



**HOME-START COLCHESTER JAYWICK & CLACTON
COMPANY LIMITED BY GUARANTEE
TRUSTEES REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31ST MARCH 2022**

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 31st March 2022

The Trustees of the Charity

Kellie Norris (Chairperson)
Ruth Jackson (Treasurer)
Sheila Brodie (Secretary and Trustee)
Graham Clarke (Trustee)
Marilyn Martin (Trustee)
Pat Baker (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 31st March 2022

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 work with others to prevent cruelty or maltreatment of children.
- To relieve sickness, poverty amongst children and families.
- To promote the education of the public in better standards of childcare; principally but not exclusively within the area of Colchester and Tendring .

How Home-Start meets its aims.

Home -Start targets support is based on 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 which 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 an holistic, flexible, non-judgemental and caring approach. The families supported, and the Home-Start volunteer mentors, come from a wide range of educational, cultural and financial backgrounds.

"Independent longitudinal research regarding the Home-Start volunteer home visiting model (Hermanns et al 2013) found that the support provided by home visiting volunteers resulted in improvements in both parental and child outcomes , for up to 3 years after the support from volunteers ceased"

HOME-START COLCHESTER JAYWICK & CLACTON
Trustees' Annual Report
For the year ended 31st March 2022

OBJECTIVES & ACTIVITIES

Achievements and Performance, summary of the main achievements of the charity during the year 2021-2022

Summary of Achievements

This year we continued to deal with the challenges created by Covid-19 pandemic. Home-Start Colchester Jaywick & Clacton continued to evolve its services to meet the changing needs of families. We are so pleased to have delivered the following projects:

Lottery Community Funds-

Home-Start Colchester Jaywick & Clacton used lottery funding to deliver Home-Start Plus. Delivery of this project has enabled Home-Start to continue to increase the age range of children supported from five and under to under eleven years old, we also extended the Home-Start reach across Tendring up to the Harwich Home-Start boundary. This has resulted in eliminating a gap in services between schemes and services which had existed for over 25 years. This year we had the exciting news that our grant had been extended resulting in our service having the funds to respond to the increased need of local families during Covid.

Military Grants- The Army Covenant Grant was newly secured which resulted in the scheme being able to offer a bespoke project to support military local families.

Virgin Care- Essex Child and Family Wellbeing Service- Home-Start Colchester was pleased to receive a contract in Oct 2017 to work alongside Virgin Care and Barnardos to improve the wellbeing of local children and families, acting as lead provider for the Northeast Essex quadrant which covers Colchester & Tendring. Home-Start Colchester worked in close partnership with the Harwich Home-Start scheme to deliver outcomes to improve resilience, reduce isolation and improve school readiness of children. The project has continued to build great partnerships in the community and provide support to local families and this year the contract was renewed for 3 years.

Household fund

This government fund was given to Home-Start Colchester Jaywick & Clacton to distribute to families to support them during the many financial struggles which were created by the Covid 19 pandemic.

Detached Youth

This project was set up to meet the needs of young people during lock down. This amazing piece of outreach work facilitated youth workers going out and about supporting young people in their own settings.

Stepping out

This project was funded by Tendring council and promoted health and wellbeing in the Tendring area.

Holidays Fund- Essex Community Fund took over the management of this amazing grant. Enabling Home-Start Colchester Jaywick & Clacton to offer to fund two holidays funded by the DAPHNE WOODWARD HOME-START FUND.

HOME-START COLCHESTER JAYWICK & CLACTON
Trustees' Annual Report
For the year ended 31st March 2022

Chairs report

During 2021-2022 the world continued to grapple with the challenges presented by Covid 19. We have expanded our services and now run several projects which require a lot of managerial support from Shelley the scheme manager. Staff have adapted services to be able to meet the needs of families during covid such as the Forest School and the detached youth service which enabled us to support families and young people outside.

We also updated our IT equipment to enable us to work efficiently and effectively remotely .
My thanks go out to all the staff and volunteers who have supported families and young people throughout North Essex.

Kellie Norris

Treasurers' words

This year has been the second year of our extended lottery grant, and we have also continued to receive funding from Virgin Care which proves vital to providing much needed support to families. In addition to this income, we secured funds from the Army Covenant, allowing us to tailor support specifically for military families in the area.

Further income from ECVYS was used to support young people during Covid lock down.

All in all this has been a successful financial year for Home-Start CJC, which has enabled us to provide invaluable, bespoke support to local families.

Our Strategic Objectives:

- To ensure that the organisation and its services are sustainable and able to thrive
- Based on local voices, we will continue to develop our services to meet the needs of local parents and their children.
- Reach out to our communities and partners to increase our local profile and show that Home Start Colchester Jaywick & Clacton makes a difference
- We value, quality and will continue to invest in both quality standards and upskilling both staff and volunteers

HOME-START COLCHESTER JAYWICK & CLACTON
Trustees' Annual Report
For the year ended 31st March 2022

FINANCIAL REVIEW

Policy on reserves

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

Small Company Provision

This report have 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 19th Dec 2022.

Signed on their behalf by

AKA Norris

.....
Kellie Norris – Trustee & Chairperson

HOME-START COLCHESTER JAYWICK & CLACTON

Independent Examiner's Report to the Trustees

For the year ended 31st March 2022

I have examined the accounts of Home-Start Colchester Jaywick & Clacton for the year ended 31st March 2022 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

.....
Date

HOME-START COLCHESTER JAYWICK & CLACTON

Statement of Financial Activities For the year ended 31st March 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
INCOMING RESOURCES				
Voluntary Income				
Grants Received:				
ECC FIF – Coaching & Mentoring	-	-	-	-
Holiday Fund	-	-	-	-
Big Lottery Fund	-	96,306	96,306	96,306
Comic Relief	-	-	-	-
Virgin Care	-	25,000	25,000	12,858
Big Lottery Covid	-	-	-	14,000
Shine Bright	-	-	-	5,059
Recipe 4 Health	-	-	-	-
Army Central	-	-	-	3,000
ECC Warm & Safe	-	57,261	57,261	14,142
Tavistock	-	2,433	2,433	8,008
Home Start UK	-	-	-	1,000
ECYVS	-	14,250	14,250	9,375
Brighter Days	-	-	-	10,000
TDC Stepping Out	-	8,750	8,750	-
Essex Community Foundation	-	5,000	5,000	-
ECC Household Fund & Salary	-	20,500	20,500	-
Essex Community Fund Time 4 You	-	-	-	-
Armed Forces	-	2,000	2,000	-
Miscellaneous Donations	17,252		17,252	20,083
Job Retention Scheme	-	-	-	3,773
Investment Income				
Interest Received	-	-	-	50
Total Income	17,252	231,500	248,752	197,654

HOME-START COLCHESTER JAYWICK & CLACTON
Statement of Financial Activities
For the year ended 31st March 2022

Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
RESOURCES EXPENDED				
Charitable Activities				
Project Costs	7,125	174,067	181,192	141,969
Clawback ECC FIF	-	15,867	15,867	-
Premises	-	11,690	11,690	11,690
Communication and IT	-	4,946	4,946	5,356
General office	-	3,006	3,006	1,099
Advertising	-	1,820	1,820	1,470
Traveling	-	3,622	3,622	2,884
Costs of trustee meetings	-	-	-	-
Accountancy	-	1,878	1,878	1,637
Legal & professional	-	5,857	5,857	3,036
Training	-	1,163	1,163	2,570
Subscriptions	-	77	77	144
Insurance	-	1,068	1,068	986
Sundry expenses	-	1,215	1,215	39
Finance costs	-	85	85	81
HMRC Interest	12	-	12	22
Depreciation	-	1,356	1,356	1,798
Total Expenses	7,137	227,717	234,854	174,781
Net Income / (Deficit) for the Year	10,115	3,783	13,872	22,873
Funds brought forward	125,872	45,964	171,836	148,963
Transfer between funds	4,656	(4,656)	-	-
Total Funds carried forward	140,643	45,091	185,708	171,836

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 31st March 2022

		<u>2022</u>	<u>2021</u>
	Note	£	£
FIXED ASSETS			
Tangible assets	9	4,071	5,427
		<hr/>	<hr/>
CURRENT ASSETS			
Accrued Income	10	-	-
Cash at bank and in hand		223,363	231,212
Debtor		-	170
		<hr/>	<hr/>
CREDITORS: Amounts falling due			
Within one year	11	41,700	64,973
		<hr/>	<hr/>
NET CURRENT ASSETS		181,663	166,409
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT			
LIABILITIES		185,734	171,836
		<hr/>	<hr/>
CHARITY FUNDS			
Unrestricted funds – general	12	140,643	125,872
Restricted funds	13	45,091	45,964
		<hr/>	<hr/>
		185,734	171,836
		<hr/>	<hr/>

For the year ending 31st 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 JAYWICK & CLACTON

Notes to the Financial Statements For the year ended 31st March 2022

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 31st March 2022

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 31st March 2022

4. Limited by Guarantee

The Charity was incorporated on 13th 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>2022</u> £	<u>2021</u> £
Depreciation	<u>1,356</u>	<u>1,798</u>

6. INDEPENDENT EXAMINATION FEES

Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2022</u> £ <u>1,020</u>	<u>2021</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>2022</u> £	<u>2021</u> £
Wages and salaries	113,147	109,274
Social security costs	3,478	2,832
Employer contributions to pension plans	<u>1,020</u>	<u>1,328</u>
	<u>117,645</u>	<u>113,434</u>

The average amount of employees during the year was 8 (2021: 8)

No Employee received employee benefits of more than £60,000 during the year (2021: 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 31st March 2022

9. TANGIBLE FIXED ASSETS

	Equipment £	Total £
Cost at 1 st April 2021	<u>17,268</u>	<u>17,268</u>
Additions	<u>-</u>	<u>-</u>
Cost at 31 st March 2022	<u>17,268</u>	<u>17,268</u>
Depreciation at 1 st April 2021	<u>11,841</u>	<u>11,841</u>
Charge for the year	<u>1,356</u>	<u>1,356</u>
Depreciation at 31 st March 2022	<u>13,197</u>	<u>13,197</u>
Net book value at 31 st March 2022	<u>4,071</u>	<u>4,071</u>
Net book value at 1 st April 2021	<u>5,427</u>	<u>5,427</u>

10. ACCRUED INCOME

	<u>2022</u> £	<u>2021</u> £
Accrued Income agreed in contract and received after the year end	<u>-</u>	<u>8,333</u>

11. CREDITORS

	<u>2022</u> £	<u>2021</u> £
Accruals	1,020	972
Creditors	1,963	906
PAYE	1,197	1,902
Pension	370	335
Prepaid Income	<u>37,150</u>	<u>60,858</u>
	<u>41,700</u>	<u>64,973</u>

HOME-START COLCHESTER JAYWICK & CLACTON
Notes to the Financial Statements
For the year ended 31st March 2022

12. ANALYSIS OF UNRESTRICTED FUNDS

	Brought Forward	Incoming resources	Resources expended	Transfers in/(out)	Carried forward
General Funds	113,361	17,252	7,137	4,656	128,132
Linda Steers Fund	12,511	-	-	-	12,511
Total	125,872	17,252	7,137	4,656	140,643

13. ANALYSIS OF RESTRICTED FUNDS

	Brought Forward	Incoming resources	Resources expended	Transfers in/(out)	Carried forward
	£	£	£	£	£
ECC FIF Coaching	15,847	-	15,882	80	45
Holiday Fund	646	-	1,787	-	(1,141)
Big Lottery Fund	10,089	96,306	102,968	-	3,427
Comic Relief	242	-	61	-	181
Virgin Care	1,731	25,000	24,297	(2,434)	-
UK Heart Research	530	-	-	(530)	-
Shine Bright	-	-	169	169	-
Army Central Grant	95	-	80	(15)	-
Tavistoke	2,929	2,433	1,000	(4,362)	-
Lottery Covid	4,181	-	5,156	3,875	2,900
Home-Start UK	7	-	-	(7)	-
ECYVS	-	14,250	15,159	909	-
ECC Warm & Safe	9,445	57,261	32,850	-	33,856
Brighter Days	222	-	-	(222)	-
TDC Stepping Out	-	8,750	6,631	(2,119)	-
Essex Community Foundation	-	5,000	-	-	5,000
ECC Household Fund & Salary	-	20,500	19,677	-	823
Armed Forces	-	2,000	2,000	-	-
Total	45,964	231,500	227,717	(4,656)	45,091

HOME-START COLCHESTER JAYWICK & CLACTON
Notes to the Financial Statements
For the year ended 31st March 2022

14. ANALYSIS OF NET ASSETS BETWEEN RESTRICTED FUNDS

	Tangible Fixed Assets	Net Current Assets	Total Funds
	£	£	£
ECC FIF	45	-	45
Holiday Fund	-	(1,141)	(1,141)
Big Lottery Fund	913	2,514	3,427
Comic Relief	181	-	181
Lottery Covid	2,900	-	2,900
ECC Warm & Safe	-	33,856	33,856
Essex	-	5,000	5,000
ECC Household Fund & Salary	-	823	823
Total	4,039	41,052	45,091

15. PURPOSE OF RESTRICTED FUNDS

- **Holiday Fund** - To directly purchase holidays for supported families.
- **Big Lottery Fund** – Home-Start Plus, expanding our service in South Tendring and age range up to 11 years
- **Virgin Care** - Child and Family Wellbeing Service
- **Shine Bright** – Young people activities.
- **Tavistock** – Parents under conflict courses
- **ECYS Detached Youth**- Providing detached youth services
- **Time4 You**- Counselling service
- **Armed Forces Covenant grant**- A project to support military families
- **Stepping out**- A project to support Tendring families to come out of lock down and access services.
- **Warm and Safe**- Government grant to support families with small children during Covid.