

HOME START

York



**ANNUAL
REPORT
& ACCOUNTS**

2022

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What is Home-Start York?

Home-Start York is an independent charity offering family focussed support to parents with pre-school children in York since 1988.

Providing a unique, in-home, volunteer-led service, Home-Start York fills a local community need by reaching some of the most vulnerable families in York as well as those who are simply finding parenting difficult due to stresses.

Our volunteers receive training to support with families with at least one child under 5 years old. Following a thorough needs assessment, families are matched with the volunteer best suited to help them meet their personal challenges.



Volunteers provide regular confidential support, guidance, and practical help to assist parents in giving their children the best possible start in life.

Our service aims to promote family resilience through early intervention, preventing difficulties escalating into crisis.

2021 - 2022

Total number of new referrals received	114
Number of families carried forward from previous year	33
Total number of families worked with this year	147
Total number of families received support	121
Number of families supported by home visiting volunteer	77
Number of families supported by group	35
Number of families supported by Big Hopes Big Futures	9
Families signposted - Home-Start support not required	26
Number of children 0-2	168
Number of children 3-5	81
Total number of children under 6 supported	249



Chair's Annual Report

I am delighted to report that the past year has been a time of general stability for the staff team and the trustees at Home-Start York, this has given us a great opportunity to re-establish home visiting and recruit new volunteers.

In March, however, we said 'goodbye' to Hilary Norris. Hilary has been our dedicated administrator for 21 years during which time she has calmly and efficiently manned the office, answered the phones, triumphed over new IT systems, and warmly supported the staff, trustees and volunteers. Hilary has seen many changes at Home-Start and has always responded with good humour and positivity. I know that the trustee board will join me in thanking Hilary for all that she has done and to wish her well in retirement.



In May we will also say goodbye to Graeme Dawson, who joined us for a year as fund-raiser. Graeme brought his good humour and lots of fund-raising ideas to the service. We are grateful for his contribution and wish him well for the future. Maria will continue the fund-raising efforts, focussing on building new funding relationships, and maintaining those with current grant holders.

The scheme continues to be ably managed by Maria and it has been delightful to see Susan and Jo, our Family Case Workers, settle into their roles and bring new ideas and enthusiasm to the team. Maria, Susan and Jo have now been joined in the office by Eleanor Carswell, who has taken over Hilary's role as our administrator. Previously a Home-Start volunteer, it is a pleasure to see how quickly Eleanor has established herself as a valuable member of the team.

The Trustee Board welcomed a new member to our board last year. Kate Smart brought a wealth of experience from the public health sector and had a special interest in pre-school children and community support for young parents. Sadly, Kate died very suddenly in August this year. Understandably this has been a shock to both the board members and the staff team. While we were only just getting to know Kate, she had already brought insight and fresh ideas, and we are grateful to have known her, even for such a short time.

We were delighted when Sarah Ratcliffe, who oversees policies and procedures for the trustee board, gave birth to a little boy last October. It is especially helpful to have a board member who is herself a mother to two small children as it reminds us all of the challenges and joys of early parenthood.



We remain fortunate that Val Bowman, our treasurer, keeps a careful overview of our finances and we appreciate the time and expertise she continues to bring to this role.

I personally receive a huge amount of support from Sandra Furby, our deputy chair, and I would like to take this opportunity to thank her for the time and expertise that she brings to Home-Start.

Sarah Blower, Adele Hunter, Penny Heptonstall and Lesley Murphy have joined the board within the last two years and I would like to thank them all for the generous amount of time they give, and the varied and valuable contributions they make.

We are pleased to have received continuation funding from York City Council and Vale of York Clinical Commissioning Group. Both services have experienced restructure, leading to an uncertain future for Home-Start's commissioned service. We remain hopeful that statutory services see the value of the service we offer, especially in terms of preventative work, which helps protect vulnerable families from needing their intervention.

The majority of our dedicated and enthusiastic volunteers have returned to home visiting and are enjoying spending time with children and families as they did before the pandemic. We are also fortunate to have new volunteers completing the prep course and joining the team. I would like to thank them all for their valuable commitment, and for the support they bring to the families we serve.

Which brings me to our families. Maria and the team have, as always, responded to the changing needs of the service. Firstly, by re-establishing group work with isolated and vulnerable parents and secondly, in embracing the Big Hopes Big Futures programme which is helping to support families to improve their children's readiness for starting school. This project has proved especially popular with our families, our volunteers and referrers such as pre-school providers and health visitors across the city.

Last year I wrote about the impact of the pandemic on the poorest and most disadvantaged members of society. Sadly, our families are now facing increasing fuel bills and rising food prices. I remain confident that Maria and the team will respond to these new challenges with their usual pragmatism, good will and compassion, and know that I speak for the trustees and all our Home-Start families when I express our gratitude for all that they do.

Susan Halstead
Chair
August 2022



Scheme Manager's Report

The year started with us welcoming Susan, Jo and Graeme into the staff team. We tentatively took this as an opportunity to head back to office-based working and to forge a strong, supportive team environment.

As Covid restrictions eased, we tested regularly and returned to risk-assessed home visits. Our volunteers provided families with a mix of walks and talks, phone calls and home visits, and throughout lockdown we ran well-attended Zoom drop-in support sessions for our volunteers - a useful resource for sharing information, experiences and asking questions.

In July we delivered the Prep Course training successfully for seven new volunteers, as well as updates for five telephone befrienders. All forty-one volunteers attended the Zoom safeguarding training and signed the HSY Code of conduct and GDPR permissions.

We were successful in our application to HSUK to roll out the Big Hopes Big Futures Programme. Funded through HSUK by The Masonic Foundation, the programme is designed to support children preparing for school or nursery. Jo Harry attended the two-day course in London and then rolled out the training, along with Susan, to nine volunteers who expressed an interest. This illustrates very clearly that people want to get involved in supporting early years children who have been so adversely affected by the pandemic.

Our group to support new parents, developed and run by Susan and Jo, started in October at Clifton Parish Church Hall, initially running for seven sessions with the same mums. Each week a topic was discussed, feelings shared, bonds and friendships created, and isolation and loneliness addressed, proving a huge success with parents and referrers. With funding, we can run a ten-week group programme, enabling more parents to attend and get much-needed support. Thank you to Alex and Georgia from York St John's University for helping each week.

As we developed the service, referrals were accepted for four support methods. Home Visiting, Group, telephone support & School Readiness. Each family referred is informed about the types of support during the initial home visit, and the Family Case Workers assess need to identify the most suitable support pathway.

It has been wonderful welcoming Lesley and Penny as Volunteer Representatives. Covid made it challenging to develop our ideas, but we hope that this coming year will bring hope and excitement with more face to face meetings and training.

In December we held an informal Christmas get together for volunteers, staff and trustees, which was delightful and much needed after the long period of lockdown. It was lovely to say thank you to everyone for what has been a great support during this year.



Maria O'Keeffe

In March we said goodbye, with a delicious afternoon tea event, to our wonderful Hilary who brought warmth, dedication and commitment to the Administrator role for twenty-one years. We wish her well for a long and happy retirement. As Eleanor picks up the baton, we warmly welcome her to Home-Start York and all she will bring to the role.

None of our work would be possible without the amazing contributions from our extremely dedicated volunteers, supportive trustees, and hard-working staff, who never fail to rise to any challenge thrown at them.

Well done everyone on another wonderful year.

Partnership Working



Home-Start York was invited to take part in the training for the use of Best Beginnings' [Baby Buddy app](#) - an interactive information and guidance app for new and expectant mothers. Ten volunteers, plus Jo and Susan, attended the Zoom session hosted by Best Beginnings. The app will be promoted to new parents to complement any face-to-face support they receive, and should be seen as an additional method of information gathering.

Maria attended a two-day, online training session on Perinatal Mental Health, facilitated by a Child Psychotherapist specialising in infant mental health. The session was supported by the Rayne Foundation via Home-Start UK, who are developing the idea of rolling out volunteer training.



We were invited to take part in the York Minister Christmas Tree Festival 2021. We created some decorations for our six-foot spruce and Maria, Lesley and Penny adorned the tree on 17 November. The festival ran from 18 Nov-6 Jan 2022 and was attended by many York residents, giving the city a lovely lift after lockdown.



We have partnered with the NSPCC to promote their Look, Say, Sing, Play programme designed to promote the importance of speech, language and interaction between parent and child in those hugely important early years. Twenty-six of our volunteers attended an online session led by Helen at NSPCC, and have since used the resources in their work supporting families.

Big Hopes Big Futures

We began the Big Hopes Big Futures (BHBF) programme in September 2021 and have now trained sixteen volunteers to deliver the training to Home-Start families. The programme lasts 8-10 weeks and involves targeted interventions with children aged 5 and under, to prepare them for nursery or school.



The school readiness program is individual to the families as a response to early child development needs that are identified at initial visit. Presenting need from referrals has been varied, such as establishing routines, setting boundaries, speech and language development, toileting, and helping families to engage in early learning to prepare children to attend an education setting.

Volunteers and families have enjoyed the short term, solution focused approach to the support and have found the structure of the intervention a helpful way to work. We have encouraged a strengths-based approach of working with families as mirrored in the support offered through home visiting. Our volunteers encourage families to recognise what they are doing well, and foster an approach that empowers families to cope with the challenges of parenting.

Volunteers complete the Brief Early Skills & Support Index (BESSI) at the beginning and end of the intervention. We have found that in all the cases there is some element of improvement in the areas of concern initially identified.

The BESSI tool has been met with some criticism by volunteers who have not found the questions age appropriate, while not being able to decline to answer any questions has meant volunteers have had to make judgements and answer the questions on parents' behalf. Some children born during the pandemic have missed out on opportunities to socialise with other children, and families are naturally reticent and concerned about how their children will cope with other children of their age.



After the BHBF support period has ended, we have offered longer term home visiting support where needed. It is useful, therefore, to have more volunteers trained in the delivery of the project to enable us to offer continuing support where needed.

Babystart Group

A need was identified for parents with children up to two years of age to reconnect with others and build social and emotional confidence, due to the Covid pandemic. We created a group with the objective of bringing parents together to share information, knowledge and experiences in an informal way.

A seven-week programme was developed around themes such as play and development, emotional wellbeing, food and nutrition, and access to other services. Parents were invited to request themes and suggest their own, to make sure the sessions met their needs. In addition to 1:1 work with families, available volunteers also offered their time and expertise generously to support sessions in messy play, making sensory bottles, infant massage and story sacks, or simply as extra pairs of hands. We are very grateful for their time and positivity.

The fourth group is running over the summer period and we have tailored activities to the warmer weather including walks and picnics to introduce parents to new areas of the community. We were also fortunate to be invited to use the sensory room at the The Island, which our families really enjoyed. We hope this will be a regular event when they move to new premises in 2023. We are also exploring other exciting opportunities to work with public health to promote dental health in children at the group, as well as other potential key areas in the Autumn.

In addition to the minor illnesses routinely associated with this age group, we have had challenges with variable attendance due to Covid-related issues. In response, we extended the programme from seven to ten weeks to allow connections to develop more fully. This has been really welcomed by those attending and we have received very positive feedback about the friendships that now continue.

We plan to bring all the groups we have supported together for a Christmas party in December and look forward to catching up with familiar faces again, some of whom will now have had their first birthdays!



Our Volunteers

As always, we wish to thank these wonderful people, the volunteers who work tirelessly with Home-Start to support York families. Without their kindness and generosity, it would not happen.

Active volunteers in year 2021-22: 49

Adele, Alison, Alison, Angela, Ann, Cate, Cath, Diane, Eleanor, Elena, Freya, Glenys, Gill, Hannah, Hazel, Heidi, Jane, Jane, Janet, Jenny, Julia, Kate, Katherine, Kathy, Lesley, Lyn, Lynda, Mary, Melissa, Penny, Ruth, Sarah, Sue, Val, Wendy and Zephine.

After years of commitment to our service the following volunteers retired. With thanks to: Pat, Jen, Ann, Claire, Julia, Susan, Liz, Jo, Maggie, Sandra, Sarah and Wendy.



Feedback from our volunteers

“ It has been a real privilege, since starting volunteering for Home-Start last October, to be welcomed into the homes of different families in York. I have felt very humbled to witness some of the struggles that these young families face. We have laughed, cried, put the world to rights, but most importantly had fun. I am very thankful that I have been able to share some of my life experiences with these families and, hopefully, enable them to feel that they are able to cope with the challenges they face. Thank you Home-Start for giving me the opportunity.

As a very new volunteer not linked with a family yet, I would like to comment on the training and support. Both the basic training and the BHBF were delivered professionally in a supportive and friendly atmosphere. I found it particularly helpful hearing the experiences of established volunteers. As a bit of a technophobe, I have greatly appreciated the support I have received from Maria and Eleanor.

After giving telephone support to a family in lockdown, it's great to be home visiting. There is a lot more information when you see the family in person.

Charity Log has been frustrating, but staff are always there, patient and giving time to support to sort out any problems. Thanks to Maria for the recent Zoom session to resolve any challenges.

Jo and Susan are wonderfully supportive and great role models.

HSY staff are impressive. They model the values of the organisation consistently with warmth, understanding and good humour!





Family Feedback*

Home-Start have been such an amazing help to me, which in turn has helped me gain the support my son needs to help him moving forward. I can't thank them enough for everything they have done for me and my family.

Home-Start came into my life at a time when I had zero support and my self-esteem was at rock bottom. With their support I'm now in a much better position and coping much better. With their help I was put in touch with other appropriate agencies that have helped my son and helped me to understand his additional needs.

I will really miss having that positive presence around me and my family now my volunteer support has ended. She was amazing.

Our volunteer was such a lovely lady. She helped so much and in many ways. She was a positive person to reassure me and build up my confidence. She modelled good behaviour for my toddler and helped me with how to manage his behaviour. She was nonjudgmental and so reassuring with everything she helped us with.

It's given me the strength to make myself feel human again, to remember and enjoy parenting again and to not beat myself up about the little things. I've really enjoyed and appreciated all the help me and my children have had. Thank you all so much.

Having someone else listen and not judge and give a different approach to different situations really helped me. To be told you're doing a good job even though you felt like you're failing. The work the charity does is incredible, and I hope I can contribute to their fundraising efforts in the future.

My volunteer gave me a chance to work through my stress and anxiety. It was a way to offload but not feel judged. She gave me a sense of security and it helped me with routine-building. I'd always look forward to her visits. A really good experience.

She provided company and friendship when I knew no one, and chances for social interaction were limited. She was great.

She helped me with my daughters' tantrums, learning more about York and what it has to offer kids, general parenting techniques.

It helped to speak to someone who is not my friend or family. The volunteer highlighted how capable and hardworking I was, which I had completely disregarded about myself and had low self-esteem.

Referrer Feedback



Feedback gathered from Early Help, Healthy Child team, Staff and Community Mental Health Team, IDAS & MASH

I am very grateful for all of the hard work and time these volunteers give to help some of our most vulnerable families. During the last 2 years your support has being so valued when there were no other services available to our families. Your volunteers are brilliant, and the rest of your staff team are always so accommodating and willing to liaise should this be needed. I will continue to recommend your service and the important part it plays in our families' lives. Thank you.

Unfortunately, over the past 10 years or so, investment for families has massively decreased and, as a consequence, a number of services have ceased. With the additional impact of COVID19 this has had a massive impact on families and services. Its great Home-Start has continued to be there for families.

Volunteers that I have encountered want to make a difference. They are warm, friendly, humorous, reassuring and willing to share their experience in support of equipping mums and their families.

Home-Start has been the only service that has continued to run for families for us to refer into. York has a lot to offer families but I feel it benefits those that are in a financial position to pay for it. Home-Start has consistently been a service there for some of the most vulnerable families.

Volunteers have been worth their weight in gold to many of the families I have been working with. They are much needed and greatly appreciated by all the families I have referred to them.

This is such a valuable and vital service for families in our community at a time when there is such limited support for families with increasing high needs. The personal approach Home-Start take with families and their liaison work with professionals such as health visitors enables them to engage with hard to reach families and support parents who desperately need consistent parenting support, which is so difficult to find in other services. The practical and emotional support Home-Start provides to parents through their group and volunteer programmes is amazing, and the positive impact on health and social outcomes for parents and their children cannot be underestimated

As a community Mental Health nurse with an interest in perinatal mental health and wellbeing, Home-Start is imperative in some instances to the development and growth of mums and their families. Often the women on my caseload have had ongoing mental health difficulties, have various traumatic backgrounds, and lack support from partners, families and friends. Home-Start helps these mums to meet other mums through groups or to get out of the house reducing social isolation.

Home-Start York provide an excellent service to support those lonely and isolated parents, enabling them to start believing in themselves and looking at the future in a more positive manner. It has allowed those reluctant to get out and about to make new contacts, improve their mental health and positively impact on parenting ability.

The volunteers build trusting relationships with women which is invaluable to some and they can play a significant role in supporting the parent with experiences that they might not be familiar with.

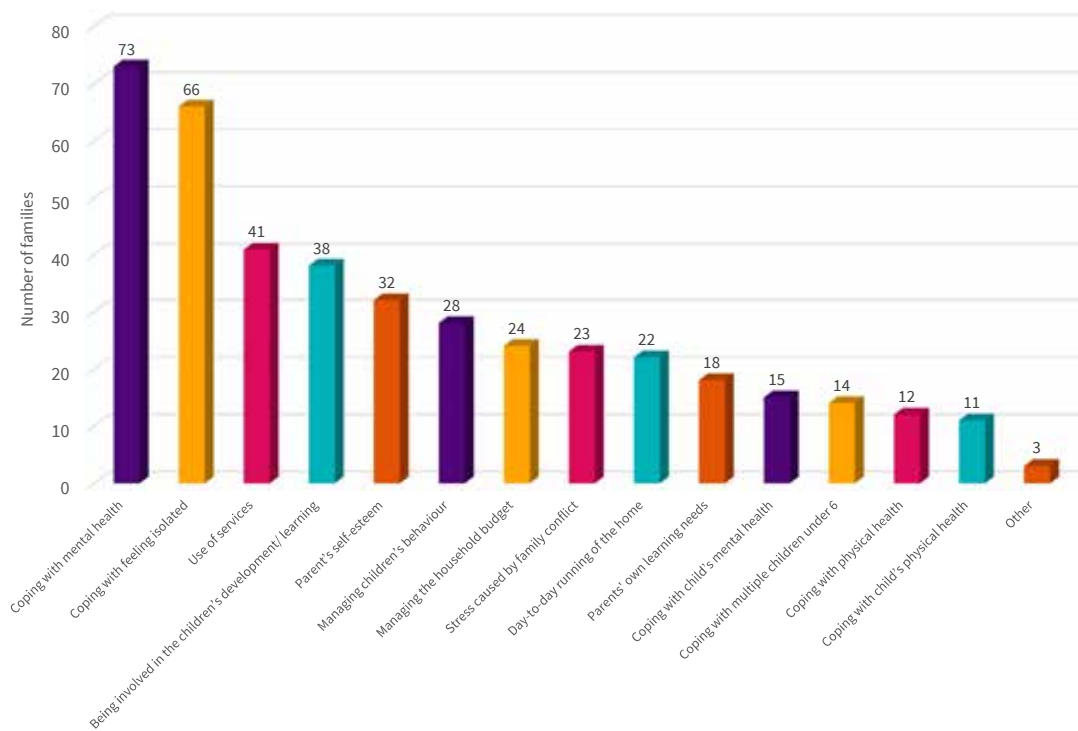
Over the years Home-Start have provided an excellent service to families in York, they are a valuable service, whether it be to support families in their own homes or signposting for support.

Home-Start is a fantastic service and much needed within the community. Easy to refer in, great website and friendly, experienced staff on hand to answer any questions.

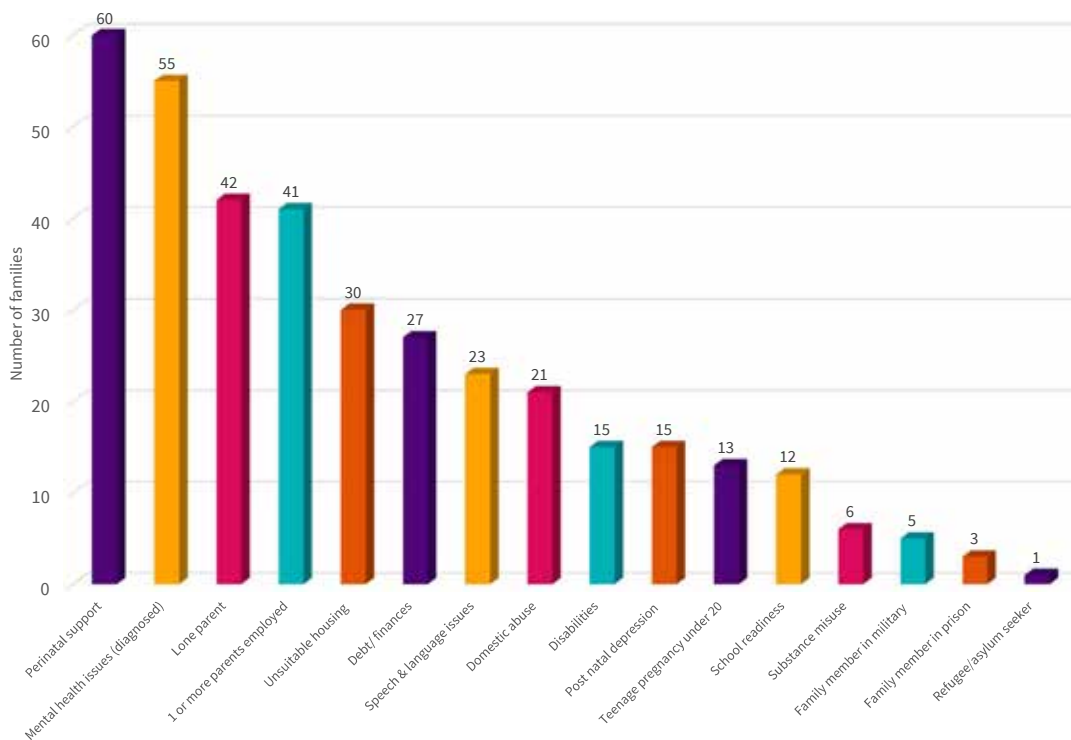




Families' Needs Identified at Referral Stage



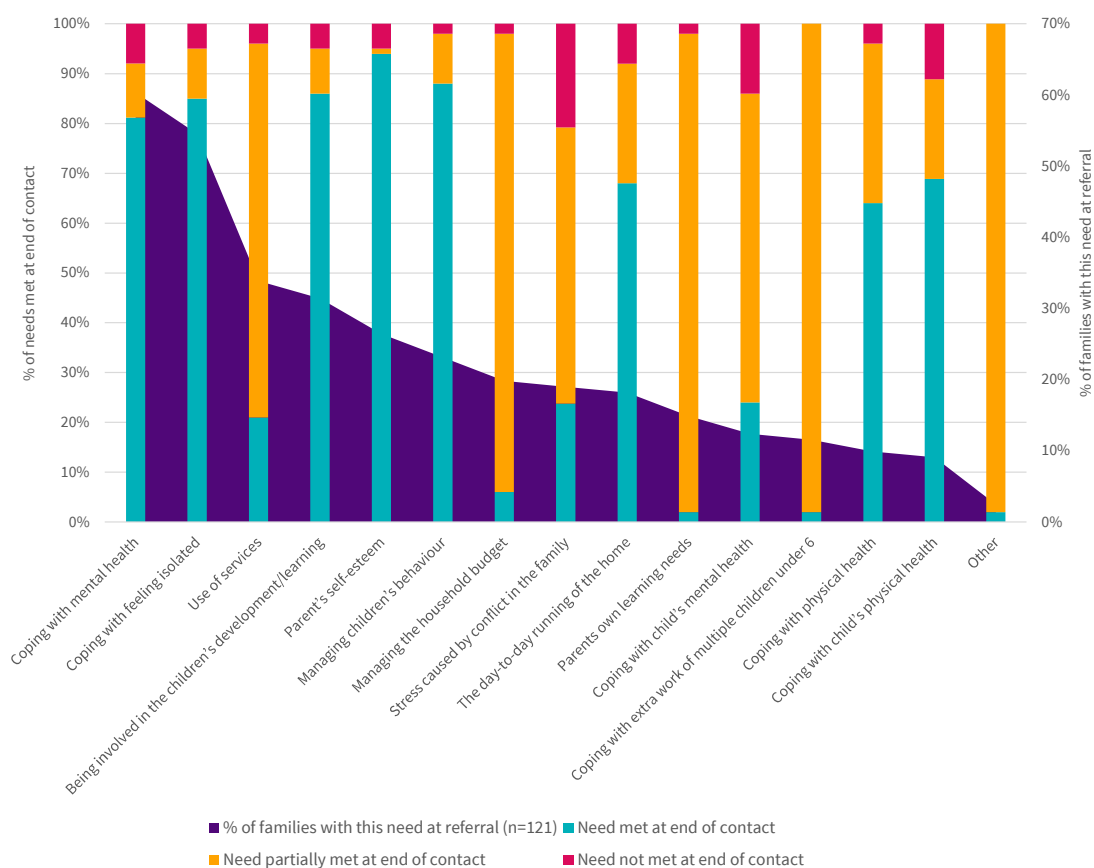
Families' Additional Needs Identified Following Referral



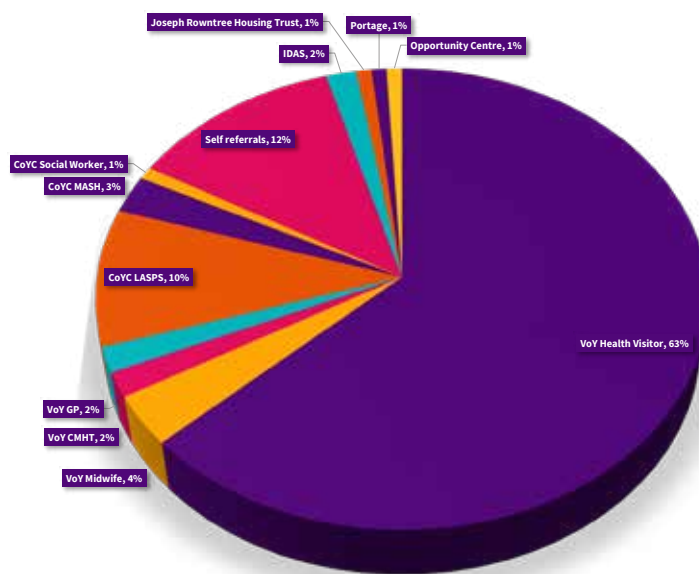
Based on 121 families sampled

Meeting Families' Needs

Based on 121 families at referral and 26 families where contact ceased in the year



Referral Sources



VoY = NHS Vale of York CCG
CoYC = City of York Council Local Area Teams Early Help Commissioned Service

Thank You to Our Sponsors and Supporters

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We express our sincere gratitude to all our funders and donors this financial year. Without you, all the stories of change for individual families in York contained within this report just couldn't happen. You have changed lives, so thank you!

We were pleased at the end of the financial year to have secured the opportunity of match funding from The National Emergencies Trust's Coronavirus Appeal.

We ran our crowd-funding appeal and gained generous support from new and old donors, raising important core funds. This gave us the opportunity to promote the appeal and our service in The Press and on YO1 Radio. Thank you to all who supported us.

- Albert Hunt
- AM Fenton Trust
- Arnold Clark Community Fund
- BDW Trading Ltd
- Benenden Health
- Charles & Elsie Sykes Trust
- City of York Council
- Cottingham Charity Trust
- Gail Tams
- George A Moore Foundation
- Home-Start UK
- Jack Brunton Charitable Trust
- John Lewis and Partners
- Masonic Foundation
- Norman Collinson Charitable Trust
- Purey Cust Trust
- Rotary Club of York
- Sylvia & Colin Shepherd Charitable Trust
- Tina Funnell
- Two Ridings Community Foundation
- Vale of York Clinical Commissioning Group
- Whitwam Family Community Fund
- WL Pratt Charitable Trust
- York Children's Trust
- York Common Good Trust
- York CVS Ways to Wellbeing
- York Dispensary



Structure, Governance & Management

Home-Start York is a company limited by guarantee governed by its Memorandum and Articles of Association. It is a charity registered with the Charity Commission. Retiring and new trustees sharing Home-Start York's objectives are each year elected to the Trustee Board at an Annual General Meeting. The procedure for the induction and training of trustees follows carefully the policies and guidelines laid down by Home-Start UK, the national body for all Home-Start schemes.

The Trustee Board meets four times a year to agree on policies, budgets, to consider operational reports and to decide on future strategies. The staff are responsible to the Scheme Manager, who reports to the Board via the Chair and Deputy Chair. The volunteers' activities are supervised and monitored by the organisers.

In addition to its internal reports and the Annual Report, Home-Start York also issues reports on its performance and funding state to its two primary funders, the City of York Council and NHS Vale of York CCG. The Trustees review significant risks to the charity's continued operation regularly and ensure Home-Start UK's policies on risk mitigation are followed. The main risks are funding shortfalls, availability of suitable operating premises, and the personal safety of staff and volunteers.

Financial Review

RESERVES POLICY:

The Trustees aim to maintain an unrestricted reserve equivalent to at least 6 months' normal operating expenditure so that the core activities could continue through a period of unforeseen financial difficulty. In addition, a designated fund is maintained to cover the costs involved in closing the Scheme if that eventuality were to arise. The designated fund also covers potential liabilities arising from certain staff's membership of the Pensions Trust pension scheme and any significant contingent liabilities. All reserves are maintained in a readily realisable form. Funds materially in deficit: none.

FINANCIAL PERFORMANCE

Total incoming resources were £120,680 a decrease of £55,765 on the previous year due to the ending of the AFC Project and the cessation of funding available for COVID support.

The total resources expended were £123,532, a decrease of £9,667 on the previous year, the majority of which were savings in staffing costs due to the decision to change the way in which the charity is staffed and operated. The challenges faced over the year resulted in a deficit in income over expenditure of £2,852 in the year, which has reduced the general reserve balance, but this still covers approximately nine months of operational expenditure, a reasonable financial situation for a charity of our size. We intend to maintain our service above national and local expectations in future years and seek new funding for additional services but doing so may change our current balances. We have held our designated fund at last year's level after re-assessment of future costs, the potential liabilities that could arise on closure of the charity and continued difficulties in sourcing new funding as a result of the knock on effect of the Covid pandemic and the cost of living crisis in which the country finds itself.

RESTRICTED FUNDS

Restricted funds received or expended during the year are showing an ongoing surplus of £22,673, which reflects forward funding received towards Group for the year 22/23.

Val Bowman
Treasurer

Trustee Responsibilities in Relation to the Financial Statements

Company law requires the directors (trustees) to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for the year. In preparing those financial statements the directors (trustees) are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, or explain departures therefrom;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue on that basis.

The directors (trustees) are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities, as well as exercising proper financial controls. Members of the Board of Trustees, who are Directors for the purpose of company law, and Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on the rear cover of this report.

DISCLOSURE

In accordance with company law, as the company's Directors, each of the Board of Trustees certifies that so far as they are aware:

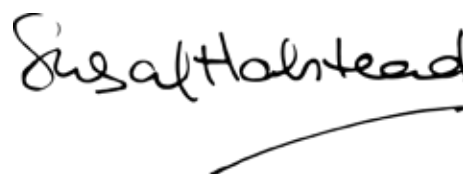
- There is no relevant information of which the charity's Independent Examiner is unaware;
- As Directors of the company they have taken the necessary steps to be aware of the information which would be relevant for independent examination purposes and have communicated such to the Independent Examiner.

EXEMPTIONS

The trustees have taken advantage of the exemption available to small companies, including the audit exemption (as detailed in Note 1.2 to the financial statements).

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the Board of Trustees



Susan Halstead

Chair

22nd August 2022

Statement of Financial Activities for the Year Ended 31st March 2022

	Note	Unrestricted Funds £	Designated Fund £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
INCOME FROM:						
Donations and Grants	3	94,993		25,580	120,573	130,963
Armed Forces Covenant Project	3					41,106
Other Projects	3					4,000
Investment Income	3	107			107	376
Total Income		95,100		25,580	120,680	176,445
RESOURCES EXPENDED:						
Raising funds	4	12,580		317	12,897	22,951
Charitable activities	4	95,327		15,308	110,635	110,248
Total Resources Expended		107,907		15,625	123,532	133,199
Net Income/(Expenditure)		(12,807)		9,955	(2,852)	43,246
Funds brought forward		111,239	37,000	17,078	165,317	122,071
Transfers between Funds		4,360		(4,360)		
Total funds carried forward		102,792	37,000	22,673	162,465	165,317

Balance Sheet as at 31st March 2022

	Note	2022 £	2021 £
Fixed Assets:			
		Nil	Nil
Current Assets:			
Debtors and Prepayments	6		564
Cash in hand		60	138
Cash at Bank		162,913	164,941
		162,973	165,643
Liabilities: Amounts falling due within one year			
Creditors and accruals	7	(508)	(326)
Net Current Assets		162,465	165,317
Total Net Assets		162,465	165,317
Represented by:			
Funds			
Unrestricted Fund	8	102,792	111,239
Designated Fund	8	37,000	37,000
Restricted Funds	8	22,673	17,078
		162,465	165,317

Dated: 22nd August 2022

Susan Halstead, Chair

For and on behalf of Home-Start York

All of the charity's operations are classed as continuing. There are no recognised gains or losses other than those stated above. The notes to the accounts on pages 19-21 form part of these financial statements

Notes to the Financial Statements for the Year Ended 31st March 2022

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2015) and with Accounting Standards.

Exemptions

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

ACCOUNTING POLICIES

Incoming Resources

These are included in the Statement of Financial Activities (SoFA) when: The charity becomes entitled to the resources. Receipt of the resources is probable, and the monetary value can be measured with sufficient reliability. When incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA. Grants and Donations are only included in the SoFA when the charity has unconditional entitlement to the resources, Investment income is included in the SoFA when receivable

Resources Expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources, using the accruals basis.

Assets

Relevant expenditure is capitalised if an asset can be used for more than one year and cost at least £150 including VAT.

Depreciation is provided on all tangible assets at rates calculated to write off the cost of each asset over its expected useful life, as follows:

Office equipment - 20% Straight line basis

INCOME

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	2022 Total Funds £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	2021 Total Funds £
Donations and Grants:						
City of York Council grant	19,817		19,817	14,863		14,863
Vale of York C.C.G. (N.H.S.) grant	15,387		15,387	15,387		15,387
Donations from Trusts	52,146	25,580	77,726	76,652	16,000	92,652
Armed Forces Covenant Project					41,106	41,106
Other Projects					4,000	4,000
Other Donations	7,643		7,643	8,061		8,061
	<u>94,993</u>	<u>25,580</u>	<u>120,573</u>	<u>114,963</u>	<u>61,106</u>	<u>176,069</u>
Trading Activities:						
Events						
Investment Income:						
Bank and Deposit Account Interest	107		107	376		376
Total incoming resources	<u>95,100</u>	<u>25,580</u>	<u>120,680</u>	<u>115,339</u>	<u>61,106</u>	<u>176,445</u>

RESOURCES EXPENDED

2022

	Unrestricted £	Raising Funds Restricted £	Total £	Unrestricted £	Charitable Activities Restricted £	Total £	2022 Totals £
Payroll costs	12,364	317	12,681	72,924	11,661	84,585	97,266
Staff other costs				1,105	24	1,129	1,129
Volunteer costs				1,946	365	2,311	2,311
Family Activities				993	341	1,334	1,334
Office & premises running costs				18,359	2,917	21,276	21,276
Fundraising and A.G.M. costs	216		216				216
Depreciation							
Total resources expended	<u>12,580</u>	<u>317</u>	<u>12,897</u>	<u>95,327</u>	<u>15,308</u>	<u>110,635</u>	<u>123,532</u>

2021

	Unrestricted £	Raising Funds Restricted £	Total £	Unrestricted £	Charitable Activities Restricted £	Total £	2021 Totals £
Payroll costs	18,154	2,500	20,654	45,038	43,756	88,794	109,448
Staff other costs				240	467	707	707
Volunteer costs				230	133	363	363
Family Activities				1,764	1,169	2,933	2,933
Office & premises running costs	1,474	607	2,081	7,741	9,509	17,250	19,331
Fundraising and A.G.M. costs	130	86	216	121	81	202	418
Depreciation							
Total resources expended	<u>19,758</u>	<u>3,193</u>	<u>22,951</u>	<u>55,133</u>	<u>55,115</u>	<u>110,248</u>	<u>133,199</u>

Trustees expenses

No Trustee received remuneration for services rendered during the year, trustees' out of pocket expenses to the value of £444.98 reimbursed.

Independent Examiners' fees

	2022	2021
For reporting on the financial statements	320	300

Notes to the Financial Statements for the Year Ended 31st March 2022

PAID EMPLOYEES

	2022	2021
Staff Costs		
Gross salaries and benefits in kind	88,537	98,267
Employer National Insurance	2,174	3,485
Employer pension contribution	6,555	7,696
Total staff costs	97,266	109,448

Full-time equivalent employees

Average number of full-time equivalent employees in the year	3.25	4
Working in Charitable activities	2.75	3
Working in Fundraising activities	0.5	1

Pension arrangements

Staff may elect to join a pension scheme operated with The Pensions Trust. The scheme is a contracted-in occupational money purchase plan, currently growth plan 4. There is a contingent liability in relation to the guaranteed element of pension entitlement up to October 2001.

The cost of the scheme to the charity in the year	2,028	2,897
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DEBTORS

HMRC CJRS Claim		564
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CREDITORS AND ACCRUALS

Independent Examination	320	300
Volunteers' expenses	80	26
Group running costs	108	
	508	326

DETAILS OF FUNDS

Funds held

Endowment Funds:

There were no such funds held during the year.

Restricted Funds: Funds held during the year were;

Armed Forces Covenant: Restricted fund to be used to support military families. Grant awarded for a period of three years. Remaining funds were transferred to unrestricted funds due to AFC not requesting refund of surplus monies

Young Parents Groups Acomb, Heworth & Clifton: Funding was previously obtained from local area wards and other sources. Further funds for the continuation of Group were contributed to by grants from York CVS, Benenden Health Group, City of York Council and CCG Perinatal Group.

Technology Fund: Grant funded by HSUK in order to purchase technology equipment for key team members.

Big Hopes Big Futures: Grants were made to this project by HSUK.

Red Cross Loneliness Fund: Deficit in fund from previous year was transferred to unrestricted

BHA: Small surplus in fund was transferred to unrestricted funds

Charity Log: Surplus in fund was transferred to unrestricted funds and put towards ongoing running costs of Charity Log system, which was funded from core monies in 2021. A designated fund is maintained to cover the costs involved in closing the Scheme if that eventuality was to arise. The designated fund also covers potential liabilities arising from certain staff's membership of the Pensions Trust pension scheme and any other significant contingent liabilities.

Movement of funds

	Balance B'fwd	Incoming Resources	Outgoing Resources	Transfers	Total Funds
Unrestricted Fund					
General Funds	111,239	95,100	107,907	4,360	102,792
Restricted					
Armed Forces Covenant	4,326			(4,326)	
Red Cross Loneliness Project	(76)			76	
BHA	58			(58)	
Young Parents Acomb	769		769		
Young Parents Heworth	3,462		3,462		
Charity Log	52			(52)	
Young Parents Clifton	7,611	22,205	7,146		22,670
BHBF		3,375	3,373		2
Technology	875		875		
	17,078	25,580	15,625	(4,360)	22,673
Designated Fund	37,000				37,000
Closing balance	165,317	120,680	123,532		162,465



Notes to the Financial Statements for the Year Ended 31st March 2022

NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Designated	Total
Balances as at 31st March 2022				
Current Assets	103,192	22,781	37,000	162,973
Current Liabilities	(400)	(108)		(508)
	<u>102,792</u>	<u>22,673</u>	<u>37,000</u>	<u>162,465</u>
Balances as at 31st March 2021				
Current Assets	111,565	17,078	37,000	165,643
Current Liabilities	(326)	0		(326)
	<u>111,239</u>	<u>17,078</u>	<u>37,000</u>	<u>165,317</u>

CONTINGENT LIABILITIES

There is a contingent liability of £2,028 (2021 - £2,897) relating to the pension scheme, which would fall due to the scheme provider if Home-Start York had no members in the scheme. The amount of the liability is as advised by the Pensions Trust following their latest Scheme Valuation. The charity also has a leasing agreement for the supply of telephone equipment and telephone services for a period of seven years from April 2018 giving a contingent liability of £2,492 (2021 - £3,456).



THE HOME-START YORK STAFF TEAM - 2021/2022

Independent Examiner's Report to the Trustees

I report on the accounts of Home-Start York for the year ended 31st March 2022, which are set out on pages 18 - 21.

RESPONSIBILITIES AND BASIS OF REPORT

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

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

INDEPENDENT EXAMINER'S STATEMENT

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with these records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Report) Regulations 2008 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

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.

22nd September 2022

Jeff Todd FCA
Outsource Independent Examination Service
The Hiscox Building
Peasholme Green
York
YO1 7PR



PRESIDENT

The Rt Revd Dr Jonathan Frost, Dean of York

VICE PRESIDENT

Richard Baldwin

PATRONS

Alison Baldwin

Barbara Cooke

Ron Cooke

Sallie Gray

Sally Kirk Walker

David Miller

Prof Kate Pickett

Gail Tams

DIRECTORS & TRUSTEES

Sue Halstead - Chair and Safeguarding Advisor

Sarah Blower - Research

Val Bowman - Treasurer

Sandra Furby - Training, Supervision, Fundraising

Penny Heptonstall - Volunteer Representative

Adele Hunter - Community Mental Health Advisor & Volunteer

Lesley Murphy - Volunteer Representative

Sarah Ratcliffe - Legal & Patrons Programme, and GDPR

Kate Smart - Trustee

STAFF TEAM

Maria O'Keeffe - Scheme Manager

Susan Deery - Family Support Coordinator

Jo Harry - Family Support Coordinator

Graeme Dawson - Trusts & Grants Fundraiser 21/22

Hilary Norris - Administrator - Retired April 2022

Eleanor Carswell - Administrator - Appointed April 2022

PRINCIPAL ADVISORS

Home-Start UK

07519 076946

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www.homestartyork.org

The Gatehouse, 49 Cemetery Road, York, YO10 5AJ



@homestartyork1



@homestartyork1



homestartyork

Home-Start York is a charity registered with the Charity Commissioner, incorporated as a company limited by guarantee

Registered Company Number: 09471420 Registered Charity Number: 1161151

**HOME
START**
York