

Registered Charity No. 1154609

HOME-START GUILDFORD

Financial Statements

For the year ended 31st March 2025

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LEGAL & ADMINISTRATION

Registered and Office Address

Home-Start Guildford
Astolat
Coniers Way
Burpham
Guildford
Surrey GU4 7HL

01483 511181

Email: office@hsguildford.org.uk

Bankers

HSBC
12a North Street
Guildford
Surrey
GU1 4AF

Independent Examiner

Kevin Cook
Mindelo
Heath View
East Horsley
Surrey
KT24 5ED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their report with the financial statements of the charity for the year ended 31 March 2025. 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.

GOVERNANCE AND MANAGEMENT

Trustees: Home-Start Guildford had 8 trustees during the year, ending the year with 6 trustees.

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

FINANCIAL REVIEW

Overview

The year started with very healthy reserves following the amazingly successful fund-raising ball held in February 2024. Unfortunately, this position was negatively impacted by the considerable reduction in funding received from Surrey County Council. Total income for the year was £163,853, compared to £302,555 in 2023-24. Historically income received from SCC and GBC has accounted for approximately 30% of our total income. Although we were awarded a grant from the Mental Health Investment Fund, this is for a 2-year period, and most of the money is being used to pay for an additional member of staff. Only a small part of the funds is available to help cover our core costs, which in this financial year were £231,216.

The biggest expense we incur is staff salaries, which account for 77% of our total costs. We have 7 staff members, with a full time equivalent of 5.7 staff. Our staff recruit, train and look after our volunteers who support the families who are referred to us. They also run the groups, various events throughout the year such as Bockett's Farm Park, and support other more complex families. The Trustees and home-visiting volunteers give their time freely.

Fundraising

Despite the significant loss of statutory funding, we were extremely fortunate to receive a generous grant of £15,000 a year for three years from the Borrows Charitable Trust. We were successful in our bid for a grant from BBC Children in Need which also awarded us £15,000 a year for three years, and we received a one-off grant of £15,000 from the Peter Harrison Foundation. We were very pleased to be selected as one of the Mayor's Charities for her elected year of 2024-25. As the result of her Mistletoe Ball, we were fortunate to receive £9,900 towards training 6 volunteers. Various other local organisations and individuals supported our valuable work throughout the year through a range of one-off events such as running the Marathon to being Charity of the Year where on-going events resulted in donations to Home-Start.

Reserves Policy and Risk Management

Overall reserves total £113,031 including £51,184 which are restricted funds to cover specific programmes at the charity. The total reserves represent approximately 6 months of operating expenditure.

The Trustees consider that, with the fundraising strategy in place, there are sufficient reserves to maintain service through 2025/26.

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 by the Manager to the Safeguarding lead Trustee 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,

Hilary Nicholls
Acting Chair

Report of the Independent Examiner

I report on the accounts of the charity for the year to 31st March 2025 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 2025

	Notes	UR 2025 £	R 2025 £	TOTAL 2025 £	TOTAL 2024 £
Income & Endowments	2				
Statutory grants		5,000	40,454	45,454	88,870
Charitable trusts		29,006	43,275	72,281	88,012
Fundraising events		18,915	0	18,915	81,794
Donations, legacies & other		27,203	0	27,203	43,879
Bank interest		0	0	0	0
Total income		80,124	83,729	163,853	302,555
Resources expended					
Expenditure on raising funds	3	10,637	0	10,637	15,157
Expenditure on charitable activities	9	174,700	45,879	220,579	201,389
Total resources expended		185,337	45,879	231,216	216,546
Net income/costs		-105,213	37,850	-67,363	86,009
Funds b/f		167,060	13,334	180,394	94,385
Net income/costs for the year		-105,213	37,850	-67,363	86,009
Funds c/f		61,847	51,184	113,031	180,394

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 10 to 13 form part of these financial statements.

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Balance Sheet as at 31st March 2025

	Notes	2025 £	2024 £
Fixed Assets			
Tangible Assets	6	0	0
Current Assets			
Debtors		0	2,572
Cash at bank		<u>113,267</u>	<u>183,516</u>
Total Assets		<u>113,267</u>	<u>186,088</u>
Current Liabilities			
Other creditors	7	236	1,194
Deferred income		<u>0</u>	<u>4,500</u>
Total Liabilities		<u>236</u>	<u>5,694</u>
Net Assets		<u><u>113,031</u></u>	<u><u>180,394</u></u>
The Funds of the Charity			
Unrestricted funds		61,847	167,060
Restricted funds	9	<u>51,184</u>	<u>13,334</u>
		<u><u>113,031</u></u>	<u><u>180,394</u></u>

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

.....
Hilary Nicholls
Acting Chair

.....
Victoria Robertson
Trustee

DATE

HOME-START GUILDFORD

Notes to the Financial Statements as at 31st March 2025

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:

	2025	2024
Expenditure on raising funds		
Direct costs of fundraising events	275	3,957
Departmental costs	<u>10,362</u>	<u>11,200</u>
	<u>10,637</u>	<u>15,157</u>

4. Staff Costs

	2025	2024
Gross salaries	161,414	151,221
Employers NIC	8,992	8,891
Employers pension costs	<u>6,774</u>	<u>6,141</u>
	<u>177,180</u>	<u>166,253</u>

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

The average full time equivalent employees during the year were 5.7 heads.

5. Trustee Expenses

Expenses claimed by Trustees in the year were £194.

6. Tangible Fixed Assets

There were no tangible assets held during the year.

7. Current Liabilities

This includes pension liabilities.

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 £5,629 per annum.

The current lease was signed on 1st April 2023 and runs until 31st March 2026.

9. Restricted Funds

	Balance 01/04/202	Additions	Charge	Balance 31/03/202
	4	in year	for year	5
	£	£	£	£
Albert Hunt	1,667		1,667	0
Community Fund for Surrey	5,000	8,775	5,000	8,775
Garfield Weston	6,667		6,667	0
MHIF		40,454	11,795	28,659
Peter Harrison Foundation		15,000	1,250	13,750
Army Central Fund		4,500	4,500	0
BBC Children in Need		15,000	15,000	0
Total	13,334	83,729	45,879	51,184

The balance on 31st March 2025 will be used within the current financial year, with the exception of £8,425 of the MHIF which will be used in the financial year ending 31st March 2027.

10. Analysis of group net assets between funds

Funds on 31st March 2025 are represented by:

	URF £	RF £	Total Funds £
Tangible fixed assets	0	0	0
Debtors	0	0	0
Bank deposits	62,083	51,184	113,267
Current liabilities	-236	0	-236
<hr/>			
Total	61,847	51,184	113,031