

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 2024

HOME START HARWICH

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|----------------------|--|
| Trustees | R Colley Retired Mrs P Ford Retired Mrs L Gridley Teacher Mrs C Offord Retired Mrs L Mann Eys Advisor Essex County Council Mrs R Thompson Retired Mr P Kinzett |
| 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 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

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 runs several family support groups 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 Retired

Mrs L Mann Eys Advisor Essex County Council

Mrs R Thompson Retired

Mr P Kinzett

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. The reserve safeguards the scheme against short term fluctuations in funding. In the current financial circumstances where future funding can be 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 2024

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

Catherine Offord

Mrs C Offord Retired
Trustee

7 October 2024

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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 2024.

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

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

Dated: 7 October 2024

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STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

| | | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|---|---|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Notes | | | | | | | |
| Income from: | | | | | | | |
| Donations and grants | 2 | 9,261 | 344,880 | 354,141 | 11,092 | 239,889 | 250,981 |
| Investments | 3 | 1,646 | - | 1,646 | 618 | - | 618 |
| Total income | | 10,907 | 344,880 | 355,787 | 11,710 | 239,889 | 251,599 |
| Expenditure on: | | | | | | | |
| Charitable activities | 4 | - | 266,827 | 266,827 | (11,615) | 222,163 | 210,548 |
| Other | 8 | - | 31,679 | 31,679 | - | 27,226 | 27,226 |
| Total expenditure | | - | 298,506 | 298,506 | (11,615) | 249,389 | 237,774 |
| Net income for the year/ Net movement in funds | | 10,907 | 46,374 | 57,281 | 23,325 | (9,500) | 13,825 |
| Fund balances at 1 April 2023 | | 116,984 | 113,262 | 230,246 | 93,659 | 122,762 | 216,421 |
| Fund balances at 31 March 2024 | | 127,891 | 159,636 | 287,527 | 116,984 | 113,262 | 230,246 |

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 2024

| | Notes | 2024 £ | £ | 2023 £ | £ |
|--|-------|----------------|----------------|----------------|----------------|
| Current assets | | | | | |
| Debtors | 11 | 258 | | 271 | |
| Cash at bank and in hand | | 292,910 | | 234,739 | |
| | | <u>293,168</u> | | <u>235,010</u> | |
| Creditors: amounts falling due within one year | 12 | (5,641) | | (4,764) | |
| Net current assets | | | 287,527 | | 230,246 |
| Income funds | | | | | |
| Restricted funds | | | 159,636 | | 113,262 |
| Unrestricted funds | | | 127,891 | | 116,984 |
| | | | <u>287,527</u> | | <u>230,246</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 2024.

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 7 October 2024

Mrs C Offord Retired
Trustee

Catherine Offord

Company registration number 05681175

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

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 2024

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 2024

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 Donations and grants

| | Unrestricted funds | Restricted funds | Total | Unrestricted funds | Restricted funds | Total |
|---------------------|-----------------------|---------------------|----------------|-----------------------|---------------------|----------------|
| | 2024 | 2024 | 2024 | 2023 | 2023 | 2023 |
| | £ | £ | £ | £ | £ | £ |
| Donations and gifts | 9,261 | - | 9,261 | 11,092 | - | 11,092 |
| Grants | - | 344,880 | 344,880 | - | 239,889 | 239,889 |
| | <u>9,261</u> | <u>344,880</u> | <u>354,141</u> | <u>11,092</u> | <u>239,889</u> | <u>250,981</u> |

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

2 Donations and grants

(Continued)

Grants receivable for core activities

| | | | | | | |
|----------------------------|---|----------------|----------------|---|----------------|----------------|
| Big Lottery Fund | - | 182,052 | 182,052 | - | 149,298 | 149,298 |
| Pears Breathing Space | - | 6,500 | 6,500 | - | 10,407 | 10,407 |
| HCRG | - | 21,200 | 21,200 | - | 18,333 | 18,333 |
| Startwell | - | 25,000 | 25,000 | - | - | - |
| ECC Household Support Fund | - | 100,000 | 100,000 | - | 1,851 | 1,851 |
| ECF Forest School | - | 1,325 | 1,325 | - | 60,000 | 60,000 |
| Other | - | 8,803 | 8,803 | - | - | - |
| | - | <u>344,880</u> | <u>344,880</u> | - | <u>239,889</u> | <u>239,889</u> |

3 Investments

| | Unrestricted funds | Unrestricted funds |
|---------------------|--------------------|--------------------|
| | 2024 | 2023 |
| | £ | £ |
| Interest receivable | <u>1,646</u> | <u>618</u> |

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

4 Charitable activities

| | 2024 | 2023 |
|---|----------------|----------------|
| | £ | £ |
| Wages | 127,754 | 105,726 |
| Staff expenses | 3,998 | 4,941 |
| Pensions | 2,104 | 1,916 |
| Rent and rates | 8,745 | 8,645 |
| Insurance | 1,023 | 962 |
| Volunteers' expenses | 667 | 427 |
| Family group and other group activities | 12,698 | 11,400 |
| Training and volunteer support | 2,502 | 2,205 |
| HSUK Bobbits hole project | 567 | 1,255 |
| Winter household support | 165 | 1,501 |
| Other charitable expenditure | 92,520 | 55,845 |
| | <u>252,743</u> | <u>194,823</u> |
| Share of support costs (see note 5) | 12,616 | 14,975 |
| Share of governance costs (see note 5) | 1,468 | 750 |
| | <u>266,827</u> | <u>210,548</u> |
| Analysis by fund | | |
| Unrestricted funds | - | (11,615) |
| Restricted funds | <u>266,827</u> | <u>222,163</u> |

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

5 Support costs

| | Support costs | Governance costs | 2024 | Support costs | Governance costs | 2023 |
|----------------------------|---------------|------------------|---------------|---------------|------------------|---------------|
| | £ | £ | £ | £ | £ | £ |
| Telephone | 2,194 | - | 2,194 | 1,989 | - | 1,989 |
| Postage and stationery | 100 | - | 1,568 | 400 | - | 1,150 |
| Advertising | 1,315 | - | 1,315 | 131 | - | 131 |
| Sundries | 8,925 | - | 8,925 | 12,382 | - | 12,382 |
| Bank charges | 82 | - | 82 | 73 | - | 73 |
| Accountancy and legal fees | - | 1,468 | - | - | 750 | - |
| | <u>12,616</u> | <u>1,468</u> | <u>14,084</u> | <u>14,975</u> | <u>750</u> | <u>15,725</u> |
| Analysed between | | | | | | |
| Charitable activities | <u>12,616</u> | <u>1,468</u> | <u>14,084</u> | <u>14,975</u> | <u>750</u> | <u>15,725</u> |

6 Trustees

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

7 Employees

The average monthly number of employees during the year was:

| 2024 | 2023 |
|----------|----------|
| Number | Number |
| <u>7</u> | <u>6</u> |

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

8 Other

| | Restricted funds | Restricted funds |
|----------|------------------|------------------|
| | 2024 | 2023 |
| | £ | £ |
| Wages | 31,078 | 26,740 |
| Pensions | 601 | 486 |
| | <u>31,679</u> | <u>27,226</u> |

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 Tangible fixed assets

| | Leasehold land and buildings £ |
|------------------------------------|-----------------------------------|
| Cost | |
| At 1 April 2023 | 1,000 |
| At 31 March 2024 | 1,000 |
| Depreciation and impairment | |
| At 1 April 2023 | 1,000 |
| At 31 March 2024 | 1,000 |
| Carrying amount | |

11 Debtors

| | 2024 £ | 2023 £ |
|---|------------|------------|
| Amounts falling due within one year: | | |
| Trade debtors | - | 26 |
| Prepayments and accrued income | 258 | 245 |
| | <u>258</u> | <u>271</u> |

12 Creditors: amounts falling due within one year

| | 2024 £ | 2023 £ |
|------------------------------------|--------------|--------------|
| Other taxation and social security | 3,153 | 2,217 |
| Trade creditors | 1,833 | 1,833 |
| Accruals and deferred income | 655 | 714 |
| | <u>5,641</u> | <u>4,764</u> |

13 Related party transactions

There were no related party transactions during the year (2023 - none).