

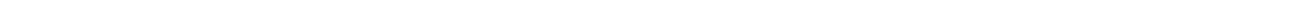


**Annual Report and Financial Statements
For the Year ended 31st March 2021**

**Charity Number: 1128325
Company Number: 06782971**



Because childhood can't wait



Home-Start Elmbridge

Annual Report and Financial Statements For the Year ended 31st March 2021

Patron: Zelda West-Meads

Home-Start Elmbridge

Charity House, 1 The Quintet, Churchfield Road, Walton-on-Thames, Surrey KT12 2TZ

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E: enquiries@home-start-elmbridge.org.uk

W: www.homestartelmbridge.org.uk

 **facebook.com/HomeStartElmbridge**

 **twitter.com/hselmbridge**

 **instagram.com/home_start_elmbridge**

Registered Charity No. 1128325

Company Registration No. 06782971

Home-Start Elmbridge Annual Report and Financial Statements for the Year ended 31st March 2021

Report of the Trustees for the Year to 31 March 2021

A - OBJECTIVES AND ACTIVITIES

Home-Start Elmbridge (HSE) is an independently run family support charity and we work with vulnerable families in the local community. Any family can be referred to Home-Start for support, predominately where there is at least one child under the age of five, but we also provide some support services for over 5s. Our support is free, confidential, and non-judgmental. Our unique service carefully matches trained and supported volunteers (all with parenting experience) with families going through a difficult time. We work in partnership with other agencies to provide a high-quality support that is both flexible and responsive to need. Home-Start Elmbridge, one of over 240 schemes nationally, is an independent charity affiliated to Home-Start UK. We abide by their aims, ethos, guideline policies, methods, training, and quality assurance. In 2013 HSE joined Home-Start Surrey, a consortium of Surrey schemes.

In 2020 - 2021, we supported 129 families, utilizing the services of 65 volunteers, facilitating a number of specialised groups, some including crèche facilities, a drop in café, one to one counselling and crisis support. With the help of emergency grants from Home-Start UK and Walton Charities, we were able to undertake crisis visits to families' doorstep so that we could distribute emergency supplies such as baby goods, food vouchers and care packages. In addition, during periods of lockdown, we provided themed activity packs and boredom busters for the children to enjoy. The service provided vital weekly one to one emotional support through phone, zoom and walk and talk whilst restrictions were in place. Safety measures and risks assessments were undertaken urgently to ensure families received the support required during this difficult year. This included allowing volunteers and staff to have access to vaccinations as priority services.



**For parents
when they
need us most**

Home-Start Elmbridge

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Our main objectives are to:

- To safeguard, protect and preserve the good health, both mental and physical, of children and parents of children.
- To prevent cruelty to or maltreatment of children, physically or emotionally.
- To support families where there have sickness or disabilities.
- To improve children's outcomes by reducing poverty and isolation in families in Elmbridge where the financial gap has a big impact.
- To educate parents and make the public more aware of the importance of child welfare and upbringing, within Elmbridge.
- To provide an enabling support increasing the confidence and independence of parents, strengthening relationships with their children and widen their links with the local community.
- To provide a non-judgmental and confidential service to all families with full respect for culture and race.



Public Benefit Statement

We primarily offer support to families with a child under 5 years old and living in Elmbridge, although we also provide some support services to families with over 5s. Families are referred to us by health visitors, social workers, and schools. Families self-refer, often through recommendation of friends or social media. We work with a broad community of diverse families across Elmbridge inclusive of background, culture, and race. Support is bespoke, often provided through regular visits by a volunteer supported by specialised groups, parenting courses and specialised, counselling and crisis work. Our activities provide public benefit to the Elmbridge community by:

- Reducing family isolation and increasing social support networks.
- Strengthening parent - child relationships/bond.
- Improving parents' physical health and emotional well-being.
- Developing and improving parenting skills.
- Improving the home environment.

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- Improving children's health, well-being, and development.
- Increasing access to health, education, and community services.



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B - STRUCTURE GOVERNANCE AND MANAGEMENT

The Charity is overseen by a board of Trustee Directors who undertake induction training provided by Home-Start UK. New Trustee Directors are inducted into the organisation by interview and a structured induction process. This ensures that each member has the necessary qualities, skills, and knowledge to help govern and lead the scheme effectively. All board members are volunteers drawn from the local community and are responsible for a specific area to support the staff and ensure effective management of the scheme. Ongoing specialised training is then provided. Trustee Directors are normally subject to re-election at least every three years. When nominating new Trustee Directors, care is taken to identify what experience, expertise and contact will be most helpful and to ensure reasonable diversity.

Day-to-day management of the charity is delegated to the Scheme Director, who is responsible for the management of staff and the training and supervision of our volunteers. The scheme's staff consists of a Scheme Director, a Senior Family Coordinator and a team of Support Co-ordinators who are involved in the recruitment, preparation, and support of the group of volunteers who directly support the families. The work of the charity is supported by a Charity Support Officer and funding and finance by a highly skilled Development Officer. In addition, the team also co-ordinate crisis support work, group work, and counselling services.

Risk Management Statement

The Trustee Directors recognise and accept their responsibility for ensuring that the risks to which Home-Start Elmbridge may be exposed are reviewed and that appropriate steps are taken to mitigate against any potential damage by use of appropriate preventative controls and corrective actions. Trustee Directors are aware of the Charities SORP and accept the requirement, in relation to all aspects of the organisation, for regular assessments of operating strengths and weakness. The risk management strategy incorporates regular Board meetings, appropriate sub committees incorporating Trustee Directors and staff who establish systems and procedures to mitigate against identified risks and the implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise. In addition, there is an annual analysis of risks which the charity may face, with the Risk Register being maintained and reviewed on a regular basis.



“At times Home-Start felt like a lifeline, especially when everything had ground to a halt during



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lockdown. Thank you for all of your help - it has made
such a difference.”



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C - ACHIEVEMENTS AND PERFORMANCE

a) - Scheme Director's Report

2020-21 has seen a year, where we have been able to observe families receive a fully holistic support package, quickly adapted and risk assessed in line with government guidelines and COVID-19. One such adaption was the postnatal group, which we started operating via zoom for the NHS, to ensure new mums received the support they required during periods of lockdown. The scheme continued to offer volunteer support, for weekly emotional and practical support, 12 weeks counselling to cope with the complex emotions in the event where this need is identified, carers support to assist families dealing with ill health and disability, the parenthood support group for peer support, helping with parenting and reassurance; and over 5s support. All these services were offered virtually when required.

Our Carers Support project has continued to be in demand reaching many Elmbridge families with additional needs.

We have crisis support for families who require immediate intervention with issues such as sudden deterioration in mental health, housing problems, family breakdown or a family with a child whose additional needs are beginning to cause more challenges. We have highly trained and adaptable members of staff able to provide this immediate intervention. As part of our crisis package, we have a trained counsellor who provides families with one-hour weekly counselling for 12 weeks. These families are identified as requiring this service by the Family Support Coordinators and are families who would not have the confidence to approach statutory services.

Our Parenthood Support group has been finely tuned over the years and during 2020-21, I believe this absolutely provided the support parents required in a group setting. It is facilitated by two highly trained coordinators in a relaxed setting. Whilst there is an agenda each week, i.e., feeding, sleeping, emotional well-being the format is a small group led at the parent's pace. In addition, crèche facilities and transport provided where necessary removing any barriers to attendance. This group was adapted during the year, delivered by Zoom when required. Timings of the groups were changed from daytime to evenings to accommodate parents who were home-schooling.

142 families have received at least one form of support, some families have accessed several different types of support. Our highly skilled coordinators have tailored-made packages of support offerings to our families when they fully assessed the needs of everyone concerned.

The staff team continued during the year to attend training, build on their existing skills. They come from a range of backgrounds with skills that very much complement each other ensuring that we delivered a first-class service to our families. The feedback evaluation comments we received from families after their support has ended is very heart felt and shows what a difference our support has made to their family's life.



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Without the commitment of our volunteers not only to their weekly visits but the ongoing support, supervision and training, this could not be achieved. A massive thank you, we could not exist without you.

We cannot forget that the support services we offer, could not exist without the back-office staff. The solid consistent efforts of our Administration/Charity Support Officer guarantee success at our groups working through the logistics of providing transport to and from our support group and the organisation of our crèche. These efforts go a long way to remove barriers for parents/carers that would prevent them from attending our parenthood support group. There is also a huge amount of work that goes into the organisation of recruiting new volunteers, their initial preparatory training, ongoing staff and volunteer training and family events. The Family Support Coordinators adapted the new volunteer training course to be delivered by Zoom. There were lots of break out rooms ensuring it still received a personal touch.

Our well-established Development Officer has had outstanding success of at maintaining our financial sustainability through diverse funding initiatives and continued excellent stewardship, feedback and evaluation to donors and funders. She has excellent skills in ensuring diversity of funding and prompt and concise feedback maintaining the excellent relations and confidence with funders.

Our support services could not be sustained without the support of a skilled and committed volunteer governance board who not only meet regularly but provide the charity with their expertise. As a charity are very much looking forward to the coming year with our well-established services and continuing to make a positive impact on Elmbridge families' lives, providing support for families and enabling them to provide their children with the best possible start in their early years.



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b) - Chair's Report

This year has been like no other. Staff spent a lot of the year working from home as well as offering alternative ways to support families when face-to-face meetings and volunteer visits were not possible.

The Board of Trustees have played a key role in overseeing the safety and wellbeing of the staff in line with government regulations during the pandemic. The Scheme has also expanded and adapted the services it offers, ensuring that families continued to be supported during lockdown.

Home-Start Elmbridge has risen to the challenge that it has faced in the last year and myself and the Board are immensely proud of the dedication, resilience and effort that the staff have shown. The feedback from the families and the financial support from both local and national funders shows that the charity is succeeding in meeting its key objectives.

Because childhood can't wait



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c) - Summary of Activities

As with many organisations, the Covid-19 pandemic has had many implications for Home-Start Elmbridge.

Remote Working

All HSE staff have been given the means so that they could work remotely from home. However, working from home was new to a lot of the team so flexibility and communication have been paramount to support our team. They all faced different challenges, different anxieties but in general all adjusted well to the changes. We held weekly team meetings via zoom, they acted as a sounding board, where we could propagate ideas and solutions. During the height of lockdown, one member of staff was furloughed for a short period of time. However, due to her expertise and experience we were quickly able to secure funding for new work that would see her skills be used for maximum benefit for some of the children we support.

Management

In response to the crisis, our board met more regularly. Our Health and Safety subcommittee was expanded in order to plan and administer Covid-19 related adaptations. This subcommittee is made up of both staff and board members and their responsibility is to constantly review/evaluate how we work in adherence with current guidelines and what measures we could take to allow safe contact with the families we support.

Our Services

We have had to adapt the way in which we delivered our services to adhere to government guidelines at any given time during the crisis. We have taken different approaches in order to do this.

Our home-visiting services would traditionally see our volunteers visiting families in their own homes for 2/3 hours a week. Our staff would also visit families in the home for initial visits and review visits. However, in the height of lock-down, support delivery changed and contact with the family was predominately by telephone/Facetime. As restrictions eased over the period, we could allow staff/volunteers to walk and talk with families, if all parties are happy to do so. This is done with a risk assessment and declaration of health.

Likewise, our Crisis Support and Counselling services were interrupted during lockdown and wherever possible telephone/Facetime/Zoom contact was made with the families. Door-stop visits were made when Support Coordinators had concerns or in cases where communication began to drop off or had stopped, to ensure safety for the children.

Our face-to-face group work also had to be put on hold during lockdown, but we have been able to deliver online group support offerings through Zoom including:

- Covid-19 Postnatal Mother and Baby groups for new mums funded by the NHS, facilitated by our counsellor and specialist healthcare worker, on offer for all Surrey families.

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- Carer Support group - A specialised group for families that are living with an illness, disability or statement of Special Educational Needs (SEN).
- Parenthood support groups for parent that have children under 5 years old.
- Parenthood Virtual drop in café for parents that have children over 5 years old.
- Parenting Courses for parents that have children over 5 years old.

If a family is in crisis, or in need of specialised support, we had the resources to provide more regular contact or help outside of the group settings until that immediate level of risk is alleviated.

We have had families who have needed emergency supplies such as baby goods, food and care packages. We received emergency grants from Home-Start UK and Walton Charities to help us meet the demand for this type of help. These doorstep visits became invaluable! Families were not just grateful for the supplies they received but told us that the emotional release of seeing a familiar face that they could offload to was beholden. Although our Support Coordinators were contacting families remotely, it was during these kind of crisis visits those disclosures came to light. This allowed us to act, quickly providing more of our support or finding other sources of assistance to help the family resolve their problems.

We produced a regular newsletter which is full of ideas/hints/tips for keeping children of all ages occupied, advice on wellbeing help for both children and parents. We ensure it is appropriate for all levels of parenting capacities, easy to understand and to implement irrespective of the children's home circumstances. We have also helped to punctuate school term times for families by providing themed activity packs for the children to enjoy.

The families we work with are often experiencing multiple disadvantages and those struggling to cope with problems such as learning difficulties, disabilities, mental health, wellbeing issues, physical illness, domestic abuse, addictions, isolation, vulnerability, poverty and homelessness. As such Home-Start Elmbridge recognized the need to introduce a number of additional services to compliment the traditional Home Visiting providing a more holistic approach.

Home Visiting - Our traditional home-visiting service is unique in that we recruit, train and support volunteers from our local community. Our volunteers come from all walks of life, they do not need any formal qualifications, but they have significant parenting experience that they can draw on. They offer one to one confidential practical and emotional support to families and children in their own homes. Once trained, our volunteers are carefully matched with a family in need and they commit to visit the family, in their own home, for a couple of hours every week. Home-Start is unique in that support is for as long as the support is needed, or until the youngest child reaches the age of five, often services are time restraint. Our volunteers are local parents and they understand how hard parenting can be. They work alongside parents, to foster parental resilience helping them cope with the stresses and strains of life and make sure they have the skills, time and strength they need to nurture their children. Our volunteers have sound local knowledge and may accompany and/or signpost



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families to access appropriate services and facilities, helping families to engage in their local community, become part of it and avail of all it has to offer.

Carer Support - A large percentage of our families are living with an illness, disability or statement of Special Educational Needs (SEN). These circumstances place a set of extra demands on the family system and these families need specialised support to help them to care with confidence and improve the general quality of life for both parents themselves and the children. We aim to take families on a journey, often from pre-diagnosis to reduce their isolation and strive to give them the tools, knowledge and experience to empower themselves to self-advocate.

Crisis Support - Through our crisis support work, support is provided by a member of staff, directly to the family allowing for immediate intervention to our most vulnerable families. Often in these cases there is no alternative support available, and our work therefore helps to prevent crisis and family breakdown. This service is for families, where the family coordinator feels moving the family directly to a volunteer is either not possible, or inadvisable due to urgent or very complex needs, or where a coordinator is unsure whether a family will engage with a volunteer or is nervous of volunteer support. Sometimes only short intervention from our crisis staff is enough and the family can then cope on their own. This role has proven to be effective, both for families and aid our volunteer retention.

Counselling Support - Our trained counsellor, Danielle has been visiting some of our families who need more specialised emotional and psychological support. Counselling provides the opportunity to speak openly about thoughts, feelings and behaviours, without being judged and can lead to a deeper understanding of why we feel the way we do, and in turn, help to look at learnt patterns of behaviour that may no longer be useful. Often after the birth of a child, parents' feelings and thoughts regarding their own past traumatic experiences can return impacting on emotional well-being. Our coordinators, who support and supervise our families in our projects, are responsible for identifying parents that could benefit from the opportunity of counselling. These individuals are usually those who are hard to reach and who would never approach a medical practitioner themselves to seek help. Danielle offers 12 weeks' focussed support to families in need and supports 2-3 families at a time.

Parenthood Support Group - Our support group is aimed towards parents dealing with poor emotional health including postnatal depression, anxiety, and panic disorders, or those suffering emotional distress, low self-esteem and isolation. In the support group setting, with guidance from the facilitators, the attendees are encouraged to interact with one another and work together through their common experiences or concerns about the challenges they face as parents and how it affects their emotional well-being. Crèche facilities are provided and available to all parents who have young children to care for which enables the parents to engage fully in the group. We should like to take this opportunity to thank all the volunteers who have given their time to help with the crèche.



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Support for Over 5s – We introduced our Support for over 5s project just as the last financial year ended and despite the pandemic, it has proved to be very successful. Support entails a well-established drop in café in Walton-on-Thames, parenting courses and where required one to one weekly support.

Post-Natal Group – This group originated out of the first national lockdown and the demand on the NHS to ensure that mums with new babies were provided with much needed support. We responded to the NHS First 1001 days request who have funded the project to deliver this group for mums throughout Surrey. The group is facilitated by a trained nursery nurse and counsellor to ensure mums receive practical tips and emotional support. The groups are small usually between 5 and 8 parents, delivered via zoom, removing any barriers such as disruptive sleep, or feeding. The group has now supported more than 70 families.



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D - FUNDRAISING

As an organisation, we had a diversified source of income from a variety of different funders who all continued to support the work we were undertaking. They were all incredibly supportive and flexible in the way in which we delivered this work as we adapted to the changes brought on by Covid-19. We have excellent relationships with all our funders, most of which are long term supporters who understand and respect the quality of the services we provide.

We would not exist without the generosity of our funders and donors. Our sincere thanks are extended, not only to the main grant funding bodies but also to the many local organisations and individuals who have so generously supported us over the year. We should like to thank in particular:

Association of Mental Health Providers	John Lewis & Partners
BBC Children In Need	Keith Cross
Bookham Butterflies WI	Masonic Charitable Foundation
Caroline Simpson	Michael Booker
Chris Glass	National Lottery Community Fund
Church of the Holy Name, Esher	Neighbourly Limited
Community Foundation for Surrey	NHS Surrey Heartlands CCG
Councillor John O'Reilly	PA Housing Limited
Councillor Peter Szanto	Rochills, Walton-on-Thames
Councillor Mary Lewis	Saputo Dairy UK
Dance Education Centre	Stripey Stork
Elmbridge Borough Council	Surrey County Council
Ester De Costa	St James Church, Weybridge
Feltonfleet School Runners	Tesco Bags of Help
Fiona Coleman	United Reformed Church, Thames Ditton
Healix International Limited	Waitrose & Partners
Home-Start UK	Walton Charities
	White Stuff Foundation



Home-Start Elmbridge Annual Report and Financial Statements for the Year ended 31st March 2021

E - FINANCIAL REVIEW

The accounts for the Year to 31 March 2021 are shown on pages 16-20, preceded by the report of the Independent Examiner.

Income for the year was £190,979 (2020: £193,898) and Expenditure was £206,388 (2020: £183,885). This resulted in a deficit of £15,409 (2020: surplus £10,013).

During the year we continued to receive Grant Income from national charities BBC Children In Need and the National Lottery Community Fund, together with local charities Walton Charities and Surrey County Council. Additional Grants were received from NHS Surrey Heartlands and the Community Foundation for Surrey.

Higher expenditure reflects the full year support costs for the Over 5's project, as well as the additional family support services now offered. These extra costs are fully financed by our funders.

Reserves as of the 31st of March 2021 were £193,779 (2020: £209,188) in total, split into £ 153,355 (2020: £174,469) of Unrestricted Reserves and £40,424 (2020: £34,719) of Restricted Reserves.

F - TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing the financial statements, the trustees are required to select appropriate accounting policies and then apply them consistently, making judgments and estimates that are reasonable and prudent. The trustees must also prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for keeping proper accounting records which 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 and SORP FRS 102.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under the Companies Act 2006 and SORP FRS 102.

Approved by the Trustee Directors on 23rd September 2021 and signed on their behalf by

Home-Start Elmbridge Annual Report and Financial Statements for the Year ended 31st March 2021

K Clark

Trustee Director and Chair

For and on Behalf of the Trustees

G - REFERENCE AND ADMINISTRATION DETAILS

Legal status

Home-Start Elmbridge is a Company Limited by Guarantee (06782971) and a Registered Charity (1128325). It was incorporated on the 5th January 2009 and is governed by a Memorandum and Articles of Association.

The registered address is:

1 Quintet, Churchfield Road, Walton on Thames, Surrey KT12 2TZ

Management Committee

Trustees and Directors:

Kathleen Clark	Independent	Appointed April 2021, Chair
Sally Blackwood	Independent	Appointed May 2019, Treasurer
Nicky Mangold	Independent	Appointed February 2017, Volunteers
Kathleen McDougall	Independent	Appointed November 2020, Policies
Heather Horler	Independent	Appointed May 2018, PR & Marketing
Ann Charlton	Independent	Appointed October 2018, Legal Advisor

Resigned:

<i>Lisa Kent</i>	<i>Independent</i>	<i>Resigned Dec 2020, Chair</i>
<i>Angela Hills</i>	<i>Independent</i>	<i>Resigned July 2021, Health & Safety</i>

In accordance with the charitable company's Articles of Association N. Mangold and H. Horler retire by rotation and offer themselves for re-election at the Annual General Meeting.

Advisor to the Trustees:

Barry Fairbank	Independent	Councillor for Long Ditton
Jayne Morris	Independent	HR Advisor
Daphne Sohl	Independent	Child Protection Specialist

Company Secretary

Emma Prince	Independent	Appointed May 2018
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Independent Examiner

Thompson & Co, Vestry Hall, 336 London Road, Mitcham, Surrey CR4 3UD



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Bankers

CAF Bank Limited, 25 Kings Hill Avenue, West Malling, Kent ME19 4JQ



Home-Start Elmbridge
Annual Report and Financial Statements for the Year ended
31st March 2021
Independent Examiner's Report on the Accounts Year Ended 31st March
2021

I report on the accounts for the Charity for the Year Ended 31st March 2021, which are set out on pages 16 – 20.

This report is made solely to the Management Committee (Trustees) of Home-Start Elmbridge as a body. My examination has been undertaken so that I might state, those matters I am required to state to them in an examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Management Committee as a body for my examination, for this report or for the opinions I have formed.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE EXAMINER

As the Management Committee you are responsible for the preparation of the financial statements. It is my responsibility to state, whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

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 any explanations from you as a Management Committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements have not been met; or

2. To which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

P Okusi LCIE
Thompson & Co
Independent Examiner
Vestry Hall
336 London Road
Mitcham
Surrey
CR4 3UD



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31st March 2021

Date:

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For the Year Ended 31 March 2021

	Notes	Unrestricted Funds	Restricted Funds	2021	2020
		£	£	£	£
Incoming Resources					
Grants Income		44,492	132,605	177,097	154,227
Donations		13,669		13,669	39,423
Fund-Raising		124		124	0
Interest Income		89		89	248
Total Income	2	58,374	132,605	190,979	193,898
Resources Expended					
Charitable Costs					
Staff costs	3	19,876	98,576	118,452	105,308
Family Activities / Support			25,955	25,955	12,028
Volunteer Costs		318	1,639	1,957	5,480
Total Charitable Costs		20,194	126,170	146,364	122,816
Fundraising Costs					
Staff Costs	3	16,165		16,165	15,468
Other Costs		9		9	38
Total Fundraising Costs		16,174	-	16,174	15,506
Administration and Support Costs					
Staff Costs	3	13,899		13,899	15,308
Premises		11,150		11,150	10,500
Office Expenses		13,469	730	14,199	15,463
Home-Start Fee		3,490		3,490	3,185
Audit and Accounting		1,112		1,112	1,107
Total Admin and Support Costs		43,120	730	43,850	45,563
Total Resources Expended		79,488	126,900	206,388	183,885
Surplus / (Deficit) for the year		(21,114)	5,705	(15,409)	10,013
Total funds at 01 April 2020		174,469	34,719	209,188	199,175
Total funds at 31 March 2021		153,355	40,424	193,779	209,188



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Balance Sheet at 31 March 2021

	31 March 2021	31 March 2020
	£	£
Current Assets		
Receivables	-	825
Prepayments	305	236
Cash at Bank and in Hand	199,510	210,423
	<u>199,815</u>	<u>211,484</u>
Current Liabilities		
Payables	6,036	2,296
Net Current Assets	193,779	209,188
Net Assets	<u>193,779</u>	<u>209,188</u>
Unrestricted Funds		
General Reserve	153,355	174,469
Restricted Funds		
Income Fund	40,424	34,719
Total Funds	<u>193,779</u>	<u>209,188</u>

The Trustee Directors are satisfied that the Charity is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

The Trustee Directors acknowledge their responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 477,
- the directors acknowledge their responsibilities for complying with the requirements of the Act 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.

These financial statements were approved by the members of the Trustee Director Board on 23rd September 2021 and are signed on their behalf:

S Blackwood
Trustee Director and Honorary Treasurer
For and on Behalf of the Trustees



Home-Start Elmbridge
Annual Report and Financial Statements for the Year ended
31st March 2021

Notes to the Financial Statements
For the Year Ended 31 March 2021

1 - ACCOUNTING POLICIES

Accounting Convention

These financial statements have been prepared in accordance with the Statement Recommended Practice: Accounting and Reporting by Charities (SORP 2015) and applicable UK Accounting Standards and the Charities Act 2011. They have been drawn up on the historical cost accounting basis.

Grants Due

Grants due are accounted for in the year in which they are receivable.

Resources Expended

Resources expended are accounted for on an accruals basis.

Pension Schemes

The Charity contributes up to a maximum of 5% of gross salary to employee personal pension schemes where the employee contributes an equal amount.

General Reserve

It is the policy of the Charity that unrestricted reserves should not be allowed to fall below three months' expenditure, to allow the Charity to maintain services to families in the event of a sudden unexpected fall in income.

Funding Policy

This fund arises from grants or donations given to the charity where the donor specifies the use to which the funds may be put. We are therefore required by law to comply with the donor's wishes in the use of these funds.



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2 - INCOME

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
GRANT INCOME				
Surrey County Council	27,492		27,492	48,730
National Lottery Community Fund		54,430	54,430	52,844
BBC Children In Need		25,376	25,376	22,651
Walton Charities	15,000	13,500	28,500	12,754
NHS Surrey Heartlands		15,500	15,500	0
Community Foundation for Surrey		11,900	11,900	0
Grants Received (Other)	2,000	11,899	13,899	17,248
Total Grant Income	44,492	132,605	177,097	154,227
Donations- Corporate and Community Fundraising Activities	13,669 124		13,669 124	39,423 0
Total Donations & Fundraising	13,793	0	13,793	39,423
Interest Income				
Bank Interest	89		89	248
Total Interest Income	89	0	89	248
TOTAL INCOME	58,374	132,605	190,979	193,898

3 - STAFF COSTS

	2021 £	2020 £
Salaries	137,669	122,003
Social Security	4,324	4,366
Pensions	5,164	4,262
Travel and Training	1,359	5,453
	148,516	136,084
Allocated to:-		
Charitable Costs	118,452	105,308
Fundraising	16,165	15,468
Administration and Support	13,899	15,308
	148,516	136,084



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4 - CURRENT ASSETS

	2021	2020
	£	£
Prepayments including insurance	30	23
Accrued Income	5	6
	-	825
	305	1,061

5 - CURRENT LIABILITIES

	2021	2020
	£	£
Payables	6,036	2,296

6 - RESTRICTED FUNDS

	Balance 01 Apr 2020	Income	Expenditure	Balance 31 Mar 2021
	£	£	£	£
National Lottery Community Fund	13,211	54,430	54,033	13,608
BBC Children in Need	-	25,376	25,376	-
Community Foundation for Surrey	-	11,900	5,543	6,357
Walton Charities	9,173	13,500	12,276	10,397
Elmbridge BC	-	2,000	2,000	-
Cobham Children Services	6,760		5,951	809
One Family Foundation	2,075		2,075	-
NHS Surrey Heartlands	-	15,500	10,243	5,257
Comic Relief	2,000		2,000	-
Partnership Fund 2019	1,500		1,500	-
Home-Start UK/ Masonic Charitable	-	3,125	3,125	-
Home-Start UK/ John Lewis	-	4,996	1,000	3,996
Grants Received - Other	-	1,778	1,778	-
	34,719	132,605	126,900	40,424

7 - PAYMENTS TO TRUSTEES

Any payments to trustees related to reimbursement of expenses incurred on behalf of the charity.

8 - RELATED PARTY TRANSACTIONS

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There were no related party transactions in the year.