MOVEMENT IN FUNDS

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total Funds £	2020 £
Balance at 1st April 2020	34,417	26,460	8,986	69,863	99,107
Incoming resources	23,143	143,217	10,000	176,360	105,827
Resources expended	(12,691)	(124,974)	-	(137,665)	(135,071)
Net movement in funds	<u>10,452</u>	<u>18,243</u>	<u>10,000</u>	<u>38,695</u>	<u>(29,244)</u>
Transfer between Funds		(12,538)	12,538	-	-
Balance at 31st March 2021	<u>44,869</u>	<u>32,165</u>	<u>31,524</u>	<u>108,558</u>	<u>69,863</u>

## HOME-START READING LTD

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

	2021			2020
	Unrestricted Funds	Restricted Funds	Designated Funds	Total
	£	£		£
<b>INCOME</b>				
Donations	14,179	-	-	14,179
Grants	8,500	143,217	10,000	161,717
Memberships	-	-	-	-
Fund Raising	464	-	-	464
	23,143	143,217	10,000	176,360
Investment income	-	-	-	-
	23,143	143,217	10,000	176,360
<b>Total incoming resources</b>	<b>23,143</b>	<b>143,217</b>	<b>10,000</b>	<b>176,360</b>
<b>EXPENDITURE</b>				
<b>Expenditure on Charitable Activities</b>				
Personnel costs	8,009	83,118		91,127
Social security	85	1,135		1,220
Pensions	854	3,320		4,174
Terminal contingency	1,800	-		1,800
Family groups		4,354		4,354
Family projects activity costs		11,911		11,911
Rent, rates and service charges		425		425
Insurance		1,089		1,089
Light and heat		854		854
Telephone and broadband		3,269		3,269
Printing, postage and stationery		634		634
Charity log		-		0
Repairs and renewals		502		502
Sundries		168		168
Staff Training		-		0
Travelling	18	125		143
Fund raising costs		12,600		12,600
Professional fees	1,519	1,470		2,989
Depreciation	406	-		406
Trustees meetings		-		0
	12,691	124,974		137,665
<b>NET INCOMING/(OUTGOING) RESOURCES</b>	<b>10,452</b>	<b>18,243</b>	<b>10,000</b>	<b>38,695</b>
				<b>(29,243)</b>