

Registered Charity No. 1154609

HOME-START GUILDFORD

Financial Statements

For the year ended 31 March 2024

REPORT CONTENTS

Page	Information
3	Legal and Administrative Information
4	Report of the Trustees <ul style="list-style-type: none">• Objectives and Activities• Achievements and Performance• Governance and Management• Financial Review
7	Report of the Independent Examiner
8	Statement of Financial Activities
9	Balance Sheet
10-13	Notes forming part of the Financial Statements

LEGAL & ADMINISTRATION

Registered and Office Address

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Bankers

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Independent Examiner

Kevin Cook
Mindelo
Heath View
East Horsley
Surrey
KT24 5ED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The Trustees have adopted the provisions of the Statement of Recommended Practice known as FRS 102 (SORP).

OBJECTIVES AND ACTIVITIES

Home-Start Guildford is a local, independent charity supporting families with at least one child under the age of 5, living in Guildford Borough. We are part of the Home-Start UK, one of the UK's leading family support charities, benefitting from their policy framework and quality assurance, but not funding. We raise our own income through grants, charitable trusts and general funding.

Home-Start Guildford provides support and friendship to help parents give their children the best possible start in life. It is about parents helping other parents. We support a wide range of family difficulties: for example, post-natal depression, isolation, illness of parent or child, disability, or lack of parenting skills and confidence. Our support comes in the form of trained volunteer support in the family's home or at one of our Family Groups in Pirbright and Hazel Avenue. Families with more complex needs benefit from working with our Family Support Workers, who are able to provide more focused work with the family in their home and out in the community.

The support we provide is tailored to the needs of the family, with regular support offered each week, for as long as the support is needed, which is on average 9-12 months. We carefully review the support provided to each family to ensure that it continues to be effective. When we feel that the family has made sufficient progress and their volunteer or support worker could be better deployed with another family, we will sensitively bring the support to a close.

ACHIEVEMENTS AND PERFORMANCE

Families supported

Our staff and volunteers have been able to help 167 families, compared with 188 in the previous year, through home visiting support, our Family Groups and directly by our Home-Start Family Support Workers.

The statistics below show the number of families supported in 2023/24 in diverse ways (*Last year's figures are in brackets*):

- 167 families supported in total (188)
- 66 families supported by regular home-visiting volunteers (67)
- 34 families attended the Pirbright Family Group (41)
- 26 families attended the Hazel Avenue Family Group (29)
- 17 families supported by regular Family Support Worker support (19)
- 25 families received some basic support from staff (35)
- 14 families received volunteer support as well as attending a Group setting.

Based on data collected from families where volunteer support came to an end in 2023/24 who were identified as needing support in these areas:

- 100% reported an improvement in their mental health
- 100% reported feeling less isolated
- 90% reported an improvement in the running of the home
- 78% reported an improvement in their parenting skills

Events

A highlight of the year was Home-Start Guildford's fundraising event, the "Together Ball", where we raised just over £74,000 at a key time for our sustainability.

Fundraising

We have continued to focus on seeking and securing grants from trusts and other charitable organisations. We also received support on-line through JustGiving, as well as one-off donations from individuals and other parties which amounted to £30,000.

GOVERNANCE AND MANAGEMENT

Trustees: Home-Start Guildford had 11 trustees during the year, ending the year with 7 trustees.

Patrons: We also received the continued support of our 8 Patrons.

FINANCIAL REVIEW

Expenditure was £216,546, of which £166,253 (circa 77%) is accounted for by staff salaries. During the year, we had 7 staff members which is the equivalent of 4.8 full-time salaries. The Trustees and home-visiting volunteers give their time freely.

Total income for the year was £302,555. This produced an overall surplus for 2023/24 of £86,009, which is a greatly improved position from the previous year. The increase in income is attributed to the hugely successful Fundraising Ball held in February 2024, and a grant awarded from the National Lottery Cost of Living Fund (NL CoL) which was used to cover core costs.

Statutory support was received from Surrey County Council, Guildford Borough Council and the UK Government totalling £88,870. This is an increase on 2022/23 mainly due to the NL CoL grant.

Reserves Policy and Risk Management

Overall reserves total £180,394 including £13,334 which are restricted funds to cover specific programmes at the charity. The total reserves represent approximately 10 months of operating expenditure.

The Trustees consider that there are sufficient reserves to maintain service through 2024/25.

The safeguarding of children is also a key risk, given the nature of our work. We follow the strict Safeguarding policies set by Home-Start UK and we have strong links with local safeguarding professionals. Our Safeguarding lead Trustee is Charlotte French. All cases of concern are reported to the Safeguarding lead Trustee by the Manager and to the Management Committee.

The Financial Statements

Charity law requires the Trustees to prepare financial statements that give a true and fair view of the situation of the charity at the end of each financial year and of its surplus or deficit for the financial year. In doing so, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for the safeguarding of the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reference and Administration

Legal and reference information, as shown after the contents page, forms part of this report.

The financial statements comply with the current statutory requirements, the charity's governing document and the SORP 'Accounting and Reporting by Charities'.

On behalf of the Trustees,

Katie McGuire
Chair

Report of the Independent Examiner

I report on the accounts of the charity for the year to 31st March 2024 which are set out on pages 14 to 19.

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that the audit requirements of the Charities Act 2011 (the Act) do not apply.

It is my responsibility to state, based on procedures specified in the General Directions given by the Charities Commission under s145(5)(b) of the Act, whether matters have come to my attention.

Basis of the independent examiner's report

My examination was conducted in accordance with the General Directions given by the Charity Commissioners. 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 the seeking of 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, I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - a) to keep accounting records in accordance with Section 130 of the Act; and
 - b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
2. to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Cook
Mindelo
Heath View
East Horsley
Surrey
KT24 5ED

Signed:

Date:

HOME-START GUILDFORD

Statement of Financial Activities for Year Ended 31st March 2024

		UR	R	TOTAL	TOTAL
	Notes	2024	2024	2024	2023
		£	£	£	£
Income & Endowments	2				
Statutory grants		51,909	36,961	88,870	55,557
Charitable trusts	10	64,012	24,000	88,012	60,677
Fundraising events		81,794	0	81,794	11,672
Donations, legacies & other		43,879	0	43,879	32,227
Bank interest		0	0	0	590
Total income		<u>241,594</u>	<u>60,961</u>	<u>302,555</u>	<u>160,723</u>
Resources expended					
Expenditure on raising funds	3	15,157	0	15,157	12,658
Expenditure on charitable activities	10	124,695	76,694	201,389	191,446
Total resources expended	9	<u>139,852</u>	<u>76,694</u>	<u>216,546</u>	<u>204,104</u>
Net income/costs		<u>101,742</u>	<u>-15,733</u>	<u>86,009</u>	<u>43,381</u>
Funds b/f		65,318	29,067	94,385	137,766
Net income/costs for the year		<u>101,742</u>	<u>-15,733</u>	<u>86,009</u>	<u>43,381</u>
Funds c/f		<u>167,060</u>	<u>13,334</u>	<u>180,394</u>	<u>94,385</u>

The statement of Financial Activities has been prepared on the basis that all operations are continuing operations. The Charity has no gains or losses other than dealt with in the Statement of Financial Activities. The notes on pages 16 -19 form part of these financial statements.

HOME-START GUILDFORD

Balance Sheet as at 31st March 2024

	Notes	2024 £	2023 £
Fixed Assets			
Tangible Assets	6	0	0
Current Assets			
Debtors		2,572	0
Cash at bank		<u>183,516</u>	<u>103,631</u>
Total Assets		<u>186,088</u>	<u>103,631</u>
Current Liabilities			
Accruals	7	1,194	2,911
Deferred income		<u>4,500</u>	<u>6,335</u>
Total Liabilities		<u>5,694</u>	<u>9,246</u>
Net Assets		<u><u>180,394</u></u>	<u><u>94,385</u></u>
The Funds of the Charity			
Unrestricted funds		167,060	65,318
Restricted funds	9	<u>13,334</u>	<u>29,067</u>
		<u><u>180,394</u></u>	<u><u>94,385</u></u>

The notes on the following pages form part of these financial statements.

.....
Katie McGuire
Chair

.....
Hilary Nicholls
Hon. Treasurer

DATE

HOME-START GUILDFORD

Notes to the Financial Statements as at 31st March 2024

1. Basis of Preparation

The financial statements have been prepared under the historic cost convention, following the recommendations of the Statement of Recommended Practice known as FRS 102 introduced in 2014 covering charities with a year-end after January 2015.

2. Accounting Policies

2.1 Income

All income is accounted for on an accrual basis, except for voluntary donations, which are considered when received.

Grants are recognised in full during the year that they are received.

Incoming receipts from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

2.2 Fixed Assets

Fixed assets are stated at cost and depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life.

Computer equipment and office equipment 25% straight line basis. It is the Charity's policy to capitalise fixed assets that are above a de-minimus level of £800.

2.3 Pensions

Pension costs charged in the financial statements represent contributions payable by the charity in the year in accordance with FRS 17.

The pension scheme is administered by The Pension Trust.

2.4 Funds held for restricted purposes

Restricted funds represent income received by the Charity for specific purposes or areas.

2.5 Resources expended

Resources are accounted for on an accrual's basis. Expenditure is appointed to cost categories based on the amount attributable during the year, including the cost of generating funds and charitable activities.

Governance costs include legal costs and Trustee meetings only.

2.6 Recognition of Liabilities

These financial statements recognise all liabilities that the charity has responsibility for. The charity is not aware of any contingent liabilities.

3. Costs of Generating Voluntary Income

Our fundraising was focused on grant applications and on-line activities.

Direct costs of events are charged to fundraising, including our 100 Club prizes which are paid monthly.

The cost of raising funds is noted below:

	2024	2023
Expenditure on raising funds		
Direct costs of fundraising events	3,957	2,530
	11,20	10,12
Departmental costs	<u>0</u>	<u>8</u>
	15,15	12,65
	<u>7</u>	<u>8</u>

4. Staff Costs and Emoluments

	2024	2023
Staff costs		
	151,2	148,6
Gross salaries	21	40
Employers NIC	8,891	8,553
Employers pension costs	<u>6,141</u>	<u>6,803</u>
	166,2	163,9
	<u>53</u>	<u>96</u>

There were no employees with emoluments more than £60,000 per annum.

The average full time equivalent employees during the year were 4.8 heads.

5. Trustee Expenses

Expenses claimed by Trustees in the year were £195.

6. Tangible Fixed Assets

There were no tangible assets held during the year.

7. Current Liabilities

This includes prepaid revenue for 2024/25.

8. Lease

The charity has an annual lease for premises within the Astolat complex in Guildford, at a cost, inclusive of light, heat, and power, of £6,073 per annum.

A new lease has been signed until March 2025.

9. Restricted Funds

	Balance 01/04/2 023 £	Additi ons in year £	Charg e for year £	Balance 31/03/2 024 £
Army Central Fund	4,400	0	4,400	0
Guildford Poyle	4,667	0	4,667	0
Community Fund for Surrey	7,500	10,000	12,500	5,000
Awards for All	5,833	0	5,833	0
Garfield Weston	6,667	10,000	10,000	6,667
Albert Hunt	0	4,000	2,333	1,667
NL Cost of Living vis HSS	0	36,961	36,961	0
Total	<u>29,067</u>	<u>60,961</u>	<u>76,694</u>	<u>13,334</u>

The balance on 31st March 2024 will be used within the current financial year.

10. Analysis of group net assets between funds

Funds on 31 March 2023 are represented by:

	URF £	RF £	Total Funds £
Tangible fixed assets	0	0	0
Debtors	2,572	0	2,572
Bank deposits	170,182	13,334	183,516
Current liabilities	-5,694	0	-5,694
	<hr/>		
Total	<u>167,060</u>	<u>13,334</u>	<u>180,394</u>