



**HOME-START COLCHESTER JAYWICK CLACTON  
COMPANY LIMITED BY GUARANTEE  
TRUSTEES REPORT AND FINANCIAL STATEMENTS  
YEAR ENDED 31<sup>ST</sup> MARCH 2021**

**Charity Number 1116639  
Company Number 05706756**

**Clacton Business Services Ltd  
Chartered Accountants  
Hurlingham Chambers  
61 Station Road  
Clacton on Sea  
Essex CO15 1SD**

**HOME-START COLCHESTER JAYWICK CLACTON  
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**HOME-START COLCHESTER JAYWICK CLACTON**  
**(Limited by Guarantee)**  
**Trustees' Annual Report (Incorporating the Director's Report)**  
**For the year ended 31<sup>st</sup> March 2021**

**The Trustees of the Charity**

Kellie Norris (Chairperson)  
Livvy Ryder (Treasurer)  
Sheila Brodie (Secretary and Trustee)  
Graham Clarke (Trustee)  
Emma Hedges (Trustee)

**Charity Registration Number**

1116639

**Company Registration Number**

05706756

**Registered office**

The Ark  
Jack Andrews Drive  
Highwood's  
Colchester Essex CO4 9FF

**Accountants**

Clacton Business Services Ltd  
Chartered Accountant  
Hurlingham Chambers  
61 Station Road  
Clacton on Sea  
Essex  
CO15 1SD

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Trustees' Annual Report**  
**For the year ended 31<sup>st</sup> March 2021**

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Nature of the governing document and constitution of the charity**

The Charity is governed by its Articles of Association, adopted on incorporation.

### **The methods adopted for the recruitment and appointment of new trustees**

The Charity's constitution states that when complete, the board of trustees will consist of between four and twelve individuals. The current trustees have actively sought new members through networking and advertising. Trustees are appointed during the year at board meetings and confirmed at the annual general meeting. One third of trustees retires at each annual general meeting; there is no limit to the number of terms served by any trustee.

## **OBJECTIVES & ACTIVITIES**

The Articles of Association set out the charitable purposes for the public benefit with the following objectives:

- To safeguard, protect and preserve the good health; both mental and physical, of children and parents of children
- To prevent cruelty or maltreatment of children
- To relieve sickness, poverty and the need amongst children and parents of children
- To promote the education of the public in better standards of childcare; principally but not exclusively within the area of Colchester and its environs.

### **How Home-Start meets its aims.**

This targeted support is based on a theory of changes influenced by intervention theory (Sameroff & Fiese 2000) and can be summarised as:

- The well-being of the parents is improved in families provided with social support in a structured supervised way
- This leads to increased feelings of parental self-competence
- As a result, parental behaviour becomes more adaptive and child behaviour improves

Home-based visiting is essential to the Home-Start approach, which relies on a more holistic, flexible, non-judgemental and caring approach. The families supported, like the Home-Start volunteer mentors, come from a wide range of educational, cultural and financial backgrounds.

“Independent research regarding the Home-Start volunteer home visiting model found positive longitudinal findings of Hermanns et al (2013) who evaluated the support provided by home visiting volunteers. Their findings suggest that improvements in both parental and child outcomes continue 3 years after the support from volunteers ceased”

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Trustees' Annual Report**  
**For the year ended 31<sup>st</sup> March 2021**

**OBJECTIVES & ACTIVITIES**

**Achievements and Performance, summary of the main achievements of the charity during the year 2020-2021**

**Managers' report:**

Due to a world pandemic this year was like no other. During Covid-19 the challenges facing our delivery area increased, with isolation and anxiety growing. Under the conditions of lockdown, parents and children faced worsening mental health. During lock down most faced little access to services and social networks resulting in children being at risk of falling behind and losing crucial years of development, particularly for very young children and for those with special educational needs, or behavioral difficulties. Many new mums faced isolations, loneliness and anxieties.

Our delivery of service is across both Colchester and Tendring and both boroughs have pockets of deprivation. In Colchester 27 LSOAs fall into the top 40% of most deprived LSOAs in the county. In Colchester 49,225 people are affected by Employment Deprivation, this equates to 25.57% of the overall population. The most deprived neighborhood in England according to the IMD2019 is to the east of the Jaywick area of Clacton on Sea (Tendring ). Many families we support have spent lockdown in temporary accommodation or in cramped flats, these families have been disproportionately impacted by Covid and our service has been a lifeline for many.

Throughout the past year we have needed to respond to growing and changing needs. We have developed outdoor forest schools, virtual cookery classes, virtual volunteer training. We have set up and delivered vital befriending calls and delivery of essential good way.

I have been extremely proud of the Home-Start Colchester Jaywick and Clacton team, who have never stopped working during the pandemic and our wonderful volunteers and trustees who give their time freely to help local children.

As a result of the support Home-Start CJC offered families have told us they felt connected at a very vulnerable time, they received financial aid and food when they were desperate and struggled to manage. Having a listening ear and parenting support enabled them to get through the most difficult days. We have helped families meet their basic needs, supported them to improve their mental health, and worked more closely with our partners and referrers at every step of the way.

I cannot thank all our partner organisations, friends and local people who have made donations to Home-Start to aid our mission to make a difference to the life of a local child- Thank you

Shelley Henderson

Scheme manager

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Trustees' Annual Report**  
**For the year ended 31<sup>st</sup> March 2021**

**Chair's Words**

Chairs Report

The Covid pandemic brought unprecedented global challenges to all locally. It generated a considerable amount of need within the community. Issues for families included social isolation, high levels of stress created by fear and uncertainty and financial hardship.

We were fortunate in 2020 to be successful in securing funding from the lottery and continued to receive funding from Virgin Healthcare. We also received many small grants to support families with emergency packs of essential items throughout this very challenging year. These included Essex Community Foundation, Grass Roots, Tendring CVS, the Rotary club, Essex County Council and EALC. Home-Start Colchester Jaywick Clacton with the community adapted to working in new ways to support families. On line parenting courses were facilitated by staff, telephone support was given to families and a great deal of time and energy was focused on delivering essential items to families to support them through these difficult times. We delivered literally hundreds of parcels at Christmas to some very vulnerable families.

We launched a new fund, the Finn Douglas fund which will enable us to provide small grants to families with children in need, this was started with support from a local donator.

The Home-Start brand was also chosen by Waitrose's Bring a little love campaign which has helped to raise the profile of our small charity locally.

The Pandemic has brought communities together and helped develop strong partnership working between many organisations who all have the same aim, to serve the community.

My sincere thanks go to the staff and volunteers of Home Start Colchester who have worked tirelessly to support the communities in Colchester and Clacton during this very challenging year.

Kellie Norris Chair

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Trustees' Annual Report**  
**For the year ended 31<sup>st</sup> March 2021**

**FINANCIAL REVIEW**

**Policy on reserves**

The charity's reserves are retained in a general unrestricted fund.

**Small Company Provision**

This report has been prepared in accordance with the provisions applicable to companies entitles to the small companies' exemption.

**TRUSTEES' RESPONSIBILITIES**

Under the charities Act 2011, the Trustees (who are also the directors of the company for the purposes of company law) are required to prepare statement of accounts for each financial year which gives a true and fair view of the state of affairs of the Charity at the end of the financial year and of the incoming resources and application of resources in the year. In preparing the statement, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statements of accounts;
- Prepare financial statements on the going concern basis unless it is inappropriate presume that the Charity will continue its operations.

The Trustees are responsible for keeping proper records which disclose with reasonable accuracy at any time the financial position of the Charity at that time and to enable the Trustees to ensure that any statement of account prepared by them complies with the regulations under the Charities Act 2011. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on....07/02/2022

Signed on their behalf by



.....  
Kellie Norris – Trustee & Chairperson

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Independent Examiner's Report to the Trustees**  
**For the year ended 31<sup>st</sup> March 2021**

I have examined the accounts of Home-Start Colchester for the year ended 31<sup>st</sup> March 2021 which are set out on pages 6 to 11.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's 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

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)(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 by 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 S130 of the 2011 Act; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.



Clacton Business Services Ltd  
Chartered Accountants

16/02/2022  
Date



# HOME-START COLCHESTER JAYWICK CLACTON

## Statement of Financial Activities For the year ended 31<sup>st</sup> March 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOMING RESOURCES</b>				
<b>Voluntary Income</b>				
Grants Received:				
ECC FIF – Coaching & Mentoring	-	-	-	18,000
Holiday Fund	-	-	-	5,570
Big Lottery Fund	-	96,306	96,306	76,060
Comic Relief	-	-	-	3,000
Virgin Care	-	12,858	12,858	33,333
Big Lottery Covid	-	14,000	14,000	-
Shine Bright	-	5,059	5,059	13,700
Recipe 4 Health	-	-	-	4,841
Army Central	-	3,000	3,000	-
ECC Warm & Safe	-	14,142	14,142	-
Tavistock	-	8,008	8,008	-
Home Start UK	-	1,000	1,000	-
ECYVS	-	9,375	9,375	-
Brighter Days	-	10,000	10,000	-
Miscellaneous Donations	20,083		20,083	5,563
Job Retention Scheme	3,773	-	3,773	-
<b>Investment Income</b>				
Interest Received	50	-	50	248
<b>Total Income</b>	<b>23,906</b>	<b>173,748</b>	<b>197,654</b>	<b>160,315</b>

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Statement of Financial Activities**  
**For the year ended 31<sup>st</sup> March 2021**

Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>RESOURCES EXPENDED</b>				
<b>Charitable Activities</b>				
Project Costs	10,455	131,514	141,969	129,176
Premises	-	11,690	11,690	12,205
Communication and IT	-	5,356	5,356	4,503
General office	-	1,099	1,099	2,388
Advertising	-	1,470	1,470	498
Traveling	-	2,884	2,884	8,497
Costs of trustee meetings	-	-	-	323
Accountancy	-	1,637	1,637	1,691
Legal & professional	-	3,036	3,036	6,097
Training	-	2,570	2,570	5,178
Subscriptions	-	144	144	1,084
Insurance	-	986	986	713
Sundry expenses	-	39	39	163
Finance costs	-	81	81	346
HMRC Interest	22	-	22	-
Depreciation	-	1,798	1,798	1692
<b>Total Expenses</b>	<b>10,477</b>	<b>164,304</b>	<b>174,781</b>	<b>173,554</b>
<b>Net Income / (Deficit) for the Year</b>	<b>13,429</b>	<b>9,444</b>	<b>22,873</b>	<b>(13,239)</b>
<b>Funds brought forward</b>	<b>112,443</b>	<b>36,520</b>	<b>148,963</b>	<b>162,203</b>
<b>Transfer between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Funds carried forward</b>	<b>125,872</b>	<b>45,964</b>	<b>171,836</b>	<b>148,964</b>

The notes on page 10 to 15 form part of these financial statements.

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Statement of Financial Position**  
**For the year ended 31<sup>st</sup> March 2021**

		<u>2021</u>	<u>2020</u>
	Note	£	£
<b>FIXED ASSETS</b>			
Tangible assets	9	5,427	2,069
<b>CURRENT ASSETS</b>			
Accrued Income	10	-	8,333
Cash at bank and in hand		231,212	150,897
Debtor		170	-
<b>CREDITORS: Amounts falling due</b>			
<b>Within one year</b>	11	64,973	12,335
<b>NET CURRENT ASSETS</b>		166,409	146,395
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		171,836	148,964
<b>CHARITY FUNDS</b>			
Unrestricted funds – general	12	125,872	112,444
Restricted funds	13	45,964	36,520
		171,836	148,964

For the year ending 31<sup>st</sup> March 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- The Members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476.
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

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

Approved by the Trustees on.....AKA Norris.....and signed on their behalf by

Kellie Norris  
Trustee & Chairperson

The notes on pages 10 to 15 form part of these financial statements.

**HOME-START COLCHESTER JAWICK CLACTON**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2021**

**1. GENERAL INFORMATION**

The Charity is a private company limited by guarantee, registered in England and Wales. The charity is also a registered charity in England and Wales. The address of the registered office is 2 Thomas Court, East Street, Colchester, Essex, CO1 2TR

**2. STATEMENT OF COMPLIANCE**

These financial statements have been prepared in compliance with FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the statement of Recommended Practice applicable to charities in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the charities act 2011.

**3. ACCOUNTIC POLICIES**

**Basis of Perpetration**

The charity is entirely dependent on continuing grant aid and as a consequence the use of the going concern basis for drawing up the financial statements is also dependant on the continuing grant aid.

**Going Concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and Key Sources of Estimation Uncertainty**

The preparation of the financial statement requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Funds**

Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purposes and is available as general funds.

Designated funds comprise unrestricted fund that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which have to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes.

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2021**

**3. ACCOUNTIC POLICIES (continued)**

**Incoming Resources**

All Incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measures. The following specific policies are applied to particular categories of income.

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Legacy income is recognised when receipt is probable and entitlement is established
- Income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated value. Donated facilities and services are recognised in the accounts when received if the value can reliably be measured. No amounts are included for the contribution of general volunteers.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

**Resources Expended**

Expenditure related to the activities of the charity and the costs of the employees and volunteers delivering the charity's services are included within charitable activities.

Governance Costs include all other operating and management costs incurred.

**Tangible Assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at re-valued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment loss.

An increase in the carrying amount of an asset as a result of a revaluation is recognised in other recognised gains and loss, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of a revaluation is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of the asset as follows:

Equipment	- 25% Straight Line
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**HOME-START COLCHESTER JAYWICK CLACTON**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2021**

**4. Limited by Guarantee**

The Charity was incorporated on 13<sup>th</sup> February 2006 and is limited by guarantee, each member having undertaken to contribute such amounts no exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter. There are currently 4 members of the company.

**5. NET INCOME**

Net income is stated after charging/(crediting)	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
Depreciation	<u>1,798</u>	<u>692</u>

**6. INDEPENDENT EXAMINATION FEES**

Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2021</u> <u>£</u> <u>972</u>	<u>2020</u> <u>£</u> <u>972</u>
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**7. STAFF COSTS**

Included in the Project costs for the year are staff costs totalling £112,613. The total staff costs and employee benefits for the reporting period are analysed as follows

	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
Wages and salaries	109,274	107,322
Social security costs	2,832	3,989
Employer contributions to pension plans	<u>1,328</u>	<u>1,302</u>
	<u>113,434</u>	<u>112,613</u>

The average amount of employees during the year was 8 (2020: 8)

No Employee received employee benefits of more than £60,000 during the year (2020: Nil)

**8. TRUSTEE REMUNERATION AND EXPENSES**

No remuneration or any other benefits from employment with the charity or a related entity were received by the trustees.

**HOME-START COLCHESTER JAYWICK CLACTON**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2021**

**9. TANGIBLE FIXED ASSETS**

	Equipment £	Total £
Cost at 1 <sup>st</sup> April 2020	<u>12,112</u>	<u>12,112</u>
Additions	<u>5,156</u>	<u>5,516</u>
Cost at 31 <sup>st</sup> March 2021	<u><b>17,268</b></u>	<u><b>17,268</b></u>
Depreciation at 1 <sup>st</sup> April 2020	<u>10,043</u>	<u>10,043</u>
Charge for the year	<u>1,798</u>	<u>1,798</u>
Depreciation at 31 <sup>st</sup> March 2021	<u><b>11,841</b></u>	<u><b>11,841</b></u>
Net book value at 31 <sup>st</sup> March 2021	<u><b>5,427</b></u>	<u><b>5,427</b></u>
Net book value at 1 <sup>st</sup> April 2020	<u>2,069</u>	<u>2,069</u>

**10. ACCRUED INCOME**

	<u><b>2021</b></u> £	<u><b>2020</b></u> £
Accrued Income agreed in contract and received after the year end	<u>-</u>	<u>8,333</u>

**11. CREDITORS**

	<u><b>2021</b></u> £	<u><b>2020</b></u> £
Accruals	972	472
Creditors	906	1,588
PAYE	1,902	1,902
Pension	335	314
Prepaid Income	<u>60,858</u>	<u>8,059</u>
	<u><b>64,973</b></u>	<u><b>12,335</b></u>

# HOME-START COLCHESTER JAYWICK CLACTON

## Notes to the Financial Statements For the year ended 31<sup>st</sup> March 2021

### 12. ANALYSIS OF UNRESTRICTED FUNDS

	Brought Forward	Incoming resources	Resources expended	Transfers in/(out)	Carried forward
General Funds	99,932	23,906	10,477	-	113,361
Linda Steers Fund	12,511	-	-	-	12,511
Total	112,443	23,906	10,477	-	125,872

### 13. ANALYSIS OF RESTRICTED FUNDS

	Brought Forward	Incoming resources	Resources expended	Transfers in/(out)	Carried forward
	£	£	£	£	£
ECC FIF Coaching	15,867	-	20	-	15,847
Holiday Fund	1,835	-	1,189	-	646
Big Lottery Fund	3,450	96,306	89,667	-	10,089
Comic Relief	323	-	81	-	242
Virgin Care	12,768	12,858	23,550	(345)	1,731
UK Heart Research	530	-	-	-	530
Shine Bright	1,987	5,059	7,379	333	-
Army Central Grant	-	3,000	2,905	-	95
Tavistoke	(240)	8,008	4,839	-	2,929
Lottery Covid	-	14,000	9,819	-	4,181
Home-Start UK	-	1,000	993	-	7
ECYVS	-	9,375	9,387	12	-
ECC Warm & Safe	-	14,142	4,697	-	9,445
Brighter Days	-	10,000	9,778	-	222
Total	36,520	173,748	164,304	-	45,964



# HOME-START COLCHESTER JAYWICK CLACTON

## Notes to the Financial Statements For the year ended 31<sup>st</sup> March 2021

### 14. ANALYSIS OF NET ASSETS BETWEEN RESTRICTED FUNDS

	Tangible Fixed Assets	Net Current Assets	Total Funds
	£	£	£
ECC FIF	60	15,787	15,847
Holiday Fund	-	646	646
Big Lottery Fund	1,226	8,863	10,089
Comic Relief	242	-	242
Virgin Care	-	1,731	1,731
UK Heart Research	-	530	530
Army Central Grant	-	95	95
Tavistoke	-	2,929	2,929
Lottery Covid	3,867	314	4,181
Home-Start UK	-	7	7
ECC Warm & Safe	-	9,445	9,445
Brighter Days	-	222	222
Total	5,395	40,569	45,964

### 15. PURPOSE OF RESTRICTED FUNDS

- **ECC FIF** - To deliver Early Help Coaching and Mentoring
- **Innovation Fund** – A fund to purchase innovative items to support FIF Early outcomes.
- **Holiday Fund** - To directly purchase holidays for supported families.
- **Big Lottery Fund** – Home-Start Plus, expanding our service in South Tendring and age range to 11 years
- **Virgin Care** - Child and Family Wellbeing Service
- **Shine Bright – Recipe4Health**- Opportunities for children to build skills
- **Tavistoke** – To support Family Conflict.
- **Brighter Days**- Family support for families affected by Covid.
- **Warm and Safe**- Funds to issue food packs and help over winter,