



Annual Report and Unaudited Financial Statements For the Year Ended 31 March 2021



For support, to volunteer or to donate contact:
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Row, Camberley, Surrey GU15 3ER
T: 01276 681121
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Home-Start Surrey Heath, Company No 5624606
Registered Charity England and Wales 1114199

HOME-START SURREY HEATH

LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|-----------------------------|---|---|
| Trustees | Ros McGibbon: Chair Chris Foster Olive Proudfoot Shantha Thiruchelvam: Treasurer Y P Buluma-Samba R Scarborough E L Smyth | (Appointed 13 July 2020) (Appointed 21 September 2020) (Appointed 13 July 2020) |
| Secretary | Stephnie Waight (Senior Organiser) | |
| Charity number | 1114199 | |
| Company number | 5624606 | |
| Principal address | Unit 1 Stuart House Plantation Row Camberley Surrey GU15 3ER | |
| Registered office | Unit 1 Stuart House Plantation Row Camberley Surrey | |
| Independent examiner | Frances Wilde FCCA DChA Warner Wilde Chartered Certified Accountants 4 Marigold Drive Bisley Surrey GU24 9SF | |
| Bankers | Lloyds TSB 19-23 Obelisk Way Camberley Surrey GU15 3SE | |

HOME-START SURREY HEATH

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HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

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

Our Charity's purposes as set out in the objects contained in the company's memorandum of association are essentially to help parents build better lives for their children by offering support and friendship in the home.

The policies adopted in furtherance of these objects are to recruit and train volunteers, who are usually parents themselves, to visit families in order to offer informal confidential friendship and practical help. There has been no change in these during the year.

The trustees have paid due regard to guidance on public benefit issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The charity has adopted a range of policies which set out best practice for identifying and dealing with risks.

Structure, governance and management

The charity is a company limited by guarantee.

Members are elected at the Annual General Meeting.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Indemnity insurance is provided by the charity for the Board of Trustees.

Surrey Heath Home-Start (the Scheme) is administered by a Management committee, made up of members who are directors for the purposes of company law and trustees for the purposes of charity law.

The board is responsible for the overall governance of the Scheme including;

- * Management of the budget
- * Employment of staff
- * Policies
- * Premises
- * Health & Safety

The Scheme employs a part time Scheme Manager and Co-ordinator who are engaged in the recruitment, preparation and support of the group of volunteers who directly support the families. The scheme also employs a part time Administrator.

The Trustees and all staff receive on-going training from Home-Start UK as well as using other external training opportunities as appropriate.

The Board of Management meets every two months and has sub committees dealing with Finance/ Fundraising, Health and Safety, and Personnel. Each committee having an individual Chair meets as necessary reporting back to the main board.

HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

About us

Founded in 1989, Home-Start Surrey Heath is a local charity supporting families with at least one child under 5, through their challenging times. We do this by recruiting and training volunteers who offer weekly practical and emotional support, helping them to grow in confidence and build their resilience to give their children the best start in life.

We are an independent charity in our own right but are part of the national Home-Start family (a network of over 250), following their centrally developed operating model and processes, including their policy framework, training and Quality Assurance.

We are solely responsible for raising our own income to cover our running costs and are reliant upon income from grants and trusts, donations and fundraising to fund the vital support provided to families. So, thank you to all the funders, both organisations and individuals, who help us to carry out our work in the borough.

We work in partnership with other local providers to help families early and have continued our strong track record of partnership working with key Health, Barnardo's Family Centre, Surrey Care Trust, Surrey County Council Children's Services, Surrey Heath Borough Council Family Support Team and other local charities from the voluntary sector. We also partner with seven other schemes in Surrey.

Our Vision

Every parent has the support they need to give their children the best possible start in life.

Our Mission

To help children get the best possible start in life, Home-Start Surrey Heath supports parents across the borough, to grow in confidence, strengthen their relationships with their children and widen their links with the local community.

Our Volunteers

Home-Start volunteers are at the heart of our organisation. They are our most important resource. They offer regular emotional and practical support; encouragement and reassurance to families who are struggling to cope or need extra support. This past year, 29 volunteers provided support to families across the borough. We'd like to extend our huge thanks to our amazing volunteers for their commitment and passion: Angela N, Angela S, Anne, Becky, Carole, Cherry, Chris, Clare, Debbie, Elaine, Fiona, Hannah, Harriet, Jane, Joanna, Jo G, Liza, Lydia, Murielle, Olive (pictured), Penny, Sarah, Shelley, Sian, Simon, Sue, Tasha, Verity, Zoe.



Our Trustees

Home-Start Surrey Heath is an independent local charity, governed by a board of trustees. The trustees have responsibility for setting and reviewing our strategic priorities whilst monitoring the delivery of our service. As at March 2021, our trustees are Ros McGibbon, Chair; Shantha Thiruchelvam, Treasurer; Olive Proudfoot (fundraising); Christine Foster (personnel); Vanessa Butler (strategy); Elaine Smyth (policies/procedures and risk), Yvonne Buluma Samba (GDPR) and Rachel Scarborough (Safeguarding).

HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

A Review of the Past Year

Jackpot Joy!

We couldn't believe it in December 2020 when we heard that one of our supporters had won the Surrey Heath Lottery jackpot of £25,000! To hear about this big win by one of our supporters was just wonderful, positive news in what had been such a horrible year for us all. A huge thank you to Surrey Heath Lottery and SHBC for the opportunity to register as a good cause and for providing us with this regular income, thank you to all our current supporters. To sign up visit: <https://www.surreyheathlottery.co.uk/support/home-start-surrey-heath>



Pram Walk & Talk

We commenced a new Pram Walk & Talk group in January 2021 for new Mums with the aims of reducing isolation; promoting health and wellbeing; improving mental health, self-esteem and confidence and making new friends. A huge thank you to Sam and Chris for facilitating this each week. To the end of March 10 families have got together at Frimley Lodge Park to meet up and enjoy the fresh air.



Getting Creative

Towards the end of 2020, one of our lovely Home-Start Mum's painted some amazing rocks, together with her 2 young children. What a relaxing activity to help with your mental health and promote mindfulness – either on your own or to have fun with your children. She hid them around Bagshot to give people a fun little surprise. We all loved this idea.



HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

Give a Little Love Campaign



We were all excited and delighted to hear about and ultimately become part of The Give a Little Love campaign, an amazing partnership with the John Lewis Partnership, which aimed to raise funds and awareness of Home-Start. Waitrose and John Lewis unveiled this year's Christmas advertising campaign, which - inspired by the kindness shown by the British public during the pandemic - encouraged viewers to 'Give A Little Love' to others and support leading family support charity Home-Start, and UK's largest food redistribution charity, FareShare. A huge thank you to John Lewis Partnership and particularly Waitrose Bagshot and Frimley - we are so grateful for all that you've done for our families.

Through the Pandemic - Scheme Manager Report

The past year has been dramatically different for all of us. For the majority of people, our lives have been put on hold and we have faced considerable challenges brought about by the Covid-19 pandemic. It started for us all in March 2020 and who had any idea that a year later, we'd all still be working from home with restrictions still in place. We've all learnt new words and phrases this year: zoom; social distancing; the new normal; lockdown; keyworkers; home-schooling and as I write this, I hope that at some stage this year, we can return to some kind of normality. My thanks and acknowledgement to the staff team, volunteers and trustees who have shown great resilience throughout this past year, when they switched seamlessly to remote working and developed new processes for working with families remotely, ensuring families have been supported throughout.

Even before the pandemic, families were struggling with mental health, isolation, bereavement, domestic violence, financial problems, parenting, multiple births, special educational needs, plus a whole range of other reasons. Over the past year, things have been even more difficult for families and Covid-19 has just exacerbated problems. Despite the challenges we faced, we managed to respond and adapt our essential support services online and outside to stay connected, providing much needed emotional support, delivering essential supplies and linking families to other community services such as their local Foodbanks. Despite the majority of volunteers being unable to home-visit, they have been very creative in the support they've offered, making the most of Zoom, WhatsApp and telephone support. Some have met their families outside for a walk in all kinds of weather. Not forgetting the children, volunteers have been reading stories, playing games and doing craft activities with them and chatting to them too.

HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

Our families continue to benefit from our on-going links with local businesses and individuals. Over Christmas, parents and children were provided with hampers including Christmas presents donated to the scheme by individuals and a huge array of goodies from Waitrose Bagshot. The White Stuff added to these with Christmas decorations and children's hats and scarves. In September 2020, we were provided with products, both for the home and personal care, for our families from Proctor and Gamble who were closing their store in Egham. We were also donated Beauty Boxes from the Brain Tumour Charity who had to cancel an event and we accepted boxes for our families and home-visiting volunteers. In summer 2020 we were provided with craft packs every couple of weeks from a local church for children. On behalf of our families we would like to say a big 'Thank you!'

We also recruited three new trustees this year, with fantastic skill sets and backgrounds and they have joined our board of trustees, who meet six times a year. We are currently benefiting enormously from the Board's range of individual portfolio roles, steering the organisation through a challenging past year.

It is hard to express my thanks adequately to funders, volunteers, staff and trustees for this year's achievements. Covid-19 has had a huge impact on families and in the months ahead we will look to adapt and maintain our service to support those who need it most.



A family's Story

Thank you to Home-Start Surrey Heath for all the amazing support we've had from Jo over the last 2 years, particularly this year during lockdown for helping to continue with the support, for continuing to work with us, really just to make our lives a little bit more manageable and much easier. I'm a busy Mum with my gorgeous daughter Imogen who is 9 and 3-year-old twin boys, so our wonderful volunteer Jo has been an absolute lifeline for us, particularly this year during lockdown. The support has helped enormously with my mental health and the main benefit of the support was the children's self-esteem and the children's learning and development. The best things were to be heard, the interaction with the twins and the emotional support, which all came at a time when it was needed.

"Me and Jo - Jo has been helping me with loads of painting during lockdown, we've been doing painting together and this is one I've just finished off now. I absolutely love it. Thank you, Jo."

Imogen, Aged 9



HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

I feel I was listened to and supported and having extra support for the children and someone to listen to them. The support was non-judgemental and it helped having someone who understands. Just knowing someone was there with the children and they were safe whilst I had the time to get on with things in the home. Knowing the volunteer was coming once a week, giving me someone to talk to, she always listened. She was amazing. Jo continued painting with our daughter over lockdown and pictured is a fabulous picture that her and Jo have just done. I would recommend Home-Start and was very satisfied with the support. Thank you, Home-Start.

A message from the Chair of Trustees – Rosalyn McGibbon

This year is our 32nd anniversary, and I am pleased to report that Home-Start here in Surrey Heath continues to support those families who require some extra help at a stressful time in their lives. Since March 2020, the country has been stricken with Covid 19, which has restricted the lives of many families and the work of Home Start. We have had one member of staff working in the office, the remaining staff working from home. We have still managed to support families with volunteers by phone calls, meeting outside and some visiting if possible. We have also started a Pram walk and Talk for Mums with babies. We also have plans for a Best Start in Life group in the future. However, our referrals have reduced during the past year possibly due to referrers less able to identify those with needs. This has been a difficult time for Surrey Heath Home Start but thanks to everyone, Trustees Staff and Volunteers, we have managed to continue our support to those families in need. I would like to thank our staff - Stephnie, Mel, Dorothy and Sam for all their hard work and perseverance during this exceptional time in keeping Home Start operational. This has been a different year for us as Trustees, as we have been unable to hold meetings in the office, so we have been unable to meet our three new Trustees Rachel, Yvonne and Elaine in person. I would like to thank all our trustees for all their hard work and zoom calls during the past year.

I would like to thank the individuals, companies and organisations who continue to support us financially. This year it has been difficult for our fundraising committee to raise funds due to the restrictions. We also receive a contribution from Surrey County Council, which has seen a significant reduction however, we thank them for their support. We will continue to apply for funding for the next financial year and I sincerely hope that with sufficient funds, Home Start Surrey Heath will continue to support families in the future.

Thank you to our supporters



We would also like to extend our heartfelt thanks to the many trusts, foundations and individuals who have supported us during the year April 2020 to March 2021 including: BBC Children in Need ♦ Camberley Baptist Church ♦ Capella Hairdressing ♦ Community Foundation for Surrey ♦ Henry Smith Charitable Trust ♦ Home-Start UK ♦ John Lewis Partnership ♦ Mr & Mrs McBride ♦ Surrey County Council ♦ Tesco Groundwork ♦ Waitrose Frimley and Bagshot ♦ Warner Wilde ♦ White Stuff, Thank you! Also, to those who donate online, including via the Surrey Heath Lottery, which is currently raising over £780 per year for us, which is fantastic. Thanks also to our volunteers who donate their expenses back to us and partners for their support in working together to support families. Finally, a huge thank you to Mark Wingrove of Wingrove Media for his help, guidance and support with our website.



HOME-START SURREY HEATH


TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021



FAMILY
SUPPORT

2020-2021



42

FAMILIES
SUPPORTED

94

CHILDREN
SUPPORTED

10

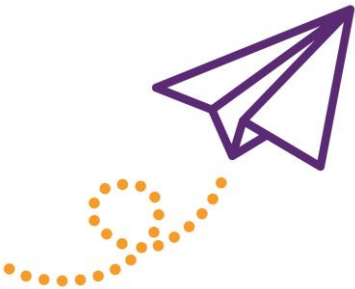
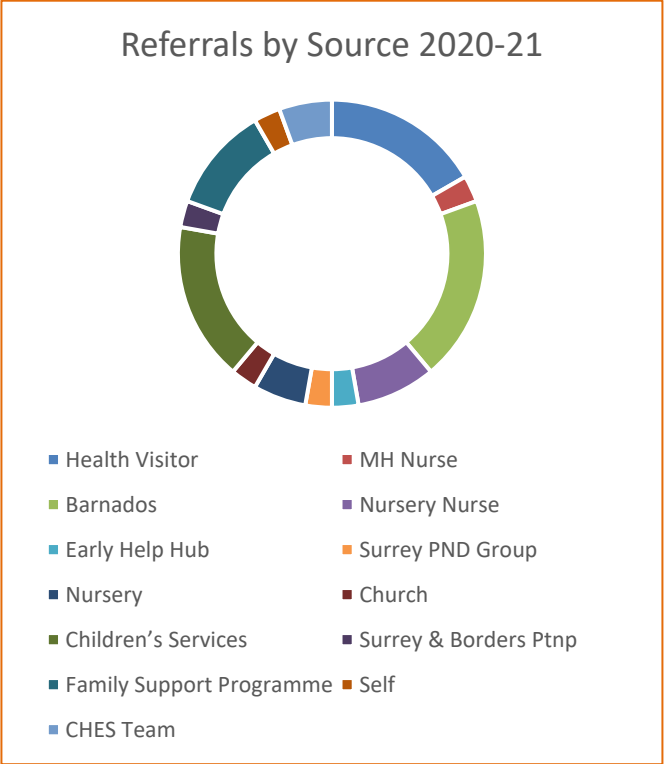
FAMILIES SUPPORTED
AT PRAM WALK

29

VOLUNTEERS

13

FAMILIES RECEIVED
OCCASIONAL
SUPPORT FROM STAFF



“

HOME-START MUM

Volunteer has been amazing. Knowing she's there and I'll get to speak to her on Fridays has got me through the week.

”

“

HOME-START MUM

Support has made such a difference already. I was unsure at first, but so glad you persevered to speak to me and match me with the volunteer. So glad that I decided to give it a try.

”

“

HOME-START MUM

You have helped me more than any professional ever has.

”

HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

2020 – 2021 Treasurer's Report – Shantha Thiruchelvam

Another year is added on to our charity's history and once again I am here to present our finance report for the year 2020-21. It was a very challenging year for Home-Start Surrey heath, as it was for every other charity. But we are still holding on to care and support the families who are in need to boost and strengthen their resilience to give their children the best start in life.

During the country's lockdown, our team managed to raise a reasonable funding of £64,380, our sincere gratitude to all our regular and other donors who contributed towards it. In particular, we largely benefited from many charitable trusts donating to us via the emergency grants available during the pandemic. Our collaboration and partnership with John Lewis Partnership/Waitrose via the national charity Home-Start UK was greatly appreciated and the benefits enjoyed by our families. We truly value their partnership and looking forward to work together with them in the coming year. There are specific projects that have been tailored for our families for the next financial year, namely, the Best Start in Life group and the Pram Walk & Talk and other projects in the pipeline, if our resources permit.

Annually, the board set a budget for the core costs and periodically our costs are scrutinised by trustees and staff to ensure that the budget is always under control. The major expenditure is the staff costs, forming more than half of the total budget. We are indebted to BBC Children in Need for covering our 2 co-ordinators' salaries for the past 3 years, but regret to lose their support next year. Next in line is the cost of our premises and we thank our landlords, The Camberley Baptist Church, for their continuous support, aiding our financial stability. Our team of staff is the foundation of our charity, their hard work and dedication is the organisation's strength. They are all highly skilled for the charity's purpose. During the year they were given the opportunity to take up more online courses relevant to their roles and skills and they all responded. Unfortunately, the volunteers training course was postponed until next year due to the pandemic and will be continued annually thereafter.

At the end of the year, a total of £87,314 is carried forward in the Other Charitable Reserves, of which the Trustees, after carefully considering the current economic, social, and other relevant factors, have designated £24,000 towards next year's core costs, and £18,000 staff responsibility fund leaving a free reserve of £45,314 to meet the wind-up period, as a good practice. Our accounts are externally examined by the independent examiner Warner Wilde, Chartered Certified Accountants and we appreciate their excellent service.

As always, I am deeply thankful to our Founders for introducing Home-Start Surrey Heath among our local community; all our donors who made a difference to those in need in the past 3 decades; all our staff, the Manager Stephnie, our 2 Co-ordinators Melanie and Dorothy and the Administrator Sam, for their tireless and endless hard work as always, especially the courage shown during the pandemic period; the volunteers - they are our back bone and finally, but not least, the board of trustees for their constant support.

Thank you.



HOME-START SURREY HEATH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

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HOME-START SURREY HEATH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

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


.....
Ros McGibbon: Chair
Trustee
Dated: 18/9/21

HOME-START SURREY HEATH

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HOME-START SURREY HEATH

I report to the trustees on my examination of the financial statements of Home-Start Surrey Heath (the charity) for the year ended 31 March 2021.

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.

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 the 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

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.



Frances Wilde FCCA DChA

Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Dated: 27 September 2021

HOME-START SURREY HEATH

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

Current financial year

| | | Unrestricted funds general 2021 £ | Unrestricted funds designated 2021 £ | Restricted funds 2021 £ | Total 2021 £ | Total 2020 £ |
|---|-------|--|---|-------------------------------|--------------------|--------------------|
| | Notes | | | | | |
| <u>Income from:</u> | | | | | | |
| Donations | 3 | 38,932 | - | 24,231 | 63,163 | 90,627 |
| Other trading activities | 4 | 1,217 | - | - | 1,217 | 3,252 |
| Investments | 5 | 439 | - | - | 439 | 28 |
| Total income | | <u>40,588</u> | <u>-</u> | <u>24,231</u> | <u>64,819</u> | <u>93,907</u> |
| <u>Expenditure on:</u> | | | | | | |
| Raising funds | 6 | <u>151</u> | <u>-</u> | <u>-</u> | <u>151</u> | <u>934</u> |
| Charitable activities | 7 | <u>49,760</u> | <u>-</u> | <u>17,789</u> | <u>67,549</u> | <u>68,409</u> |
| Total resources expended | | <u>49,911</u> | <u>-</u> | <u>17,789</u> | <u>67,700</u> | <u>69,343</u> |
| Net (expenditure)/income for the year/ Net movement in funds | | (9,323) | - | 6,442 | (2,881) | 24,564 |
| Net (expenditure)/income for the year/ Net movement in funds | | (9,323) | - | 6,442 | (2,881) | 24,564 |
| Fund balances at 1 April 2020 | | <u>54,637</u> | <u>42,000</u> | <u>1,064</u> | <u>97,701</u> | <u>73,137</u> |
| Fund balances at 31 March 2021 | | <u>45,314</u> | <u>42,000</u> | <u>7,506</u> | <u>94,820</u> | <u>97,701</u> |

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.

HOME-START SURREY HEATH

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

| Prior financial year | | | | | |
|---|--------------|--|---|--|-----------------------------|
| | | Unrestricted funds general 2020 £ | Unrestricted funds designated 2020 £ | Restricted funds 2020 £ | Total 2020 £ |
| | Notes | | | | |
| <u>Income from:</u> | | | | | |
| Donations | 3 | 73,425 | - | 17,202 | 90,627 |
| Other trading activities | 4 | 3,252 | - | - | 3,252 |
| Investments | 5 | 28 | - | - | 28 |
| Total income | | <u>76,705</u> | <u>-</u> | <u>17,202</u> | <u>93,907</u> |
| <u>Expenditure on:</u> | | | | | |
| Raising funds | 6 | <u>934</u> | <u>-</u> | <u>-</u> | <u>934</u> |
| Charitable activities | 7 | <u>51,207</u> | <u>-</u> | <u>17,202</u> | <u>68,409</u> |
| Total resources expended | | <u>52,141</u> | <u>-</u> | <u>17,202</u> | <u>69,343</u> |
| Gross transfers between funds | | (28,000) | 28,000 | - | - |
| Net (expenditure)/income for the year/ Net movement in funds | | <u>(3,436)</u> | <u>28,000</u> | <u>-</u> | <u>24,564</u> |
| Fund balances at 1 April 2019 | | <u>58,073</u> | <u>14,000</u> | <u>1,064</u> | <u>73,137</u> |
| Fund balances at 31 March 2020 | | <u><u>54,637</u></u> | <u><u>42,000</u></u> | <u><u>1,064</u></u> | <u><u>97,701</u></u> |

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.

HOME-START SURREY HEATH
BALANCE SHEET
AS AT 31 MARCH 2021

| | | 2021 | 2020 |
|--|-------|----------------|----------------|
| | Notes | | |
| Fixed assets | | | |
| Tangible assets | 11 | 2,192 | 682 |
| Current assets | | | |
| Debtors | 12 | 403 | 386 |
| Cash at bank and in hand | | 99,768 | 99,795 |
| | | <u>100,171</u> | <u>100,181</u> |
| Creditors: amounts falling due within one year | 13 | (7,543) | (3,162) |
| | | <u></u> | <u></u> |
| Net current assets | | 92,628 | 97,019 |
| | | <u></u> | <u></u> |
| Total assets less current liabilities | | 94,820 | 97,701 |
| | | <u></u> | <u></u> |
| Income funds | | | |
| Restricted funds | 15 | 7,506 | 1,064 |
| Unrestricted funds | | | |
| Designated funds | 16 | 42,000 | 42,000 |
| General unrestricted funds | | 45,314 | 54,637 |
| | | <u></u> | <u></u> |
| | | 87,314 | 96,637 |
| | | <u></u> | <u></u> |
| | | 94,820 | 97,701 |

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 2021.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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-

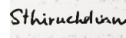
These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 18th September 2021.....



Ros McGibbon: Chair
Trustee

Company Registration No. 5624606



Shantha Thiruchelvam: Treasurer
Trustee

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Home-Start Surrey Heath is a private company limited by guarantee incorporated in England and Wales. The registered office is Unit 1, Stuart House, Plantation Row, Camberley, Surrey.

1.1 Accounting convention

The financial statements have been prepared in accordance 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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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 accounts have been prepared under the historical cost convention. 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.

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Expenditure

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.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost, 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:

| | |
|-----------|-------------------|
| Computers | 20% straight line |
|-----------|-------------------|

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 net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 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.

1.9 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.

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

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.

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.

1.10 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.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Debtors

Debtors are recognised at the amount due after any trade discount offered. Prepayments are valued at the amount prepaid after any discounts due.

1.13 Creditors

Creditors are recognised where the charity has a present obligation arising from a past event that is likely to result in a transfer of funds to a third party and the amount due can be measured or estimated reliably. Creditors are recognised after taking account of any discounts due.

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations

| | Unrestricted funds general 2021 £ | Restricted funds 2021 £ | Total 2021 £ | Unrestricted funds general 2020 £ | Restricted funds 2020 £ | Total 2020 £ |
|---------------------------------|---|----------------------------------|--------------------|---|----------------------------------|--------------------|
| Donations and gifts | 2,330 | 500 | 2,830 | 40,036 | - | 40,036 |
| Grants receivable | 36,206 | 23,731 | 59,937 | 33,389 | 17,202 | 50,591 |
| Donated goods and services | 396 | - | 396 | - | - | - |
| | <u>38,932</u> | <u>24,231</u> | <u>63,163</u> | <u>73,425</u> | <u>17,202</u> | <u>90,627</u> |
| Donations and gifts | | | | | | |
| The Henry Smith Charity | - | - | - | 10,000 | - | 10,000 |
| Lazard | - | - | - | 3,000 | - | 3,000 |
| Frimley Allotment | - | - | - | 7,000 | - | 7,000 |
| I Andrew | - | - | - | 10,000 | - | 10,000 |
| Mrs McBride | 1,000 | - | 1,000 | 3,000 | - | 3,000 |
| John Lewis/Waitrose partnership | 1,000 | - | 1,000 | - | - | - |
| Tesco bags | - | 500 | 500 | - | - | - |
| Other | 330 | - | 330 | 7,036 | - | 7,036 |
| | <u>2,330</u> | <u>500</u> | <u>2,830</u> | <u>40,036</u> | <u>-</u> | <u>40,036</u> |

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

3 Donations

(Continued)

Grants receivable for core activities

| | | | | | | |
|---------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Surrey County Council | 19,108 | - | 19,108 | 33,389 | - | 33,389 |
| Children In Need | - | 17,369 | 17,369 | - | 17,202 | 17,202 |
| HSUK emergency funds | 1,199 | 301 | 1,500 | - | - | - |
| Community Foundation for Surrey | 5,000 | - | 5,000 | - | - | - |
| BBC CIN (emergency funding) | 899 | 2,101 | 3,000 | - | - | - |
| Henry Smith Charity | 10,000 | - | 10,000 | - | - | - |
| John Lewis/Waitrose partnership | - | 3,960 | 3,960 | - | - | - |
| | <u>36,206</u> | <u>23,731</u> | <u>59,937</u> | <u>33,389</u> | <u>17,202</u> | <u>50,591</u> |

4 Other trading activities

| | Unrestricted funds general 2021 £ | Unrestricted funds general 2020 £ |
|--------------------|--|--|
| Fundraising events | <u>1,217</u> | <u>3,252</u> |

5 Investments

| | Unrestricted funds general 2021 £ | Unrestricted funds general 2020 £ |
|---------------------|--|--|
| Interest receivable | <u>439</u> | <u>28</u> |

6 Raising funds

| | Unrestricted funds general 2021 £ | Unrestricted funds general 2020 £ |
|----------------------------------|--|--|
| <u>Fundraising and publicity</u> | | |
| Other fundraising costs | <u>151</u> | <u>934</u> |
| | <u>151</u> | <u>934</u> |

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

7 Charitable activities

| | 2021 £ | 2020 £ |
|--|---------------|---------------|
| Staff costs | 49,982 | 47,550 |
| Depreciation and impairment | 591 | 171 |
| Volunteers Expenses | 87 | 1,861 |
| Organisers Expenses | 192 | 892 |
| Premises | 7,368 | 7,514 |
| Stationery, Printing and Copying | 1,463 | 2,192 |
| Telephone and Internet | 1,071 | 770 |
| Levy to Consultancy | 1,312 | 1,683 |
| Family Events | 199 | 287 |
| | <u>62,265</u> | <u>62,920</u> |
| Share of support costs (see note 8) | 4,162 | 4,391 |
| Share of governance costs (see note 8) | 1,122 | 1,098 |
| | <u>67,549</u> | <u>68,409</u> |
| Analysis by fund | | |
| Unrestricted funds - general | 49,760 | 51,207 |
| Restricted funds | 17,789 | 17,202 |
| | <u>67,549</u> | <u>68,409</u> |

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

8 Support costs

| | Support costs £ | Governance costs £ | 2021 £ | Support costs £ | Governance costs £ | 2020 £ |
|--|--------------------|-----------------------|--------------|--------------------|-----------------------|--------------|
| Postage | 250 | - | 250 | 131 | - | 131 |
| Volunteers Training | 352 | - | 352 | 1,203 | - | 1,203 |
| Sundries and Consumables | 152 | - | 152 | 436 | - | 436 |
| Insurance | 875 | - | 875 | 830 | - | 830 |
| Professional Fees | 299 | - | 299 | 408 | - | 408 |
| Staff Training | 645 | - | 645 | 213 | - | 213 |
| IT and Computer costs | 1,589 | - | 1,589 | 1,170 | - | 1,170 |
| Independent Examination | - | 1,122 | 1,122 | - | 1,098 | 1,098 |
| | <u>4,162</u> | <u>1,122</u> | <u>5,284</u> | <u>4,391</u> | <u>1,098</u> | <u>5,489</u> |
| Analysed between Charitable activities | <u>4,162</u> | <u>1,122</u> | <u>5,284</u> | <u>4,391</u> | <u>1,098</u> | <u>5,489</u> |

Governance costs includes payments to the Independent Examiner for the preparation and Independent Examination of the financial statements of £1,122 (2020: £1,098), £396 (2020 £398) being a gift in kind.

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, none were reimbursed expenses (2020- one was reimbursed £136).

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

10 Employees

Number of employees

The average monthly number of employees during the year was:

| | 2021 Number | 2020 Number |
|--|----------------|----------------|
| | 4 | 4 |

Employment costs

| | 2021 £ | 2020 £ |
|---------------------|-----------|-----------|
| Wages and salaries | 46,647 | 44,393 |
| Other pension costs | 3,335 | 3,157 |
| | 49,982 | 47,550 |

There were four part time staff equating to approximately 2 (2020: 2) full time equivalents.

11 Tangible fixed assets

| | Computers £ |
|------------------------------------|----------------|
| Cost | |
| At 1 April 2020 | 853 |
| Additions | 2,101 |
| At 31 March 2021 | 2,954 |
| Depreciation and impairment | |
| At 1 April 2020 | 171 |
| Depreciation charged in the year | 591 |
| At 31 March 2021 | 762 |
| Carrying amount | |
| At 31 March 2021 | 2,192 |
| At 31 March 2020 | 682 |

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

12 Debtors

| | 2021 £ | 2020 £ |
|---|------------|------------|
| Amounts falling due within one year: | | |
| Other debtors | 46 | 46 |
| Prepayments and accrued income | 357 | 340 |
| | <u>403</u> | <u>386</u> |

13 Creditors: amounts falling due within one year

| | Notes | 2021 £ | 2020 £ |
|------------------------------------|-------|--------------|--------------|
| Other taxation and social security | | 670 | 639 |
| Deferred income | 14 | 5,000 | - |
| Accruals | | 1,873 | 2,523 |
| | | <u>7,543</u> | <u>3,162</u> |

14 Deferred income

| | 2021 £ | 2020 £ |
|-----------------------|--------------|-----------|
| Other deferred income | 5,000 | - |
| | <u>5,000</u> | <u>-</u> |

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

| | Movement in funds | | | Movement in funds | | | |
|-----------------------------|----------------------------|-----------------------|-----------------------|----------------------------|-----------------------|-----------------------|-----------------------------|
| | Balance at 1 April 2019 | Incoming resources | Resources expended | Balance at 1 April 2020 | Incoming resources | Resources expended | Balance at 31 March 2021 |
| | £ | £ | £ | £ | £ | £ | £ |
| Family Fund | 564 | - | - | 564 | 801 | - | 1,365 |
| Database upgrade | 500 | - | - | 500 | - | - | 500 |
| Children in Need | - | 17,202 | (17,202) | - | 17,369 | (17,369) | - |
| HSUK caring for families | - | - | - | - | 3,960 | - | 3,960 |
| CIN Booster | - | - | - | - | 2,101 | (420) | 1,681 |
| | <u>1,064</u> | <u>17,202</u> | <u>(17,202)</u> | <u>1,064</u> | <u>24,231</u> | <u>(17,789)</u> | <u>7,506</u> |

The Family Fund: This provides funds for emergency needs identified within families such as for safety equipment (stair gates etc.) or food or other necessities

Children in Need funds the salaries of two part time co-ordinators

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

| | Balance at 1 April 2019 | Transfers | Balance at 1 April 2020 | Transfers | Balance at 31 March 2021 |
|---------------------------|----------------------------|---------------|----------------------------|-----------|-----------------------------|
| | £ | £ | £ | £ | £ |
| Staff Responsibility Fund | 14,000 | 1,000 | 15,000 | 3,000 | 18,000 |
| Operating Reserve Fund | - | 15,000 | 15,000 | 9,000 | 24,000 |
| Staff Operational Costs | - | 12,000 | 12,000 | (12,000) | - |
| | <u>14,000</u> | <u>28,000</u> | <u>42,000</u> | <u>-</u> | <u>42,000</u> |

Staff Responsibility Fund: The trustees estimate approx. £18,000 required to cover the staff redundancy costs should the charity become the victim of closing down in the future.

Operating Reserves: The trustees, after carefully considering the current economic, social and other relevant factors, have designated £24,000 towards next year's core costs.

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

17 Analysis of net assets between funds

| | Unrestricted funds 2021 £ | Designated funds 2021 £ | Restricted funds 2021 £ | Total 2021 £ | Unrestricted funds 2020 £ | Designated funds 2020 £ | Restricted funds 2020 £ | Total 2020 £ |
|--|------------------------------------|----------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|----------------------------------|--------------------|
| Fund balances at 31 March 2021 are represented by: | | | | | | | | |
| Tangible assets | 511 | - | 1,681 | 2,192 | 682 | - | - | 682 |
| Current assets/(liabilities) | 44,803 | 42,000 | 5,825 | 92,628 | 53,955 | 42,000 | 1,064 | 97,019 |
| | <u>45,314</u> | <u>42,000</u> | <u>7,506</u> | <u>94,820</u> | <u>54,637</u> | <u>42,000</u> | <u>1,064</u> | <u>97,701</u> |

HOME-START SURREY HEATH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2021*

18 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

19 Contingent Liability

The charity did participate in a multi-employer scheme which was a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The charity ceased contributions into the scheme in September 2013.

Home-Start Surrey Heath is not currently required to make any contribution to the funding deficit.

The potential debt, based on information as at 30 September 2020, is disclosed as a contingent liability.

The estimate of the potential amount due on withdrawal from the pension scheme is £5,566.52.