

Registered number: 5659531

Charity number: 1114860

HOME-START BANBURY & CHIPPING NORTON

(operating as Home-Start Banbury, Bicester & Chipping Norton)

(A company limited by guarantee)

**Report and Financial Statements
for the year ended 31 March 2025**

HOME-START BANBURY & CHIPPING NORTON

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HOME-START BANBURY & CHIPPING NORTON
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Legal and Administrative Information
for the year ended 31 March 2025

Constitution

Home-Start Banbury and Chipping Norton Limited is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. Previously Home-Start Banbury & Chipping Norton operated as charity number 296837. The company was formed on 20 December 2005.

Directors and trustees

The directors of the Charitable Company are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees.

The trustees' liability is limited to £1, provided that they do not act negligently, or fraudulently, and do not allow the Charity to continue when it is insolvent.

The trustees serving during the year and since the year-end were as follows:-

Nick Case	Chair (from November 2024)
Chloe Woodhead	Chair (until November 2024)
John Karlake	
Laura Sharpe	
Maxine Bennett	Appointed May 2025
Kate MacIntyre	Appointed May 2025
Douglas Keir	Resigned November 2024
Amanjit Dhillon	Resigned April 2024
Jo Graves	Resigned November 2024
Anne Waters	Resigned November 2025
Pete Welply	Resigned November 2025

Douglas Keir	Treasurer
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Louise Sansom	Senior manager
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Registered Office: Britannia Road Children's Centre
Grove Street
Banbury
OX16 5DN

Accountants: Mercer Lewin
41 Cornmarket Street
Oxford
OX1 3HA

HOME-START BANBURY & CHIPPING NORTON
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Report of the Trustees
for the year ended 31 March 2025

The Trustees are pleased to present their report together with the financial statements of the Charity for the year ended 31 March 2025.

Objects of the Charity

The objects of the Charity are to offer practical help and supportive friendship to parents who have young children in local communities across the area. We offer a unique service, visiting families with at least one child under five to offer them informal, friendly and confidential support in their own home surroundings. We also offer group 'Stay and Play' sessions in Bicester and Banbury.

Governance Principles

HSBBCN is aware of and follows the guidelines laid down in the Charity Governance Code for smaller charities. In particular it adheres to the core principles contained within the code.

Organisational Purpose

The Board is clear about the Charity's aims and ensures these are being delivered effectively and sustainably. This includes:

- Periodic reviews of the Charity's charitable purpose and the environment in which it operates to ensure it remains relevant;
- Consideration of potential benefits of working in partnership with organisations with similar purposes, and
- Regular reviews of its financial sustainability.

Leadership

Board members take collective responsibility for ensuring the Charity has a clear vision and strategy to achieve its aims. This includes:

- Clearly defined Trustee's responsibilities both within the Board and in relation to staff members, and
- Effective processes to recruit, train and supervise staff and volunteers.

Integrity

The Board acts at all time with integrity in achieving its agreed aims and delivering its stated purpose. This includes:

- Objectivity in all decisions about delivering its purpose;
- No undue power imbalance within the Charity's overall structure;
- Ensuring appropriate safeguarding processes are in place, and
- Identifying and recording any conflicts of interest.

HOME-START BANBURY & CHIPPING NORTON
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Report of the Trustees (continued)
for the year ended 31 March 2025

Decision-making, Risk and Control

The Board ensures its decision-making processes are informed, rigorous and timely. Trustees delegate authority to those working in the Charity whilst recognising that ultimate responsibility for the decisions and actions of the Charity lie with the Board. This includes:

- Established committees of the Board with responsibility for specific areas such as Finance and Personnel;
- Oversight of services provided by third parties;
- Regular monitoring of overall organisational performance, and
- Processes in place for the active management of risks both within the Charity and in its relationships with third parties.

Board Effectiveness

The Board works as an effective team recognising and making use of the range of background, skills and experience of its members. This includes:

- Regular meetings of the main Board and the different committees;
- Clear procedures in place for the recruitment and induction of new Trustees as required;
- Duty of the Chair to ensure Trustees receive all information required in a timely fashion to allow them to make informed decisions, and
- Duty of the Chair to manage the Board such that all views are heard and any potential differences resolved.

Equality, Diversity and Inclusion

The Board has a clear approach to supporting equality, diversity and inclusion throughout the organisation and in its own practice. This includes reviews of Trustees' backgrounds, avoiding bias in Trustee recruitment as well as giving consideration to how Board meetings and their proceedings can be made more accessible, as appropriate.

Openness and Accountability

- The Charity is open in its work and how it serves those in its community, within reasonable guidelines of trust, confidentiality and legitimacy.

HOME-START BANBURY & CHIPPING NORTON
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Report of the Trustees (continued)
for the year ended 31 March 2025

Summary of activities 2024-25

We began the year feeling slightly vulnerable due to a weakened financial position which, fortunately, became much more positive as the year progressed with multi-year funding from Oxford Health, The Henry Smith Charity (now the Henry Smith Foundation), The National Lottery Community Fund, Garfield Weston Foundation and Oxfordshire Community Foundation, alongside some significant single year grants from Active Oxfordshire and OCVA Well Together.

Despite the financial pressures, our family support continued to blossom with 79 families receiving home-visiting support and 184 families enjoying our Stay & Play sessions – in total 711 individuals benefitted from interacting with Home-Start Banbury, Bicester & Chipping Norton this year! Referrals received continue to be higher than we can accept, and we know there is still more to be done to support local families.

Of particular note during the year has been the expanding teamwork with other local Home-Starts for the purpose of essential fundraising, supported by an enjoyable tennis tournament, the successful Oxford Half Marathon and the Big Give Week. We are so grateful to the participants and donors.

The Trustees would like to reiterate our thanks and appreciation to the whole team, both volunteers and staff, for their contribution to the benefits to growing families.

A fuller description of our activities can be found in the Annual Report at www.home-startbanbury.org.uk

Review of Financial Affairs

Last year saw a dramatic recovery in our income: the result of strongly focused efforts by the new fund-raising team. Total income rose by £84,000 (53%) to £241,000 (2023-24: £157,000). Within this, it is pleasing to note that statutory funding (County, Town, District and Parish Councils) also grew strongly from £8,000 to £58,000, better reflecting our contribution to statutory bodies' social responsibilities. Another very positive aspect is the increased number of multi-year grants received.

Expenses in 2024-25 rose by 6% to £204,000 (2023-24: £193,000) largely due to the increased cost of fund-raising. Other costs were held at much the same levels as in the previous year.

The combined effect of the substantial rise in income and the constrained increase in expenses led to a very welcome surplus of £37,000, more than offsetting the previous year's deficit of £35,000. The total year end reserves consequently rebounded to £102,000 (2024: £65,000). The unrestricted, uncommitted, year-end reserves represented 35% (4 months) of the year's expenditure. The Trustees are aware that this is below their target minimum reserves, and are continuing to take steps to ensure their improvement. At the time of writing, (October 2025) we are optimistic of once again seeing a modest surplus in 2025-2026.

We very much appreciate all the financial support we receive, as well as the outstanding family and other support provided by the staff and volunteers, always in the face of increasing need and complexity.

HOME-START BANBURY & CHIPPING NORTON
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Report of the Trustees (continued)
for the year ended 31 March 2025

Trustees' Responsibilities

Company and charity law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the Charity for that period.

In preparing those financial statements the trustees have:

- selected suitable accounting policies and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on a going-concern basis.

The Trustees have overall responsibility for ensuring that the Charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities

This report is prepared in accordance with the special provisions of the Companies Act 2006 relating to small charitable companies.

This report was approved by the trustees on 5 November 2025 and signed on its behalf, by:



Douglas Keir
Treasurer

**Independent examiner's report to the trustees of
Home-Start Banbury & Chipping Norton
(operating as Home-Start Banbury, Bicester & Chipping Norton)
for the year ended 31 March 2025
(A company limited by guarantee)**

I report on the accounts of Home Start Banbury and Chipping Norton for the year ended 31 March 2025 set out on pages 4 to 12.

Respective responsibilities of trustees as directors and examiner.

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

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

- . Examine the accounts under section 145 of the 2011 Act;
- . To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- . to state whether particular matters have come to my attention.

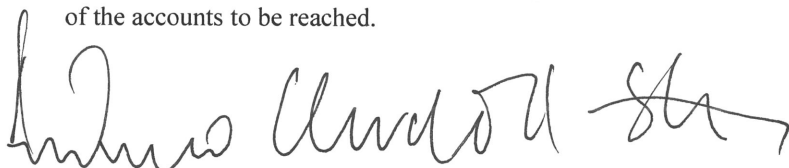
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or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

Opinion

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- a) the accounting records were not kept in accordance with section 130 of the Charities Act; or
- b) the accounts did not accord with the accounting records; or
- c) the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



11 December 2025

A Churchill Stone FCA DChA
Mercer Lewin Ltd
Chartered Accountants
234 Botley Road
Oxford
OX2 0HP

HOME-START BANBURY & CHIPPING NORTON
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Statement of Financial Activities

	Notes	2025 (Restricted)	2025 (Unrestricted)	Total 2025	Total 2024
Incoming Resources		£	£	£	£
Grants, fundraising & donations	5	137,243	103,478	240,720	156,842
Interest income		-	516	516	536
Total Incoming Resources		137,243	103,994	241,236	157,377
Resources Expended					
Direct charitable expenditure	2	119,610	17,771	137,382	135,808
Fund-raising costs	2a	14,925	31,776	46,701	34,277
Management & administration	3	3,309	15,731	19,039	21,181
Governance	4	-	1,334	1,334	1,468
Total Expenditure		137,844	66,612	204,456	192,735
Operating deficit/surplus for the year		-601	37,381	36,780	-35,358
Transfers between funds		-	-	-	-
Net deficit/surplus for the year		-601	37,381	36,780	-8,785
<u>Accumulated Funds</u>					
Brought forward		1,297	63,902	65,199	100,557
Current year surplus		-601	37,381	36,780	-35,358
Total funds at 31 March		696	101,283	101,979	65,199

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Balance Sheet at 31 March 2025

	Notes	2025 £	2024 £
Cash at Bank and in Hand			
Current Accounts		76,836	28,830
Savings Accounts		73,201	44,060
Cash in Hand		<u>323</u>	<u>368</u>
		150,360	73,258
Liabilities: Amounts Falling due in One Year			
Net of current assets	6	<u>-48,381</u>	<u>-8,059</u>
		-48,381	-8,059
Net Current Assets		<u>101,979</u>	<u>65,199</u>
Accumulated Funds			
Restricted	7	696	1,297
Unrestricted		<u>101,283</u>	<u>63,902</u>
		<u>101,979</u>	<u>65,199</u>

The Charitable Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the Charitable Company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the Charitable Company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of 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 Charitable Company.

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

The financial statements were approved by the Board of the Trustees on 5 November 2025 and signed on their behalf, by:



Douglas Keir (Treasurer)

HOME-START BANBURY & CHIPPING NORTON
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Notes to the Financial Statements
for the year ended 31 March 2025

1 Accounting Policies

The following accounting policies were used consistently:

Accounting basis:

The financial statements have been prepared under the historical cost basis and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The statement of Recommended Practice by Charities, issued by Charities Commissioners has also been followed.

Grants:

Grants received are credited to the Financial Activities when they are receivable, split between restricted and unrestricted funds.

Resources expended:

All expenditure is accounted for on an accrual basis, inclusive of VAT and has been classified under headings that aggregate all costs related to the category. The value of volunteers' time has not been reflected in the accounts.

Depreciation:

Depreciation is calculated to write off the assets on a reducing balance basis. Items for which grants have been received, as well as all other items under £1,000 are written off to revenue.

		Restricted Funds £ 2025	Unrestricted Funds £ 2025	Total Funds £ 2025	Total Funds £ 2024
2 Direct Charitable Expenditure					
Salaries, NI & Pension	Note 9	114,398	6,698	121,095	119,709
Payroll expenses		378		378	648
Staff/Volunteer Expenses		2,257	8,131	10,388	10,000
Training		1,029	384	1,413	1,531
Staff / volunteer recruitment		-	200	200	390
Drop-in Groups		0	2,327	2,327	1,710
Direct family assistance		1,549	32	1,581	1,820
Total Direct Expenditure		119,610	17,771	137,382	135,808
2(a) Fund-raising Expenditure					
Salaries, NI & Pension	Note 9	14,925	30,527	45,452	18,024
Other fund-raising costs		-	1,249	1,249	16,254
Total Fund-raising Expenditure		14,925	31,776 0	46,701	34,277
3 Management & Administration					
Salaries (Management)	Note 9	0	0	0	0
Office Costs		79	1,961	2,040	3,009
IT Costs		1,142	3,559	4,701	4,662
Stationery		-	545	545	330
Telephone / internet		0	614	614	788
Insurance		726	726	1,452	1,362
Fees		711	3,003	3,714	3,298
Premises		651	5,324	5,974	7,732
Total Management & Admin		3,309	15,731	19,039	21,181
4 Governance					
AGM related		-	608	608	370
Trustee travel and miscellaneous		-	727	727	1,098
Total Governance		0	1,334	1,334	1,468

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Notes to the Financial Statements
for the year ended 31 March 2025

	Restricted Funds £ 2025	Unrestricted Funds £ 2025	Total Funds £ 2025	Total Funds £ 2024
5 Incoming resources				
Charitable trusts	73,015	67,450	140,464	114,321
Statutory bodies	57,603	-	57,603	8,160
Corporate bodies	6,625	1,300	7,925	7,688
Individuals (including gift aid)	-	4,029	4,029	8,359
Unclaimed expenses	-	565	565	88
Fund-raising events				
Organised by Home-Start	-	27,314	27,314	11,980
Organised by others	-	2,820	2,820	6,244
Total	137,243	103,478	240,720	156,841

6 Liabilities: Amounts falling due within one year:

Accruals in respect of HMRC	-	2,926	2,926	5,020
Accruals in respect of pension contributions		1,135	1,135	1,515
Accruals: staff & volunteer expenses	-	150	150	150
Prepaid grants Note 6a	42,703	-	42,703	0
Prepaid accounts	-	-933	-933	-297
Other creditor		-	-	-
Other accruals	569	1,320	1,889	1,161
Accruals in respect of Accountant's Fees	-	510	510	510
Total Liabilities falling within one year	43,272	5,108	48,380	8,059

6a Liabilities: Pre-paid grants (deferred income)

National Lottery	18,164	-	18,164	-
Society of the Child Jesus	10,000	-	10,000	-
Active Oxfordshire	8,540	-	8,540	-
Oxford. Comm. Foundation	5,000	-	5,000	-
S Oxford District Council	1,000	-	1,000	-
Total	42,703	-	42,703	-

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Notes to the Financial Statements (continued)
for the year ended 31 March 2025

7 Restricted funds

	£ 2025	£ 2024
Family Holiday Association	182	182
Bodicote Church Bounty Fund	64	-
Cherwell DC	-	867
Home-Start UK	-	16
Oxfordshire Comm. Found'n	-	203
Rotary Club of Banbury	450	30
Total restricted funds	696	1,297

8 Reserves Policy

£

The trustees believe that the minimum level of uncommitted reserves should be the equivalent of at least four-and-a-half months', preferably six months', operating costs, plus an element to cover redundancy, outstanding leases, and other wind-up costs.

The minimum amount, at 31.3.25 is 107,077

Prudent reserves amount (50% expenses + close down costs) 132,634

The total unrestricted, uncommitted, funds at 31.3.25 are: 70,877

The Trustees are aware of the shortfall in unrestricted funds compared to the minimum reserves required by as at 31.3.25, and are confident that the shortfall has been addressed. The fund-raising team has been strengt and a number of significant multi-year grants were awarded for 2024-25 and 2025-26.

9 Staff costs and emoluments

	£ 2025	£ 2024
Gross salaries (including maternity pay)	152,414	127,125
Employer's National Insurance	12,751	10,335
Employer's Pension Contributions	6,382	5,272
Employment Allowance (statutory reduction in employer's NI)	-5,000	-5,000
	<u>166,547</u>	<u>137,732</u>
	2025	2024
Numbers of full time employees or full time equivalents	<u>4.9</u>	<u>4.9</u>

There were no employees with emoluments in excess of £60,000 per annum.

The Charity has a defined contribution pension scheme, which complies with the auto-enrolment regulations

The pension contributions shown represent the contributions paid by the Charity in the year.

10 Trustee remuneration and expenses:

None of the trustees received any remuneration for their services. Where trustee travelling expenses were paid, donations were also received to cover the costs.