

Charity registration number 1113984

Company registration number 05681175 (England and Wales)

HOME START HARWICH
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

REVISED

HOME START HARWICH

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

R Colley Retired
Mrs P Ford Retired
Mrs L Gridley Teacher
Mrs C Offord Book-keeper
Mrs L Mann Eys Advisor Essex County
Council
Mrs R Thompson Retired
Rev M Shaw Reverend Canon

Charity number

1113984

Company number

05681175

Principal address

St Nicholas Hall
Stour Road
Harwich
Essex
England
CO12 3HS

Independent examiner

Gascoynes
Gascoynes House
Moseleys Farm Business Centre
Fornham All Saints
Suffolk
IP28 6JY

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 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 2019).

Objectives and activities

The objectives of the charity are to foster the well-being, both mental and physical, of parents and children, to prevent cruelty to children and to promote, through education, better standards of childcare; within the areas of Harwich, Manningtree and nearby rural areas.

Home-Start schemes offer support, friendship and practical help to parents with young children, in local communities throughout the UK and with British Forces in Germany. Home-Start offers a unique service, recruiting and training volunteers - who are usually parents themselves - to visit families at home to offer informal, friendly and confidential support. Home-Start Harwich also runs a family support group which enables parents with young children to meet together informally and to come forward to ask for help when needed. The trustees (directors) have complied with their duty under section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission, where relevant to the charity.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

R Colley Retired

Mrs P Ford Retired

Mrs L Gridley Teacher

Mrs C Offord Book-keeper

Mrs L Mann Eys Advisor Essex County Council

Mrs R Thompson Retired

Rev M Shaw Reverend Canon

Accounts

Home-Start Harwich does not possess long term investment assets. Income for the scheme is derived from grants to deliver services. Core service grants from the public sector are a key element of funding our services; recently, as in the case of the other Home-Start schemes, we have experienced a significant cutback in public sector grants. However, the scheme was successful in securing grants from the Big Lottery Fund which has ensured that the scheme is in a financially sound position. Other grants have been obtained for specific projects in addition to charitable donations.

Reserves

Our reserves are equivalent to at least 9 months' normal running costs as a safeguard against the possibility of significant financial difficulties. This reserve safeguards the scheme against short term fluctuations in funding. In the current financial circumstances where future funding is uncertain the reserve would support the orderly reduction or closure of the scheme, meeting all known redundancy obligations and other financial liabilities, as well as funding close-down work with other agencies to make alternative arrangements for the children and other families which would lose our support.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2023*

The trustees' report was approved by the Board of Trustees.

Mrs C Offord Book-keeper
Trustee

27 November 2023

HOME START HARWICH

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOME START HARWICH

I report to the trustees on my examination of the financial statements of Home Start Harwich (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Gascoynes

Gascoynes House
Moseleys Farm Business Centre
Fornham All Saints
Suffolk
IP28 6JY

Dated: 27 November 2023

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STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
Income from:							
Donations and legacies	3	11,092	239,889	250,981	5,442	211,139	216,581
Investments	2	618	-	618	286	-	286
Total income		11,710	239,889	251,599	5,728	211,139	216,867
Expenditure on:							
Charitable activities	4	(11,615)	222,163	210,548	1,236	167,922	169,158
Other	6	-	27,226	27,226	-	22,735	22,735
Total expenditure		(11,615)	249,389	237,774	1,236	190,657	191,893
Net income/(expenditure) for the year/							
Net movement in funds		23,325	(9,500)	13,825	4,492	20,482	24,974
Fund balances at 1 April 2022		93,659	122,762	216,421	89,167	102,280	191,447
Fund balances at 31 March 2023		116,984	113,262	230,246	93,659	122,762	216,421

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

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BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Debtors	10	271		668	
Cash at bank and in hand		234,739		219,707	
		<u>235,010</u>		<u>220,375</u>	
Creditors: amounts falling due within one year	11	(4,764)		(3,954)	
Net current assets			230,246		216,421
Income funds					
Restricted funds			113,262		122,762
<u>Unrestricted funds</u>					
Reserve funds		43,000		43,000	
General funds		<u>73,984</u>		<u>50,659</u>	
			116,984		93,659
			<u>230,246</u>		<u>216,421</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

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

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 27 November 2023

Mrs C Offord Book-keeper
Trustee

Company registration number 05681175

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.5 Expenditure

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

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	Straight line over 10 years
------------------------------	-----------------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	618	286

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	11,092	-	11,092	5,442	-	5,442
Grants	-	239,889	239,889	-	211,139	211,139
	11,092	239,889	250,981	5,442	211,139	216,581

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

(Continued)

Grants receivable for core activities

Big Lottery Fund grant	-	149,298	149,298	-	146,849	146,849
Essex Community Foundation Trust	-	10,407	10,407	-	11,869	11,869
Virgin Barnardos	-	18,333	18,333	-	23,667	23,667
Home-Start Essex	-	-	-	-	433	433
TDC Community Fund Grant	-	-	-	-	1,500	1,500
Home-Start Colchester Warm & Safe	-	-	-	-	3,571	3,571
Essex County Council	-	1,851	1,851	-	2,750	2,750
ECC Winter Household Support Fund	-	60,000	60,000	-	20,500	20,500
	-	239,889	239,889	-	211,139	211,139

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	2023 £	2022 £
Wages	105,726	100,081
Staff expenses	4,941	3,442
Pensions	1,916	1,515
Rent and rates	8,645	5,617
Insurance	962	860
Volunteers' expenses	427	521
Family group and other group activities	11,400	10,417
Training and volunteer support	2,205	2,898
Warm and safe project	-	4,422
HSUK Bobbitts hole project	1,255	58
ECCOG expenses	-	1,857
Winter household support	1,501	20,092
Seasonal events	-	1,580
Other charitable expenditure	55,845	-
	<u>194,823</u>	<u>153,360</u>
Share of support costs (see note 5)	14,975	9,875
Share of governance costs (see note 5)	750	5,923
	<u>210,548</u>	<u>169,158</u>
Analysis by fund		
Unrestricted funds	(11,615)	1,236
Restricted funds	222,163	167,922
	<u>210,548</u>	<u>169,158</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

5 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Telephone	1,989	-	1,989	1,830	-	6,517
Postage and stationery	400	-	1,150	2,226	-	3,462
Advertising	131	-	131	-	-	-
Sundries	12,382	-	12,382	5,741	-	5,741
Bank charges	73	-	73	78	-	78
Home-Start UK Annual Fee	-	-	-	-	4,687	-
Accountancy and legal fees	-	750	-	-	1,236	-
	<u>14,975</u>	<u>750</u>	<u>15,725</u>	<u>9,875</u>	<u>5,923</u>	<u>15,798</u>
Analysed between						
Charitable activities	<u>14,975</u>	<u>750</u>	<u>15,725</u>	<u>9,875</u>	<u>5,923</u>	<u>15,798</u>

6 Other

	Restricted funds	Restricted funds
	2023	2022
Wages	26,740	22,288
Pensions	486	447
	<u>27,226</u>	<u>22,735</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

2023	2022
Number	Number
<u>6</u>	<u>6</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

8 Employees

(Continued)

There were no employees whose annual remuneration was more than £60,000.

9 Tangible fixed assets

Leasehold land and buildings
£

Cost

At 1 April 2022 1,000

At 31 March 2023 1,000

Depreciation and impairment

At 1 April 2022 1,000

At 31 March 2023 1,000

Carrying amount

10 Debtors

2023 2022

Amounts falling due within one year: £ £

Trade debtors 26 -

Prepayments and accrued income 245 668

271 668

11 Creditors: amounts falling due within one year

2023 2022

£ £

Other taxation and social security 2,217 2,294

Trade creditors 1,833 -

Accruals and deferred income 714 1,660

4,764 3,954

12 Related party transactions

There were no related party transactions during the year (2022 - none).