

HOME-START TRAFFORD, SALFORD AND WIGAN LTD

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

Registered Charity No. 1115320
Company Registration No. 05578221

HOME-START TRAFFORD, SALFORD AND WIGAN LTD

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HOME START TRAFFORD, SALFORD AND WIGAN LTD

Report of the trustees for the year ended 31st March 2021

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

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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 purpose of the charity is the provision of home support to families in need within the Trafford, Salford and Wigan areas. Home-Start is a national charity with schemes all over the UK. The charity obtains funding from various sources in order that the various support groups can be financed. Volunteer workers are the main sources of this activity.

The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

A review of our achievements and performance

- During the year we supported 473 children from 234 families, responding quickly to the Covid crisis to ensure families could remain in contact with us.
- We became a key resource during Covid, receiving numerous new grants and funds to support families
- Throughout the year we recruited and trained 35 new home-visiting volunteers adding to the 191 army of volunteers who have been available throughout the year.
- We continued to expand our services into new areas such as the Starting Well Grant to be better placed to support BAME families during the perinatal period.
- Fundraising and corporate support has continued to grow thanks to the national arrangement with John Lewis plus targeted campaigns in Trafford, Salford & Wigan

Financial review

Income increased by 73% in 2020/21 to £568,244. This significant growth is thanks to the responsiveness and flexibility of all the staff team, trustees and our wider team to help HSTSW adapt quickly to the Covid crisis. This resulted in not only maintaining support within the current contracts but also becoming 1st choice for funding to support people specifically affected by the Covid restrictions. Funding continues to be a major priority for us.

74% of our expenditure is on staffing and associated travel and expenses. The team and our army of volunteers continue to do an amazing job, even in the current Covid climate. All non-essential support costs such as office costs are kept to a minimum.

We are investing in the future through design of online volunteer training modules, the paperless system, development of corporate relationships and fundraising. All the above enabled the team to continue supporting families during the crisis and continue to do so as we look ahead.

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Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in two interest bearing deposit accounts.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2021 was £116,902 of which £113,446 are free reserves, after allowing for funds tied up in tangible fixed assets.

HSTSW places great importance on continuity of service to its service users. In the event that grant funding should cease, it would be vital that funds are available to allow either a smooth close-down of the service or to allow alternative funding to be found.

The Trustees feel that it is highly desirable to establish Reserves that would allow the scheme to continue operation for at least 12 months even if funding from sources other than BLF and Trafford Council are not renewed after June 2021. As the staff team has increased again in line with the increased income and families, it's important that unrestricted reserves also grow.

The Charity's main source of income is grants and donations. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks.

Plans for Future Periods

Plans are for continued growth to support as many families as possible across the 3 areas. The Covid crisis changed everyone's lives in 2020 and continues to affect everyone. We continue to build relationships with existing funders, those who came to us during Covid and also potential new funders and local businesses. Our aim is to maintain the increased income achieved in 2020/21 and to increase awareness of the amazing work our team delivers.

Structure, governance and management

Home-Start Trafford was formed in 1999 as a voluntary organisation which now operates as a charitable company strategically managed by a Board of Trustees, all of whom are members of the local community. Home-Start Trafford extended its geographical area of reach into Salford in January 2012 and then into Wigan in January 2019.

Home-Start Trafford, Salford and Wigan Ltd is a company limited by guarantee governed by its Memorandum and Articles of Association dated 25th February 2020. It is registered as a charity with the Charity Commission.

Appointment of trustees

As set out in the Articles of Association trustees are elected annually by the members of the charitable company attending the Annual General meeting and serve for a period of three years.

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Trustee induction and training

Potential Trustees are introduced through recommendation from staff, trustees or funders. They are invited to attend 3 Board Meetings as a guest. The existing trustees and senior management team then agree if the trustee is suitable, at which point they complete their DBS check, references are obtained, an application completed and all other necessary agreements signed such as the code of conduct, they are then appointed to the role. All trustees are invited to attend the volunteer preparation training course, ongoing training opportunities, remain up to date on safeguarding training and their DBS checks.

Organisation

The board of trustees administers the charity. The board normally meets every six weeks. A Managing Director is appointed by the trustees to manage the day-to-day operations of the charity and is supported by a senior management team.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Reference and administrative information

Charity Name: Home-Start Trafford, Salford and Wigan Ltd

Charity Number: 1115320

Company Registration Number: 05578221

Directors and trustees

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

Key management personnel: Trustees and Directors

Janet Aldred

Peter Crewe

Janet Grant Treasurer

Robin Harwood

Tracy London

Neil Peden Chair

Tom Ross

Helen Wilson

Sharon Feldman (appointed December 2020 (effective February 2020))

Jacqueline Smith (appointed October 2020)

Kathryn Eckersley Company Secretary

HOME START TRAFFORD, SALFORD AND WIGAN LTD**Key Management Personnel**

Kathryn Eckersley

Kelly Bradford

Registered Office

Stretford Early Help Hub

9 Poplar Road

Stretford

Manchester

M32 9AN

Independent Examiners

Community Accountancy Service Limited

The Grange

Pilgrim Drive

Beswick

Manchester

M11 3TQ

Bankers

Lloyds TSB Bank

76 Stamford New Rd,

Altrincham

WA14 1BS

HOME START TRAFFORD, SALFORD AND WIGAN LTD

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Home-Start Trafford, Salford and Wigan Ltd for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees

Neil Peden Chair

Date: 14th December 2021

Independent examiner's report to the trustees of HOME-START TRAFFORD, SALFORD AND WIGAN LTD

I report on the accounts of the company for the year ended 31st March 2021, which are set out on pages 7 to 18.

Respective responsibilities of trustees 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 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

AM King FCCA *A. M. King*
 Community Accountancy Service Ltd
 The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 14th December 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED
31 MARCH 2021

	Further Details	Unrestricted Funds £	Restricted Funds £	Total Funds Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2020 £
Income from:					
Donations and legacies	(3)	5,106	8,416	13,522	7,447
Charitable Activities	(4)	3,127	522,309	525,436	320,548
Other Trading Activities	(5)	29,275	-	29,275	-
Investment Income		11	-	11	16
Total		37,519	530,725	568,244	328,011
Expenditure on:					
Raising Funds	(6)	986	6,125	7,111	7,822
Charitable Activities	(6)	-	459,787	459,787	319,710
Other	(6)	99	-	99	284
Total		1,085	465,912	466,997	327,816
Net income/(expenditure)		36,434	64,813	101,247	195
Transfers between funds	(15)	-	-	-	-
Net movement in funds		36,434	64,813	101,247	195
Reconciliation of funds					
Total funds brought forward	(15)	80,468	5,528	85,996	85,801
Total funds carried forward	(15)	116,902	70,341	187,243	85,996

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 10 to 17 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed assets:			
Tangible assets	(11)	3,868	4,055
Total fixed assets		<u>3,868</u>	<u>4,055</u>
Current assets:			
Debtors	(12)	30,939	22,140
Cash at Bank & in Hand		185,914	112,348
Total current assets		<u>216,853</u>	<u>134,488</u>
Liabilities:			
Creditors: Amounts falling due within one year	(13)	33,478	52,547
Net current assets or liabilities		<u>183,375</u>	<u>81,941</u>
Total assets less current liabilities		<u>187,243</u>	<u>85,996</u>
Total net assets or liabilities		<u>187,243</u>	<u>85,996</u>
The funds of the charity:			
Restricted income funds	(15)	70,341	5,528
Unrestricted income funds	(15)	116,902	80,468
Total charity funds		<u>187,243</u>	<u>85,996</u>

For the period in question the company was entitled to the exemption conferred by section 477 of the Companies Act 2006, and that no notice has been deposited under section 476 in relation to its accounts for the financial year; and the directors acknowledge their responsibilities for:

- complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

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

Approved by the trustees on 14th December 2021

Janet Grant Treasurer

The notes on pages 10 to 17 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2021

	Year Ended 31 March 2021 £	Year Ended 31 March 2020 £
Net cash used in operating activities	74,658	43,194
Cash flows from investment activities:		
Interest	11	16
Purchase of fixed assets	(1,103)	(2,635)
Net cash provided by investing activities	<u>(1,092)</u>	<u>(2,619)</u>
Increase/(decrease) in cash and cash equivalents during the year	73,566	40,575
Cash and cash equivalents brought forward	112,348	71,773
Cash and cash equivalents carried forward	<u><u>185,914</u></u>	<u><u>112,348</u></u>