

Annual Report

1st April 2021 to 31st March 2022

Because Childhood Can't Wait



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Mission Statement

Home-Start offers support, friendship and practical help to parents with young children in local communities throughout the UK and with British Forces in Germany and Cyprus.

Home-Start offers a unique service. We recruit and train volunteers who are usually parents themselves to visit families with at least one child under 5, at home, and offer them informal, friendly and confidential support. We also support through groups

Introduction

Home-Start Telford & Wrekin has been supporting local families for 33 years this year; we provide a core home-visiting service, self-esteem courses, mental health support drop-ins, teenage parent support and parent and child groups. The core service of Home-Start is to provide weekly home visits to young families under pressure to give parents the support they need to give their children the best possible start in life. We work with carefully selected, vetted and trained volunteers who are matched with parents to provide friendship and emotional and practical support.

This report was adopted by Trustees on 16th November 2022

Signed: 

Catherine Landau, Chair, on behalf of Trustees

Chair's Report

For the year ending 31st March 2022

Home-Start Telford & Wrekin – a transitioning year

Looking back at the objectives we planned for the year: keeping what we do well, putting in place new ways to meet parenting needs, as well as developing them, and ourselves, for the future, it is heartening to be able to say that - despite continued Covid impacts - we did make great strides in progressing work on all, as well as completion of some key ones. This was no mean feat, and shows the personal commitment, determination, and grit we have within all our staff, family and Trustee volunteers, and I'm also proud to be one of you – thank you!

By summer's end we finally achieved completion of our Strategic Plan for 2021 -2024 and the action plans to make it happen. It continues to be a live, working tool. Our manager, Caia Bryant-Griffiths, continued securing funding to support making real the associated new staff structure, roles, and enable working on areas that had often so frustratingly had to be put on the back burner. Supreme efforts from all the team made the background work worthwhile, and were needed for the coming years to help release more time to working with more families, in more efficient and effective ways, and communicate more effectively with our wider communities, families, and funders. Our "back office" team have been instrumental in keeping us going with achieving an – almost! - "paperless office": grateful thanks go to Naomi Calabrese in particular, for her enthusiasm and steady determination in keeping us on track.

Thanks go to Trustee Andrea Cole for facilitating our signing up to the Armed Forces Covenant, with achievement of the Bronze Award, and Sharon taking forward the engagement with the local military community and SSAFA, demonstrating that we are there to support all demographics.

Increasing our volunteer numbers is a crucial ingredient in our work, success, and plans: both those who work with families in a variety of ways, and those with fund raising or general support. Vikki Thomas, now Senior Co-ordinator, continued developing and delivering our online Volunteer training through the year, enabling us to also bring a wider range of volunteers on board. As her heart is more in working with people face -to-face, it's a special thank you to Vikki for continuing to conquer this personal challenge! Going forward into 2022-23 Sharon Uppal, our other dynamic Co-ordinator, will be taking on an additional role plus expanding the range of volunteers' work and activities: exciting developments ahead!

We've had changes in our volunteer Trustee Board this year too. Treasurer David Thomas needed to step down, but his conscientious, and extended, support to us is greatly appreciated, and we'll miss him. Two Trustees moved out of county, but continue their active commitment and practical support, just by more virtual means! We also had a new Trustee, Deborah Knight, join us ready for going live in 2022: a very welcome addition, and who has already given us insights into improvements in our training, induction, and recruitment.

No report goes without reference to funding. We are fortunate to have been in a relatively healthy position again this year, but we are no means complacent - our challenge and aims continue to be to secure longer term, and sustainable, funding, as well as having the continued support from local sources: you remain invaluable, and our thanks go to you all.

Catherine Landau

Manager's Report

For the year ended 31st March 2022

2021-22 has been an extremely busy year with lots of operational changes being introduced including a staff restructure. We were fortunate to gain development funding from Lloyds Foundation in December 2019 and this has helped fund consultant work and hours to evaluate, plan and develop our service.

We are in the middle of a development phase that has seen us adopt a cloud-based file sharing system for remote and hybrid working as well as taking a look at our staffing structure and implementing changes to ensure greater efficiency and help our sustainability. One of these changes has been the development of a PR and fundraising post to promote our work, increase our network of supporters and bring new funds in—all essential for developing our presence and ensuring that we are here for the long term.

Family work has returned to face-to-face and numbers attending our groups have gradually increased as families re-gain confidence to go out into the community. The pandemic has caused increased mental health issues and isolation for parents and we are also struggling to recruit home-visiting volunteers. The complexity and safeguarding issues in the families referred into the service has notably increased as have development issues with children.

As we have come out of Covid restrictions our family support has largely returned to normal but staff have adopted hybrid working practices which seem to be working well—we all meet for team meetings and come into the office regularly but enjoy the benefits of the quieter home-working environment for some of our working hours. We also continue to use Zoom for a number of meetings, some volunteer prep courses, trustee meetings and some volunteer and staff supervisions; using Zoom for trustee meetings has meant that two trustees who have left the area can remain on the Board.

Our staff team, family support volunteers and trustees have all been incredibly flexible, adaptable, hard-working and supportive—thank you so much to them all!

Caia Bryant-Griffiths



Co-ordinator's Report—Vikki Thomas

For the year ended 31st March 2022

It's always tricky to cast my mind back to the previous year as we spend much of our time focusing on new challenges, new projects and groups as well as new families. However, the stand out memory for 21-22 has to be ongoing issues caused by the Covid19 pandemic.

We began the year working from home and with any outdoor contact limited to a "rule of 6" but as the year progressed many people received their vaccines and cautiously tried to get used to "the new normal." However, families, volunteers and staff had all been affected by various lockdowns and restrictions so that brought it's own difficulties.

We found ourselves dealing with a tidal wave of referrals for families with increased needs: more feelings of isolation, more parental anxiety at mixing again, children who hadn't had much social interaction, lockdown babies who had had virtually none, children with developmental issues that hadn't been picked up because services had been delivered remotely.

New families always bring about the need for new volunteers, so we delivered prep courses remotely in March and July and a face to face course in January, all of which brought some wonderful new volunteers to our fantastic team. Volunteers really are the lifeblood of what we do, our USP, our heart and soul. We simply could not deliver the vital support that families need without them, so I would like to say a massive thank you to each and every one of you.

Lock down had halted a Something More course part way through the previous year but so much time had passed where restrictions had prevented us from continuing the course, that we decided to start again from the beginning and we held a face to face course in September. This was followed by another face to face course in February that was delivered very successfully by volunteers, Jen and Elysia. The outcomes from both of these courses were as impressive as ever.

During the year, we also learned that The Glebe Centre, where we had our office, was being sold off so we needed to find new premises and on 19th May we moved into the CAB building. We still haven't quite found the right place for everything but our new landlords have been very welcoming and it's lead to some very productive joint working, including a really interesting training workshop on supporting families with money management.

One of the most positive things about this year was getting to know our new colleague, SUPERSHARON! Having selected Sharon "remotely" due to lockdown restrictions, she then had to begin work without much face to face support and in very tricky circumstances but boy did she hit the ground running! Her skills and experience, as well as her warmth and good humour, soon made her a vital part of the team. Her skills in PR, fundraising and anything technology related soon earned her the title SUPERSHARON!

As can be seen, it's been a year of challenges and triumphs but I continue to feel so proud of what we do and so grateful to those who help us to do it.

Vikki Thomas

Co-ordinator's Report—Sharon Uppal

For the year ended 31st March 2022

It has been another busy year with many positive changes being made towards ensuring the long-term sustainability of the organisation. Family work remains at the top of my agenda, with myself and the parents we support, celebrating small wins and progress throughout the year towards overall positive outcomes for families. The impact of the pandemic on children's social skills has been widely noticed and we are fortunate to have volunteers from all walks of life, who work alongside parents in modelling and encouraging activities to help improve children's outcomes.

In addition to home-visiting support for families, myself and two wonderful, inspiring volunteers, Elysia and Courtney, facilitate a 'Me Time' drop-in group for Teenage parents. A lovely group of mums attend on a regular basis and even in the short time the group has existed, we have seen a huge improvement in parents' mental health and overall wellbeing. This has resulted in one mum enrolling onto an access course with a view to studying midwifery, as well as securing herself a work placement at the local hospital! Another young mum returned to college to achieve her maths and English qualifications! I feel so proud that, through the work of Home-Start, we've had the opportunity to make a positive difference to these young mums' lives.

Here is an excerpt of feedback from one of the group attendees:

"I would recommend this group to friends, it's just a shame it's only for the younger mums, as any first-time mums could do with the help and encouragement. Sometimes it's not always the case, but I think it would be fab for young mums and first-time mums that are starting out. I strongly agree my moods have improved with this group, not taking consideration to what's going on now, but even with this, this group has helped me so much."

I experienced my first Christmas working for Home-Start and was taken aback by the number of gifts-in-kind donated for families. Thomas Telford School donated Christmas Eve boxes, BT, Christmas Smile and Admaston Church donated Christmas presents, and Ironbridge Lions provided each family with two bags of food and toiletries. Saputo Dairy UK provided funding for the purchase of food vouchers. The extra expenditure that comes at Christmas time can be extremely stressful for families and they always appreciate these generous gifts.

Looking ahead to the 2022-23 year, I have taken on the additional role of Fundraising and Marketing Lead. Initially, I will be focusing on content for our website and input to our other social media platforms, which will help grow our profile and build on our relationships and engagement with services users and partners who can support us with fundraising events.

Finally, I have to mention the life blood of our organisation, our volunteers! They adapted the way they offered support to families during lockdowns by providing outdoor home visits and remote support. They have supported the staff team by helping deliver Christmas parcels to families, with promotional stands and fundraising pot collections. They are the heart and the heroes of Home-Start for the life changing work they do and we appreciate them all.

Sharon Uppal

Public Benefit Report

For the year ended 31st March 2022

The following is a report illustrating how our work this year has related to our constitutional objectives:

The objects for which Home-Start is established are:

- a) To safeguard, protect and preserve the good health, both mental and physical of children and parents of children.

In order to meet this object all volunteers and staff are vetted and comprehensively trained. Training is refreshed annually. Volunteers are carefully matched, supported and supervised. Families are supported with a range of issues and our work is aimed at promoting wellbeing – both mental and physical. Our National Lottery funded Parents Matter project supports families with issues of isolation, mental and physical health problems and domestic abuse. Home support visits are supplemented by ‘Me Time’ groups where mothers’ experiencing low mood/mental health issues can meet and talk. The format for these groups includes exercises to improve mental health and self esteem, and talks by relevant professionals. Our Children in Need funded Teenage Parents’ Project provides group support to teenage parents and their babies as well as helping them to get out and access appointments and community facilities. We have recently initiated a ‘Triage’ service for family referrals, whereby we provide telephone/online support in the interim between referral enquiry and the placement of a home-visiting volunteer, thereby being able to support a larger number of families. We also deliver Something More Self Esteem Courses for vulnerable women.

- b) To prevent cruelty to or maltreatment of children.

As above plus we maintain effective working relationships with other professionals in the sector. We attend safeguarding and family support meetings, plus the manager sits on the Safeguarding Children Board.

- c) To relieve sickness, poverty and need amongst children and parents of children.

We signpost and accompany families to access specialist financial advice plus we help them think about ways to maximise their income. We access grants for items such as fridges and cookers, plus have accessed holidays and summer days out for some families. Funding from Saputo Dairy UK for Christmas 2021 was used to purchase food vouchers for each family. Families are supported with medical issues and appointments and a healthy lifestyle is encouraged. Our Building Better Opportunities project provided the opportunity for volunteers to gain skills to enhance their employability.

- d) To promote the education of the public in better standards of child care within the area of Telford & Wrekin and its environs.

The needs of the child are paramount throughout Home-Start’s work. Our volunteer preparation courses include content on ‘Meeting the Needs of Children’. All staff and volunteers model and encourage positive interaction with children. Groups and courses held at Hadley Learning Community offer support, information and training to enhance parents’ skills.

The charity’s Trustees have paid due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake.

A Taste of Home-Start Support

Family 1503:

"Thank you for everything, you've helped me so much, listened to me when I was down and needed to talk, just having another adult to share my worries with makes such a difference. You've helped give me the courage to get my son to nursery, helped sort my PIP and my finances and make me feel that I'm not worthless, not an idiot."



Something More course participant:

"Last weekend, me and my husband were supposed to go to a friend's wedding and stay overnight. The kids were supposed to be staying with my mum. I have always been so anxious about leaving my kids with anyone else that I had said I wouldn't go. After what you said last week, I did go, I even turned my phone off during the actual wedding (my husband's was still on) and completely relaxed. I had a wonderful time and feel so much better having spent time being myself rather than someone's mum!"

Volunteer 518:

"... as a single parent myself I have always fought against the negative connotations that the phrase 'single parent family' evokes. Unless you have been there, I don't believe you know how hard it can be to be Mum and Dad, in the middle of the night to a distressed child or stand alone on the side of a football pitch. For me though, the hardest part was doing all the thinking alone. With no-one to confer with I constantly worried that (if) I was making the right choices for my children. I was surrounded by friends and family, knew how the education system worked and had a good job. What must it be like to do this alone in a strange town? Through my work with Home-Start I was about to find out."

"My Home-Start supervisor introduced us, and Mum talked for a little while. She was moved to Telford for her own safety, following horrific domestic abuse leaving everything and everyone she knew behind. Having arrived just before the start of the pandemic, she had not been able to join any toddler groups or get to know anyone. She had not really ventured further than the local shops and nursery."

"... It was hard for my supervisor and I to get away as Mum just wanted to talk to us. I could feel her loneliness and isolation and the task ahead to befriend this family seemed more important than ever."

A Health Visitor says ... she thinks our service is needed now more than ever as families have become so isolated and so many children born in lock down have missed the socialisation and early learning from toddler groups or nursery.

Objectives for 2022/2023

Develop a new
Fundraising strategy

Recruit a marketing and
communications Champion

Further develop our use of IT
systems/social media and train
staff

Put in place a new Customer Relationship Management system
and improve data collection/analysis to enable impact and
outcomes to be easily articulated

Develop a
succession plan

Recruit a new Trustee Treasurer

Diversify funding and raise sufficient income
to maintain and increase service levels

Recruit and train enough new
volunteers each year to meet
service needs

Raise funding for a new child
development/speech and
language project

The Home-Start Telford & Wrekin 'Family'

For the year ended 31st March 2022

Home-Start UK

for legal guidance, quality resources, training, policies, Quality Assurance etc

95 families

(home-visited, Something More courses, Me Time groups, Teenage Parent group and Chatterbox and Playing Together groups). Some families access more than one project.

Volunteers

Angela, Beckii, Bernice, Carol, Caroline, Carrieanne, Charlotte, Chelsey, Claire H, Claire P, Claire R, Courtney, Dawn, Elysia, Estella, Esther, Hayley, Jen, Jude, Julie J, Julie R, Katie, Kerry, Kibra, Kirsty, Laura, Leanne V, Leanne H, Linda, Lisa, Liz, Marg, Maryke, Michelle, Nic, Nighat, Pat, Rebecca, Richard, Sally, Sam, Samantha, Sandra, Sarah, Sophie, Tanya, Tina, Toni, Virginia, Wendy

Staff Team

Caia Bryant-Griffiths, Manager
Vikki Thomas, Senior Co-ordinator
Sharon Uppal, Co-ordinator/Fundraiser & PR Lead
Donna Sayer, Family Support Practitioner
Heidi Carter, Administrator & Project Co-ordinator
Naomi Calabrese, Charity Administrator

Management Committee

Cathy Landau, Trustee, Chairperson
David Thomas, Trustee, Hon. Treasurer—resigned 09/03/2022
Andrea Cole, Trustee
Lynn Howarth, Trustee
Lois Kim, Trustee
Deborah Knight, Trustee
Jen Morris, Trustee
Linda Sabini, Trustee
Katie Shoosmith, Trustee
Mel Ward, Trustee
Gayle Desouza, Health Representative
Cllr Jacque Seymour, Telford & Wrekin Council

Professional Services

Independent Examiner—Hilary Payne

Bankers—CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ
Unity Trust Bank plc, 4 Brindley Place, Birmingham, B1 2JB

Insurers—Zurich Insurance plc, The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire, PO15 7JZ

Accountant—Stephanie James

Home-Start Telford & Wrekin is a charitable company limited by guarantee which is governed by Memorandum and Articles of Association. A Board of Trustees is responsible for the Governance and management of the charity and employ a team of staff to recruit and train a team of volunteers who deliver support to families. New Trustees are recruited to the Board after consideration of an application form, references and Trustee Declaration and are subject to relevant checks. Trustees receive their initial training through an induction process where they meet with the Chairperson and staff and are provided with a range of information regarding the Charity including a full set of Policies and Procedures. All Trustees are offered the opportunity to attend induction training with Home-Start UK as well as on-going opportunities for both in-house and Home-Start UK in-service training.

Who were our Supporters?

For the year ended 31st March 2022

Sincere thanks to all the organisations and individuals who supported Home-Start Telford & Wrekin over the past financial year, including fundraisers **Vikki Thomas** and **Sharon Uppal**.

The Asda Foundation
Arnold Clark
Charity Car
Chauhan Ltd (The Geek Guys)
Children in Need
Co-op Community Fund
Department for Culture, Media & Sport
European Social Fund
Roy Evans
Four Acre Trust
Mrs Groom
Casper Harratt
Dean Harris
Home-Start UK
The Albert Hunt Trust
Ironbridge & Severn Gorge Lions Club
JPCS Rejuvo Ltd
Lawley & Overdale Parish Council
Guy & Karen Lewis
Lloyds Bank Foundation
The Millichope Foundation
The National Lottery
Pears
Rotary Club of Wellington
St James's Place Foundation
Saputo Dairy UK
Mrs M R Stelmach
Stirchley & Brookside Parish Council
Taylor Wimpey, West Midlands
Telford & Wrekin Councillors' Pride Fund
Kevin Thorner
TK Maxx & Homesense Foundation
Veolia Envirogrant
Waitrose Ltd (Newport)
Mrs Wingfield's Charitable Trust
Yorkshire Bank Foundation

Gifts in Kind:

Admaston Methodist Church: toys and knitted goods
The Book Trust: 4 boxes of books
BT: toys, chocolates and activity packs
Christmas Smile: toys
Dunelm: coat hangers
Gamely: card games for volunteers to use with families
Hadley Women's Fellowship: knitted goods
Ironbridge & Severn Gorge Lions: Christmas food hampers
Keepmoat: furniture
Little Stars: toys for under 5s
Morrisons, Wellington: food and toiletries
Sainsbury's: gift voucher
Simple Acts of Kindness: clothes and gifts
Telford Crisis Network: toys, clothes and gifts
Thomas Telford School: 66 childrens' gift boxes
Waitrose, Newport: toiletries for mums and babies

Contact us

Home-Start Telford & Wrekin

Room 23
40 Tan Bank
Wellington
Telford
TF1 1HW

Telephone: 01952 872280

E-mail: info@homestarttandw.org.uk

Website: www.homestarttelfordandwrekin.co.uk

Facebook: Home-Start Telford and Wrekin

Twitter: [homestarttw](https://twitter.com/homestarttw)

Other useful contact details:

Chief Executive, Home-Start UK

4th Floor, Arnhem House, 31 Waterloo Way, Leicester, LE1 6LP

T: 0116 464 5490

E: info@home-start.org.uk

Charity Commission

T: 0300 066 9197

W: <https://www.gov.uk/government/organisations/charity-commission>

Companies House

T: 0303 123 4500

E: enquiries@companieshouse.gov.uk

Home-Start Telford & Wrekin

Registered Charity Number: 1148269

Company Limited by Guarantee Number: 7004506

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info@homestarttandw.org.uk
www.homestarttelfordandwrekin.co.uk
01952 872280



Annual Accounts

For the year ended 31st March 2022

A handwritten signature in black ink that reads 'Catherine Landau'.

Catherine Landau

Director

Approved by the Board on: 16th November 2022



Treasurer's Report

For the year ended 31st March 2022

The Accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (Charities SORP FRS 102) (effective 1st January 2015), and with the Companies Act 2006.

The organisation's funds are incorporated into one current and two deposit accounts.

A portion of income is for 'specific purposes' and/or subject to Service Level Agreements (SLAs) and/or has restrictions on its use.

Incoming Resources

Income for the financial year was £131,652, a decrease of £23,332 on the previous year.

Grants received to fund specific projects included National Lottery (£35,326, Parents Matter project, £8,510 funding from the Community Fund/European Social Fund for the Building Better Opportunities project), and Children in Need extended their support of the Teenage Parents' project with a further £10,000. Two grants were also received from Telford & Wrekin Councillor's Pride fund (£2,000 in total towards a triage service for referrals), £3,000 from the Albert Hunt Trust to fund development work, and £1,000 from Veolia Envirogrant towards running the family groups at HLC. Lawley & Overdale Parish Council provided £1,000 towards volunteer preparation course costs, and Saputo Dairy UK gave £1,000 to support families at Christmas time. Income in relation to these restricted grants is only recognised in the accounts once any conditions attached to the grant have been met, in line with the Charities SORP.

Unrestricted Grants and Trust income reduced by £23,079 compared with the previous year. However, support was received from a range of Trusts and Foundations, including £25,000 from the Lloyds Foundation, match funding of £5,275 from the Four Acre Trust, £5,000 from St James's Place Foundation, and £3,000 from both the Millichope Foundation and Arnold Clark. Two grants were received from The Mrs Wingfield's Trust during the year, totalling £3,000, and both the Yorkshire Bank Foundation and the Co-op Community Fund supported Home-Start with £1,775 and £1,606 respectively.

The amount received in donations increased significantly on the previous year to £12,265. Income from fundraising decreased slightly from £3,839 to £2,480, whilst income from bank interest remained low.

We are extremely grateful for the financial support from all sources and a full list of supporters can be found in the 2021/22 Annual Report.

Expended Resources

Expenditure for the year amounted to £119,833, an increase of £12,328 compared with last year.

The expenditure against Accounting and Miscellaneous remained largely the same with only slight variances.

Expenditure of a number of budgets increased due to the return to face-to-face services following the pandemic. These were: staff expenses, volunteer expenses, volunteer events and gifts, printing, postage and stationery, creche, rent and room hire, materials, refreshments, DBS checks and advertising. Staff costs increased by £11,093 due to an additional member of staff who joined Home-Start at the end of the previous financial year. The equipment expensed/servicing budget increased due to IT support costs provided by the Geek Guys and the amount paid for insurance increased due to market trends.

The Courses and Training expenditure reduced significantly as the previous year had included payments to 2 consultants as part of the scheme strategic review. Phone payments decreased

following the move to the new website and there no longer being the need to pay IONOS for website hosting. Some assets became fully depreciated which reduced expenditure accordingly, and the family events expenditure decreased as there was only one family event during the year, due to restrictions.

Designated funds/Reserves

The Trustees took the decision in 2007/08 to put £42,700 aside for contingency purposes. Following annual re-calculation of potential costs this amount has been set at £58,370. The purpose of this money is to cover redundancy and pension costs.

Looking to the future

The return to face-to-face service delivery following the pandemic has been widely appreciated by families, volunteers, and staff. The impact of the pandemic on children and families has been considerable and Home-Start continues to receive referrals on a regular basis.

Long term funding from the National Lottery provides some welcome financial stability into the future as does the annual commitment of the Millichope Foundation.

The first year of the strategic review, funded by the Lloyds Foundation and HSUK, has been completed with all objectives met. The second year has begun and includes fundraising strategy development with the aim of improving funding diversification. Employment of a Fundraising/Public Relations Lead will continue the drive towards diversifying and growing funding streams. High profile partnerships secured by HSUK continue to raise awareness, profile, and funds.

We remain, as ever, immensely grateful to all our partners for their invaluable financial support.

Risk

This year has been a very positive one and our current financial position is good, however, the organisation has historically depended on a small number of funders and their ongoing support has been short term in nature and constantly under review. The National Lottery 5-year grant and support from the Millichope Foundation goes some way to stabilise this although there remains the need to raise funds for both the current and future financial years. For this reason, the organisation remains at short term risk.

Risk management

The scheme's financial picture is presented to the management committee bi-monthly. Reserves and budgets are considered annually. The scheme has a strategic plan and there are sub-groups consisting of management members who meet to address on-going needs.

Continued effective operation of the organisation over the whole of Telford & Wrekin Borough will require long term guaranteed funding.

Cathy Landau

Trustee, Chair

Treasurer position currently vacant



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

HOME-START TELFORD & WREKIN

On accounts for the year
ended

31 MARCH 2022

Charity no
(if any)

114 8269

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Hilary Payne

Date:

04.10.2022

Name:

HILARY PAYNE

Relevant professional
qualification(s) or body
(if any):

AAT L4

Address:

12 MILL FARM DRIVE

RANDLAY, TELFORD

SHROPSHIRE TF3 2NA.

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

**HOME-START TELFORD & WREKIN
ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

HOME-START TELFORD & WREKIN

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total £	2021 Total £
INCOME:				
Donations and legacies (notes 2.1 & 7.1)	54,230	77,380	131,610	154,913
Investment Income	42		42	71
Total Income	54,272	77,380	131,652	154,984
EXPENDITURE:				
Raising Funds (note 3.1)	(7)	-	(7)	(3,443)
Charitable activities (note 3.2 & 7.1)	(41,775)	(78,051)	(119,826)	(104,062)
Total expenditure	(41,782)	(78,051)	(119,833)	(107,505)
Net income/(expenditure)	12,490	(671)	11,819	47,479
Transfer of funds	-	-	-	-
Total funds brought forward	94,082	8,582	102,664	55,185
Total funds carried forward	106,572	7,911	114,483	102,664

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

HOME-START TELFORD & WREKIN
BALANCE SHEET AS AT 31 MARCH 2022

	2022	2021
	£	£
Non-current Assets		
Equipment (note 4)	3,215	4,822
	<hr/>	<hr/>
Current Assets		
Debtors (note 5)	402	298
Cash at bank and in hand	183,099	177,958
Total current assets	<hr/> 183,501	<hr/> 178,256
Current Liabilities		
Creditors (note 6)	(72,233)	(80,414)
	<hr/>	<hr/>
Net assets	<hr/> 114,483	<hr/> 102,664
	<hr/>	<hr/>
Funds of the charity		
Restricted funds (note 7.1)	7,911	8,582
Unrestricted funds (note 7.2)	106,572	94,082
Total funds	<hr/> 114,483	<hr/> 102,664

HOME-START TELFORD WREKIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

Note 1 Accounting Policies

1.1 Basis of preparation

These accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (Charities SORP FRS 102) (effective 1 January 2015), and with the Companies Act 2006.

1.2 Preparation of the accounts on a going concern basis

The charity has secured funding for at least the next 12 months. The trustees consider the charity to be a going concern.

1.3 Income

Grant income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

1.4 Interest receivable

Interest on funds is included when receivable and the amount can be measured reliably by the charity. This is normally upon notification of the interest paid by the bank.

1.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds that the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are solely used for particular areas of the charity's work specified by the donor.

1.6 Funds received as an agent

Funds received by the charity acting as an agent are not recognised as an asset in the accounts because the funds are not within its control. Consequently, the receipt of funds as agent is not recognised as income nor is its distribution recognised as expenditure in the statement of financial activities.

1.7 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

1.8 Tangible fixed assets

Costs are capitalised if the asset can be used for more than one year. Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation and any impairment losses.

Depreciation is recognised to write off the cost of assets less their residual values over their useful lives on the following basis:

Equipment	25% straight line
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1.9 Debtors

Prepayments are valued at the amount prepaid

HOME-START TELFORD WREKIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investment.

1.11 Creditors

Other creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured reliably.

1.12 Pensions

Home-Start contributes 5% of employees' salaries into pension schemes of staff.

Note 2 Income

2.1 Analysis of donations and legacies from unrestricted funds

	This year £	Last year £
Grants & Trust Income	39,485	62,564
Donations	12,265	300
Fundraising	2,480	3,839
Family Events	-	1,000
	<u>54,230</u>	<u>67,703</u>

Note 3 Expenditure

3.1 Analysis of expenditure on raising funds

	This year £	Last year £
Fundraising costs	7	3,200
Fundraising staff costs	-	243
	<u>7</u>	<u>3,443</u>

HOME-START TELFORD WREKIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

3.2 Analysis of expenditure on charitable activities

	This year £	Last year £
Staff costs	92,000	80,907
Staff expenses	764	311
Accounting	4,722	4,578
Volunteers' expenses	1,095	106
Volunteers' events & gifts	269	8
Courses/training	558	6,275
Printing/stationery/postage	575	116
Telephone	683	941
Creche	2,263	-
Rent and room hire	4,348	2,532
Insurance/data protection	1,494	1,161
Home-Start UK	2,790	1,175
Equipment expensed/servicing	2,596	1,180
Depreciation	1,607	2,381
Family Events	279	651
Materials	757	21
Refreshments	187	-
DBS Checks	601	152
Advertising	495	-
Miscellaneous	1,743	1,567
	<u>119,826</u>	<u>104,062</u>

3.3 Trustees expenses

	This year	Last year
Number of trustees who were paid expenses	-	-
Total amount paid for travel expenses	£0	£0

3.4 Staff costs

	This year £	Last year £
Gross salaries (including fundraising salaries)	86,918	76,858
Employer's national insurance costs	1,443	657
Pension costs	3,639	3,635
	<u>92,000</u>	<u>81,150</u>

3.5 Average number of employees in the year

	This year	Last year
Charitable activities	6	5

3.6 Independent examiner

Payments made for the independent examination of the accounts totalled £200.

HOME-START TELFORD WREKIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

Note 4 Tangible Fixed Assets

4.1 Analysis of Tangible Fixed Assets

Equipment
£

Cost

Balance at 1 April 2021	9,429
Additions	-
Disposals	
Balance at 31 March 2022	<u>9,429</u>

Depreciation

Balance at 1 April 2021	4,607
Disposals	
Charge for the year	1,607
Balance at 31 March 2022	<u>6,214</u>

Net Book Value

Balance at 1 April 2021	4,822
Balance at 31 March 2022	<u>3,215</u>

Note 5 Debtors and Prepayments

5.1 Analysis of Debtors

	Amounts falling due within 1 year	
	This year	Last year
	£	£
Prepayments	<u>402</u>	<u>298</u>

Note 6 Creditors and accruals

6.1 Analysis of creditors

	Amounts falling due within 1 year	
	This year	Last year
	£	£
Short-term compensated absences (holiday pay)	2,965	3,593
Other creditors	3,454	8,316
Deferred income	65,814	68,505
	<u>72,233</u>	<u>80,414</u>

Deferred income relates to funding from the NHS, National Lottery, Children In Need, BBO and Allen Lane received in advance of the period to which it relates.

HOME-START TELFORD WREKIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

Note 7 Funds

Note 7.1 Restricted income funds

	Balance at 01/04/2021	Income	Expenditure	Transfer from/(to) unrestricted funds	Balance at 31/03/2022
Allen Lane	-	4,000	(4,000)	-	-
Building Better Opportunities	(794)	7,832	(7,819)	-	(781)
Children in Need - Teenage Parents	214	9,998	(8,160)	-	2,052
Councillors' Pride	-	279	(279)	-	-
Lawley & Overdale	-	1,000	(1,000)	-	-
National Lottery	1,783	34,975	(33,304)	-	3,454
National Lottery - IT	4,695	-	(1,709)	-	2,986
NHS - Vulnerable Young Family Support	2,684	14,570	(17,254)	-	-
NHS	-	2,400	(2,400)	-	-
Pears - Recovery & Resilience	-	1,326	(1,126)	-	200
Saputo Dairy UK	-	1,000	(1,000)	-	-
	8,582	77,380	(78,051)	-	7,911

Allen Lane Foundation: For the provision of 3 "Something More" self esteem courses for vulnerable women.

Building Better Opportunities: Focuses on improving employability of volunteers by providing the opportunity to complete a six month placement to gain experience and skills in either family support or administrative skills.

Children in Need - Teenage Project: To deliver well-being support to children and young people experiencing teenage parenthood in Telford & Wrekin. Activities aim to improve confidence, reduce isolation and improve relationships.

Councillor's Pride Grants: Both grants will support the provision of a 'Triage' style service. This new way of working will increase the number of vulnerable families we can work with by providing telephone/online support in the interim between referral enquiry and the placement of a home-visiting volunteer.

Lawley & Overdale Parish Council: Staff costs associated with the delivery of one Home-Start volunteer preparation course.

The National Lottery grant will enable work with more children and families impacted by issues including isolation, mental or physical health problems, and domestic abuse. As well as increasing the number of families worked with through core home-visiting work, the grant will also fund three 'Me Time' groups, spread geographically across the Borough. These groups will enable mothers experiencing low mood/mental health issues to meet and talk to others in similar circumstances and enjoy time to themselves while their children are cared for in a creche. The groups will include exercises to improve mental health and self-esteem as well as talks by relevant professionals.

National Lottery - IT: To upgrade our IT capability during the first lockdown to enable us to move to virtual platforms so we could continue to support families effectively and communicate as a staff team

NHS Vulnerable young families: To support additional vulnerable families and set up a 'Bumps to Babies during Covid' group to work specifically around the issues experienced through pregnancy, birth and beyond during the pandemic

HOME-START TELFORD WREKIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

NHS: Funds held awaiting the commencement of a new project.

Pears - Recovery & Resilliance: To fund staff hours associated with the implementation of a CRM system, fundraising and social media work.

Saputo Dairy UK: To provide Home-Start families with food vouchers around Christmastime 2021.

Note 7.2 Designated Funds

£58,370 of the unrestricted funds are designated funds which have been set aside for potential redundancy costs.

Note 8 Other information

Home-Start Telford & Wrekin is a private company limited by guarantee and incorporated in England. Its registered office is:

Room 23, 40 Tan Bank, Wellington, Telford, TF1 1HW



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

HOME-START TELFORD & WREKIN

**On accounts for the year
ended**

31 MARCH 2022

**Charity no
(if any)**

114 8269

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Hilary Payne

Date:

04.10.2022

Name:

HILARY PAYNE

**Relevant professional
qualification(s) or body
(if any):**

AAT L4

Address:

12 MILL FARM DRIVE

RANDLAY, TELFORD

SHROPSHIRE TF3 2NA.

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.