



# Annual Review 2022/2023

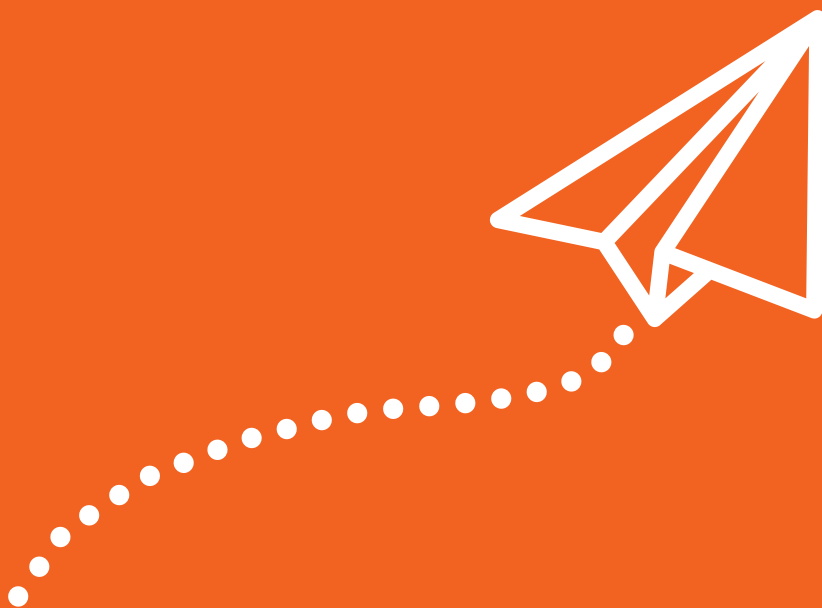
Because childhood can't wait

**Home-Start Staffordshire Moorlands started supporting families in the district in 1998, and in 2023 will enter our 25th year of operation at the same point that Home-Start UK who lead our network of schemes celebrates its 50th year.**

Over the course of those 25 years the charity has supported thousands of parents and children and over 1,000 volunteers have undertaken our training and committed to work with and support families and to make a difference to their local community.

Home-Start Staffordshire Moorlands provides free, confidential support for families living in the Staffordshire Moorlands' district.

We help ordinary people who are going through extraordinary times.



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## ➤ What We Do It

We train and support volunteers to help parents in the Staffordshire Moorlands' District build better lives for their young children.

As a result, parents grow in confidence, strengthen their relationship with their children and are more connected to their community.



**Being a parent isn't easy. Children whose parents are struggling to cope with problems such as illness, disability and special educational needs, poor mental health, poverty, homelessness and domestic violence, are coping with stressful situations. In these conditions, providing support to parents can ensure that children don't miss out on the love, routine and support that is so vital for their future.**

In the year 2022 - 2023, we returned to our core purpose—with majority of support focussed on families with at least one child under the age of 5.

Our funding from the National Lottery Reaching Communities Fund enabled us to continue and expand our volunteer home befriending support to families and deliver successful group provision in Cheadle and Leek. Funding has also helped us increase our social media presence and ensure that families and professionals knew about our service.

Funding from BBC Children in Need allowed us to continue our Fun Start project helping support children to become school ready and ensure good child development.

We were also delighted to become part of a project commissioned through University Hospitals North Midlands and NHS Charities Together to enable us to support and gather evidence on the valuable work we do to address loneliness and isolation.

Awards for All support has enabled us to continue to deliver BookStart Corner visits to 18 families and to coordinate delivery of food parcels and presents to families in need at Christmas.

Core funding from Comic Relief and a range of local funders and grant making trusts ensured we could continue to deliver high quality support, valued by families across the district.



*Do you feel Home-Start*

*Support has improved or affected your ability to cope with difficulties or stress*

*in the future? Yes, very much so.*

*I now feel that I can cope with the bad days, knowing that it won't last and things will get back on track...*



## ➤ Why We Do It

We believe that children need a happy and secure childhood and that parents play the key role in giving their children a good start in life and helping them achieve their full potential.

## ➤ How We Do It

Home-Start offers no judgement, just compassionate, confidential help and support.

Starting in the home, our approach is as individual as the people we're helping. We share local expertise to help drive national and regional change for families.

## Our Staff Team

Over the year 2022 - 2023 the following members of staff were in post. We said goodbye to Nic Knight who had done a tremendous job setting up new group activities. We were delighted to welcome Sarah to take over as group activities lead.



**Louise Walker**  
Scheme Manager



**Poppy Mellor**  
Family Support Volunteer  
Coordinator



**Deb Pepper**  
Book-Start Worker



**Kate Render**  
Family Support Volunteer  
Coordinator



**Nic Knight**  
Former Group Activity  
Leader



**Sarah Thomas**  
Group Activity Leader



**Rachel Richardson**  
Finance & Data Officer



**Paul Humphreys**  
Marketing &  
Administration  
Officer

## Our Trustees

Trustees, who are also Directors, meet regularly (generally every six weeks). Our trustees are all volunteers and together they share ultimate responsibility for governing Home-Start Staffordshire Moorlands and directing how it is managed and run. Trustees ensure that our committed staff and volunteers are able to provide the best possible support for families.

In the year 2022 - 2023 the following people sat on the Board of Trustees:

- John Fitchett (Chair)
- Julie Bennett
- Joy Sailes
- Marion Aston (Vice Chair from June 2022)
- Gareth Edwards
- Carol Steele
- Kate Allen
- Lyn Fryer
- Alan Thorpe

*(There are no exemptions from disclosure)*

## Volunteers

Our amazing home-visiting volunteers provide emotional support & encouragement for families as well as practical help, support to access groups and services and lots of play and fun with children. Their energy, commitment and enthusiasm makes a tangible difference to others in the community and their work is inspirational.

As well as home-visiting, specialist advice and Bookstart volunteering roles, people also give their time to volunteer in other ways, helping at our groups and with administrative tasks. Our wonderful volunteer trustees carry out a range of roles and duties to make sure that Home-Start Staffordshire Moorlands is a well-run organisation. We also have one volunteer who provides invaluable support by keeping our IT systems up and running, as well as helping with office maintenance; in 2022 - 2023 this volunteer donated an incredible 189 hours of his time.

### ► Volunteer Survey Results

When surveyed our team of volunteers reported that volunteering for Home-Start Staffordshire Moorlands:

**Gives me a sense of purpose or a feeling that I've made a difference:**

**100%**

*"You can literally see the difference you make each visit....they are happy to receive your help. It is someone to share mental load & over time relationships build & trust is developed & confidences shared and kept."*

**Found it rewarding**

**100%**

*"It has given me a real boost to meeting new people and to get out of the house. It has been a lifeline for myself as I was stuck in a rut having just graduated and not sure which path to take"*

**I gained skills, knowledge or experience as a result of my volunteering with Home-Start**

**100%**

*"One of my other remits for volunteering was to gain experience working with children aged 0-4...I feel volunteering in the group is enabling me to gain this experience"*

**Helped provide experience to move onto work/access training (of the volunteers who wanted this)**

**80%**

*"Volunteering led to my first employment as a family support worker with my local authority."*

Regular support and supervision keeps the family's desired outcomes on track, allows for the sharing of concerns and the celebration of successes. Training opportunities are available to help those wishing to develop their skills and we organise social events for volunteers who like to get together. In the year 2022 - 2023 we held training/social events every month and ran two Courses of Preparation for new volunteers. It was a delight to be able to move back to face-to-face training which was enjoyed both by the volunteers and the Family Support Volunteer Coordinators.



## ➤ Family Case Studies

These three stories from families who closed to support during the year give a taste of the palpable difference that Home-Start Staffordshire Moorlands makes to local families.



### ➤ Story One

“Being an older mum, I had never been around children before, I had a career and was very comfortable with that, but being a mum was not what I expected, it was much harder, and I lost my identity for a while. Home-Start helped so much with my confidence as a mum.... Home-Start most definitely helped me cope, having no friends, feeling really isolated, suffering from post-natal depression, things weren't good, but now I'm back working and things are so much better. My volunteer was amazing. There were so many similarities. ... she was so knowledgeable on so many things.

She helped me organise a childminder for my child when I returned to work. During lockdown my child couldn't interact with any other children, so this proved to be important for him. Everyone involved in Home-Start are all so caring ... can't fault the service!”

### ➤ Story Two

“Close after birth I experienced abuse from the father. I don't have a big support network this is where Home-Start came into my life. After a health visitor visit I asked for help and this support was offered. I can't remember the time it took for a volunteer match, but I do remember first meeting K (the Volunteer Coordinator) and feeling relieved. Upon matching with B (my volunteer) all I can say it was a perfect fit. I felt she listened with no judgement and did so much to empower me. She gave me my life back, so I cannot thank the service enough and truly have no 'bad bits'”

Have things changed as a result of Home-Start support?  
“I managed to gain confidence, so a lot less anxiety with parenting and less stress meant I returned to work full time and get a promotion”.

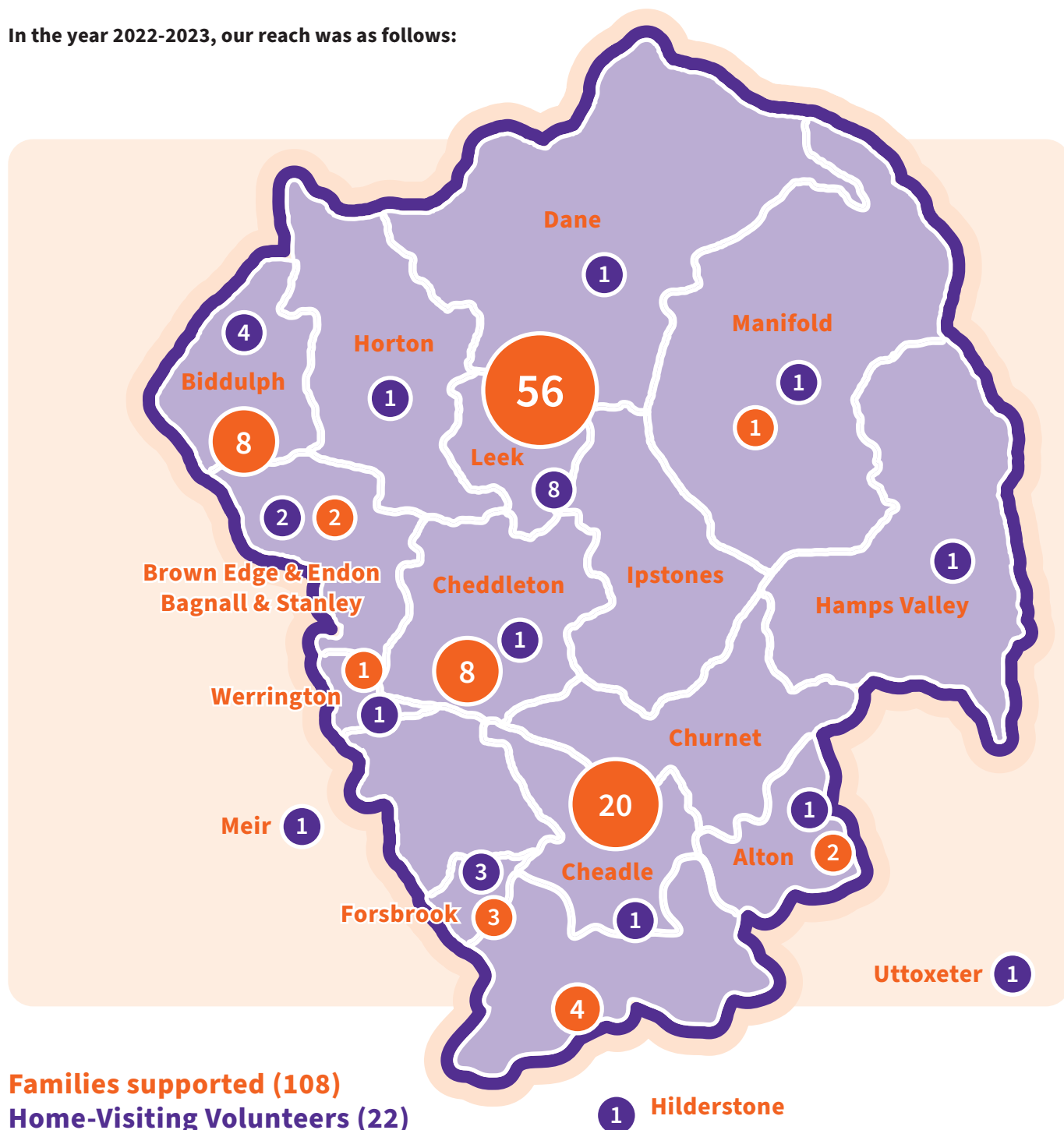
### ➤ Story Three

“What did the volunteer do that helped?”

“I think just being impartial, if I was to confide what was going on with my mum, she would have tried to help, but having someone who was not part of the family meant I could be really honest with how things were without being judged or made to feel I was doing something wrong.”



**In the year 2022-2023, our reach was as follows:**



**Staffordshire Moorlands** **HOME START**

# Referrals

We received 95 new referrals in the year 2022- 2023

## Self-Referral: 60



## Health Visitors: 10



## Unknown (Bookstart): 8



## Mental Health Services: 5



## Community Organisation / Charity: 4



## Other Health: 3



## Early Learning Childcare: 2



## Education: 1



## Social Worker: 1



## Speech and Language Therapy: 1



Referrals for our service are accepted from any source, with the consent / permission of the family

**It is notable** that this year for the first time 63% of all referrals were self referrals. This has shown the value of the marketing and awareness campaigns we have focused on in the past year. Significant increases in issues for families are the rise in mental health difficulties to 75% (a rise of 22%) in families experiencing financial difficulties (a rise of 22%) and the continued needs for families experiencing low self esteem, isolation, needing support managing children's behaviour, accessing services and support with child development and education.

### 54%

of families supported felt isolated (up from 30% previous year)

### 75%

of families supported had mental health difficulties (up from 53% previous year)

### 63%

of families supported were experiencing low self-esteem (up from 33% previous year)

### 42%

of families supported were lone parents (up from 35% previous year)

### 21%

of families supported had been affected by domestic abuse (up from 19% previous year)

### 54%

of families supported asked for help managing children's behaviour (up from 53% previous year)

### 38%

of families supported were experiencing financial difficulties (up from 15% previous year)

### 8%

of families supported had been affected by substance abuse (up from 3% previous year)

### 54%

of families needed support with their child's development & education (down from 57% previous year)

### 50%

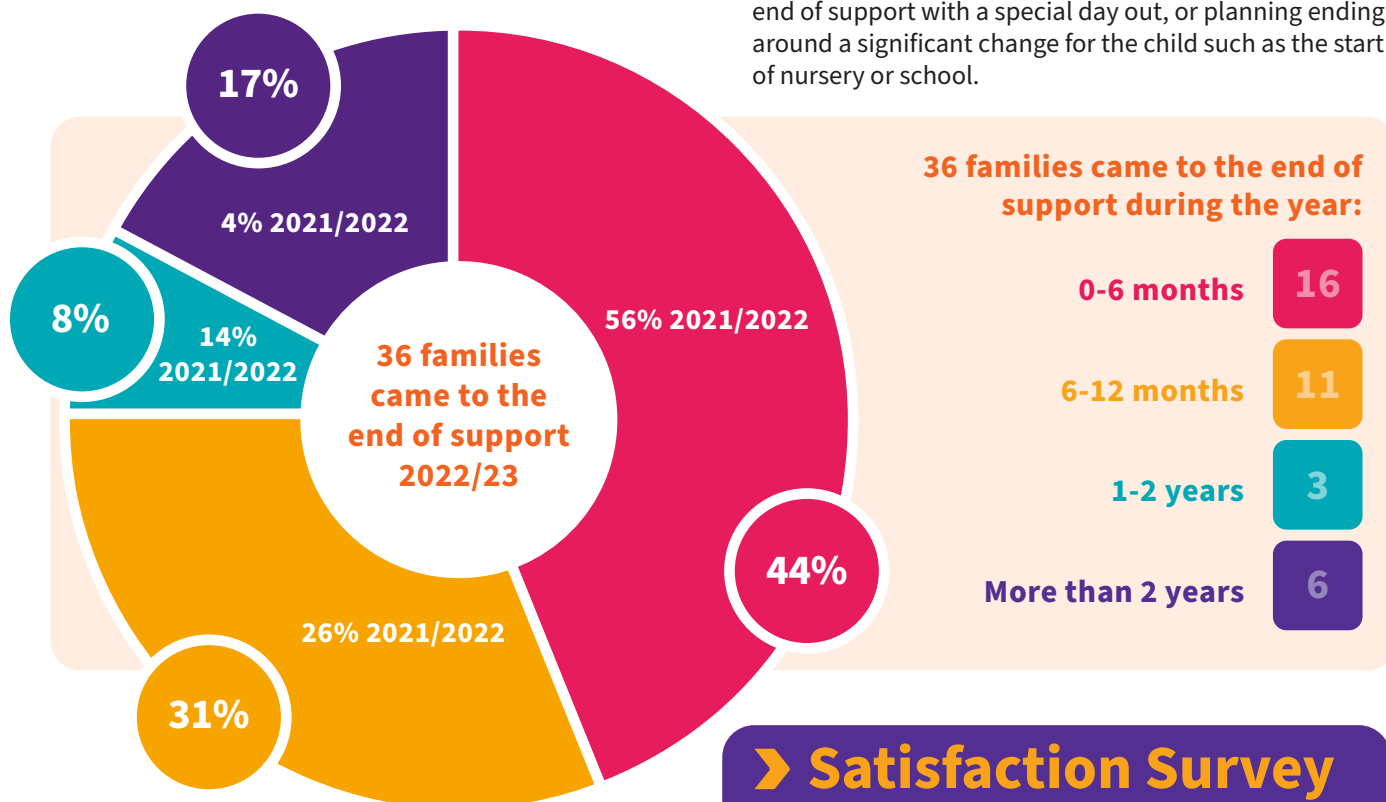
of families supported needed help to access services (up from 45% previous year)

## Families that ended support 2022/2023

Feedback from families continued to be positive with all families giving us a Satisfaction Score of 1 (89%) or 2 (11%) out of 7 (1 being highest). Of families supported this year the majority were supported for longer periods than previously. Short term 0-6 month support, whilst still a significant percentage of the total at 44% of families closing, was down on the previous years figure of 56% with more families seeking that longer term support.

Families being supported for up to 12 months rose from 26% to 31%, with families having support for more than 2 years showing a large rise (from 4% to 17%). This reflects the complexity of the issues within some of the families that are being supported by the scheme. Currently 75% of families referred/supported had mental health difficulties (a 22% rise from the previous year) and there was a rise of 23% in families experiencing financial difficulties. The impact for families of the cost-of-living crisis and associated stress; the long waiting lists for child mental health support/assessment and the lack of other support available for families is apparent from the figures.

Families with complex needs often feel nervous about the ending of support and we manage this in a variety of ways. Sometimes families maintain a link with the scheme by accessing our groups, often support is gradually and smoothly reduced over a period of time. Volunteer visits may reduce from weekly to fortnightly, then to monthly, then to phone calls. In this way the family can gain confidence in themselves without initially letting go of the “safety net” of that connection with their volunteer or Coordinator. For families with high levels of anxiety, this is particularly important. We also take time to manage endings with children carefully, sometimes marking the end of support with a special day out, or planning endings around a significant change for the child such as the start of nursery or school.



**“ I feel lucky to be in a position where I can help others and it makes me feel proud and connected to my own community ”**

### ➤ Satisfaction Survey

The satisfaction scores that families gave us when core support has come to an end.

As in previous years, families continue to report high levels of satisfaction with the support that we offer.

**89%**  
Rating 1

**11%**  
Rating 2

On a scale of 1 to 7 (1 being highest, 7 the lowest)

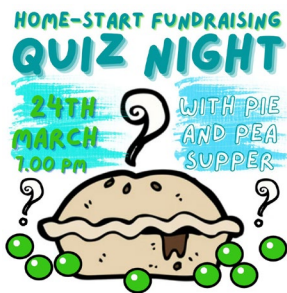
# Funding

In 2022-23 our fundraising income dropped substantially as a result of both the aftermath of the pandemic and the cost of living crisis. We are therefore extremely grateful to all our major funders & to those locally who've donated or fun-raised on our behalf

The scheme held a Quiz Night and Pea and Pie Supper and also helped the Biddulph Rotary Club with their Christmas Sleigh Ride collection (some of which they were able to donate to the scheme).

We also received money from collection boxes across the district, sale of Christmas Cards, Amazon Smile and fundraising undertaken by @Buckingham's Day Nursery. Diane Tait held a wreath making event for friends raising money for the scheme and we received donations from individuals.

## Fundraising Highlights 2022/2023



Quiz Night: Pie & Pea Supper



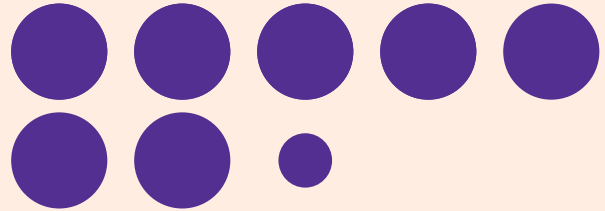
Christmas Sleigh Ride Collection



Planning 25th Anniversary Challenge Walk

## Income 2022-2023

The Big Lottery Community Fund: £79,754



BBC Children in Need: £30,461



Comic Relief Community Fund: £11,000



UHM & NHS Charities Together: £9,353



Donations, Fundraising, Gift Aid and Bank & Building Society Interest: £9,092



Gifted Services: £8,221



Awards for All: £7,045



Pears / DCMS: £5,319



Small Grants: £1,800





## Plans for 2022/2023

During the year we spent time formulating a 3 year strategic plan. This plan recognised the additional strain on families placed by the pandemic, particularly for the third of families with a child under the age of five who live in poverty. Furthermore, with the rising cost of living many families are experiencing additional worries. Home-Start Staffordshire Moorlands are committed to making sure those years count, so that no child's future is limited.

We are proud to see the difference that our dedicated staff and volunteers make every day. But we can't stand still. As we approach our 25th anniversary year, we want to continue to play our part in shaping a country where all children have the best possible start in life.

We want to help to ensure that no parent or family feels alone in the critical task of raising children in the early years.

We want to build on and extend our well-proven track record of working in partnership with statutory, voluntary and community organisations to provide creative, responsive support to families within our community.

**We set ourselves 7 key strategic objectives over the 2 years ahead:**

- Maintain our financial viability
- Focus on our strengths
- Be agile, flexible and responsive
- Be more visible
- Recruit more volunteers
- Improve links across the community
- Respond to local needs



As we move into 2023-24, we are pleased to report we have maintained our financial income, are focussing on the strengths of our service through our volunteer team and group provision. We have raised our profile locally, have made links with local community-based organisations and are hosting a Maths course for parents at the Home-Start office (thanks to Leek College).

Though recruitment of volunteers has been hard, we have begun to gradually increase volunteer numbers despite the national trend of declining volunteer numbers.

Furthermore, we are setting up new groups in the district and have responded to local need by offering short term support for those needing a bit of advice and guidance in where to go for help and how systems work relating to additional needs. We are developing links with local businesses to further raise awareness, boost funds and creatively plan family solutions having issues.

“ During the year we spent time formulating a 3 year strategic plan. This plan recognised the additional strain on families placed by the pandemic, particularly for the third of families with a child under the age of five who live in poverty ”

# A Big Thank You!

To all our supporters and our heartfelt appreciation for your unwavering support of Home-Start families during 2022 - 2023:

## For Donations, Fundraising, Gifts in Kind and Support:

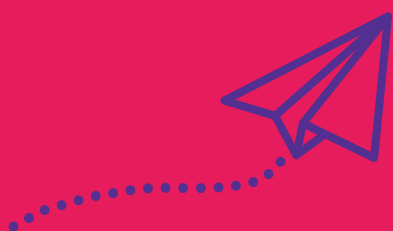
AH Brooks Solicitors  
Arnold Clark Community Fund  
Chris Aston  
BBC Children in Need  
Children 1st @ Buckinghams Day Nursery  
Comic Relief Community Fund (England)  
Comic Relief Cost of Living Appeal  
Community Foundation of Staffordshire  
Councillors Community Initiative at  
Staffordshire Moorlands District Council  
Home-Start UK  
Kidz2Kidz Moorlands Fund  
National Lottery Community Fund – Awards for All

National Lottery Community Fund – RC  
Midlands Region

Joan Parker  
KPMG Foundation  
Persimmon (Community Champions)  
Lesley Pimblett  
Rotary Club of Biddulph  
Salvation Army (Leek)  
S & S Agricultural Liming Ltd  
SCVYS  
Support Staffordshire  
Diane Tait  
Alan Thorpe  
UHNM & NHS Charities Together  
Gordon Walker

All the volunteers who donated money from  
their expenses

# Thank you!



## To our Valued Team of Volunteers and Trustees:

Kate Allen	Sally Lowles
Jane Armstrong	Pauline Marsh
Marion Aston	Sinead McCarron
Julie Bennett	Fiona North
Marta Budrevica	Lesley Pimblett
Amanda Dawson	Steve Plumb
Lynn Dean	Rebecca Ridgway
Gareth Edwards	Joy Sailes
Annette Ellis	Louise Schofield
Vivien Fallows	Clare Sharratt
John Fitchett	Neal Simpson
Janet Flaherty	Helen Stead
Lyn Fryer	Carol Steele
Judy Gregg	Sharon Sutton
Angela Harvey	Amanda Taylor
Jayne Heath	Chloe Thomas
Angie Heathcote	Liz Thompson
Janet Hopkin	Alan Thorpe
Lesa Jackson	Amanda Walker
Katie Jensen	Gillian Whitaker
Gillian Jones	Angela Whitfield
Sylvia Jones	Joanna Whittaker
Yuri Kawakami	Hilary Williams
Wendy Kirk	Julie Worthington
Ann Knobbs	

## Final Thoughts and Reflections on the Previous Year

It's been another difficult year for our supported families, their children, our volunteers, our charity and for you, our supporters, impacted by the cost of living crisis and aftermath of the covid pandemic.

Facing rising costs and financial uncertainty it has been difficult for many of our families. However, we have loved seeing families attending groups and seeing and hearing young ones using our premises again with nursery rhymes ringing through our building, as well as volunteers being able to safely visit in families homes after the years of the pandemic.

Our funders and those who have provided financial support provided flexibility in how we spent funding during this period. This gave us the freedom to adjust finance streams to focus on areas where costs were rising faster than predicted pre-pandemic and on the best way of supporting parents and children. We were very grateful for this flexibility of approach. **Thank you!**

**For those of you who might consider supporting our work with local families and their children, we hope you'll join their journey ... and theirs.**

**Get in touch ...**

**To find out more, visit [www.homestartsm.org.uk](http://www.homestartsm.org.uk), email [info@homestartsm.org.uk](mailto:info@homestartsm.org.uk) or call 01538 387231.**

**Thank you**

**HOME  
START**  
**Staffordshire  
Moorlands**







## Reference and Administration

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Home-Start Staffordshire Moorlands  
School Yard, Earl Street  
Leek  
Staffordshire ST13 6JT

**Tel/Fax:** 01538 387231  
**Email:** Info@homestartsm.org.uk  
**Website:** www.homestartsm.org.uk  
**Registered Charity No.:** 1135201

A Company Limited by Guarantee – **Company Number:** 7167797

### Independent Examiner

Chris Aston FCA (ICAEW), 47 Folly Lane, Cheddleton, Leek, Staffordshire, ST13 7DA

### Bankers

The Cooperative Bank, PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT  
Leek United Building Society, 51 Derby Street, Leek, Staffordshire, ST13 6HU  
Virgin Money PLC, Jubilee House, Gosforth, Newcastle-upon-Tyne, NE3 4PL

## Objectives and Activities

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### The Objects of the Charity

The objects of the charity as set out in the company's Memorandum of Association are:

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

Details about what we do, and our activities are included in our Annual Report

### Our services

Home-Start can provide a range of home and community-based services for families, tailored to their individual needs and circumstances:

- Regular home visiting support from volunteers and expert staff.
- Emotional support to help parents find ways to manage and resolve problems.

## Home-Start Staffordshire Moorlands

### Financial Statements 2022 - 2023

- Direct support to children, including playing, listening, having fun, establishing feeding routines, encouraging development and providing opportunities for outings and treats.
- Practical help, perhaps with budgeting, accessing benefits and financial support, housing issues, transport.
- Outreach, encouraging and enabling families to access group work for children and community and statutory services.
- Information and links to other organisations including health, education, voluntary sector and community educational services.
- Attendance at meetings and moral support, especially in relation to dealing with health, solicitors, housing issues and benefits and debt.
- Access to parenting advice and parenting skills training.
- 'Bookstart Corner' visits in the home; sharing Bookstart Trust resources with parents and children.

#### Home-Start can:

- Change how parents think and feel about themselves.
- Help parents cope with the challenges they are facing.
- Ensure that parents are aware of, and confident to use, local services and activities.
- Support parents enabling them to feel more confident in their parenting role.
- Improve children's socialisation and early development

Details of 2022-23 Achievements and Performance are outlined in the accompanying Annual Report for 2022-23. The Annual Report lays out the main activities and achievements that have been undertaken by the charity to carry out its charitable purposes for the public benefit.

# Structure, Governance and Management

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## Governing Document

Home-Start Staffordshire Moorlands is a Company Limited by Guarantee. It was incorporated on 24<sup>th</sup> February 2010 and registered as a charity on 25<sup>th</sup> March 2010. The company took over the activities of the unincorporated charity (Home-Start Staffordshire Moorlands – 1063873, established in 1998) on 1<sup>st</sup> January 2011, when all funds and assets were transferred to the new company. The previous charity then ceased operations and was formally dissolved on 30 March 2011. The charity is governed by Memorandum and Articles of Association adopted on 24<sup>th</sup> February 2010. The charity is a Public Benefit Entity.

## Organisational Structure and Networks

The trustees of the charity are also directors of the company, as defined in the Companies Act 2006. The scheme has a Trustee board of at least 5, and not more than 12, individuals. At the close of March 2023, board membership was made up of 9 individuals. The trustees meet regularly (not less than 3 times yearly, but generally on a 6-weekly basis). The trustees may appoint sub-committees which report regularly to the board. The Company Secretary (Scheme Manager) also sits on the Board but has no voting rights.

A scheme of delegation is in place and day-to-day responsibility for the provision of services rests with the Scheme Manager, who is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Scheme Manager has responsibility for the day-to-day operational management of the scheme, ensuring that regular staff and volunteer supervision takes place and for ensuring that skills and working practice are developed in line with good practice. Day-to-day financial bookkeeping, record-keeping and reporting is delegated to the Finance Administrator and Data Officer, in accordance with financial procedures agreed by the board.

Trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

## Risk Management Statement

The Trustees consider risk management on an on-going basis and systems are in place to identify and mitigate the major risks to which the charity may be exposed. Regular board meetings and reporting mechanisms mean that risks are minimised and considered regularly. Contingency / managing risk information is shared with Trustees at the board meeting at each board meeting and is reviewed regularly. Principle risks faced currently relate to, adequacy of future fundraising / income levels and the recruitment of sufficient

volunteers across the district. There is an active Strategic Planning Subgroup which looks at the future viability of the scheme and forward planning. The scheme actively promotes volunteering opportunities, recruits, trains and supports volunteers. Internal control risks are minimised by the implementation of strict, documented financial procedures relating to all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers, families supported and visitors to the scheme. All policies and procedures are reviewed regularly by the board to ensure that they continue to meet the needs of the charity and are compliant with current guidance and legislation.

### **How Trustees are recruited and appointed**

One third of the trustees must retire at each AGM, those longest in office retiring first (and the choice between any of equal service being made by drawing lots). Retiring Trustees may be re-elected at the same AGM. If there is a vacancy, the Board of Trustees can appoint a Trustee to be co-opted onto the Board until the next AGM. Trustees appoint the Chair, Treasurer and other officers from among their number.

The Board of Trustees seeks to ensure that the committee maintains a mix of skills and experience and current membership contains a high level of skills, covering necessary areas, and the board has been actively seeking new members to increase both skills and future proof. Members complete a skills audit and, in the event of particular skills being lost due to resignation, individuals are approached, or advertising takes place to recruit new members. The charity includes trustees with direct experience of our support/volunteering and with backgrounds in health, social care, education, finance, business and auditing. The Trustee Board seeks to maintain at least one volunteer and one ex-family representative as advisors or trustees, if possible. A vacancy remains on the board for the post of Treasurer, for which the board are actively recruiting.

### **Induction and Training**

New Trustees are given an induction pack, which includes all relevant information on the scheme and their role, including the memorandum and articles of association, policies, past committee papers, history of the scheme, budgets and financial information. The new trustee spends time with the Scheme Manager and the Chair / Vice-Chair of the scheme, familiarising themselves with the pack and explanations are given of any areas that are unclear. New Trustees are also able to access the volunteers' course of preparation, the Home-Start UK intranet and trustee training through Home-Start UK.



## Financial Review

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### Principal Funding Sources

The principal funding sources for 2022 - 2023 were the National Lottery Community Fund – Reaching Communities Midlands Region and Awards for All, BBC Children in Need, UHNM and NHS Charities Together, Comic Relief Community Fund and Comic Relief Cost of Living Appeal. The scheme was also extremely fortunate to receive additional funding from Pears/DCMS through Home-Start UK, We Love Moorlands Fund; the Arnold Clark Community Fund, Persimmon Homes, together with donations to the scheme through the Staffordshire Moorlands District Councillors' Community Initiative Fund and KPMG. We also benefitted from local people raising significant funds for us: – Children 1<sup>st</sup> @ Buckingham's Day Nursery, the Rotary Club of Biddulph, Diane Tait - we are hugely grateful to them for their amazing support. The scheme also held a successful fundraising Pie and Pea Supper.

# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

### Reserves Policy

Home-Start Staffordshire Moorlands shall aim to hold in reserves a sum equivalent to at least 6 months' operation at a normal level. This level of reserves is necessary to ensure Home-Start's core activity, providing an ongoing support service to families with at least one child under 5, can continue regardless of cash flow, unforeseen funding or other difficulties. Reserves also ensure that, if necessary, the scheme could be closed in an orderly manner.

Reserves as of March 2023 total **£124,687**. The Trustees are aware of a contingent liability to the Pensions Trust and due to this Trustees feel that it is necessary to maintain a high level of reserves. This policy will be reviewed in July 2024.

During periods of normal operation, the reserves policy will be reviewed annually. Where future funding has not been secured, it will be monitored monthly, commencing six months prior to the end of current funding.

### Pensions Trust Contingent Liability

The scheme has a contingent liability to the Pensions Trust. The estimated cost of this liability was **£9,697** as calculated at 30th September 2022, plus a charge of between **£3,000 and £5,000** for calculating the debt as calculated from 30<sup>th</sup> September 2021 (draft figure). Details of how the liability has arisen and method of dealing with the liability are provided with the accounts.

This Policy is reviewed annually – last reviewed 13/09/2023

Signed:

  
.....  
John Fitchett (Chair)  
on behalf of the Trustees

Date: 13/09/2023

# Home-Start Staffordshire Moorlands


## Financial Statements 2022 - 2023

### Plans for Future Periods

Details of the plans for 2023 - 2024 are given within the accompanying Annual Report. There are currently no material uncertainties regarding the charity's ability to continue as a going concern for the forthcoming year.

The trustees present their report along with the financial accounts of the charity for the year ending 31<sup>st</sup> March 2023. This annual report also includes the requirements of a directors' report, as required by company law. The Financial Statements have been prepared in accordance with SORP (1<sup>st</sup> Jan 2019) FRS 102 and the Companies Act 2006.

Signed on behalf of the Trustees by John Fitchett (Chair)

Signed:  Date: 9/10/2023  
John Fitchett (Chair)  
on behalf of the Trustees

### Responsibilities of the Management Committee

For the year ended 31<sup>st</sup> March 2023.

The trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgements and estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- e) prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

### Independent Examiner's Report to the Trustees of Home-Start Staffordshire Moorlands

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2023, which are set out on pages 9 - 14.

#### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

#### Basis of independent examiner's report

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

#### Independent examiner's statement

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

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

**Name:**

**Relevant professional qualification or body:**

**Address:**

Mr Christopher James Aston  
FCA (ICAEW)  
47 Folly Lane  
Cheddleton  
Leek ST13 7DA

Signed:  .....

Date: 10 / 10 / 23



## Statement of Financial Activities

Home-Start Staffordshire Moorlands - Registered Charity Number 1135201  
Annual Accounts for the Period 01/04/2022 - 31/03/2023

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds</u>	<u>Prior Period Total Funds</u>	<u>Further Details</u>
<b>Income and Endowments from:</b>						
Donations and Legacies	£5,841	£9,726		£15,568	£18,262	A1
Charitable Activities		£144,733		£144,733	£217,186	
Other Trading Activities	£901			£901	£12	A2
Investments	£318			£318	£81	
Other	£525			£525		
<b>Total</b>	<b>£7,586</b>	<b>£154,459</b>	<b>£0</b>	<b>£162,045</b>	<b>£235,540</b>	
<b>Expenditure on:</b>						
Raising Funds	£306			£306	£821	
Charitable Activities	£8,177	£146,239		£154,417	£221,611	B1
Other	£0	£8,220		£8,220	£10,540	
<b>Total</b>	<b>£8,483</b>	<b>£154,459</b>	<b>£0</b>	<b>£162,942</b>	<b>£232,972</b>	
Net Gains / (Losses) on Investments						
<b>Net Income (Expenditure)</b>	<b>-£897</b>	<b>£0</b>	<b>£0</b>	<b>-£897</b>	<b>£2,568</b>	
<b>Transfers between Funds</b>						
<b>Other Recognised Gains / (Losses)</b>						
Gains / (Losses) on Revaluation of Fixed Assets						
Actuarial Gains / (Losses) on Defined Benefit Pension Schemes						
Other Gains / (Losses)						
<b>Net Movement in Funds</b>	<b>-£897</b>	<b>£0</b>	<b>£0</b>	<b>-£897</b>	<b>£2,568</b>	
<b>Reconcilliation of Funds</b>						
Total Funds Brought Forward	£125,584			£125,584	£123,016	
<b>Total Funds Carried Forward</b>	<b>£124,687</b>	<b>£0</b>	<b>£0</b>	<b>£124,687</b>	<b>£125,584</b>	

## Statement of Cash Flows

Home-Start Staffordshire Moorlands - Registered Charity Number 1135201  
Annual Accounts for the Period 01/04/2022 - 31/03/2023

	<u>Total Funds £</u>	<u>Prior Year Funds £</u>	<u>Notes</u>
<b>Cash Flows from Operating Activities:</b>	-£897	£2,568	
<i>Decrease (increase) in debtors</i>	£34,952	-£34,932	
<i>Increase (decrease) in creditors</i>	£19,386	£69,392	
Net cash provided by (used in) operating activities	£53,441	£37,028	
<b>Cash Flows from Investing Activities:</b>			
<i>Net cash provided by (used in) investing activities</i>			
<b>Cash Flows from Financing Activities:</b>			
<i>Net cash provided by (used in) financing activities</i>			
Net change in cash and cash equivalents	£53,441	£37,028	
Cash and cash equivalents at the beginning of the reporting period	£160,330	£123,302	
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>£213,770</b>	<b>£160,330</b>	

# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

### Balance Sheet

Home-Start Staffordshire Moorlands - Registered Charity Number 1135201  
Annual Accounts for the Period 01/04/2022 - 31/03/2023

	Total Funds £	Prior Year Funds £	Further Details
<b>Fixed Assets:</b>			
Intangible Assets			
Tangible Assets			
Heritage Assets			
Investments			
<i>Total Fixed Assets</i>	<u>£0</u>	<u>£0</u>	
<b>Current Assets:</b>			
Stocks			
Debtors	£1,537	£36,489	C1
Investments			
Cash in Hand and at Bank	£213,770	£160,330	C2
<i>Total Current Assets</i>	<u>£215,307</u>	<u>£196,819</u>	
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	£90,620	£71,234	D1
<i>Net current assets or liabilities</i>	<u>£124,687</u>	<u>£125,584</u>	
<i>Total assets less current liabilities</i>	<u>£124,687</u>	<u>£125,584</u>	
Creditors: Amounts falling due after more than one year			
Provisions for liabilities			
<i>Net assets or liabilities excluding pension asset or liability</i>			
Defined benefit pension scheme asset or liability			
<b>Total net assets or liabilities</b>	<u>£124,687</u>	<u>£125,584</u>	
<b>The funds of the charity:</b>			
<b>Endowment Funds</b>			
Restricted Income Funds		£733	
Unrestricted Funds	£124,687	£124,852	
Revaluation Reserve			
Pension Reserve			
<i>Total Unrestricted Funds</i>			
<b>Total Charity Funds</b>	<u>£124,687</u>	<u>£125,584</u>	

For the year ending 31<sup>st</sup> March 2023, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006, relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts 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 accounts.

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

Signed:   
John Fitchett (Chair) on behalf of the Trustees

Date: 9 / 10 / 2023

## Notes to the Accounts

Home-Start Staffordshire Moorlands - Registered Charity Number 1135201  
Annual Accounts for the Period 01/04/2022 - 31/03/2023

- A1 During this accounting period home-visiting volunteers donated 835 hours of their time to the scheme (584 hours in direct contact with families and 251 hours in training / practical help and admin support). The majority of volunteers offer home-visiting support. However, the scheme additionally benefitted from 284 hours of donated IT services and donated independent examination of the accounts.
- A1 Donated Stock: The scheme operates a clothing and equipment store of donated children's / maternity clothing and baby equipment. The costs involved in valuing donated items outweigh the benefit to users of the accounts and to the charity of having this financial information. (No money was raised during this accounting period from the sale of excess stock.)
- A1 Donated Services: £8,220 for donated IT services and donated Independent Examination services.

	<u>Total Funds £</u>	<u>Prior Year Funds £</u>
A1 <u>Independent Examiner's Fees</u> :	Nil	Nil
A2 <u>Other</u> : £46 profit was raised from the sale of Christmas cards and crafts.		
B1 <u>Staff Costs</u>	<u>Total Funds £</u>	<u>Prior Year Funds £</u>
Gross wages, salaries and benefits in kind	£104,225	£163,211
Employer's NI Costs (excluding £5,000 employment allowance deduction)	£2,911	£11,039
Employer's contribution to defined contribution pension schemes	£8,352	£12,463
Life Insurance Cover	£149	£232
	<u>£115,637</u>	<u>£186,944</u>

Average number of full-time equivalent employees in the year: 4 7

*There are no employees who receive employee benefits (excluding employer pension costs) of more than £60,000.*

Estimated redundancy costs as at 31/03/2023: £35,117

- B1 The charity benefitted from Employment Allowance of £5,000 during this accounting period.
- B1 Defined contribution pension scheme details:  
Home-Start Staffordshire Moorlands participates in TPT Retirement Solutions' Growth Plan (formerly The Pensions Trust). The Growth Plan is a multi-employer pension plan which is in most respects a money purchase arrangement, but it has some guarantees. From October 2001, contributions are invested in personal funds, which have a capital guarantee and which are converted to pension on retirement, either within the Growth Plan or by the purchase of an annuity.

# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

	<u>Total Funds £</u>	<u>Prior Year Funds £</u>
Costs of the scheme to the charity for the year:	£8,352	£12,463
Amount of contributions outstanding at year-end:	Nil	Nil
Amount of contributions pre-paid at year-end:	Nil	Nil
<b>B1 <u>Remuneration and Expenses of Trustees</u></b>	<b><u>Total Funds £</u></b>	<b><u>Prior Year Funds £</u></b>
Travel Expenses	Nil	Nil
No trustees had their expenses met by the charity. No trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity. There have been no party transactions during this reporting period.		
<b>C1 <u>Debtors: £1,537 at year end: £15 unclaimed Gift Aid, Just Giving £33 delayed donation payment, £40 cash to pay into the bank, Misco's Chocolates invoiced £924 for share of utility bills and £525 from Keele University for a student on placement.</u></b>		
<b>C2 <u>Cash at Bank and in Hand</u></b>		
Cash in Hand	£81	
Current Account - Co-operative Bank PLC	£118,462	
Business Deposit Account - Leek United Building Society	£65,188	
Charity Deposit Account - Virgin Money	£30,000	
Love 2 Shop Vouchers (for families)	£40	
	<u>£213,770</u>	
<b>D1 <u>Breakdown of funds carried over from 2022 - 2023 to 2023-2024: Total: £87,431 - Breakdown: The National Lottery Community Fund (RC Midlands Region) £51,473, BBC Children in Need £6,128, National Lottery Community Fund Awards for All £10,000, Comic Relief £1,500, UHNM &amp; NHS Charities Together £3,119, The Garfield Weston Foundation £15,000 and Donations (Crisis Fund) £211.</u></b>		



# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

	Restricted Funds											Unrestricted Funds								
	National Lottery Community Fund - RC Midlands Region	BBC Children in Need	National Lottery Community Fund (Awards for All)	Pears / DCMS	We Love the Moorlands (Community Foundation of Staffordshire)	Councillors Community Initiative Fund (SMDC)	Comic Relief Community Fund (England)	UHNM & NHS Charities Together	The Garfield Weston Foundation	Donations - Crisis Fund	Gifted Services	The Arnold Clark Community Foundation	Fundraising - Fundraising Events	Fundraising - Sale of Goods	Donations - General	Donations - Volunteer Expenses	Gift Aid	Bank & Building Society Interest	Keele University (medical student on placement)	Totals
<b>Income</b>																				
Total Income 2022-2023	£83,093	£30,891	£10,000		£1,000	£800	£12,500	£12,472	£15,000	£1,560	£8,220	£2,000	£855	£46	£3,691	£81	£70	£318	£525	£183,122
Received 21-22 ref 22-23	£48,134	£5,699	£7,045	£5,319						£157										£66,354
Received 22-23 ref 23-24	£51,473	£6,128	£10,000				£1,500	£3,119	£15,000	£211										£87,431
<b>Net Income</b>	<b>£79,754</b>	<b>£30,461</b>	<b>£7,045</b>	<b>£5,319</b>	<b>£1,000</b>	<b>£800</b>	<b>£11,000</b>	<b>£9,353</b>	<b>£0</b>	<b>£1,506</b>	<b>£8,220</b>	<b>£2,000</b>	<b>£855</b>	<b>£46</b>	<b>£3,691</b>	<b>£81</b>	<b>£70</b>	<b>£318</b>	<b>£525</b>	<b>£162,045</b>
<b>Expenditure</b>																				
Salaries	£61,781	£23,277	£5,624	£5,319	£500		£8,362	£7,557						£46	£2,871	£81	£70			£115,488
Life Cover for Pensions																		£149		£149
Pensions Deficit Contribution												£1,634								£1,634
Rent, Rates & Water	£1,760	£862	£243				£2,353	£375					£549		£269				£53	£6,464
Heat & Light		£923	£200		£500	£800	£75													£2,498
General Running Expenses	£3,721	£1,683	£172				£75	£728							£194					£6,573
Advertising & Publicity	£619														£84					£703
Training - Volunteers	£538	£300																		£838
Training - Staff	£208	£265																		£474
Home-Start UK Levy	£1,222	£512	£126				£135	£544				£366			£1,165			£170		£4,240
Travel & Expenses - Staff	£1,197	£815	£480																	£2,492
Travel & Expenses - Trustees																				0
Travel & Expenses - Volunteers	£429	£1,376	£200					£150							£4					£2,159
Crisis Fund for Families										£1,506										£1,506
Cost of Fundraising													£306							£306
Capital Expenditure	£311																			£311
Development Days	£674																			£674
Group Resources & Running	£3,502																			£3,502
Volunteer Phones	£3,251																			£3,251
Funding Associate	£540																			£540
Contingency / IT		£448																	£472	£920
Gifted Services											£8,220									£8,220
<b>Total Expenditure</b>	<b>£79,754</b>	<b>£30,461</b>	<b>£7,045</b>	<b>£5,319</b>	<b>£1,000</b>	<b>£800</b>	<b>£11,000</b>	<b>£9,353</b>	<b>£0</b>	<b>£1,506</b>	<b>£8,220</b>	<b>£2,000</b>	<b>£855</b>	<b>£0</b>	<b>£4,588</b>	<b>£81</b>	<b>£70</b>	<b>£318</b>	<b>£525</b>	<b>£162,942</b>
																				<b>-£897</b>

## FRS 102 – Section 28

### Accounting Disclosures

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**FOR THE PERIOD ENDING 31 March 2023**

**COMPANY: Home-Start Staffordshire Moorlands**

**SCHEME: TPT Retirement Solutions – The Growth Plan**

The company participates in the scheme, a multi-employer scheme which provides benefits to some 638 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2020. This valuation showed assets of £800.3m, liabilities of £831.9m and a deficit of £31.6m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

**Deficit contributions:**

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From 1 April 2022 to 31 January 2025:	£3,312,000 per annum (payable monthly)
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Unless a concession has been agreed with the Trustee the term to 31 January 2025 applies.

Note that the scheme's previous valuation was carried out with an effective date of 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall, the Trustee asked the participating employers to pay additional contributions to the scheme as follows:

# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

### Deficit contributions:

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	£11,243,000 per annum
From 1 April 2019 to 30 September 2025:	(payable monthly and increasing by 3% each on 1st April)

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The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

### Present Values of Provision

	31 March 2023 (£s)	31 March 2022 (£s)	31 March 2021 (£s)
Present value of provision	1,350	2,118	7,282

### Reconciliation of Opening and Closing Provisions

	Period Ending 31 March 2023 (£s)	Period Ending 31 March 2022 (£s)
Provision at start of period	2,118	7,282
Unwinding of the discount factor (interest expense)	40	42
Deficit contribution paid	(772)	(1,843)
Remeasurements – impact of any change in assumptions	(36)	(49)
Remeasurements – amendments to the contribution schedule	-	(3,314)
Provisions at end of period	1,350	2,118

### Income and Expenditure Impact

	Period Ending 31 March 2023 (£s)	Period Ending 31 March 2022 (£s)
Interest expense	40	42
Remeasurements – impact of any change in assumptions	(36)	(49)
Remeasurements – amendments to the contribution schedule	-	(3,314)
Contributions paid in respect of future service*	*	*
Costs recognised in income and expenditure account	*	*

\*includes defined contribution schemes and future service contributions (ie excluding any deficit reduction payments) to defined benefit schemes which are treated as defined contribution schemes. To be completed by the company.

### Assumptions

	31 March 2023 % per annum	31 March 2022 % per annum	31 March 2021 % per annum
Rate of discount	5.52	2.35	0.66

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

# Home-Start Staffordshire Moorlands

## Financial Statements 2022 - 2023

### Additional Information

The following schedule details the deficit contributions agreed between the company and the scheme at each year end period:

### Deficit Contributions Schedule

Year ending	31 March 2023 (£s)	31 March 2022 (£s)	31 March 2021 (£s)
Year 1	772	772	1,843
Year 2	643	772	1,898
Year 3	-	643	1,955
Year 4	-	-	1,678
Year 5	-	-	-
Year 6	-	-	-
Year 7	-	-	-
Year 8	-	-	-
Year 9	-	-	-
Year 10	-	-	-
Year 11	-	-	-
Year 12	-	-	-
Year 13	-	-	-
Year 14	-	-	-
Year 15	-	-	-
Year 16	-	-	-
Year 17	-	-	-
Year 18	-	-	-
Year 19	-	-	-
Year 20	-	-	-

The company must recognise a liability measured as the present value of the contributions payable that arise from the deficit recovery agreement and the resulting expense in the income and expenditure account is the unwinding of the discount rate as a finance cost in the period in which it arises.

It is these contributions that have been used to derive the company's balance sheet liability.