

COMPANY REGISTRATION NUMBER: 06674059

CHARITY REGISTRATION NUMBER: 1127760

**Home-Start Mid & West Suffolk
Company Limited by Guarantee
Unaudited financial statements
31 March 2021**

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Financial statements

Year ended 31 March 2021

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Home-Start Mid & West Suffolk

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published in October 2019.

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Chair's report

The challenges that the covid-19 pandemic has imposed on us all has been immense, and we have especially seen the impact on the families we support during this time. We have all had to change and adapt but have become stronger from the experience.

During the three government lockdowns, and sometimes in between those times, we have had to adapt our traditional delivery method of face-to-face services to incorporate increased use of online and telephone support. Working with comprehensive risk assessments and taking necessary precautions for everyone's safety we have been able to provide the vital support services that families need to help them with increased and different challenges that have been faced in the last year. Our dedicated team of support staff and volunteers were able to continue to work to support families throughout the entire time and offer support to new referrals too.

We have all had to cope with changes in the last year and change can be difficult however our staff and volunteers have helped many more families to meet their challenges and achieve their goals. New beginnings and new horizons have opened up for children and their families through our home-visiting, specialised groups and targeted support. We continued to develop and deliver our targeted support services including where families need support with SEND, perinatal mental health, supporting fathers to get the most from parenting and also enabling parents to be involved in their child's language development through our LENA project.

We have offered children and parents the opportunity to attend workshops in story sacks, treasurer baskets, music, messy play, mindfulness, and yoga either online or face to face. Many play, development, attachment and learning outcomes arise from these fun and interactive sessions. Our staff and volunteers will continue to provide these and other opportunities in the future.

Our Home-Start has been pleased to be able to receive Hardship Funding through the Suffolk Community Foundation to grant directly to families experiencing hardship due to the pandemic. So far £24,000 has been distributed to help families in need in Suffolk where acute pressures from covid such as illness, job loss or other issues have meant that families struggled to meet the basic costs of living.

After restrictions eased it was a great feeling to be able to reopen our groups and facilitate families being able to meet up again once more. As one parent said:

"PLAYGROUP OPEN. They may just be two little words but my goodness - for someone like me, they're an absolute lifeline. A group that doesn't cost a small fortune or have a three-month long waiting list attached to it. A group that readily includes all children under 5. A group that welcomes frazzled, lockdown-weary parents so warmly, giving that precious little window of adult conversation with those in a similar situation. A group that allows us that brief but treasured moment of respite to catch our breath whilst our little ones explore an exciting out of home play setting. Offering support. Companionship. Caring. Simple acts of kindness."

Despite numerous lockdowns and the effect of shielding and ping-pong our shop managers and teams have been indefatigable in their efforts to keep the shops open when restrictions allowed. Their determination and hard work have enabled us to continue to generate income through our charity shops and eBay hub. It has been necessary to close our shop on the Stowmarket high street however we have diversified into a dedicated eBay/ online hub in Stowmarket and hope to take donations of stock and provide a click and collect service in the future.

New volunteers are always welcome to join the team. One newly trained family support volunteer who has just completed our Prep Course said, *"I'm really looking forward to supporting families and their children, using my experience to help them find ways to resolve and manage problems and issues. I will enjoy interacting with the children and offering lots of ideas for activities for learning through play."*

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

We have varied roles for volunteers across the organisation including in groups, home-visiting, shop, eBay Hub, driving and trusteeship. We welcome a diverse range of experience and skills and also offer Duke of Edinburgh Award volunteer placements in our shops.

We have recruited six new members of staff to work on various projects and to work with volunteers to support families.

Our proactive approach has enabled us to apply and gain additional funding to continue to support families during this difficult year for all charities. During this past year we have supported through our different areas of support a total of 426 families with the help and support of our dedicated staff and 87 volunteers.

Thank you to all our staff, volunteers and trustees who have been a tremendous backbone of Home-Start Mid and West Suffolk in the past year, making the vital support of families and children possible.

Carol Read
Chair of Trustees

Reference and administrative details

Registered charity name	Home-Start Mid & West Suffolk
Charity registration number	1127760
Company registration number	06674059
Principal office and registered office	20 Broad Street Eye Suffolk IP23 7AF

The trustees

The trustees who served during the year and at the date of approval were as follows:

C Read (Chair)
G Tryon
K Sansom
C Such
V Daynes-Smith (resigned 26 October 2020)

Independent examiner	L Thurston FCCA Lovewell Blake LLP Chartered accountants First Floor Suite 2 Hillside Business Park Bury St Edmunds IP32 7EA
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Home-Start Mid & West Suffolk

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Structure, governance and management

The charity is a company limited by guarantee, registered in England and Wales. The charity was incorporated on 15 August 2008. The trustees are responsible for making decision on all matters of general concern and importance, including deciding on how the funds are to be spent. All charity information and registered numbers can be found on the legal and administrative information page, along with the trustees, who are also the directors for the purpose of company law, and who served during the period.

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

Recruitment and appointment of trustees

New trustees are appointed from a recruitment and selection process to enhance the skills and experience of the board as a whole. Once appointed, trustees are provided with all the information required to assist them in performing their role as trustees covering all aspects of the organisation.

Trustee induction and training

Following an induction by the charity, Home-Start Mid & West Suffolk provides trustees with training regarding the responsibilities of being a charity trustee. If trustees request or require further input then the charity would arrange for them to attend external training as appropriate. All trustees undertake safeguarding training.

Risk assessment

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. This work has identified the loss of personnel as a major risk which is addressed through succession planning.

Independent examiner reappointment

A resolution to appoint Mr L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next relevant board meeting.

Objectives and activities

The objectives and activities of the charity are included in the Chair's report above.

The charity acknowledges its requirement to clearly that it must have charitable purposes or 'aims' that are for the public benefit. The trustees confirm that they have paid due regards to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

Achievements and performance

The achievements and performance of the charity have been included in the Chair's report above.

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Financial review

Despite the changes caused by covid-19 in both the external and internal environment of our organisation we have again seen an increase in income compared to the previous year. The funding environment has been more changeable this year with a number of funds closing to new applications or being diverted to the pandemic emergency. However, this has also meant that we have been able to apply for specific funds to help with the covid crisis and secure the funds needed to continue to offer support to families in Suffolk. Funders who have provided emergency funds include the National lottery, BBC Children in Need, Home-Start UK, The John Lewis Partnership, Mid Suffolk District Council and Suffolk Community Foundation.

Trading income was halved during the year through government restrictions to close non-essential shops during the three lockdowns. To reduce the impact of this we were able to take up government funding through local councils and the Job Retention Scheme. All retail staff returned completely from furlough by May 2021 and since the reopening of the shop during April sales have exceeded expectations with our customers and donors support. Unfortunately, the shop in Stowmarket had to be closed in July 2021 however we have retained staff and volunteers who have converted the operation into a successful online eBay Hub.

The temporary halt of face to face support services and the need for all staff to work from home during the period has reduced travel and utility costs whilst increasing costs such as office equipment for home working. There was an increased need for additional support for families which increased costs of staffing.

Our organisation had infrastructure in place that prepared us to work from home prior to the pandemic following ongoing work to digitise our operations which provided a smooth transition in March 2020. Additional IT and other equipment have been purchased and we remain prepared to deal with any ongoing crisis.

We were delighted that Home-Start was the chosen charity for the John Lewis Partnership and Waitrose this year and were featured on their heavily anticipated Christmas advert which launched the 'Give a Little Love' campaign. As well as providing much needed income many benefits arose from this including awareness of the charity, an interest in volunteering, relationships with stores and activity/ food parcels for families.

It has become clear that the effects of covid are going to be long term and will have far reaching effects in the future. We continue to work closely with our funders and partners to meet the emerging needs of families, to provide our well-respected services and to develop new projects. Moving forward into 2021-22 we have two new exciting projects to add to our portfolio as a contractor to the NHS Clinical Commissioning Group in Suffolk 'Support for Children, Young People and Their Families with Neurodevelopmental Conditions' and as a partner organisation in the 'Growing Minds' Project in Suffolk led by Suffolk Community Foundation and evaluated by the Oxford University.

We have also launched our first online fundraising campaign called 'Pennies for Play' on the Virgin Giving platform. Unfortunately, Virgin are no longer sponsoring the marathon so will be withdrawing this platform and we therefore intend to continue to build our campaign on the Just Giving site.

We are grateful to our funders, fundraisers and sponsors who have supported the ongoing work of Home-Start throughout this difficult year and helped families to face the challenges. It was a great pleasure during the year to receive many personal donations from well-wishers and those who had previously donated through our shop as this really showed the support, kindness and generosity of the public.

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Reserves policy

Our reserves policy is for the charity to maintain a minimum of three months and up to a maximum of six months running costs along with the costs of redundancies held in unrestricted reserves which the trustees believe prudent given the current economic climate and recent expansion of the charity. Currently this would amount to a minimum level of £122,889. Unrestricted reserves as at the year end amounted to £122,559 (2020: £77,867) which is inline with the reserves policy.

Investment in the new online eBay hub to maintain levels of income generation through any further lockdowns will reduce any impact on income generation from potential future lockdown closures. Net profits from retail sales will firstly be utilised to increase reserves to the minimum level and then incrementally increase this each year.

Plans for future periods

Our aim is to continue to help children and their families in Mid & West Suffolk and surrounding areas. By increasing our income we can meet the growing level of need in the areas and reach more families.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 29/09/21 and signed on behalf of the board of trustees by:



C Read
Chair

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Independent examiner's report to the trustees of Home-Start Mid & West Suffolk

Year ended 31 March 2021

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and the related notes.

Responsibilities and basis of report

As the charity's trustees of the company (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 company 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 your company's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 company 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 accounts to be reached.

L Thurst 17/12/21

L Thurst FCCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	152,132	347,197	499,329	279,077
Other trading activities		47,573	404	47,977	104,591
Investment income		182	—	182	404
Total income		<u>199,887</u>	<u>347,601</u>	<u>547,488</u>	<u>384,072</u>
Expenditure					
Raising funds					
Costs of raising donations and legacies	6	70	75	145	1,597
Charitable activities	7	177,413	267,466	444,879	410,417
Total expenditure		<u>177,483</u>	<u>267,541</u>	<u>445,024</u>	<u>412,014</u>
Net income/(expenditure) before transfer of funds		22,404	80,060	102,464	(27,942)
Transfers between funds		22,288	(22,288)	—	—
Net movement in funds		<u>44,692</u>	<u>57,772</u>	<u>102,464</u>	<u>(27,942)</u>
Reconciliation of funds					
Total funds brought forward		77,867	42,057	119,924	147,866
Total funds carried forward		<u>122,559</u>	<u>99,829</u>	<u>222,388</u>	<u>119,924</u>

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 11 to 21 form part of these financial statements.

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Balance sheet

31 March 2021

	Note	2021 £	£	2020 £	£
Fixed assets					
Tangible fixed assets	11		9,071		20,893
Current assets					
Debtors	12	3,615		9,149	
Cash at bank and in hand		216,725		98,431	
		220,340		107,580	
Creditors: Amounts falling due within one year	13	(7,023)		(8,549)	
Net current assets			213,317		99,031
Total assets less current liabilities			222,388		119,924
Net assets			222,388		119,924
Funds of the charity					
Restricted funds			99,829		42,057
Unrestricted funds			122,559		77,867
Total charity funds	15		222,388		119,924

For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- 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;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 29/09/21, and are signed on behalf of the board by:

C Read

C Read
Chair

Company registration number: 06674059

The notes on pages 11 to 21 form part of these financial statements.

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Statement of cash flows

Year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net income/(expenditure)	102,464	(27,942)
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	15,988	15,453
Other interest receivable and similar income	(182)	(404)
Accrued expenses	6,685	144
<i>Changes in:</i>		
Trade and other debtors	(1,115)	600
Trade and other creditors	(1,562)	7,415
Cash generated from operations	122,278	(4,734)
Interest received	182	404
Net cash from/(used in) operating activities	<u>122,460</u>	<u>(4,330)</u>
Cash flows from investing activities		
Purchase of tangible assets	<u>(4,166)</u>	<u>(17,824)</u>
Net cash used in investing activities	<u>(4,166)</u>	<u>(17,824)</u>
Net increase/(decrease) in cash and cash equivalents	118,294	(22,154)
Cash and cash equivalents at beginning of year	98,431	120,585
Cash and cash equivalents at end of year	<u>216,725</u>	<u>98,431</u>

The notes on pages 11 to 21 form part of these financial statements.

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements

Year ended 31 March 2021

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 20 Broad Street, Eye, Suffolk, IP23 7AF.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient for the charity to be able to continue as a going concern.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds, where necessary are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All income is 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 measured. 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.

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Incoming resources *(continued)*

- income from donated goods is measured at the fair value of the goods unless this is impracticable to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably 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 is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

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 revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

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

Computer equipment, plant and machinery	-	33% straight line
Charity shop equipment	-	33% straight line

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

4. Limited by guarantee

The charity is a company limited by guarantee and does not have share capital. Every member of the charity undertakes to contribute such amounts (not exceeding £1) as may be required in the event of a winding up.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Donations	6,090	—	6,090
Gift aid tax recoverable	4,895	—	4,895
Grants			
Grants	141,147	347,197	488,344
	<u>152,132</u>	<u>347,197</u>	<u>499,329</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations	4,128	—	4,128
Gift aid tax recoverable	3,438	—	3,438
Grants			
Grants	20,320	251,191	271,511
	<u>27,886</u>	<u>251,191</u>	<u>279,077</u>

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

5. Donations and legacies *(continued)*

Grants

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	2020 £
Armed Forces Covenant Fund	—	27,806	27,806	2,500
BBC Children In Need	2,993	36,596	39,589	36,415
Childwick Trust	—	8,000	8,000	—
HMRC CJRS Scheme	33,459	—	33,459	—
Home-Start UK	—	29,660	29,660	—
Mid Suffolk District Council	65,765	—	65,765	5,000
National Lottery Community Fund	—	133,372	133,372	44,319
NHS West Suffolk CCG	—	35,913	35,913	58,719
RAF Honington	—	420	420	1,605
Stowmarket Town Council	—	—	—	400
Suffolk Armed Forces Legacy Grant	—	2,000	2,000	1,000
Suffolk Community Foundation	—	—	—	—
- Anglian Water	—	4,931	4,931	—
- Bluebell Fund	—	2,000	2,000	—
- Coronavirus Fund	—	10,000	10,000	—
- Frank Jackson Fund	—	—	—	5,000
- Giving Fund	—	2,000	2,000	2,000
- Hardship Fund	—	18,500	18,500	—
- Harris Fund	—	5,000	5,000	2,000
- High Sheriff Award	—	—	—	2,320
- Martineau Fund	—	1,999	1,999	2,000
- Maurken Fund	—	2,000	2,000	2,000
- Private Fund JA	—	7,000	7,000	1,999
- Realising Ambitions	—	—	—	24,808
- Sapphire Fund	—	2,000	2,000	—
- Shadwell Fund	—	1,000	1,000	—
- Women and Girls	—	1,000	1,000	—
Suffolk County Council	—	2,000	2,000	—
Suffolk Police & Crime Commissioner	5,000	—	5,000	29,923
The Four Acre Trust	14,930	—	14,930	10,000
The Henry Smith Charity	15,000	—	15,000	—
The Kerrison Trust	4,000	—	4,000	4,000
West Suffolk District Council	—	14,000	14,000	35,503
	<u>141,147</u>	<u>347,197</u>	<u>488,344</u>	<u>271,511</u>

6. Costs of raising donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Advertising and publicity	48	75	123
Fundraising costs	22	—	22
	<u>70</u>	<u>75</u>	<u>145</u>

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

6. Costs of raising donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Advertising and publicity	84	1,436	1,520
Fundraising costs	77	—	77
	<u>161</u>	<u>1,436</u>	<u>1,597</u>

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

7. Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Third party projects	–	17,803	17,803
Charity shop costs	33,495	26,987	60,482
Office costs	16,279	1,455	17,734
Staff and salary related costs	112,741	206,416	319,157
Support costs	14,898	14,805	29,703
	<u>177,413</u>	<u>267,466</u>	<u>444,879</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Third party projects	–	5,000	5,000
Charity shop costs	49,689	–	49,689
Office costs	17,735	3,307	21,042
Staff and salary related costs	67,569	241,860	309,429
Support costs	20,438	4,819	25,257
	<u>155,431</u>	<u>254,986</u>	<u>410,417</u>

Charity shop costs

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Office costs and rent	8,016	26,987	35,003	26,005
Printing, postage and stationary	4,659	–	4,659	3,791
Refreshments	62	–	62	158
Cleaning	1,406	–	1,406	336
Telephone costs	–	–	–	142
Card fees	3,364	–	3,364	3,804
Depreciation	15,988	–	15,988	15,453
	<u>33,495</u>	<u>26,987</u>	<u>60,482</u>	<u>49,689</u>

Office costs

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Office costs and rent	10,792	595	11,387	14,681
Premises expenses	1,137	860	1,997	1,777
Repairs and maintenance	4,350	–	4,350	4,584
	<u>16,279</u>	<u>1,455</u>	<u>17,734</u>	<u>21,042</u>

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

Staff and salary related costs

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Refreshments and subsistence	43	34	77	2,178
Salaries and wages	109,056	198,538	307,594	264,124
Staff recruitment	1,064	184	1,248	363
Training costs	796	2,762	3,558	13,089
Travel and transport	1,730	4,559	6,289	21,005
Volunteer expenses	52	339	391	8,670
	<u>112,741</u>	<u>206,416</u>	<u>319,157</u>	<u>309,429</u>

Support costs

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Trustees' expenses	125	—	125	1,060
Home-Start fee	275	4,984	5,259	4,337
Independent examiners fees	1,170	—	1,170	1,134
Equipment costs	2,306	3,561	5,867	5,156
License and subscriptions	3,562	2,185	5,747	2,571
Legal and professional fees	775	—	775	1,936
Printing, postage and stationery	1,154	2,171	3,325	3,092
Telephone costs	4,072	1,904	5,976	5,006
Website costs	1,459	—	1,459	965
	<u>14,898</u>	<u>14,805</u>	<u>29,703</u>	<u>25,257</u>

8. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation of tangible fixed assets	<u>15,988</u>	<u>15,453</u>

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

9. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	278,355	238,397
Social security costs	15,517	14,324
Pension costs	13,722	11,403
	<u>307,594</u>	<u>264,124</u>

The key management personnel of the charity comprise the Trustees, Family Manager and Business Manager. The total employee benefits (Including employer national insurance and employer pension contributions) of the key management personnel of the charity were £71,904 (2020: £66,576).

The average head count of employees during the year was 16 (2020: 13).

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

10. Trustee remuneration and expenses

The trustees were neither entitled to, nor received, any remuneration from the charity (2020: Nil). Two trustees were reimbursed expenses amounting to £156 (2020: Three trustees £1,060) during the year.

11. Tangible fixed assets

	Computer equipment, plant and machinery £	Charity shop equipment £	Total £
Cost			
At 1 April 2020	3,240	43,587	46,827
Additions	4,166	—	4,166
At 31 March 2021	<u>7,406</u>	<u>43,587</u>	<u>50,993</u>
Depreciation			
At 1 April 2020	1,069	24,865	25,934
Charge for the year	2,444	13,544	15,988
At 31 March 2021	<u>3,513</u>	<u>38,409</u>	<u>41,922</u>
Carrying amount			
At 31 March 2021	<u>3,893</u>	<u>5,178</u>	<u>9,071</u>
At 31 March 2020	<u>2,171</u>	<u>18,722</u>	<u>20,893</u>

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

12. Debtors

	2021	2020
	£	£
Prepayments and accrued income	—	6,649
Gift aid tax debtor	3,615	2,500
	<u>3,615</u>	<u>9,149</u>

13. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Accruals and deferred income	1,170	1,134
Social security and other taxes	5,753	7,415
Other creditors	100	—
	<u>7,023</u>	<u>8,549</u>

14. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £13,722 (2020: £12,249).

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

15. Analysis of charitable funds

2021

Restricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Family Group Fund	23,719	29,296	(24,084)	(22,288)	6,643
Birth and Beyond (formerly Stepping Stones Project)	18,338	318,305	(243,457)	—	93,186
	<u>42,057</u>	<u>347,601</u>	<u>(267,541)</u>	<u>(22,288)</u>	<u>99,829</u>

Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General Fund	<u>77,867</u>	<u>199,887</u>	<u>(177,483)</u>	<u>22,288</u>	<u>122,559</u>

2020

Restricted funds

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Family Group Fund	5,416	19,828	(1,525)	—	23,719
Birth and Beyond (formerly Stepping Stones Project)	41,842	231,393	(254,897)	—	18,338
	<u>47,258</u>	<u>251,221</u>	<u>(256,422)</u>	<u>—</u>	<u>42,057</u>

Unrestricted funds

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
General Fund	<u>100,608</u>	<u>132,851</u>	<u>(155,592)</u>	<u>—</u>	<u>77,867</u>

Home-Start Mid & West Suffolk

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

16. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	9,071	—	9,071
Current assets	120,511	99,829	220,340
Creditors less than 1 year	(7,023)	—	(7,023)
Net assets	122,559	99,829	222,388

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	20,893	—	20,893
Current assets	65,411	42,057	107,468
Creditors less than 1 year	(8,549)	—	(8,549)
Net assets	77,755	42,057	119,812

17. Analysis of changes in net debt

	At 1 Apr 2020 £	Cash flows £	At 31 Mar 2021 £
Cash at bank and in hand	98,431	118,294	216,725

18. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Not later than 1 year	12,800	27,800
Later than 1 year and not later than 5 years	650	13,450
	13,450	41,250

19. Related parties

Other than those disclosed in the 'Trustee remuneration and expenses' note to these accounts, there were no related party transactions in this or the prior year.