

Company registration number: 09476111

Charity registration number: 1161247

Home-Start Newcastle Borough

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Daryl Denson ACMA
VAST
The Dudson Centre
Hope Street
Stoke on Trent
ST5 1DD

Home-Start Newcastle Borough

Reference and Administrative Details

Chair	Carole Dawn Johnson - Chair
Trustees	Carole Dawn Johnson - Chair Dilys Beard - Vice Chair David Williamson - Treasurer Neil Dudley Timothy Wolley Mark Hammersley (resigned 26 July 2022) Margaret Colley (resigned 30 November 2021) Amanda Donald (resigned 30 November 2021)
Senior Management Team	Wendy Hocking - Scheme Manager
Registered Office	Cornerstone High Street Knutton Newcastle-under-Lyme ST5 6BX
Independent Examiner	Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke on Trent ST5 1DD
Bankers	CAF 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Charity Registration Number	1161247
	The charity is incorporated in England.
Company Registration Number	09476111

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 6th March 2015. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

Trustees are recruited through a variety of advertising channels, including personal recommendations from current trustees, advertising, display stands promoting the scheme's work in public places and disseminating information in local institutions such as local university staff websites.

Expressions of interest are followed up by the Chair. Interested individuals are invited as guests to observe the management committee meetings and subject to a successful meeting with the Chair and Scheme Manager and agreement that they wish to be nominated for a position on the trustee board, they are invited to complete a formal application, provide references, undergo a DBS enhanced level check and sign up the scheme's code of conduct.

With reference to the Memorandum and Articles of Association, a third of the committee is required to stand down at the AGM and if they wish to continue in their role as a trustee and a director of the organisation, they can be re-elected by the committee.

Objectives and activities

Objects and aims

The charitable 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 care, principally but not exclusively within the area of Newcastle Borough and its environs.

The aims of the Charity are to provide support for local families and to give these families the means to cope with the difficulties they are experiencing. We aim to build better lives for both the child or children of the family and their parents by improving their confidence, health, mental wellbeing and to improve and encourage better family relationships.

The trustees of Home-Start Newcastle Borough oversee the governance of the scheme which works within the local community aiming to help parents build better lives for their children by helping them to tackle issues that they face such as loneliness and isolation, coping with multiple children, difficult child behaviour and ill health, disability or special needs.

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

Charitable Activities undertaken for public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Home-Start Newcastle Borough provides practical and emotional support for families in their own homes and in the community. Our support is tailored to the individual needs of our families who may be experiencing difficulties and challenges including poor emotional wellbeing of themselves or their children, child development and learning needs, isolation, and financial worries. The earliest years make the biggest impact, and we work to make sure those years count. We offer support to parents with children under 12.

During 2021/22 we operated under contract to Staffordshire County Council, their Tier 2 Family Support service for families with children 0-19 (25 years if SEND) operating it within Newcastle Borough. The service had three main elements:

1) Referral based support

Our staff team of professional Family Support Workers provide early help support for families. A dedicated key worker works with the whole family to address issues and challenges they identify as areas of family life that they wish to improve. The key workers complete an early help assessment, linking this to the Triangle, Families Plus Outcomes Star, which monitors the change in the 10 elements of the family's life. We support the whole family, working directly with the child, and all the family members within the household.

2) Proactive home-visits

We visited young families who live within the 0-30% lower super output areas of Newcastle Borough. The children within the family were 5-8 months of age. The purpose of these visits was to provide information, advice, and guidance on local priority issues such as obesity and oral health, to increase awareness of local services available to families and help them to access these and to offer further support should the family wish.

3) BookStart corner

This is a national programme designed to encourage families to develop a love for books, stories and rhymes. It is provided to families with pre-school children. We offered one to one and group sessions to build parent's confidence in storytelling and support children's early learning and development. The program includes 4 separate sessions - introduction to songs and rhymes, sharing stories and books, making stories into routines and mark making.

Delivering the SCC contracted service during the second year of the pandemic, meant that our services were adjusted, and between June and December 2021, the 'in emergency situations only' description for allowing for Home Visiting was altered to 'some' home visiting can recommence, with full covid home visit safety risk assessment carried out each time. Home visits were interspersed by innovative delivery, such as walk and talks, garden visits, playground, or country walks, as well as telephone calls. By March 2022, restrictions had been removed and home-visiting was fully returned.

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

Volunteer Service

Big Lottery Grant

From 1st May 2022, we delivered on our Parenting Together, Big Lottery project, our first year in this project. We were coming out of the COVID pandemic, during which our traditional Home-Visiting service had altered into telephone befriending, and was welcomed by some, where other families needed more of our home-visiting support. Our project took this into consideration, and we developed 2 service elements, Parent 2 Parent, Home-Visiting and Time 4 You, Telephone befriending, which had already been introduced at the start of the pandemic.

We received 67 referrals into the Parenting Together service, and by the end of March 2022, we had 32 families on the waiting list for family support via our volunteer service. We accept referrals for family support from agencies or from the families directly, and along with the SCC family referrals, they are assessed to ascertain which service is suitable to meet their needs by the leadership team. Although we have had a waiting list for our services, our Keep in Touch 'KIT' calls have alleviated the stress and worry that being on a waiting list can bring. Once matched to a trained volunteer, we offered families weekly support to work through the agreed outcome plan.

Home-Visiting or Telephone befriending provides personalised support for each family, we complete a simple assessment of needs with them, and identify areas where they want change. Together with their volunteer they can be helped to gain the outcomes identified.

These outcomes can vary per family but can be;

- To help them manage their children's behaviour, and anger outbursts,
- To help their child sleep in their own bedroom
- To introduce positive parenting and rewards
- To help set boundaries and consequences.
- To encourage children to eat a healthy diet and eat varied food
- To introduce a good bed-time routine, so children go to bed at a regular time
- To help with their child's anxiety about leaving them to go to nursery or school.
- To encourage sharing and turn taking, not grabbing or hitting other children
- To help manage their walk to school or nursery in the morning.
- To improve parents' confidence and reduce parents' isolation

For our Home-Visiting and Telephone service, we like to provide each family with a named Volunteer, and the length of the support needed to meet their needs can vary from family to family, depending on what outcomes are identified. The support given to each family is regularly reviewed until the outcomes have been met and there is a positive change for the children and parents in the household. An average time of support for families is 9 months, an increase in time from last year.

During the pandemic, we found that some of our volunteers were advised to shield, and some were cautious of returning to face to face, and so although the restrictions started to ease and we allowed home-visiting once again, with PPE and lateral flow tests to be done before a visit some of our volunteers still did not feel comfortable to return. We found that we struggled to recruit new volunteers and our waiting list started to increase.

To alleviate the waiting for a volunteer to be allocated to a family and to ensure that the families felt supported and gained some advice, we devised a 'Keep in touch' call service, which we called 'KIT calls.' The KIT calls were operated by a mixture of staff and volunteers. The aim being to ensure families felt supported, and that we could monitor if there their needs altered and if there was a safeguarding issue or a more urgent need for support. When this happened, which it did, we prioritised them and allocated them to the next volunteer, or they were supported by our volunteer coordinator. If needed, we referred them to the higher level of safeguarding.

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

This element of our service has been very successful. Firstly, families have felt engaged with, and thanked us for the KIT calls, whilst others, have gained the advice they required from the calls themselves. This happened many times, so much so that we have now added an Information and Guidance (IAG) service. We believe this is for specific issues, and usually for a shorter time span. We are monitoring this at the moment, having altered our CRM system to capture the outcomes from this new service.

Parents refer to us for Family support, previously completing the particular service referral form, requesting telephone befriending or home-visiting, but now, parents or referrers apply for Family Support, and provide a main preference for how they want to receive the support, and we offer a mixture, which recently has always started off with a welcome letter, stating they are on a waiting list, but we will keep in touch with them. This is under a continuous improvement process.

Home-Start Together, our stay and play group, has gone from strength to strength, the project also planned on the introduction of a stay and play 0-4 children's group, named, Home-Start Together. This was due to commence in the autumn if the restrictions would allow it. We started off in one location, within Kildgrove Children's Centre, we devised another shorter group session, for the same age, called Rhyme & Craft, delivering it within Clayton library, an estate a little way from the town centre. After discussions with families, and partner agencies, we recognised a need for groups to be in other locations, and so started working in partnership with the Borough's women's refuge, where we now deliver weekly Rhyme and Craft sessions, to the residents and their young children who stay there. Following the success of those sessions, we introduced another Rhyme and Craft session for 0-4's at Kildgrove Library, the Town within Newcastle Borough on the Cheshire border. Further to the Stay and play groups and the Rhyme and Craft groups, our Community Engagement Worker developed Baby@Play a set of 5 sessions of parent and baby play, concentrating on parental bonding and babies' development for 0-12 month old babies,

Our project has just completed its first year, and we expected to support 108 families but due to the personal endeavours of our staff team, 250 families have attended the various Home-Start Together groups. An enormous achievement in our first year.

Coalfields Regeneration Fund

We gained 12 months funding from the Coalfields Regeneration fund, which commenced in June 2021, as we operate in one of their regeneration areas. This grant provided us with additional administration hours to support the Volunteer Coordinator and the volunteer service, and mobile telephones for our volunteers to use during COVID. The additional admin staff hours supported in preparing resources and equipment for the volunteer training courses. The mobile phones enabled volunteers to continue the support when they could not visit face to face, and ongoing help can still be offered. This ensures a higher level of engagement and parents are supported to make and sustain any improvements.

Coalfields Volunteer outcomes were that we would achieve 10 volunteers regularly volunteering.

- a) We will support 10 volunteers to volunteer for at least twice a month for at least 3 months.
- b) They will report feeling less isolated and more connected to others
- c) Feel they have gained from training and development opportunities

Family outcomes were that 20 people will gain relief from anxiety/depression.

- a) By having strategies to help cope with the stresses of home/work life balance
- b) Via improved access to health information and advice
- c) Feel an improvement and better understanding and confidence in managing their daily life and well-being

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

As part of their support, we gained access to the Coalfields Community Investment Program. Giving access to many guidance documents for research and support, as well as regular updates from the service which highlighted latest grant funding opportunities..

Children in Need Grant

We successfully gained the grant from Children in Need, which is unrestricted towards our core costs for 3 years, which started in October 2021. This will assist our sustainability.

We introduced a new data base system, Lamplight, which went live in April 2021. The development of the database was done in the previous year, taking many months of work alongside the project manager of the system. This year has seen the further development, to define the reporting, adjusting the system and data inputting to ensure effective and efficient information is produced. Working within a new CRM system had its challenges, and still does. The reporting and development of the information that can be gained from the CRM is still proving to be a challenge and is ongoing.

Use of volunteers

We have introduced many volunteering opportunities within the year, some with more take up than others.

- Home Visiting
- Telephone Befriending
- Keep in touch calls (to families on our waiting list)
- Admin support
- Social Media volunteer
- Book-Start, Storytelling volunteer
- Play and Stay group volunteer

Our volunteering opportunities and roles are designed to improve wellbeing and reduce social isolation of those choosing to work with us whilst building our community activity. We provide fantastic training, and support and many opportunities for people to volunteer to improve their employability, skills and support their local community.

We have had 31 volunteers provide family support during the year.

100% of volunteers asked feel that they are giving back and using their personal experiences and training to help others and feel their confidence grow with each family.

95% of volunteers asked feel that they are a little more connected to others, especially now Covid restrictions are easing. Volunteers are looking forward to more face-to-face events

100% of volunteers feel we give them high quality training and have access to as much training as they feel they can attend. They state the training courses offered are valuable and relevant to their roles and they enjoy learning new skills.

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

Achievements and performance

Staffordshire County Council Tier 2 Family Support Service.

As the commissioned provider of Staffordshire County Councils Tier 2 Family Support Service an accredited provider of the Building Resilient Families and Communities (BRFC) program, we followed the contract and performance outcomes for that service.

Within the whole of Home-Start services, we received 250 referrals into Home-Start. We received 183 referrals for the Council funded tier 2 service. Of the families who completed their support with the Council tier 2 service, 114 were closed as improved and successful, and 18 were closed without success, some of which were referred to a higher safeguarding level. Over 50 families were transferred to the new service provider on 1st April 2022.

Achievements /Coalfields Regeneration fund.

Volunteer Outcomes

18 volunteers have supported families for 3 months or over from 1st June 2021–31st March 22, through home visits and/or telephone befriending phone calls. This has already exceeded our end of year project outcomes.

***** 100% of our volunteers asked said they felt "less isolated and more connected to others" and 100% said they felt they had "gained from training and development opportunities available to them through volunteering with Home-Start"

Family Outcomes

We exceeded our prediction of 20 people gaining relief from anxiety/ depression.

- a) By having strategies to help cope with the stresses of home/work life balance
- b) Via improved access to health information and advice
- c) Feel an improvement and better understanding and confidence in managing their daily life and well-being

By March 2021, 26 parents have seen relief from anxiety and depression.

Our Social and Added Value

We pride ourselves on the holistic approach we take to the family support service that we deliver and our partnership work enables us to access services that other organisations, agencies and individuals excel in for the benefit of the families that we work with.

During 2021/ 22 we gained extra support for our families via other organisations such as, Alice Charity, Star Bikers, John Lewis & Partners, Foodbank, Aspire and the generosity of private individuals to bring that extra needed help to our families which this year included funds for household white goods, a bedroom revamp, bedding and safety equipment, Christmas Gifts, Easter Eggs, Play Equipment & Activity packs, foodbank vouchers and school uniform.

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

Relationships with related parties

Home-start UK

Home-Start Newcastle Borough is a local, independent charity operating within the ethos, guidance and policies of the Home-Start UK as part of its international network of schemes.

Staffordshire County Council

As the commissioned provider of Staffordshire County Council's Tier 2 Family Support provision for the Newcastle-under-Lyme district we are contractually compliant with the requirements of Staffordshire County Council and work closely with partner agencies to effect a multi-agency approach to family support services.

Working in Partnership

Elim Church manages the premises that we work in, and this year we finalised a new licence agreement that suited both parties. This allowed us the flexibility to work in partnership with Newcastle Foodbank, who needed to find new premises to deliver their weekly food bank from in our area. After much legal discussion and finalisation of the agreement the Silverdale Foodbank and its volunteers, moved to share the premises with us on a Wednesday afternoon. This provides a local venue to allow customers within the area to call in, gain support and pick up their much-needed foodbank parcel. We have welcomed this opportunity to work together and see this as a great benefit to both services, already families visiting the foodbank to pick up their parcels, have been supported by Home-Start and gain from learning about our services.

Financial review

The results for the year are set out in the Statement of Financial Activities.

Policy on reserves

The trustees have set a reserves policy which requires:

- 1) Reserves are maintained at a level which ensures that Home-Start's core activity could continue during a period of unforeseen difficulty
- 2) A proportion of reserves are maintained in a readily realisable form

The calculation of the required level of reserves is an integral part of the scheme's planning, budget and forecast cycle and considers:

- 1) Risks associated with each stream of income and expenditure being different from that budgeted
- 2) Planned activity level
- 3) Organisation's commitments

Having considered the risks, activity and commitments of the organisation trustees have agreed that the scheme needs to retain a level of reserves of between 3 and 6 months running costs which equates to approximately £48,000 to £96,000. At the year end general unrestricted reserves at the year end were £80,602.

In addition to the general unrestricted reserves, the charity holds £65,000 in a designated fund to be used in event of the scheme closing, £51,057 in a designated fund to finance a Family Support Advisor post and associated costs in year ended 31 March 2023 and £3,346 in a designated fund to continue with the administrator's position when grant funding ends during the year ended 31 March 2023.

Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

Risks arising and management of those risks

Changes to Funding

This year we had a couple of major risks highlighted that the Trustees took into consideration.

We had Children in Need funding which ended March 2021, but the grant funding for the Volunteer side of the service from Big Lottery started in May 2021, leaving us with a gap in income in April 2021. We gained a large grant for 3 years from the Big Lottery, providing us with stability, and we had an application for core funding with Children in Need, which became successful and commenced in October 2021.

During the year, the Family Support Outreach service we were delivering via contract on behalf of the County Council, which we had held for over 4 years, came up for re tender in September 2021. We knew that without the contract it would change our services as the contract included a significant contribution towards our core costs, and the funding towards the management and coordination of our volunteer service. The Trustees reviewed the tender and agreed to complete an application even though the contract price required some careful consideration. However, in January 2022 we were advised that we were not successful. The staff delivering the service were entitled to TUPE, but this still left uncertainty, and some staff were facing tough decisions, with hours being reduced and roles changing. Quite a number of staff left us on 1st April 2022, and we stopped delivering that element of our service.

Leading up to the end of the service, the transition period meant that families referred into the service could not be allocated a family support keyworker. We closed as many family files down as we could, safeguarding being the priority, and transferred over 50 families back to the local authority to transfer to the new provider. Staff who worked on the SCC contract were subject to TUPE and we engaged with the new provider to ensure a smooth transition for the staff who were transferred to them. The trustees

The loss of the SCC service did however allow us the opportunity to redesign our service offer delivered by our volunteers, and staff, and we became a new Home-Start Service. The Trustees reviewed the impact and the service and agreed some changes to the staffing structure for the remaining service that would commence from 1st April 2022. Approving a deficit budget, for 2022/23 making a prudent use of the robust amount of charity reserves, to gap fund staffing and a new post, and a new service offer to the families of Newcastle.

Future funding, with a high level of reserves, can be counterproductive, and with the knowledge that a sound level of reserves and future funding opportunities from grant providers such as Henry Smith, and others once the reserves have levelled out, would be available to be applied for at the end of 2022, to maintain the additional post.

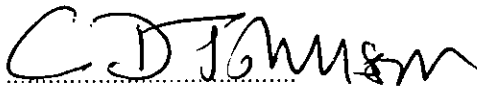
Home-Start Newcastle Borough

Trustees' Report (incorporating Directors' Report)

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 23/11/22 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'CD Johnson', written over a dotted line.

Carole Dawn Johnson - Chair
Chairman and trustee

Home-Start Newcastle Borough

Independent Examiner's Report to the trustees of Home-Start Newcastle Borough ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

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.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of CIMA, which is one of the listed bodies.

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 Home-Start Newcastle Borough 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.



Daryl Denson ACMA

VAST
The Dudson Centre
Hope Street
Stoke on Trent
ST5 1DD

19/03/2024
Date:.....

Home-Start Newcastle Borough

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	306	101,867	102,173
Charitable activities	4	236,449	-	236,449
Other trading activities	5	1,582	-	1,582
Investment income	6	17	-	17
Total income		<u>238,354</u>	<u>101,867</u>	<u>340,221</u>
Expenditure on:				
Charitable activities	7	<u>(249,311)</u>	<u>(73,131)</u>	<u>(322,442)</u>
Total expenditure		<u>(249,311)</u>	<u>(73,131)</u>	<u>(322,442)</u>
Net (expenditure)/income		<u>(10,957)</u>	<u>28,736</u>	<u>17,779</u>
Net movement in funds		(10,957)	28,736	17,779
Reconciliation of funds				
Total funds brought forward		<u>210,962</u>	<u>-</u>	<u>210,962</u>
Total funds carried forward	17	<u>200,005</u>	<u>28,736</u>	<u>228,741</u>

The notes on pages 15 to 27 form an integral part of these financial statements.

Home-Start Newcastle Borough

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	1,273	21,488	22,761
Charitable activities	4	245,479	-	245,479
Other trading activities	5	1,531	-	1,531
Investment income	6	35	-	35
Total income		<u>248,318</u>	<u>21,488</u>	<u>269,806</u>
Expenditure on:				
Charitable activities	7	<u>(249,819)</u>	<u>(22,314)</u>	<u>(272,133)</u>
Total expenditure		<u>(249,819)</u>	<u>(22,314)</u>	<u>(272,133)</u>
Net expenditure		(1,501)	(826)	(2,327)
Transfers between funds		<u>1,001</u>	<u>(1,001)</u>	<u>-</u>
Net movement in funds		(500)	(1,827)	(2,327)
Reconciliation of funds				
Total funds brought forward		<u>211,462</u>	<u>1,827</u>	<u>213,289</u>
Total funds carried forward	17	<u>210,962</u>	<u>-</u>	<u>210,962</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 15 to 27 form an integral part of these financial statements.

Home-Start Newcastle Borough
(Registration number: 09476111)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	13	3,779	6,494
Current assets			
Debtors	14	59,113	6,119
Cash at bank and in hand		<u>174,397</u>	<u>210,811</u>
		233,510	216,930
Creditors: Amounts falling due within one year	15	<u>(8,548)</u>	<u>(12,462)</u>
Net current assets		<u>224,962</u>	<u>204,468</u>
Net assets		<u>228,741</u>	<u>210,962</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	17	28,736	-
Unrestricted income funds			
Unrestricted funds		<u>200,005</u>	<u>210,962</u>
Total funds	17	<u>228,741</u>	<u>210,962</u>

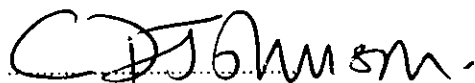
For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- 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.

The financial statements on pages 12 to 27 were approved by the trustees, and authorised for issue on 23/11/22, and signed on their behalf by:



Carole Dawn Johnson - Chair
Chairman and trustee

The notes on pages 15 to 27 form an integral part of these financial statements.

Home-Start Newcastle Borough

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

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

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). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Home-Start Newcastle Borough meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Home-Start Newcastle Borough

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

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Home-Start Newcastle Borough

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

Tangible fixed assets

Individual fixed assets costing £300 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office and computer equipment	Straight line method over four years.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Home-Start Newcastle Borough

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

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Donations and legacies;			
Donations from individuals	306	-	306
Grants, including capital grants;			
Government grants	-	71,066	71,066
Grants from other charities	-	30,801	30,801
	<u>306</u>	<u>101,867</u>	<u>102,173</u>
	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	1,273	-	1,273
Donations from individuals	-	400	400
Grants, including capital grants;			
Grants from other charities	-	21,088	21,088
	<u>1,273</u>	<u>21,488</u>	<u>22,761</u>

4 Income from charitable activities

	Unrestricted funds General £	Total 2022 £
Support for families, children and young people	<u>236,449</u>	<u>236,449</u>
	Unrestricted funds General £	Total 2021 £
Support for families, children and young people	<u>245,479</u>	<u>245,479</u>

Home-Start Newcastle Borough

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

5 Income from other trading activities

	Unrestricted funds General £	Total 2022 £
Local fundraising and street collection income	1,582	1,582
	<u>1,582</u>	<u>1,582</u>
	Unrestricted funds General £	Total 2021 £
Local fundraising and street collection income	1,531	1,531
	<u>1,531</u>	<u>1,531</u>

6 Investment income

	Unrestricted funds General £	Total 2022 £
Interest receivable and similar income; Interest receivable on bank deposits	17	17
	<u>17</u>	<u>17</u>
	Unrestricted funds General £	Total 2021 £
Interest receivable and similar income; Interest receivable on bank deposits	35	35
	<u>35</u>	<u>35</u>

Home-Start Newcastle Borough

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

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Support for Families	249,311	73,131	322,442
	Unrestricted funds General £	Restricted funds £	Total 2021 £
Support for Families	250,200	21,933	272,133

	Activity undertaken directly £	2022 £	2021 £
Gross Salary Costs	219,865	219,865	229,637
Temporary Staff and Recruitment Costs	829	829	686
Promotion and Advertising	-	-	217
Family Activity Costs	2,178	2,178	5,054
Rent	-	-	9,360
Office and General Expenses	-	-	16,682
Training for Staff and Volunteers	730	730	713
Consultancy and Affiliation Fees	-	-	5,140
Staff and Volunteer Expenses	3,889	3,889	1,113
Other Expenses	1,395	1,395	208
Depreciation Charge	-	-	2,473
Allocated Support Costs	93,556	93,556	-
	322,442	322,442	271,283

Home-Start Newcastle Borough

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

8 Analysis of governance and support costs

Support costs allocated to charitable activities

	Total support costs £	Total funds £
Salary costs	50,259	50,259
Recruitment	116	116
Staff training	578	578
Travel expenses	332	332
Rent, insurance and office costs	22,726	22,726
Professional fees	1,881	1,881
Affiliation fees	4,857	4,857
IT costs	8,053	8,053
Marketing and promotion	641	641
Depreciation	2,715	2,715
Other costs	498	498
Total for 2022	<u><u>92,656</u></u>	<u><u>92,656</u></u>

Governance costs

	Unrestricted funds General £	Total 2022 £
Independent examiner fees		
Examination of the financial statements	900	900
	<u>900</u>	<u>900</u>
	<u><u>900</u></u>	<u><u>900</u></u>
	Unrestricted funds General £	Total 2021 £
Independent examiner fees		
Examination of the financial statements	850	850
	<u>850</u>	<u>850</u>
	<u><u>850</u></u>	<u><u>850</u></u>

Home-Start Newcastle Borough

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

9 Government grants

National Lottery Community Fund - RC Midlands Region

This grant funds the Parenting Together project.

The amount of grants recognised in the financial statements was £71,066.

There were no unfulfilled conditions at the year end.

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	238,554	204,237
Social security costs	13,874	10,427
Pension costs	17,696	14,972
	<u>270,124</u>	<u>229,636</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2022 No	2021 No
Scheme Manager	1	1
Office Co-ordinator	1	1
Administration Officer	1	-
Family Support Service Co-ordinator	1	1
Volunteer Co-ordinator	1	1
Family Support Worker	7	7
	<u>12</u>	<u>11</u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £44,568 (2021 - £33,984).

Home-Start Newcastle Borough

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

12 Independent examiner's remuneration

	2022 £	2021 £
Examination of the financial statements	<u>900</u>	<u>850</u>

13 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2021	<u>13,632</u>	<u>13,632</u>
At 31 March 2022	<u>13,632</u>	<u>13,632</u>
Depreciation		
At 1 April 2021	7,138	7,138
Charge for the year	<u>2,715</u>	<u>2,715</u>
At 31 March 2022	<u>9,853</u>	<u>9,853</u>
Net book value		
At 31 March 2022	<u><u>3,779</u></u>	<u><u>3,779</u></u>
At 31 March 2021	<u><u>6,494</u></u>	<u><u>6,494</u></u>

14 Debtors

	2022 £	2021 £
Prepayments	-	6,119
Accrued income	<u>59,113</u>	<u>-</u>
	<u><u>59,113</u></u>	<u><u>6,119</u></u>

15 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	314	7,293
Other taxation and social security	4,162	2,492
Other creditors	2,181	1,827
Accruals	<u>1,891</u>	<u>850</u>
	<u><u>8,548</u></u>	<u><u>12,462</u></u>

Home-Start Newcastle Borough

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

16 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £17,696 (2021 - £14,972).

Pension costs are apportioned between unrestricted and restricted funds depending upon which project the employee works on.

17 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General fund	145,962	238,354	(249,311)	(54,403)	80,602
<i>Designated</i>					
Scheme Closure	65,000	-	-	-	65,000
Family Support Advisor Costs	-	-	-	51,057	51,057
Administration Salaries Costs	-	-	-	3,346	3,346
	<u>65,000</u>	<u>-</u>	<u>-</u>	<u>54,403</u>	<u>119,403</u>
Total unrestricted funds	<u>210,962</u>	<u>238,354</u>	<u>(249,311)</u>	<u>-</u>	<u>200,005</u>
Restricted funds					
The National Lottery Community Fund - RC Midlands Region	-	71,066	(50,224)	-	20,842
Coalfields Recovery & Resilience Fund	-	9,676	(5,002)	-	4,674
BBC Children in Need	-	20,625	(17,905)	-	2,720
Tesco Community Grant	-	500	-	-	500
	<u>-</u>	<u>101,867</u>	<u>(73,131)</u>	<u>-</u>	<u>28,736</u>
Total restricted funds	<u>-</u>	<u>101,867</u>	<u>(73,131)</u>	<u>-</u>	<u>28,736</u>
Total funds	<u>210,962</u>	<u>340,221</u>	<u>(322,442)</u>	<u>-</u>	<u>228,741</u>

Home-Start Newcastle Borough

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

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
<i>General</i>					
General fund	146,462	248,318	(249,819)	1,001	145,962
<i>Designated</i>					
Scheme Closure	65,000	-	-	-	65,000
Total unrestricted funds	<u>211,462</u>	<u>248,318</u>	<u>(249,819)</u>	<u>1,001</u>	<u>210,962</u>
Restricted					
The Community Foundation for Staffordshire	-	3,299	(3,299)	-	-
BBC Children in Need	826	17,789	(18,615)	-	-
Henry Smith	1,001	-	-	(1,001)	-
Other	-	400	(400)	-	-
Total restricted funds	<u>1,827</u>	<u>21,488</u>	<u>(22,314)</u>	<u>(1,001)</u>	<u>-</u>
Total funds	<u>213,289</u>	<u>269,806</u>	<u>(272,133)</u>	<u>-</u>	<u>210,962</u>

Home-Start Newcastle Borough

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

The specific purposes for which the funds are to be applied are as follows:

National Lottery Community Fund - RC Midlands Region

Our service supports families and volunteers with a range of activities and services, The Parenting Together is a 3 year project and funds, Time 4 You - Telephone befriending, Parent to Parent - Family support, Home-Start Together; Community Group sessions and Bookstart sessions.

BBC Children in Need

This will fund core costs, supporting the back office administration and core staff costs for 3 years. The contribution to organisational costs helps us manage our deficit budget, reducing the requirement to deplete our reserves. It provides us with stability to provide family support in our area and focus on improving the lives of children and young people; helping them to feel more confident, less anxious and improve their social skills.

Coalfields Recovery & Resilience Fund

The grant funds equipment and staff time to deliver emotional support, information advice and guidance and opportunities to reduce social isolation for parents and carers with children of all ages. This is a 12 month programme which commenced in June 2021.

Tesco Community Grants - Safe Homes with Home-Start

This grant funds the 'Safe Homes with Home-Start' project. We want to support families to have safe homes. We will hold 4 home safety advice sessions within our play group and our family support workers will distribute items to the families they support where they see a need so that local families who may be facing financial difficulties or struggle to access safety information can create safe home environments for their children, allowing them to explore, play and take the risks that help them to develop.

BBC Children in Need - 2021

To fund our Big Hopes Big Futures project which is aimed at supporting children to be 'school ready' through play and interaction opportunities. Trained volunteers offer regular consistent support with structured, targeted activities designed to help build confidence, promote development and foster independence. Children experiencing disadvantage will receive focused play and attention that is designed to reduce the attainment gap between them and their more advantaged peers.

The Community Foundation for Staffordshire

To fund new smart phones and data for the new Time4You service.

Henry Smith

To fund volunteers to provide one to one support to families in their own homes to help them develop strategies to manage their households and children. Volunteers help parents to access specialist support to help them manage their mental health and well being, encourage parents to take up volunteering opportunities and offer support in overcoming the challenges of family life to ensure the best start in life for children.

Other

Small grants from Buttle UK, Family Holiday Association, Glasspool Charity Trust and donations from individuals to fund holidays or specific equipment or items for families in need.

Home-Start Newcastle Borough

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

Designated Fund - Scheme Closure

The trustees have designated £65,000 of reserves in the event of the scheme having to close.

Designated Fund - Family Support Advisor Costs

In the year ended 31 March 2022, the trustees have designated £51,057 of unrestricted reserves to fund the salary and all associated costs of a family support advisor in the year ended 31 March 2023.

Designated Fund - Administration Salaries Costs

In the year ended 31 March 2022, the trustees have designated £3,346 of unrestricted reserves to maintain the hours of the administration salaries when grant funding ceases in the year ended 31 March 2023.

18 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds at 31 March 2022
	General	Designated		
	£	£	£	£
Tangible fixed assets	3,779	-	-	3,779
Current assets	83,165	119,403	30,942	233,510
Current liabilities	(6,342)	-	(2,206)	(8,548)
Total net assets	<u>80,602</u>	<u>119,403</u>	<u>28,736</u>	<u>228,741</u>

	Unrestricted funds		Total funds at 31 March 2021
	General	Designated	
	£	£	£
Tangible fixed assets	6,494	-	6,494
Current assets	151,930	65,000	216,930
Current liabilities	(12,462)	-	(12,462)
Total net assets	<u>145,962</u>	<u>65,000</u>	<u>210,962</u>

19 Related party transactions

There were no related party transactions in the year.