

HOME-START BRACKNELL FOREST

England & Wales · Charity number 1160447

Details

Status Registered

Legal form Charitable company

Company number [09389303](#)

Registered 2015-02-11

Register [View on the Charity Commission register](#)

Contact

Address Open Learning Centre
Rectory Lane
Bracknell
RG12 7GR

Phone 01344860025

Email office@hsbf.org.uk

Website <http://hsbf.org.uk/>

Activities

Objects: THE OBJECTS OF THE CHARITY 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;D TO PROMOTE THE EDUCATION OF THE PUBLIC IN BETTER STANDARDS OF CHILD CAREWITHIN THE AREA OF SOUTH EAST BERKSHIRE AND ITS ENVIRONS.

Activities: Supporting families with Children between the ages of 0 and 5 in the Bracknell Forest Area

Classification

- **How:** Provides Human Resources
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, People With Disabilities

Geography

- Bracknell Forest

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £200,866 | £160,324 | - | - |
| 2024-03-31 | £145,542 | £145,047 | - | - |
| 2023-03-31 | £118,203 | £127,814 | - | - |
| 2022-03-31 | £95,773 | £103,345 | - | - |
| 2021-03-31 | £132,056 | £91,329 | - | - |

Trustees

| Name | Role | Appointed |
|------------------------|-------|------------|
| Rosemary Gunner | Chair | 2015-07-20 |
| Benjamin Philip Durbin | | 2025-07-15 |
| Benjamin Wallace | | 2023-02-23 |
| Emma Jane Tennant | | 2025-07-15 |
| Magdalena Ziegler | | 2024-07-16 |
| Michael Gbadebo | | 2015-11-05 |
| SHEILA MOONEY | | 2024-07-16 |
| Teresa Ann Cartwright | | 2026-05-11 |

HOME-START BRACKNELL FOREST

England & Wales - Charity number 1160447

Accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2025

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

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HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

Trustees and Directors' Report for the year ending 31st March 2025

The Trustees present their report and accounts for the year ending 31st March 2025

COMPANY / CHARITY INFORMATION

Trustees & Directors as of 31st March 2025:

| | | |
|---------------------|-------------|-----------------------|
| Mrs Rosemary Gunner | Chair | Reappointed June 2024 |
| Ms Magda Ziegler | Treasurer | Appointed July 2024 |
| Mr Michael Gbadebo | Independent | Reappointed June 2024 |
| Mrs Hilary Mason | Independent | Reappointed June 2023 |
| Mr Ben Wallace | Independent | Reappointed June 2024 |
| Mr Kami Missaghi | Independent | Appointed April 2023 |
| Ms Sheila Mooney | Independent | Appointed July 2024 |

Company Limited by Guarantee 9389303

Charity Number 1160447

Charity Offices
and
Registered Company Address
Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

Independent Examiner
Richard Parsons
AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough SL1 6DQ

Bankers
CAF BANK Ltd
PO Box 289
Kings Hill
West Malling
Kent ME19 4TA

Trustees / Directors

It is required by the Articles of Association that a third of the number of trustees must retire at each AGM. At the AGM in July 2024 Michael Gbadebo, Rosemary Gunner and Ben Wallace stood down as Trustees. All three were re-elected to serve a further term, as is permitted by the Articles of Association. During the year 2024 -2025 two trustees have resigned - Fay Grimmett in December 2024 and Clare Bibby in February 2025. The trustees are the only members of the charity and resign their membership upon resigning their trusteeship.

All Trustees are also Directors of the Incorporated Charity. A full list of trustees / directors at the time of this report is given on page 2.

Constitution, Objects and Policies

Home-Start Bracknell Forest is a Charitable Company Limited by Guarantee, incorporated on 14th January 2015 and registered as a charity on 11th February 2015. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Its purpose is to recruit, train and provide volunteers who offer regular, support, friendship and practical help to young families under stress, helping to prevent family crisis and breakdown. This support is individually provided within the family home. Home-Start is available to any family with at least one child under five years of age, with other or additional group support offered to families who need it. The trustees delegate the day-to-day responsibility for running the scheme to the Head of Services who is assisted by two Family Co-ordinators, a Groups Co-ordinator, an Administrator and a Fund-raising and Engagement Co-ordinator.

The Trustees have taken regard of the Charity Commission Guidance on Public benefit and consider our primary function is to benefit any appropriate family in Bracknell Forest who request our services.

Development, Activities and Achievements

In total, over the year, 82 families received 1:2:1 volunteer support, 144 parents attended one of our groups/courses, and we have supported circa 633 mothers through our Bracknell-Bumps and Babies closed Facebook group.

We have received 189 referrals, 94 were self-referrals. Close working relationships with our partners in other agencies continue to strengthen and ensures that families can access additional help where required and consent is given.

Our core service is our 1:1 volunteer home-visiting service, in addition to 1:1 support, we offer 4 group-led services; Play and Learn, Baby and Mum, More than Words, and Mums in Mind. We also provide specialist one off programs such a ½ day antenatal course for fathers and mothers to be. Support is usually in place within one month of referral, the only exceptions being where the family has very specific needs regarding times, or a volunteer with specific skills or experience is unavailable. Finding the right match is a priority, as this is usually a key factor in the success of our support.

Our Volunteer Preparation course started in September 2024 and took place over 4 weeks with a mixture of online learning and 4 classroom-based sessions. 8 volunteers completed the course. We currently have 26 active volunteers and 5 resting volunteers and 2 non-home-visiting volunteers. Training continues to be an ongoing priority for staff, volunteers, and trustees. The range of training attended included Perinatal Mental Health, Safeguarding, Finance and Budgeting, Child Development and Communication. In addition, our volunteer support meetings and volunteer training course have had speakers from other organisations with various topics including energy efficiency and domestic abuse.

At the end of the year our Head of Services, Sharon Kearins, leads a team consisting of Caroline Parker and Linda Stephens our Family Coordinators, Rachael Morgan our Groups Co-ordinator, Keith Hanks, our Fundraising and Engagement Officer, and Nicola Wells, our Administrator. The team are all working well together to deliver an excellent service to overwhelmed and struggling young families, with at least one child under 5 years of age, throughout the Borough.

We continue to work closely with partners throughout the statutory and voluntary sectors in Bracknell Forest, particularly the Children's Family Hubs, Early Help, the Health Visiting team and community voluntary service.

We have continued our positive engagement with local businesses and organisations based in Bracknell and the surrounding area, several of which have fundraised on our behalf, including Tesco Bracknell, Ancoris, David Lloyds Gym, Craft Coop. We are very grateful for the opportunity to work with all these companies.

Longstanding support and relationships from many in the local voluntary and faith community has grown and flourished and we always value the opportunity to talk to these organisations and work in partnership to improve outcomes for families.

Financial Review

The Trustees have developed a Fundraising Strategy designed to maintain a steady pipeline of income from multiple sources, including long-term funding streams and sustained smaller donations from local organisations and supporters.

Our long-term funding streams this year have included funding from Bracknell Forest Council and from Bracknell and Ascot CCG which has been extended until July 2029. We have continued working in a partnership led by Home-Start East Berkshire and are now in the second year of funding from the National Lottery over 3 years to provide support to expectant families and families with children under 5.

We have been able to be more proactive in our fundraising activities evidenced by multiple grants, parish council donations and one-time donations received throughout the year from local organisations and supporters. We hope that working with local businesses in the community we serve will secure our financial health in the year ahead.

A rewarding year of fundraising has enabled us to rebuild our reserves.

When setting the reserves policy, the Trustees considered the need to fulfil working capital requirements as well as cover any future income shortfall. As at 31 March 2025 the reserves stand at £96,307. All these funds are unrestricted. The target for the reserves set by the Trustees is 50% of total costs, which for this year is £80,000. With the reserves amounting to £96,307 the Trustees consider that the charity has sufficient funds to carry out its function.

Statement of Trustees' Responsibilities

The Trustees are required under the constitution of the charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the scheme and of its results for that period. In preparing those financial statements the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to assume the scheme will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the scheme at any time. They are also responsible for safeguarding the assets of the scheme and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

This report was approved by the Trustees and signed on their behalf on 19th June 2025.

R.E. Gunner

**Rosemary Gunner
Director and Chair of Trustees**

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

INDEPENDENT EXAMINER REPORT TO THE TRUSTEES OF HOME-START BRACKNELL FOREST (“THE COMPANY”)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025, which are set out on pages 8 to 12.

Responsibilities and basis of report:

As the charity’s trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (‘the 2006 Act’).

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity’s accounts as carried out under section 145 of the Charities Act 2011 (‘the 2011 Act’). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner’s report:

My examination was carried out in accordance with the general Direction 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 the 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:

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. ~~accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or~~
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair

view which is not a matter considered as part of an independent examination;
or

4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

R. K. Parsons

AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough
SL1 6DQ

R K Parsons FCA
Chartered Accountant
Date: 19 June 2025

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

Income and Expenditure Account

| | Year to 31/3/2025 | Year to 31/3/2024 |
|--|--------------------------|--------------------------|
| | £ | £ |
| Income | | |
| Donations | 32,017 | 33,197 |
| Grants | 166,704 | 110,532 |
| Other | 624 | 558 |
| Interest | 1,521 | 1,255 |
| TOTAL INCOME | 200,866 | 145,542 |
| Expenditure | | |
| Charitable Activities | 154,439 | 140,236 |
| Fundraising Costs | 296 | 999 |
| Management and Administration Costs | 5,589 | 3,812 |
| TOTAL EXPENDITURE | 160,324 | 145,047 |
| Surplus/(Deficit) for the year | 40,542 | 495 |
| Movement in Reserves | | |
| Opening Balance | 55,765 | 55,270 |
| Surplus/(Deficit) for the year | 40,542 | 495 |
| Reserves Closing Balance | 96,307 | 55,765 |

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

BALANCE SHEET AS AT 31 MARCH 2025

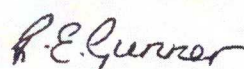
| | Year to 31/3/2025 | Year to 31/3/2024 |
|---------------------|-------------------|-------------------|
| | £ | £ |
| Fixed Assets | 1,478 | 1,112 |
| Current Assets | | |
| Sundry Debtors | 0 | 44 |
| Cash and bank | 103,184 | 60,015 |
| Current Liabilities | (8,355) | (5,406) |
| Net Current Assets | 94,829 | 54,653 |
| Net Assets | <u>96,307</u> | <u>55,765</u> |
| Capital | | |
| Unrestricted Funds | 96,307 | 55,765 |
| Restricted Funds | 0 | 0 |
| | <u>96,307</u> | <u>55,765</u> |

The notes form part of the financial statements.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the special provisions relating to companies subject to small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 19 June 2025



Rosemary Gunner
Director and Chair of Trustees



Magda Ziegler, FCCA
Director and Treasurer

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

1. Accounting Policies

1.1 Basis of Preparation of Accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations described in the Trustee and Directors Report and all of which are continuing. The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

1.2 Statement of compliance

The financial statements 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 applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Charities Act 2011 and the Companies Act 2006.

1.3 Depreciation

Depreciation is provided at rates calculated to write off the cost on valuation of fixed assets less their estimated residual value over their expected useful life on the basis of 25% straight line (Fixtured & Fittings)

1.4 Income

Voluntary income is received by way of donations, grants and gifts and is included in full in the Statement of Financial Activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

1.5 Expenditure

Expenditure is recognised on the accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

1.6 Management and Administration Costs

Management and Administration Costs include expenditure not directly related to the charitable activities and include bank fee, office supplies and postage, accounting, recruitment, insurance and Home Start UK levy fee.

1.7 Public Benefit

The company meets the definition of a public benefit entity under FRS 102.

1.8 Tax Accounting

The charity is exempt from tax on its charitable activities.

1.9 Donated Goods and Services

Any goods and services donated to the charity are treated as income based on their estimated value.

2. Salary Disclosure

The cost of staff salaries, included in Charitable Activities is broken down as follows:

| | 31/3/2025 | 31/3/2024 |
|---|-----------|-----------|
| Salaries | £106,822 | £107,684 |
| Employer National Insurance | £14,705 | £7,454 |
| Employer Contributions to Pension Scheme | £9,182 | £9,104 |
| Total | £130,709 | £124,242 |

Average headcount in both years stands at 6. No employee received emoluments of more than £60,000.

3. Trustee Expenses

There were no direct payments to trustees. One trustee received £34 as reimbursement of Companies House fee payment made using their personal credit card.

4. Outstanding contracts

The charity has one outstanding contract relating to the office lease which expired in July 2024. The contract has been renewed but is pending the legal completion and signature which is expected by mid 2025. The rent costs have been accrued for.

5. Company Details

The company is incorporated in England and Wales. It is a private charitable company limited by guarantee. The registered office address is:

Bracknell Open Learning Centre
Rectory Lane,
Bracknell, Berkshire, RG12 7GR

6. Restricted Funds

Unrestricted funds are available for use at the discretion of the trustees to further the general objectives of the charity whereas restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Designated funds are unrestricted funds earmarked for particular purposes. There were no restricted funds during the financial year.

7. Reserves Policy

The reserves policy is reviewed on an annual basis.

8. Tangible Fixed Assets

Fixtures and Fittings

| | |
|-------------------------------|--------------|
| | £ |
| Cost at 1/4/2024 | 2,250 |
| Additions | <u>1,059</u> |
| | 3,309 |
| Disposals | <u>-952</u> |
| Cost at 31/3/2025 | <u>2,357</u> |
| Depreciation at 1/4/2024 | 1,139 |
| Charge for the year | <u>694</u> |
| | 1,833 |
| Disposals | <u>-952</u> |
| | <u>881</u> |
| Net Book Value at 1/4/2024 | 1,112 |
| at 31/3/2025 | 1,478 |

9. Current Liabilities

| | |
|-----------------------------------|---------------|
| Office Rent 1/7/2024 to 31/3/2025 | £6,750 |
| Travel Expenses March | £127 |
| Accounts FY2024/25 Examination | £690 |
| IT Support | £40 |
| Project Expenses | £480 |
| Training Org | £150 |
| Marketing | £118 |
| Total | <u>£8,355</u> |

HOME-START BRACKNELL FOREST

England & Wales - Charity number 1160447

Accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2024

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

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HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

Trustees and Directors' Report for the year ending 31st March 2024

The Trustees present their report and accounts for the year ending 31st March 2024.

COMPANY / CHARITY INFORMATION

Trustees & Directors as of 31st March 2024:

| | | |
|---------------------|-------------|-------------------------|
| Mrs Rosemary Gunner | Chair | Reappointed June 2021 |
| Mrs Fay Grimmett | Treasurer | Reappointed July 2023 |
| Mr Michael Gbadebo | Independent | Reappointed June 2022 |
| Mrs Hilary Mason | Independent | Reappointed June 2023 |
| Mr Ben Wallace | Independent | Appointed February 2023 |
| Mr Kami Missaghi | Independent | Appointed April 2023 |
| Mrs Clare Bibby | Independent | Appointed June 2023 |

Company Limited by Guarantee 9389303

Charity Number 1160447

Charity Offices
and
Registered Company Address
Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

Independent Examiner
Richard Parsons
AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough SL1 6DQ

Bankers
CAF BANK Ltd
PO Box 289
Kings Hill
West Malling
Kent ME19 4TA

Trustees / Directors

At the AGM in July 2023 Hilary Mason and Fay Grimmett stood down as a Trustees as is required by the Articles of Association and were both re-elected to serve a further term as Trustees. In April 2023 Kamy Missaghi was appointed as a Trustee and in June 2023 Clare Bibby was appointed as a trustee. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. New trustees are recruited from the volunteers and other contacts that the charity has dealings with.

All Trustees are also Directors of the Incorporated Charity. A full list of trustees / directors at the time of this report is given on page 2.

Constitution, Objects and Policies

Home-Start Bracknell Forest is a Charitable Company Limited by Guarantee, incorporated on 14th January 2015 and registered as a charity on 11th February 2015. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Its purpose is to recruit, train and provide volunteers who offer regular support, friendship and practical help to young families under stress in their own homes helping to prevent family crisis and breakdown. Home-Start is available to any family with at least one child under five years of age. The trustees delegate the day-to-day responsibility for running the scheme to the Scheme Manager who is assisted by two Family Co-ordinators, a Groups Co-ordinator, an Administrator and a Fund-raising and Engagement Co-ordinator.

The Trustees have taken regard of the Charity Commission Guidance on Public benefit and consider our primary function is to benefit any appropriate family in Bracknell Forest who request our services.

Development, Activities and Achievements

In total, over the year, 61 families received 1:2:1 volunteer support, 117 parents attended one of our groups/courses, and we have supported circa 580 mothers through our Bracknell Bumps and Babies closed Facebook group.

We have received 151 referrals, 56 were self-referrals. Close working relationships with our partners in other agencies continue to strengthen and ensures that families are able to access additional help where required and consent is given.

Our core service is our 1:1 volunteer home-visiting service, in addition to 1:1 support, we offer 3 group-led services; Play and Learn, Baby and Me and More than Words. We also provide specialist one off programs such a ½ day course for fathers and mothers to be. Support is usually in place within one month of referral, the only exceptions being where the family has very specific needs regarding times, or a volunteer with specific skills or experience is unavailable. Finding the right match is a priority, as this is usually a key factor in the success of our support.

Our annual preparation course for volunteers started in September 2023 and took place over 4 weeks with a mixture of online learning and 4 classroom-based sessions. 8 volunteers completed the course. We currently have 21 active volunteers and 3 resting volunteers. Training continues to be an ongoing priority for staff, volunteers, and trustees. The range of training attended included Perinatal Mental Health, Safeguarding, Finance and Budgeting, Parental Conflict and Speech and Language. In addition, our volunteer support meetings and volunteer training course have had speakers from other organisations with various topics including energy efficiency and childcare options for under 3's.

At the end of the year our Scheme Manager, Sharon Kearins, leads a team consisting of Val Callan and Caroline Parker, our Family Coordinators, Rachael Morgan our Groups Co-ordinator, Nina Madder-Smith, our Fundraising and Engagement Co-ordinator, and Nicola Wells, our Administrator. The team are all working well together to deliver an excellent service to overwhelmed and struggling young families, with at least one child under 5 years of age, throughout the Borough.

We continue to work closely with partners throughout the statutory and voluntary sectors in Bracknell Forest, in particular the Children's Family Hubs, Early Help, the Health Visiting team and community voluntary service, Involve,

We have had positive engagement with some of the many local businesses based in Bracknell and the surrounding area including: Tesco Bracknell, Waitrose Bracknell, Ancoris, Jemca Toyota and Ascot Racecourse. We are very grateful for the opportunity to work with all of these companies.

Longstanding support and relationships from many in the local voluntary and faith community has grown and flourished and we always value the opportunity to talk to these organisations and work in partnership to improve outcomes for families.

Financial Review

During this year, our funding from Bracknell Forest Council and from Bracknell and Ascot CCG has continued and has been extended until July 29. However, this covers less than half the funding that we need. We have also been working in a partnership led by Home-Start Slough and were awarded some funding from the National Lottery

over 3 years to provide support to expectant families and families with children under 5. This commenced February 2024.

Our Formal Reserves in (accordance with our reserves policy) should be £64,000 to cover 3 months' running costs and redundancies. This year we had an operating profit of £495 increasing our reserves to £55,765, which is about £8,235 less than they should be. The Trustees are confident that the reserves are sufficient enough to continue preparing the financial statements on a going concern basis and are seeking additional funding to ensure that the reserves are in accordance with the reserves policy.

Statement of Trustees' Responsibilities

The Trustees are required under the constitution of the charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the scheme and of its results for that period. In preparing those financial statements the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to assume the scheme will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the scheme at any time. They are also responsible for safeguarding the assets of the scheme and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

This report was approved by the Trustees and signed on their behalf on
13th June 2024.

R. E. Gunner

Rosemary Gunner
Director and Chair of Trustees

HOME-START BRACKNELL FOREST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

HOME-START BRACKNELL FOREST ('THE COMPANY')

(A company limited by Guarantee. Company Number 09389303)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024, which are set out on pages 7 to 11.

Responsibilities and basis of report:

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report:

My examination was carried out in accordance with the general Direction 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 the 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:

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

R. K. Parsons

AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough
SL1 6DQ

R K Parsons FCA
Chartered Accountant
Date: 15th June 2024

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2024

Income and Expenditure Account

| | <u>Notes</u> | <u>2024 Total</u> | <u>2023 Total</u> |
|---|--------------|-----------------------|-----------------------|
| | | £ | £ |
| Incoming Resources | | | |
| Donations & gifts | | 33,197 | 20,303 |
| Grants received | | 110,532 | 97,095 |
| Other Income and Repayments | | 558 | 313 |
| Deposit account interest | | 1,255 | 493 |
| Total Incoming Resources | | <u>145,542</u> | <u>118,203</u> |
| Resources Expended | | | |
| Direct charitable expenditure | | 140,236 | 123,389 |
| Fund Raising Costs | | 999 | 67 |
| Tax on Activities | | 0 | 0 |
| Management & administration of the charity | | 3,812 | 4,358 |
| Total expenditure | | <u>145,047</u> | <u>127,814</u> |
| Net income / expenditure for the year | | <u>495</u> | <u>(9,611)</u> |
| Net movement in funds for the year | 7 | <u>495</u> | <u>(9,611)</u> |
| Total funds brought forward | | <u>55,270</u> | <u>64,881</u> |
| Total funds carried forward | | <u>55,765</u> | <u>55,270</u> |

There were no recognised gains or losses for 2024 or 2023 other than those included in the Statement of Financial Activities.

For the year ended 31 March 2024 there were no restricted funds: all funds were unrestricted.

The notes on pages 9, 10 and 11 form part of these accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

BALANCE SHEET AS AT 31ST MARCH 2024

| | <u>Notes</u> | | <u>2024</u> | <u>2023</u> |
|-------------------------------------|--------------|----------------|----------------|---------------|
| | | £ | £ | £ |
| <u>Tangible Fixed Assets</u> | 8 | | 1,112 | 1,238 |
| <u>Current Assets</u> | | | | |
| Sundry Debtors | | 44 | 0 | |
| Cash at bank and in hand | | <u>60,015</u> | <u>58,406</u> | |
| | | 60,059 | 58,406 | |
| <u>Current Liabilities</u> | 9 | <u>(5,406)</u> | <u>(4,374)</u> | |
| <u>Net Current Assets</u> | | | | <u>54,032</u> |
| <u>Net Assets</u> | | | | <u>55,270</u> |
| <u>Capital</u> | | | | |
| Unrestricted Funds | | | 55,765 | 55,270 |
| Restricted Funds | | | <u>0</u> | <u>0</u> |
| | | | <u>55,765</u> | <u>55,270</u> |

The notes on pages 9, 10 and 11 form part of these accounts.

For the year ending 31/03/2024 the 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 company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 13th June 2024 and signed on their behalf by:

R. E. Gunner

R Gunner
Director and Chair

Fay Grimmett

F Grimmett
Director and Treasurer

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2024**

1 Accounting Policies

1.1 Basis of Preparation of Accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustees and Directors' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

1.2 Statement of compliance

The financial statements 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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

1.3 Depreciation

Depreciation is provided at rates calculated to write off the cost on valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

| | |
|---------------------|-------------------|
| Fixtures & Fittings | 25% Straight Line |
|---------------------|-------------------|

1.4 Income

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

The value of services provided by volunteers has not been included in these accounts.

1.5 Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates

1.6 Management and Administration Expenditure

Expenditure on Management and Administration of the charity includes expenditure not directly related to the charitable activity. This includes costs incurred by the Trustees, fees paid to Home-Start UK, Insurance costs and fees for the independent examination of the accounts.

1.7 Public Benefit

The company meets the definition of a public benefit entity under FRS 102

1.8 Company details

The full company details are shown on Page 2 of this report.

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2024**

1.9 Tax Accounting

The charity is exempt from tax on its charitable activities.

1.10 Donated Goods and Services

Any goods or services donated to the charity are treated as income based on their estimated value.

2 Salaries disclosures

The costs of staff salaries etc (which are included in the Direct Charitable expenditure) are broken down as follows:

| | 2024 | 2023 |
|---|----------|----------|
| Salaries | £107,684 | £ 91,696 |
| Employer's National Insurance costs | £ 2,454 | £ 1,185 |
| Employer's contributions to DC Pension Scheme | £ 9,104 | £ 7,834 |
| Total | £124,242 | £100,715 |
| Average Headcount was | 6 | 5 |

No employee received emoluments of more than £60,000

3 Trustees Expenses

There were no direct payments to trustees. However, 1 trustee received £424 as reimbursement for purchases for the Charity made using their personal credit card.

4 Outstanding Contracts

The company has 7 outstanding contracts:

1. Lease on Office which expires in July 2024. This is subject to 6 month's notice of termination so the outstanding liability is 6 month's rent (ie £3,712). (The liability was also £3,712 in 2023.)
2. Contracts on 5 mobile phones expiring at various times during 2025. The total outstanding liability is £399. (The liability was £103 in 2023)
3. A rolling contract for telephones with PCT which requires 90 days' notice of termination (ie £88). (The liability was £112 in 2022)

5 Company Details

The Company is incorporated in England and Wales.

It is a private charitable company limited by guarantee

Its registered office address is

Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

6 Restricted Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity, whereas restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

There were no restricted funds during the financial year.

7 Net movement in funds for the year

The net movement in funds for the year is stated after charging:-

| | 2024 £ | 2023 £ |
|------------------------------|------------|------------|
| Depreciation | 1,025 | 1,663 |
| Independent Examination fees | <u>690</u> | <u>660</u> |

8 Tangible Fixed Assets

| | <u>Equipment</u> <u>Fixtures & Fittings</u> | |
|---------------------|--|--|
| | £ | |
| Cost | | |
| At 1st April 2023 | 3,201 | |
| Additions | <u>899</u> | |
| | 4,100 | |
| Disposals | -1,850 | |
| At 31 March 2024 | <u>2,250</u> | |
| Depreciation | | |
| At 1st April 2023 | 1,963 | |
| Charge for the year | <u>1,025</u> | |
| | 2,988 | |
| Disposals | -1,850 | |
| At 31 March 2024 | <u>1,138</u> | |
| Net Book Value | | |
| At 1st April 2023 | 1,238 | |
| At 31st March 2024 | <u>1,112</u> | |

9 Current Liabilities

| | 2024 £ | 2023 £ |
|------------------------------|--------------|--------------|
| PAYE & NI | 4,503 | 3,626 |
| Other creditors and accruals | 903 | 748 |
| | <u>5,406</u> | <u>4,374</u> |

HOME-START BRACKNELL FOREST

England & Wales - Charity number 1160447

Accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2023

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

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HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

Trustees and Directors' Report for the year ending 31st March 2023

The Trustees present their report and accounts for the year ending 31st March 2023.

COMPANY / CHARITY INFORMATION

Trustees & Directors as of 31st March 2023:

| | | |
|---------------------|-------------------|-------------------------|
| Mrs Rosemary Gunner | Chair | Reappointed June 2021 |
| Ms Alex Jolly | Vice Chair | Appointed April 2021 |
| Mr Gareth Jenkins | Treasurer | Reappointed June 2022 |
| Mrs Fay Grimmett | Company Secretary | Reappointed July 2020 |
| Mr Michael Gbadebo | Independent | Reappointed June 2022 |
| Mrs Hilary Mason | Independent | Reappointed June 2021 |
| Mr Ben Wallace | Independent | Appointed February 2023 |

Company Limited by Guarantee 9389303

Charity Number 1160447

Charity Offices
and
Registered Company Address

Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

Independent Examiner

Richard Parsons
AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough SL1 6DQ

Bankers

CAF BANK Ltd
PO Box 289
Kings Hill
West Malling
Kent ME19 4TA

Trustees / Directors

At the AGM in November 2022, Michael Gbadebo resigned as the Chair and was replaced by Rosemary Gunner. Michael Gbadebo and Gareth Jenkins stood down as a Trustees as is required by the Articles of Association and were both re-elected to serve a further term as Trustees. Anne Jenkins also stood down as a Trustee and did not seek re-election. In February 2023 Ben Wallace was appointed as a Trustee. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. New trustees are recruited from the volunteers and other contacts that the charity has dealings with.

All Trustees are also Directors of the Incorporated Charity. A full list of trustees / directors at the time of this report is given on page 2.

Constitution, Objects and Policies

Home-Start Bracknell Forest is a Charitable Company Limited by Guarantee, incorporated on 14th January 2015 and registered as a charity on 11th February 2015. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Its purpose is to recruit, train and provide volunteers who offer regular support, friendship and practical help to young families under stress in their own homes helping to prevent family crisis and breakdown. Home-Start is available to any family with at least one child under five years of age. The trustees delegate the day-to-day responsibility for running the scheme to the Scheme Manager who is assisted by two Family Co-ordinators, a Groups Co-ordinator; an Administrator and a Fund-raising and Engagement Co-ordinator.

The Trustees have taken regard of the Charity Commission Guidance on Public benefit and consider our primary function is to benefit any appropriate family in Bracknell Forest who request our services.

Development, Activities and Achievements

In total, over the year, 60 families received 1:2:1 volunteer support, 79 parents attended one of our groups/courses, and we have supported circa 500 mothers through our Bracknell Bumps and Babies closed Facebook group.

We have received 146 referrals, 52 were self-referrals. Close working relationships with our partners in other agencies continue to strengthen and ensures that families are able to access additional help where required and consent is given.

Our core service is our 1:1 volunteer home-visiting service, in addition to 1:1 support, we offer 3 group-led services; Play and Learn, Baby and Me and More than Words. We also provide specialist one off programs such a ½ day course for fathers to be. Support is usually in place within one month of referral (often within days), the only exceptions being where the family has very specific needs regarding times, or a volunteer with specific skills or experience is unavailable. Finding the right match is a priority, as this is usually a key factor in the success of our support.

Our annual preparation course for volunteers started in November 22 and took place over 5 weeks with a mixture of online learning and 5 classroom-based sessions. 7 volunteers completed the course. We currently have 22 active volunteers and 1 resting volunteer and 2 non-visiting volunteers. Training continues to be an ongoing priority for staff, volunteers, and trustees. The range of training attended included Perinatal Mental Health, Safeguarding, Five to Thrive - Adverse childhood experiences, Finance and Budgeting, Parental Conflict and Speech and Language. In addition, our volunteer support meetings and volunteer training course have had speakers from other organisations with various topics including energy efficiency, childcare options for under 3's and positive communications.

In November 2022 we recruited Nicola Wells as a new Administrator, which allowed out previous administrator, Nina Madder-Smith to move to a new Role as Fundraising and Engagement Co-ordinator. At the end of December 2022, our Groups Co-ordinator, Liz Le-Monte Shepherd, resigned. In January 2023, she was replaced by Rachal Morgan. At the end of the year our Scheme Manager, Sharon Kearins, leads a team consisting of Val Callan and Caroline Parker, our Family Co-ordinators, Rachael Morgan our Groups Co-ordinator, and Nina Madder-Smith, our Fundraising and Engagement Co-ordinator, and Nicola Wells, our Administrator. The team are all working well together to deliver an excellent service to overwhelmed and struggling young families, with at least one child under 5 years of age, throughout the Borough.

We continue to work closely with partners throughout the statutory and voluntary sectors in Bracknell Forest, in particular the Children's Centres and the Health Visiting team and community voluntary service, Involve, through the Volunteer Passport scheme.

We have had positive engagement with some of the many local businesses based in Bracknell and the surrounding area including: Tesco Bracknell, Waitrose Bracknell, Ancoris and B-Fit Ascot. We are very grateful for the opportunity to work with all of these companies.

Longstanding support and relationships from many in the local voluntary and faith community has grown and flourished and we always value the opportunity to talk to these organisations and work in partnership to improve outcomes for families.

Financial Review

During this year, our funding from Bracknell Forest Council and from Bracknell and Ascot CCG has continued and has been extended until July 2024. However, this covers less than half the funding that we need. We had also been working in a consortium led by Home-Start Slough and were awarded some funding from the National Lottery over 3 years to provide support to expectant mothers. This came to an end in September 2022.

Our formal reserves (in accordance with our reserves policy) should be £64,000 to cover 6 months' running costs. This year we had an operating deficit of about £9,600 reducing our reserves to £55,300 which is about £8,700 less than they should be.

Statement of Trustees' Responsibilities

The Trustees are required under the constitution of the charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the scheme and of its results for that period. In preparing those financial statements the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to assume the scheme will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the scheme at any time. They are also responsible for safeguarding the assets of the scheme and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

This report was approved by the Trustees and signed on their behalf on
15th June 2023.



Rosemary Gunner
Director and Chair of Trustees

HOME-START BRACKNELL FOREST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

HOME-START BRACKNELL FOREST ('THE COMPANY')

(A company limited by Guarantee. Company Number 09389303)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023, which are set out on pages 7 to 11.

Responsibilities and basis of report:

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report:

My examination was carried out in accordance with the general Direction 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 the 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:

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

R. K. Parsons

AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough
SL1 6DQ

R K Parsons FCA
Chartered Accountant
Date: 15th June 2023

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

STATEMENT OF FINANCIAL ACTIVITIES **FOR THE YEAR ENDED 31ST MARCH 2023**

Income and Expenditure Account

| | <u>Notes</u> | <u>2023</u> <u>Total</u> | <u>2022</u> <u>Total</u> |
|---|--------------|-----------------------------|-----------------------------|
| | | £ | £ |
| Incoming Resources | | | |
| Donations & gifts | | 20,303 | 19,470 |
| Grants received | | 97,095 | 75,595 |
| Other Income and Repayments | | 313 | 416 |
| Deposit account interest | | 493 | 292 |
| | | <u>118,203</u> | <u>95,773</u> |
| Total Incoming Resources | | | |
| Resources Expended | | | |
| Direct charitable expenditure | | 123,389 | 98,390 |
| Fund Raising Costs | | 67 | 50 |
| Tax on Activities | | 0 | 0 |
| Management & administration of the charity | | 4,358 | 4,905 |
| | | <u>127,814</u> | <u>103,345</u> |
| Total expenditure | | | |
| Net income / expenditure for the year | | <u>(9,611)</u> | <u>(7,572)</u> |
| Net movement in funds for the year | 7 | <u>(9,611)</u> | <u>(7,572)</u> |
| Total funds brought forward | | | |
| | | <u>64,881</u> | <u>72,453</u> |
| Total funds carried forward | | | |
| | | <u>55,270</u> | <u>64,881</u> |

There were no recognised gains or losses for 2023 or 2022 other than those included in the Statement of Financial Activities.

For the year ended 31 March 2023 there were no restricted funds: all funds were unrestricted.

The notes on pages 9, 10 and 11 form part of these accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

BALANCE SHEET AS AT 31ST MARCH 2022

| | <u>Notes</u> | | <u>2023</u> | <u>2022</u> |
|-------------------------------------|--------------|---------|-------------|-------------|
| | | £ | £ | £ |
| <u>Tangible Fixed Assets</u> | 8 | | 1,238 | 2,502 |
| <u>Current Assets</u> | | | | |
| Sundry Debtors | | 0 | 0 | |
| Cash at bank and in hand | | 58,406 | 66,318 | |
| | | 58,406 | 66,318 | |
| <u>Current Liabilities</u> | 9 | (4,374) | (3,939) | |
| <u>Net Current Assets</u> | | | 54,032 | 62,379 |
| <u>Net Assets</u> | | | 55,270 | 64,881 |
| <u>Capital</u> | | | | |
| Unrestricted Funds | | | 55,270 | 64,881 |
| Restricted Funds | | | 0 | 0 |
| | | | 55,270 | 64,881 |

The notes on pages 9, 10 and 11 form part of these accounts.

For the year ending 31/03/2023 the 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 company to obtain an audit of its accounts for the year in question in accordance with section 476.


The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 15th June 2023 and signed on their behalf by:



R Gunner
Director and Chair



G Jenkins
Director and Treasurer

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2023**

1 Accounting Policies

1.1 Basis of Preparation of Accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustees and Directors' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

1.2 Statement of compliance

The financial statements 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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

1.3 Depreciation

Depreciation is provided at rates calculated to write off the cost on valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

| | |
|---------------------|-------------------|
| Fixtures & Fittings | 25% Straight Line |
|---------------------|-------------------|

1.4 Income

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

The value of services provided by volunteers has not been included in these accounts.

1.5 Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates

1.6 Management and Administration Expenditure

Expenditure on Management and Administration of the charity includes expenditure not directly related to the charitable activity. This includes costs incurred by the Trustees, fees paid to Home-Start UK, Insurance costs and fees for the independent examination of the accounts.

1.7 Public Benefit

The company meets the definition of a public benefit entity under FRS 102

1.8 Company details

The full company details are shown on Page 2 of this report.

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2023**

1.9 Tax Accounting

The charity is exempt from tax on its charitable activities.

1.10 Donated Goods and Services

Any goods or services donated to the charity are treated as income based on their estimated value.

2 Salaries disclosures

The costs of staff salaries etc (which are included in the Direct Charitable expenditure) are broken down as follows:

| | 2023 | 2022 |
|---|----------|---------|
| Salaries | £ 91,696 | £71,105 |
| Employer's National Insurance costs | £ 1,185 | £ 565 |
| Employer's contributions to DC Pension Scheme | £ 7,834 | £ 6,711 |
| Total | £100,715 | £78,381 |
| Average Headcount was | 5 | 4 |

No employee received emoluments of more than £60,000

3 Trustees Expenses

There were no direct payments to trustees. However, 1 trustee received £48 as reimbursement for purchases for the Charity made using their personal credit card.

4 Outstanding Contracts

The company has 7 outstanding contracts:

1. Lease on Office which expires in July 2024. This is subject to 6 month's notice of termination so the outstanding liability is 6 month's rent (ie £3,712). (The liability was also £3,712 in 2022.)
2. Contracts on 5 mobile phones expiring at various times during 2023. The total outstanding liability is £103. (The liability was £232 in 2022)
3. A rolling contract for telephones with PCT which requires 90 days' notice of termination (ie £112). (The liability was £88 in 2022)

5 Company Details

The Company is incorporated in England and Wales.

It is a private charitable company limited by guarantee

Its registered office address is

Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

6 Restricted Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity, whereas restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

There were no restricted funds during the financial year.

7 Net movement in funds for the year

The net movement in funds for the year is stated after charging:-

| | 2023 £ | 2022 £ |
|------------------------------|------------|------------|
| Depreciation | 1,663 | 1,617 |
| Independent Examination fees | <u>660</u> | <u>630</u> |

8 Tangible Fixed Assets

| | <u>Equipment</u> <u>Fixtures & Fittings</u> £ |
|---------------------|---|
| Cost | |
| At 1st April 2021 | 6,255 |
| Additions | <u>399</u> |
| | 6,654 |
| Disposals | (3,453) |
| At 31 March 2022 | <u>3,201</u> |
| Depreciation | |
| At 1st April 2021 | 3,752 |
| Charge for the year | <u>1,664</u> |
| | 5,416 |
| Disposals | (3,453) |
| At 31 March 2022 | <u>1,963</u> |
| Net Book Value | |
| At 1st April 2021 | 2,503 |
| At 31st March 2022 | <u>1,238</u> |

9 Current Liabilities

| | 2023 £ | 2022 £ |
|------------------------------|--------------|--------------|
| PAYE & NI | 3,626 | 3,211 |
| Other creditors and accruals | 748 | 728 |
| | <u>4,374</u> | <u>3,939</u> |

HOME-START BRACKNELL FOREST

England & Wales - Charity number 1160447

Accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

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HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

Trustees and Directors' Report for the year ending 31st March 2022

The Trustees present their report and accounts for the year ending 31st March 2022.

COMPANY / CHARITY INFORMATION

Trustees & Directors as of 31st March 2022:

| | | |
|-------------------------------|-------------------|-----------------------|
| Mr Michael Gbadebo | Chair | Reappointed July 2019 |
| Mr Gareth Jenkins (Treasurer) | Independent | Reappointed July 2019 |
| Mrs Anne Jenkins | Board Secretary | Reappointed July 2019 |
| Mrs Fay Grimmett | Company Secretary | Reappointed July 2020 |
| Mrs Rosemary Gunner | Independent | Reappointed June 2021 |
| Mrs Hilary Mason | Independent | Reappointed June 2021 |
| Ms Alex Jolly | Independent | Appointed April 2021 |

Company Limited by Guarantee 9389303

Charity Number 1160447

Charity Offices
and
Registered Company Address
Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

Independent Examiner
Richard Parsons
AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough SL1 6DQ

Bankers
CAF BANK Ltd
PO Box 289
Kings Hill
West Malling
Kent ME19 4TA

Trustees / Directors

At the AGM in November 2021, Michael Gbadebo continued with his role as the Chair. Hilary Mason and Rosemary Gunner stood down as a Trustees as is required by the Articles of Association and were both re-elected to serve a further

term as Trustees. In April 2021 Alex Jolly was appointed as a Trustee. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. New trustees are recruited from the volunteers and other contacts that the charity has dealings with.

All Trustees are also Directors of the Incorporated Charity. A full list of trustees / directors at the time of this report is given on page 2.

Constitution, Objects and Policies

Home-Start Bracknell Forest is a Charitable Company Limited by Guarantee, incorporated on 14th January 2015 and registered as a charity on 11th February 2015. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Its purpose is to recruit, train and provide volunteers who offer regular support, friendship and practical help to young families under stress in their own homes helping to prevent family crisis and breakdown. Home-Start is available to any family with at least one child under five years of age. The trustees delegate the day-to-day responsibility for running the scheme to the Scheme Manager who is assisted by two Family Co-ordinators, a Groups Co-ordinator and an Administrator.

The Trustees have taken regard of the Charity Commission Guidance on Public benefit and consider our primary function is to benefit any appropriate family in Bracknell Forest who request our services.

Development, Activities and Achievements

In total, over the year, 77 families received 1:2:1 volunteer support, 94 parents attended one of our groups/courses/walks, we have supported circa 400 mothers through our Bracknell Bumps and Babies closed Facebook group.

We have received 106 referrals, 25 were self-referrals. Close working relationships with our partners in other agencies continue to strengthen and ensures that families are able to access additional help where required and consent is given.

Following the removal of COVID restrictions, our core support services have resumed including our 1:1 volunteer home-visiting service and group led supports. Support is usually in place within one month of referral (often within days), the only exceptions being where the family has very specific needs regarding times, or a volunteer with specific skills or experience is unavailable. Finding the right match is a priority, as this is usually a key factor in the success of our support.

Our annual preparation course for volunteers started in October 2021 and took place over 5 weeks with a mixture of online learning and 5 classroom-based sessions. 8 potential volunteers completed the course. We currently have 25 active volunteers and 4 resting volunteers. Training continues to be an ongoing priority for staff, volunteers and trustees and the range of training attended included unconscious bias, Delivering Groups Confidently, Perinatal Infant Mental Health, and Volunteer Management. In addition, our volunteer support meetings and volunteer training course have had speakers from other organisations with various topics including energy efficiency and childcare options for under 3's.

At the end of December 2021, one of our Family Co-ordinators, Nicola Strudley, resigned. In January 2022, she was replaced by Caroline Parker and we also recruited Liz Le-Monte Shepherd to join the team as a Groups Co-ordinator. At the end of the year our Scheme Manager, Sharon Kearins, leads a team consisting of Val Callan and Caroline Parker, our Family Co-ordinators, Liz, Le-Monte Shepherd our Groups Co-ordinator, and Nina Madder-Smith, our Administrator. The team are all working well together to deliver an excellent service to overwhelmed and struggling young families, with at least one child under 5 years of age, throughout the Borough.

We continue to work closely with partners throughout the statutory and voluntary sectors in Bracknell Forest, in particular the Children's Centres and the Health Visiting team and community voluntary service, Involve, through the Volunteer Passport scheme.

We have had positive engagement with some of the many local businesses based in Bracknell and the surrounding area, including the John Lewis & Waitrose Partnership, PKB Accountants and B-Fit. We are very grateful for the opportunity to work with all of these companies.

Longstanding support and relationships from many in the local voluntary and faith community has grown and flourished and we always value the opportunity to talk to these organisations and work in partnership to improve outcomes for families.

Financial Review

During this year, our funding from Bracknell Forest Council and from Bracknell and Ascot CCG has continued and has been extended until September 2023. However this covers less than half the funding that we need. We have also been working in a consortium led by Home-Start Slough and have been awarded some funding from the National Lottery over 3 years to provide support to expectant mothers. This is expected to continue until September 2022. We are looking to recruit a Fundraising Co-ordinator to help us plug the gap in our future funding.

Our formal reserves (in accordance with our reserves policy) should be £70,000 to cover 6 months' running costs. This year we had an operating deficit of about £7,750 reducing our reserves to £64,700 which is about £5,300 less than they should be.

Statement of Trustees' Responsibilities

The Trustees are required under the constitution of the charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the scheme and of its results for that period. In preparing those financial statements the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to assume the scheme will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the scheme at any time. They are also responsible for safeguarding the assets of the scheme and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

**This report was approved by the Trustees and signed on their behalf on
16th June 2022.**



Michael Gbadebo
Director and Chair of Trustees

HOME-START BRACKNELL FOREST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

HOME-START BRACKNELL FOREST ('THE COMPANY')

(A company limited by Guarantee. Company Number 09389303)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022, which are set out on pages 7 to 11.

Responsibilities and basis of report:

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report:

My examination was carried out in accordance with the general Direction 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 the 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:

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

R. K. Parsons

AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough
SL1 6DQ

R K Parsons FCA
Chartered Accountant
Date: 16th June 2022

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

STATEMENT OF FINANCIAL ACTIVITIES **FOR THE YEAR ENDED 31ST MARCH 2022**

Income and Expenditure Account

| | <u>Notes</u> | <u>2022</u> <u>Total</u> | <u>2021</u> <u>Total</u> |
|---|--------------|-----------------------------|-----------------------------|
| | | £ | £ |
| Incoming Resources | | | |
| Donations & gifts | | 19,470 | 48,905 |
| Grants received | | 75,595 | 82,538 |
| Other Income and Repayments | | 416 | 230 |
| Deposit account interest | | 292 | 382 |
| Total Incoming Resources | | <u>95,773</u> | <u>132,056</u> |
| Resources Expended | | | |
| Direct charitable expenditure | | 98,390 | 88,317 |
| Fund Raising Costs | | 0 | 205 |
| Tax on Activities | | 0 | 0 |
| Management & administration of the charity | | 4,955 | 3,406 |
| Total expenditure | | <u>103,345</u> | <u>91,928</u> |
| Net income / expenditure for the year | | <u>(7,572)</u> | <u>40,127</u> |
| Net movement in funds for the year | 7 | <u>(7,572)</u> | <u>40,127</u> |
| Total funds brought forward | | <u>72,453</u> | <u>32,326</u> |
| Total funds carried forward | | <u>64,881</u> | <u>72,453</u> |

There were no recognised gains or losses for 2022 or 2021 other than those included in the Statement of Financial Activities.

For the year ended 31 March 2022 there were no restricted funds: all funds were unrestricted.

The notes on pages 9, 10 and 11 form part of these accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

BALANCE SHEET **AS AT 31ST MARCH 2022**

| | <u>Notes</u> | | <u>2022</u> | <u>2022</u> |
|-------------------------------------|--------------|----------------|----------------|---------------|
| | | £ | £ | £ |
| <u>Tangible Fixed Assets</u> | 8 | | 2,502 | 3,167 |
| <u>Current Assets</u> | | | | |
| Sundry Debtors | | 0 | 0 | |
| Cash at bank and in hand | | <u>66,318</u> | <u>72,679</u> | |
| | | 66,318 | 72,679 | |
| <u>Current Liabilities</u> | 9 | <u>(3,939)</u> | <u>(3,393)</u> | |
| <u>Net Current Assets</u> | | | <u>62,379</u> | <u>69,286</u> |
| <u>Net Assets</u> | | | <u>64,881</u> | <u>72,453</u> |
| <u>Capital</u> | | | | |
| Unrestricted Funds | | | 64,881 | 72,453 |
| Restricted Funds | | | <u>0</u> | <u>0</u> |
| | | | <u>64,881</u> | <u>72,453</u> |

The notes on pages 9, 10 and 11 form part of these accounts.

For the year ending 31/03/2022 the 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 company to obtain an audit of its accounts for the year in question in accordance with section 476.

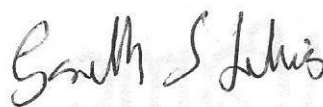
The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 16th June 2022 and signed on their behalf by:



M Gbadebo
Director and Chair



G Jenkins
Director and Treasurer

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2022**

1 Accounting Policies

1.1 Basis of Preparation of Accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustees and Directors' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

1.2 Statement of compliance

The financial statements 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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

1.3 Depreciation

Depreciation is provided at rates calculated to write off the cost on valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

| | |
|---------------------|-------------------|
| Fixtures & Fittings | 25% Straight Line |
|---------------------|-------------------|

1.4 Income

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

The value of services provided by volunteers has not been included in these accounts.

1.5 Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates

1.6 Management and Administration Expenditure

Expenditure on Management and Administration of the charity includes expenditure not directly related to the charitable activity. This includes costs incurred by the Trustees, fees paid to Home-Start UK, Insurance costs and fees for the independent examination of the accounts.

1.7 Public Benefit

The company meets the definition of a public benefit entity under FRS 102

1.8 Company details

The full company details are shown on Page 2 of this report.

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2022**

1.9 Tax Accounting

The charity is exempt from tax on its charitable activities.

1.10 Donated Goods and Services

Any goods or services donated to the charity are treated as income based on their estimated value.

2 Salaries disclosures

The costs of staff salaries etc (which are included in the Direct Charitable expenditure) are broken down as follows:

| | 2022 | 2021 |
|---|---------|---------|
| Salaries | £71,105 | £62,969 |
| Employer's National Insurance costs | £ 565 | £ 348 |
| Employer's contributions to DC Pension Scheme | £ 6,711 | £ 6,608 |
| Total | £69,925 | £69,925 |
| Average Headcount was | 4 | 4 |

No employee received emoluments of more than £60,000

3 Trustees Expenses

There were no direct payments to trustees. However 1 trustee received £13 as reimbursement for purchases for the Charity made using their personal Credit card.

4 Outstanding Contracts

The company has 7 outstanding contracts:

1. Lease on Office which expires in July 2024. This is subject to 6 month's notice of termination so the outstanding liability is 6 month's rent (ie £3,712). (The liability was also £3,712 in 2021.)
2. Contracts on 5 mobile phones expiring at various times during 2022 and 2023. The total outstanding liability is £232. (The liability was £194 in 2021)
3. A rolling contract for telephones with PCT which requires 90 days' notice of termination (ie £88). (In 2021, we were out of contract so there was no liability.)

5 Company Details

The Company is incorporated in England and Wales.

It is a private charitable company limited by guarantee

Its registered office address is

Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

6 Restricted Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity, whereas restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

There were no restricted funds during the financial year.

7 Net movement in funds for the year

The net movement in funds for the year is stated after charging:-

| | 2022 £ | 2021 £ |
|------------------------------|------------|------------|
| Depreciation | 1,617 | 1,380 |
| Independent Examination fees | <u>630</u> | <u>600</u> |

8 Tangible Fixed Assets

| | <u>Equipment</u> <u>Fixtures & Fittings</u> £ |
|---------------------|---|
| Cost | |
| At 1st April 2021 | 5,517 |
| Additions | <u>953</u> |
| | 6,470 |
| Disposals | <u>(215)</u> |
| At 31 March 2022 | <u>6,255</u> |
| Depreciation | |
| At 1st April 2021 | 2,350 |
| Charge for the year | <u>1,617</u> |
| | 3,967 |
| Disposals | <u>(215)</u> |
| At 31 March 2022 | <u>3,752</u> |
| Net Book Value | |
| At 1st April 2021 | <u>3,167</u> |
| At 31st March 2022 | <u>2,502</u> |

9 Current Liabilities

| | 2022 £ | 2021 £ |
|------------------------------|--------------|--------------|
| PAYE & NI | 3,211 | 2,485 |
| Other creditors and accruals | 728 | 908 |
| | <u>3,939</u> | <u>3,393</u> |

HOME-START BRACKNELL FOREST

England & Wales - Charity number 1160447

Accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2021

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

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| Statement of Financial Activities | 7 |
| Balance Sheet | 8 |
| Notes to the Accounts | 9-11 |

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

Trustees and Directors' Report for the year ending 31st March 2021

The Trustees present their report and accounts for the year ending 31st March 2021.

COMPANY / CHARITY INFORMATION

Trustees & Directors as of 31st March and 10th June 2021:

| | | |
|-------------------------------|-------------------|-----------------------|
| Mr Michael Gbadebo | Chair | Reappointed July 2019 |
| Mr Gareth Jenkins (Treasurer) | Independent | Reappointed July 2019 |
| Mrs Anne Jenkins | Board Secretary | Reappointed July 2019 |
| Mrs Fay Grimmett | Company Secretary | Reappointed July 2020 |
| Mrs Rosemary Gunner | Independent | Reappointed July 2018 |
| Mrs Hilary Mason | Independent | Reappointed July 2018 |
| Ms Alex Jolly | Independent | Appointed April 2021 |

Company Limited by Guarantee 9389303

Charity Number 1160447

Charity Offices
and
Registered Company Address
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Berks RG12 7GR

Independent Examiner
Richard Parsons
AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough SL1 6DQ

Bankers
CAF BANK Ltd
PO Box 289
Kings Hill
West Malling
Kent ME19 4TA

Trustees / Directors

At the AGM last summer, Michael Gbadebo continued with his role as the Chair. Fay Grimmett stood down as a Trustee as is required by the Articles of Association, and was re-elected to serve a further term as a Trustee. Anne Gilbert resigned as a

Trustee due to being appointed as Scheme Manager for Home-Start Slough. In April 2021 Alex Jolly was appointed as a Trustee. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. New trustees are recruited from the volunteers and other contacts that the charity has dealings with.

All Trustees are also Directors of the Incorporated Charity. A full list of trustees / directors at the time of this report is given on page 2.

Constitution, Objects and Policies

Home-Start Bracknell Forest is a Charitable Company Limited by Guarantee, incorporated on 14th January 2015 and registered as a charity on 11th February 2015. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Its purpose is to recruit, train and provide volunteers who offer regular support, friendship and practical help to young families under stress in their own homes helping to prevent family crisis and breakdown. Home-Start is available to any family with at least one child under five years of age. The trustees delegate the day-to-day responsibility for running the scheme to the Scheme Manager who is assisted by two Family Co-ordinators and an Administrator.

The Trustees have taken regard of the Charity Commission Guidance on Public benefit and consider our primary function is to benefit any appropriate family in Bracknell Forest who request our services.

Development, Activities and Achievements

This year has been very challenging due to the impact of Covid-19. We had to change the way we operated from having our staff based in an office to having them all working from home. It also meant that we were unable to provide the normal home support with volunteers visiting families in their homes. However the staff were quick to innovate and set up online and telephone support for our families and in the autumn were able to organise a number of “buggy walks” for new mothers and their babies.

In total, over the year, 46 families received 1:2:1 volunteer support, 8 mums received 1:2:1 & attended a group and 10 mums attended a group only. In addition, we have supported circa 200 parents through digital programmes and our walk and talk sessions.

We have received 57 referrals, 24 were self-referrals. Close working relationships with our partners in other agencies continue to strengthen and ensures that families are able to access additional help where required and consent is given.

Due to Covid-19, the support offered has mainly been remotely or through social distance meet ups. Support is usually in place within one month of referral (often within days), the only exceptions being where the family has very specific needs regarding times, or a volunteer with specific skills or experience is unavailable. Finding the right match is a priority, as this is usually a key factor in the success of our support.

Our annual preparation course for volunteers started in February 20 and was scheduled to take place over 6 weekly sessions. 11 potential volunteers began taking the course, due to the covid-19 crisis the course had to be put on hold after the 3rd session; we resumed the course in September 20. We currently have 24 active volunteers. Training continues to be an ongoing priority for staff, volunteers and trustees and the range of training attended included Mental Health First Aid & The Solihull Journey to Parenthood programme, In addition, our volunteer support meetings and volunteer training course have had speakers from other organisations with various topics.

At the end of May 2020, our Administrator, Julie Pizzey resigned. Due to Covid-19 restrictions and uncertainty we delayed recruiting a replacement until October 2020 when Nina Madder-Smith joined the team. At the end of the year our Scheme Manager, Sharon Kearins, leads a team consisting of Val Callan and Nicola Strudley, our Family Co-ordinators, and Nina Madder-Smith, our Administrator. The team are all working well together to deliver an excellent service to overwhelmed and struggling young families, with at least one child under 5 years of age, throughout the Borough.

We continue to work closely with partners throughout the statutory and voluntary sectors in Bracknell Forest, in particular the Children's Centres and the Health Visiting team and community voluntary service, Involve, through the Volunteer Passport scheme.

We have had positive engagement with some of the many local businesses based in Bracknell and the surrounding area, including the John Lewis Partnership, PKB Accountants and GE Energy. We are very grateful for the opportunity to work with all of these companies.

Longstanding support from many in the local voluntary and faith community has grown and flourished and we always value the opportunity to talk to members about our work.

Financial Review

During this year, our funding from Bracknell Forest Council and from Bracknell and Ascot CCG has continued. However this covers less than half the funding that we

need. We have also been working in a consortium led by Home-Start Slough and have been awarded some funding from the National Lottery over 3 years to provide support to expectant mothers. This is expected to continue until September 2022. We were also successful as part of that consortium in applying for a further grant to help us support families through Covid-19. We were also awarded money from the Department of Media, Culture and Sport via Home-Start UK to support loneliness during Covid-19. We were explicitly required to hold and use this money via Restricted Funds and spent the full grant during the financial year. We also received a number of other grants to help us support families during Covid-19

Our formal reserves (in accordance with our reserves policy) should be £53,600 to cover 6 months' running costs. This year we had an operating surplus of about £40,000 increasing our reserves to £72,450 which is about £19,000 more than they should be. However, much of this Covid-19 specific funding was one-off and so we expect to make a loss next year and thus reduce our reserves to the correct level.

Statement of Trustees' Responsibilities

The Trustees are required under the constitution of the charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the scheme and of its results for that period. In preparing those financial statements the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to assume the scheme will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the scheme at any time. They are also responsible for safeguarding the assets of the scheme and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

**This report was approved by the Trustees and signed on their behalf on
10th June 2021.**



Michael Gbadebo
Director and Chair of Trustees

HOME-START BRACKNELL FOREST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

HOME-START BRACKNELL FOREST ('THE COMPANY')

(A company limited by Guarantee. Company Number 09389303)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021, which are set out on pages 7 to 11.

Responsibilities and basis of report:

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report:

My examination was carried out in accordance with the general Direction 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 the 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:

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

R. K. Parsons

AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough
SL1 6DQ

R K Parsons FCA
Chartered Accountant
Date: 10th June 2021

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

STATEMENT OF FINANCIAL ACTIVITIES **FOR THE YEAR ENDED 31ST MARCH 2021**

Income and Expenditure Account

| | <u>Notes</u> | <u>Restricted Fund</u> | <u>Unrestricted Fund</u> | <u>2021 Total</u> | <u>2020 Total</u> |
|--|--------------|------------------------|--------------------------|-------------------|-------------------|
| | | £ | £ | £ | £ |
| Incoming Resources | | | | | |
| Donations & gifts | | 15,000 | 33,905 | 48,905 | 16,261 |
| Grants received | | 0 | 82,538 | 82,538 | 57,405 |
| Other Income and Repayments | | 0 | 230 | 230 | 309 |
| Deposit account interest | | 0 | 383 | 383 | 262 |
| Total Incoming Resources | | <u>15,000</u> | <u>117,056</u> | <u>132,056</u> | <u>74,237</u> |
| Resources Expended | | | | | |
| Direct charitable expenditure | | 15,000 | 73,318 | 88,318 | 78,771 |
| Fund Raising Costs | | 0 | 205 | 205 | 5,000 |
| Tax on Activities | | 0 | 0 | 0 | 0 |
| Management & administration of the charity | | 0 | 3,406 | 3,406 | 4,351 |
| Total expenditure | | <u>15,000</u> | <u>76,929</u> | <u>91,929</u> | <u>88,122</u> |
| Net income / expenditure for the year | 2 | <u>0</u> | <u>40,127</u> | <u>40,127</u> | <u>(13,885)</u> |
| Net movement in funds for the year | 2 | <u>0</u> | <u>40,127</u> | <u>40,127</u> | <u>(13,885)</u> |
| Total funds brought forward | | <u>0</u> | <u>32,326</u> | <u>32,326</u> | <u>46,211</u> |
| Total funds carried forward | | <u>0</u> | <u>72,453</u> | <u>72,453</u> | <u>32,326</u> |

There were no recognised gains or losses for 2020 or 2021 other than those included in the Statement of Financial Activities.

For the year ended 31 March 2020 there were no restricted funds: all funds were unrestricted.

The notes on pages 9, 10 and 11 form part of these accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

BALANCE SHEET AS AT 31ST MARCH 2021

| | <u>Notes</u> | | <u>2021</u> | <u>2020</u> |
|-------------------------------------|--------------|----------------|----------------|---------------|
| | | £ | £ | £ |
| <u>Tangible Fixed Assets</u> | 8 | | 3,167 | 2,697 |
| <u>Current Assets</u> | | | | |
| Sundry Debtors | | 0 | 0 | |
| Cash at bank and in hand | | <u>72,679</u> | <u>33,285</u> | |
| | | 72,679 | 33,285 | |
| <u>Current Liabilities</u> | 9 | <u>(3,393)</u> | <u>(3,656)</u> | |
| <u>Net Current Assets</u> | | | <u>69,286</u> | <u>29,629</u> |
| <u>Net Assets</u> | | | <u>72,453</u> | <u>32,326</u> |
| <u>Capital</u> | | | | |
| Unrestricted Funds | | | 72,453 | 32,326 |
| Restricted Funds | | | <u>0</u> | <u>0</u> |
| | | | <u>72,453</u> | <u>32,326</u> |

The notes on pages 9, 10 and 11 form part of these accounts.

For the year ending 31/03/2021 the 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 company to obtain an audit of its accounts for the year in question in accordance with section 476.

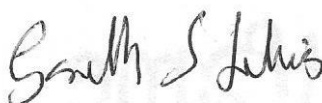
The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 10th June 2021 and signed on their behalf by:



M Gbadebo
Director and Chair



G Jenkins
Director and Treasurer

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2021**

1 Accounting Policies

1.1 Basis of Preparation of Accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustees and Directors' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

1.2 Statement of compliance

The financial statements 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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

1.3 Depreciation

Depreciation is provided at rates calculated to write off the cost on valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

| | |
|---------------------|-------------------|
| Fixtures & Fittings | 25% Straight Line |
|---------------------|-------------------|

1.4 Income

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

The value of services provided by volunteers has not been included in these accounts.

1.5 Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates

1.6 Management and Administration Expenditure

Expenditure on Management and Administration of the charity includes expenditure not directly related to the charitable activity. This includes costs incurred by the Trustees, fees paid to Home-Start UK, Insurance costs and fees for the independent examination of the accounts.

1.7 Public Benefit

The company meets the definition of a public benefit entity under FRS 102

1.8 Company details

The full company details are shown on Page 2 of this report.

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

NOTES TO THE ACCOUNTS **YEAR ENDED 31ST MARCH 2021**

1.9 Tax Accounting

The charity is exempt from tax on its charitable activities.

1.10 Donated Goods and Services

Any goods or services donated to the charity are treated as income based on their estimated value.

2 Salaries disclosures

The costs of staff salaries etc (which are included in the Direct Charitable expenditure) are broken down as follows:

| | 2021 | 2020 |
|---|---------|---------|
| Salaries | £62,969 | £56,952 |
| Employer's National Insurance costs | £ 348 | £ 849 |
| Employer's contributions to DC Pension Scheme | £ 6,608 | £ 4,866 |
| Total | £69,925 | £62,667 |
| Average Headcount was | 4 | 4 |

No employee received emoluments of more than £60,000

3 Trustees Expenses

There were no direct payments to trustees. However 1 trustee received £13 as reimbursement for purchases for the Charity made using their personal Credit card.

4 Outstanding Contracts

The company has 5 outstanding contracts:

1. Lease on Office which expires in July 2024. This is subject to 6 month's notice of termination so the outstanding liability is 6 month's rent (ie £3,712). (The liability was £1,750 in 2020.)
2. Contracts on 4 mobile phones expiring at various times during 2021. The total outstanding liability is £194. (There was no such liability last year as the phones were all purchased during this year.)

5 Company Details

The Company is incorporated in England and Wales.

It is a private charitable company limited by guarantee

Its registered office address is

Bracknell Open Learning Centre,
Rectory Lane
Bracknell
Berks RG12 7GR

6 Restricted Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity, whereas restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

During the year we received £15,000 of restricted funds to support families through loneliness due to Covid-19. All of that money was spent in that way during the year so that at the end of the year there were no restricted funds. There were no designated funds during the year. All funds at the end of the year are unrestricted.

7 Net movement in funds for the year

The net movement in funds for the year is stated after charging:-

| | 2021 £ | 2020 £ |
|------------------------------|------------|------------|
| Depreciation | 1,380 | 928 |
| Independent Examination fees | <u>600</u> | <u>720</u> |

8 Tangible Fixed Assets

| | <u>Equipment</u> <u>Fixtures & Fittings</u> £ |
|---------------------|---|
| Cost | |
| At 1st April 2020 | 3,667 |
| Additions | <u>1,850</u> |
| | 5,517 |
| Disposals | <u>0</u> |
| At 31 March 2021 | <u>5,517</u> |
| Depreciation | |
| At 1st April 2020 | 970 |
| Charge for the year | <u>1,380</u> |
| | 2,350 |
| Disposals | <u>0</u> |
| At 31 March 2021 | <u>2,350</u> |
| Net Book Value | |
| At 1st April 2020 | <u>2,697</u> |
| At 31st March 2021 | <u>3,167</u> |

9 Current Liabilities

| | 2021 £ | 2020 £ |
|------------------------------|--------------|--------------|
| PAYE & NI | 2,485 | 2,616 |
| Other creditors and accruals | 908 | 1,040 |
| | <u>3,393</u> | <u>3,656</u> |