

**HOME-START HEREFORDSHIRE  
COMPANY LIMITED BY GUARANTEE  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2021**

HOME-START HEREFORDSHIRE  
COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021

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**Home-Start Herefordshire**  
**Reference and Administrative information**

**Trustees**

Andy Walkden  
Jeremy Stobart  
Helen Tank  
Vicki Murray  
Jan Frances  
Philippa Granthier  
Virginia Taylor

Chair  
Treasurer  
Safeguarding

Appointed 14 February 2020  
Appointed 26 June 2020

**Scheme Manager**

Mandie Preece

**Principal address and  
registered office**

Lakeside Offices  
Unit 1 Suite A, Thorn Business Park  
Rotherwas  
Hereford  
HR2 6JT

**Company registration number** 05659978

**Charity registration number** 1113432

**Bankers**

Lloyds TSB  
High Town  
Hereford  
HR1 2AE

COIF Charity Funds  
80 Cheapside  
London  
EC2V 6DZ

**Independent Examiner**

Andrew Bonelle FCA  
Chartered Accountants  
Bonelle and Co Ltd  
1 Wyecliffe Terrace  
Bath Street  
Hereford HR1 2HG

## **Home-Start Herefordshire Trustees' report**

The Trustees, who are directors for the purpose of company law, present their annual report together with the financial statements of the charitable company for the year ending 31st March 2020.

### **Objectives and Activities**

We are a charity that wants children and young people to have the best start in life. Our mission is to provide the support to achieve this.

Home-Start Herefordshire (HSH) aims to help families build better lives for their children by recruiting, training and supervising volunteers who offer support, friendship and practical help to families experiencing difficulties. We aim to provide support across the county and to all families referred to us.

The difficulties our families experience are often complex and reflect the issues facing families identified in county research:

- challenging and anti-social behaviour
- mental health issues affecting both parents and children
- children in poverty
- domestic abuse
- school absenteeism and low academic achievement
- substance abuse and
- overcrowded housing conditions.

As a charitable company HSH is dependant for its funding on grant aid, contractual agreements and fund raising. Funding uncertainty both in terms of public finance constraints and the short-term nature of other funding sources is a major issue and HSH needs to continually review its priorities and service delivery.

### **Achievements and Performance**

The year 2020 and its arrival of Covid19 was unprecedented and brought with it great fear, anxiety and worry to everyone. Some families in Herefordshire who were already vulnerable and struggling, found themselves at crisis point while others, who would previously said to have been coping fine, found themselves in situations of despair and hopelessness. Home-Start as an organisation had to rapidly and dramatically adapt its way of working, as the face-to-face volunteer befriending service we usually provided was no longer feasible in line with government guidelines and restrictions. Coupled with this we also experienced an increased need for our support services, as more families found themselves struggling due to the consequences of lockdown, isolation and poor health.

### **Organisation Adaption**

As an organisation we have found that all members of staff, volunteers and trustees have adapted to the situation and continued to provide the best support possible for some of Herefordshire's most vulnerable and fragile families, who have faced financial and emotional difficulties in this



tough time. As our usual way of providing support was no longer feasible, our volunteers who usually did in the home family visits have been keeping contact with their family via video calls, phone calls and emails, maintaining the lifeline of support and preventing loneliness. This has also allowed the continuation of practical advice such as assisting families virtually with home learning, managing children's difficult behaviours and maintaining a good routine.

We have also supported families, both parents and children with the emotional toll of the lockdowns, by encouraging families to talk about how they are feeling and providing techniques to maintain family's good overall emotional health.

### **Remote Working**

'Stay at Home' working and learning has been difficult for everyone, with unforeseen complications arising for Home-Start staff, volunteers and families alike. During the national lockdown all Home-Start staff members worked from home which did prove a difficulty due to the lack of equipment for participating in video/phone meetings i.e. microphone headsets, cameras and mobile phones. Funding allowed the purchase of such items, which ensured that staff were able to actively participate effectively in countywide meetings with other organisations such as schools and the council, provide volunteer supervision and support and contact families when needed. Home-Start also were able to purchase equipment to aid with remote service delivery. Due to the rural nature of some of the communities of North Herefordshire, many families residing in this area found themselves increasingly isolated due to national and local restrictions, preventing the usual running of their Home-Start run family group. Through the purchase of a tablet for our Group coordinator we were able to deliver weekly group sessions via video conferencing, in which the families had the opportunity to meet together (albeit remotely), sharing the highs and lows of lockdown and being able to share what their children had been doing/making at home. Our Group coordinator was also able to offer parenting support via themed sessions, as well as safety advice and sign-posting when needed and our experienced play leader joined the sessions, demonstrating some fun craft activities and story and rhyme sessions. This provided a much needed sense of social interaction and community to these families, enabling them to discuss their worries and concerns, as well as keeping in contact with friends.

### **Volunteer Guidelines and Assistance**

To assist our volunteers with remote working we provided "Guidance for supporting from a distance" resource packs which covered practical tips for making effective support phone/video calls and emails, guidance for providing emotional support to families, activities for the children to do at home, methods of supporting the parents to implement good routine and behaviour management for the children, coping with stress and looking after own mental wellbeing, as well as useful contact numbers. These packs were greatly appreciated by the volunteers as, for some, distance support was quite a daunting prospect but felt they were able to confidently approach it with some of the strategies provided. Many families responded well to email and phone call support, especially those we have found previously hard to engage, as they felt able to spend time noting down their feelings at times which may be more convenient to them. We have also found that teenagers and young adults have also liked this type of support as some reported feeling more confident using technology to disclose their worries and concerns, rather than speaking to someone face-to-face. We have taken all this feedback on board and are going to ensure that this kind of support is available in the future when appropriate and wanted.

### **Volunteer Recruitment and Training**

Volunteer recruitment was always going to have its challenges in a year where social distancing was essential. However, we can proudly say that we have been able to recruit and train 17 new volunteers throughout the year (2 'blended learning' prep courses- 40 hours of training each) in a safe way that abided by the national social distancing regulations. This involved flexibility on our part, by having to adapt some of training to online provision, as well as effective organisation in ensuring appropriate room allocation and PPE provision. It also showed the



generosity and selflessness of our newly recruited volunteers. By giving their time in the midst of a national pandemic and being patient with our new ways of working, we were able to train them to the same high standard of the rest of our volunteers, enabling service continuation and effective delivery.

### **Marketing and Social Media**

Our Marketing and volunteer recruitment Coordinator regularly updated our social media pages enabling all supporters, staff, volunteers and families to stay informed about the continuing work of our organisation and ways of accessing our/other organisations support if required. In addition we also provided links to fun activities for children to do at home, as well as practical support for parents, in terms of parenting advice, stress management and coping strategies. Regular updates concerning national and local advice were also provided in regards to the Covid19 situation, with links to key messages from the Children's Commissioner, Adult and Children's Safeguarding, Public Health and the NHS, ensuring the provision of appropriate, accurate and informative information. In addition to this our President Alex James read and recorded stories for our families which we uploaded on social media, with feedback from many families stating their children's enjoyment of these sessions.

### **Emergency Supplies**

Due to the financial strain brought about by self-isolation, shielding and job losses some of our families in the past year have reached the point of extreme hardship and many of these have struggled to put food on the table. Home-Start liaised with the countywide food banks on behalf of these families ensuring they were provided with food and toiletries, as well as items such as baby formula, nappies and pet food when required. In addition an ex-service user kindly raised funds throughout the year via their family business in order to purchase food parcels of fresh produce which we could distribute to the families in need. In collaboration we were also able to create Easter food and activity packs for all the children of the families supported by Home-Start, with additional items such as Easter chocolates and crafts which we distributed on Good Friday. Core funding also allowed us to repeat this at Christmas with the purchase and distribution of a toy to all children of the families supported by Home-Start, along with small gifts for the parents/carers, ensuring no child was left without on Christmas day.

### **Emotional Support**

In light of the pandemic, the worries and concerns of the children we support have been seen to change, and thus we as an organisation have adapted accordingly. Many of our children were expressing anxiety surrounding the current global situation in terms of concerns about mortality, and illness, while others were expressing lack of self-confidence issues, and social anxiety due to increased time spent at home. Our volunteers were able to rationalise some of these fears for the children by providing age-appropriate facts relating to the pandemic, enabling the child to understand their fears more appropriately, reducing the occurrence of catastrophising thoughts and its consequent anxiety. Furthermore many of volunteers were able to work with the confidence issues some of our children were having by encouraging more positive thinking patterns, identifying the negative self-thoughts and countering them by identifying positive traits and encouraging self-care. This work was especially beneficial for some of our young people who without the distraction of school, friends and extra-curriculum activities found themselves in a cycle of negative self-thinking. By encouraging the development of a healthy routine, (virtual) social contact and engagement in positive activities and hobbies, many of our young people reported an improvement in their self-esteem and confidence.

### **Educational Support**

Due to the closure of schools, many children were struggling with home schooling, whether that was practically (i.e. having the equipment such as laptops to complete the online tasks set by many schools or engaging in the work at home) or emotionally (i.e. stress of not having a teacher to assist them, to increased anxiety when they were unable to understand the work set). This



could lead to tension within the family home, often resulting in conflict between the child and their parents/carers. Home-Start was able to assist remotely with this, by providing virtual volunteer support to assist and guide home schooling, encourage child engagement with their lessons and provide practical tips for parents to improve children's challenging behaviours. Many of our volunteers provided additional support sessions on top of the average two hours/weekly they would usually provide in recognition of the difficulties the children were experiencing. Home-Start was also able to liaise with the schools if it was felt by the child that they were falling behind/weren't coping with the work set, and this enabled the schools to recognise the struggles and provide additional resources and support. This has allowed better engagement for many of our children in their home learning, improving their productivity and ensuring a continuation with their education. We also recognised the importance of more vulnerable children attending school if places were available, supporting parents to access this provision if they so wished, and liaising with schools about the child's progress at home/school to ensure the child was supported adequately. This ensured the needs of the child were met and that they were safeguarded effectively.

### **Family Feedback**

*"I am extremely grateful for the support provided by Home-Start I have been amazed by how much the service has offered me and my children especially during the difficult lockdown period"*

*"I found Home-Start really invaluable during a difficult time in my life, especially with the added pressure of lockdown; I now feel more confidence in my own ability and strengths."*

*"HS support has made a massive difference to me –I no longer feel so alone. I can't believe how much you've helped me. The food parcels and clothing were an enormous help"*

*"B (volunteer)'s support and vast knowledge/advice has been immeasurable. His manner and professionalism is outstanding, not only has he encouraged and supported the children to rebuild and develop their confidence but he has also enabled our son to rebuild his self worth and confidence and for that we are truly grateful"*

### **Plans For The Future**

We are positive for the future and will continue to show our resilience and aptitude in the face of adversity in order to provide support for those families that need it most.

- Due to the Covid19 pandemic future plans will need to adapt and change as we come out of lockdown and beyond
- HSH maintains a rolling 5-year Strategic Plan. This plan has identified priority objectives for the period which largely involve service delivery, succession planning and organisational development. Further details of these objectives can be found on our website and the significant shorter-term plans are as follows:
- Develop and adapt services Post Covid - working on priority areas - Mental health, education, loneliness, isolation, debt and unemployment.
- To continue to review our current training programme & explore opportunities for the delivery of new accredited training as our current programme comes to an end.



- Ongoing cycle of Quality Assurance by self assessing 4 quality standards (Governance, People Management, Managing Information & Safeguarding/Child Protection).
- Review HSH Data Protection systems & procedures ensuring full compliance with GDPR especially with regards to remote working.
- Develop volunteer peer support opportunities as a forum for consultation & evaluation as well as support, advice and guidance. Develop our online volunteer forum.
- Develop the role of Family Representative to gain feedback from service users to inform future service delivery. Develop an online Family forum.
- Offer ongoing accreditation preparation and training opportunities for our volunteers, trustees & staff team.
- Maintain existing sources of income and continue to explore all opportunities for generating new funding to ensure that HSH remain both viable and able to at least maintain the current levels of service.

## **Financial Review**

The 2020/2021 financial year has been a roller coaster year in terms of our finances largely due to the effects of Covid 19 and lockdown and the resultant effects on our operation, personnel and finances. Although there has been a reduction in almost all areas of expenditure over the year, our 'expected' Income was reduced in many areas. However, income was 'enhanced' by emergency funding and one-off grants from various national bodies/organisations.

Total expenditure was significantly reduced at £143,607 (2020:£155,212). Total income (Core and Restricted combined) was an increase on last year at £163,285 (2020: £154,844) There was a surplus for the year on Core/unrestricted activities of £27,024 (2020: £6,479 surplus). However, due to a delayed payment by the council going into the 2021/2022 accounts our restricted funds stood in deficit at (7,346), which reduced our overall reserves, at year end, to £71,264. Overall, I think we can feel relieved that we have come out with a fairly healthy surplus in these difficult times and this outcome is in no small part due to our hard (and smart) working staff, keeping costs down and drawing income in from wherever it can be found, so my thanks goes out to them as well as the work and support given by our volunteers throughout this turbulent year.

Our current unrestricted reserves only provide minimum cover for emergencies such as shortfalls in funding or unexpected expenditure. The Trustees continue to believe that reserves equivalent to 6 months expenditure, i.e. circa £80,000, are the optimum required to ensure continuity of operations and will continue to work towards this goal. Although the current reserves currently provide for just over 5.5 months of expenditure cover (2020: 3 months), the Trustees believe this is sufficient to meet the minimum requirements to continue operations. However, the current climate, due to us coming out of lockdown and the legacy of Covid 19 and its ramifications, may exert greater pressure on funding and potentially our reserves.

Amounts were received from Eveson Charitable Trust, Herefordshire Council, BBC Children in Need, The HSUK Lonliness Fund, EF Bulmer Benevolent Fund, Hereford Community Foundation, HFT Forklifts, Pontrilas Development, Rathbone Moral Aid Charity, The Southall Trust, Kington United Charities, Tesco, Tampon Tax Community Fund, Asda Foundation,



Waitrose & Partners, John Lewis & Partners, Department for Digital, Culture, Media and Sport (Loneliness project), Masonic Charitable Foundation (BHBF), William A Cadbury, Philip Witcomb and Friends who make regular donations. We are grateful for their support. In addition money was received in the form of donations from individuals and the proceeds from fund raising events. We are grateful to the donors for their generosity and to all those involved in fund raising events for their hard work and commitment.

### **Statement of Trustees' Responsibilities**

The Trustees (who are also directors of Home-Start Herefordshire for the purposes of company law) are responsible for preparing the Trustees' report and the financial statement in accordance with United Kingdom Accounting Standards (United Kingdom Accepted Accounting Practice) and applicable law and regulation.

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to 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.

Approved by the Trustees on 24th September 2021 and signed on their behalf by:



Andy Walkden  
Chair

**HOME-START HEREFORDSHIRE**  
**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOME-START HEREFORD**  
**YEAR ENDED 31 MARCH 2021**

I report to the trustees on my examination of the financial statements of Home-Start Hereford ("the charity") for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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**

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

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.



Andrew Bonelle FCA  
Chartered Accountant  
Independent Examiner  
Bonelle and Co Ltd  
1 Wyecliffe Terrace  
Bath Street  
Hereford  
HR1 2HG

Dated: 24th September 2021



**HOME-START HEREFORDSHIRE**  
**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account)**  
**YEAR ENDED 31 MARCH 2021**

		<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Total Funds</u>
		<u>Funds</u>	<u>Funds</u>	<u>2021</u>	<u>2020</u>
	<i>Notes</i>	£	£	£	£
<b>Income and Endowments</b>					
Donations and legacies	5	78,529	-	78,529	65,089
Charitable activities	6	-	74,500	74,500	85,568
Other trading activities	7	6,130	-	6,130	1,123
Investment Income	8	1,783	-	1,783	402
Other income	9	2,343	-	2,343	2,662
<b>Total Income</b>		<u>88,785</u>	<u>74,500</u>	<u>163,285</u>	<u>154,844</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of raising donations and legacies	10	-	-	-	23
Expenditure on charitable activities	11, 12	61,761	81,846	143,607	155,189
<b>Total Expenditure</b>		<u>61,761</u>	<u>81,846</u>	<u>143,607</u>	<u>155,212</u>
<b>Net income/(expenditure) and net movement in funds</b>		<u>27,024</u>	<u>(7,346)</u>	<u>19,678</u>	<u>(368)</u>
<b>Reconciliation of Funds</b>					
Total funds brought forward		47,958	3,630	51,588	51,956
<b>Total Funds Carried Forward</b>		<u>74,982</u>	<u>(3,716)</u>	<u>71,266</u>	<u>51,588</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

**HOME-START HEREFORDSHIRE**  
**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL POSITION YEAR ENDED 31 MARCH 2021**

		<u>2021</u>	<u>2020</u>
	<u>Notes</u>	<u>£</u>	<u>£</u>
<u>Fixed Assets</u>			
Tangible Fixed Assets	17	753	927
<u>Current Assets</u>			
Debtors	18	16,500	2,528
Investments	19	8,761	7,259
Cash at bank and in hand		47,040	44,223
		<u>72,301</u>	<u>54,010</u>
<u>Creditors: Amounts falling due</u>			
within one year	20	1,788	3,349
<u>Net Current Assets</u>		<u>70,513</u>	<u>50,661</u>
<u>Total Assets less Current Liabilities</u>		<u>71,266</u>	<u>51,588</u>
<u>Net Assets</u>		<u>                    </u>	<u>                    </u>
<u>Funds of the Charity</u>			
Restricted Funds		(3,716)	3,630
Unrestricted Funds		74,982	47,958
<u>Total Charity Funds</u>	22	<u>71,266</u>	<u>51,588</u>

For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the 2006 Act relating to small companies.

Directors' responsibilities:

- (a) the members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.
- (b) the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

These financial statements were approved and signed by the trustees and authorised for issue on XXXXXX, and are signed on behalf of the board by:



Andy Walkden  
Chair



**NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

**1. General Information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Lakeside Offices, Suite 1, Unit 1a. Thorn Business Park, Rotherwas, Hereford, HR2 6JT.

**2. Statement of Compliance**

These financial statements have been prepared in compliance with FRS 102. The 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) (Charities SORP and the 2006 Act).

**3. Accounting policies**

**Basis of Preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going Concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

There are no material judgements or key sources of estimation uncertainty.

**Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for a particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one or two sub-classes: restricted income funds or endowment funds.

**NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

**3. Accounting policies (continued)**

**Incoming Resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- (a) income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- (b) legacy income is recognised when receipt is probable and entitlement is established.
- (c) income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- (d) income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

**Resources Expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- (a) expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- (b) expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and relating to the governance of the charity apportioned to charitable activities.
- (c) other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

**Tangible Assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.



NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

3. **Accounting policies (continued)**

**Tangible Assets (continued)**

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, unless it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

**Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings	-	15% reducing balance
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**Impairment of Fixed Assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

**Financial Instruments**

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

**NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

**3. Accounting policies (continued)**

**Financial Instruments (continued)**

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

**Defined Contribution Plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

**4. Limited by Guarantee**

The charity is a charity limited by guarantee and consequently does not have share capital, each of the members is liable to contribute an amount not exceeding Nil towards the assets of the charity in the event of liquidation.



NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

**5. Donations and Legacies**

	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2021</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2020</u>
	£	£	£	£
<b>Donations</b>				
Donations from individuals	78,529	78,529	63,563	63,563
<b>Gifts</b>				
Gifts aid reclaimed	-	-	1,526	1,526
	<u>78,529</u>	<u>78,529</u>	<u>65,089</u>	<u>65,089</u>

**6. Charitable Activities**

	<u>Restricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2021</u>	<u>Restricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2020</u>
	£	£	£	£
Grants receivable	74,500	74,500	85,568	85,568
	<u>74,500</u>	<u>74,500</u>	<u>85,568</u>	<u>85,568</u>

**7. Other Trading Activities**

	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2021</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2020</u>
	£	£	£	£
Local fundraising and street collection income	6,130	6,130	1,123	1,123
	<u>6,130</u>	<u>6,130</u>	<u>1,123</u>	<u>1,123</u>

**8. Investment Income**

	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2021</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2020</u>
	£	£	£	£
Other investment income	1,783	1,783	402	402
	<u>1,783</u>	<u>1,783</u>	<u>402</u>	<u>402</u>

**9. Other Income**

	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2021</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2020</u>
	£	£	£	£
Toy library	-	-	-	-
Cleaning income	155	155	641	641
Miscellaneous income	2,188	2,188	2,021	2,021
	<u>2,343</u>	<u>2,343</u>	<u>2,662</u>	<u>2,662</u>

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**NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

**10. Costs of Raising Donations and Legacies**

	<u>Unrestricted</u>	<u>Total Funds</u>	<u>Unrestricted</u>	<u>Total Funds</u>
	<u>Funds</u>	<u>2021</u>	<u>Funds</u>	<u>2020</u>
	£	£	£	£
Fundraising	-	-	23	23

**11. Expenditure on Charitable activities by Fund Type**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>
	<u>Funds</u>	<u>Funds</u>	<u>2021</u>
	£	£	£
Charitable activities	60,181	81,846	142,027
Support costs	1,580	-	1,580
	<u>61,761</u>	<u>81,846</u>	<u>143,607</u>

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>
	<u>Funds</u>	<u>Funds</u>	<u>2020</u>
	£	£	£
Charitable activities	61,634	92,415	154,049
Support costs	1,140	-	1,140
	<u>62,774</u>	<u>92,415</u>	<u>155,189</u>

**12. Expenditure on Charitable activities by Activity Type**

	<u>Activities</u>		<u>Total Funds</u>	<u>Total Fund</u>
	<u>Undertaken</u>	<u>Support</u>	<u>2021</u>	<u>2020</u>
	<u>Directly</u>	<u>Costs</u>		
	£	£	£	£
Charitable activities	60,181	81,846	142,027	154,049
Governance costs	1,580	-	1,580	1,140
	<u>61,761</u>	<u>81,846</u>	<u>143,607</u>	<u>155,189</u>

**13. Net Income/(Expenditure)**

Net income/(expenditure) is stated after charging/(crediting):

	<u>2021</u>	<u>2020</u>
	£	£
Depreciaton of tangible fixed assets	174	214

**14. Independent Examination Fees**

Fees payable to the independent examiner for:

Independent examination of the financial statements	840	780
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**NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

**15. Staff Costs**

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<u>2020</u>	<u>2019</u>
	£	£
Wages and salaries	118,763	128,514
Employer contributions to pension plans	4,123	4,133
	<u>122,886</u>	<u>132,647</u>

The average head count of employees during the year was 8 (2019: 8). The average number of full-time equivalent employees during the year is analysed as follows:

	<u>2021</u>	<u>2020</u>
	No.	No.
Number of staff - type 1	8	8

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

**16. Trustee Remuneration and Expenses**

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

**17. Tangible Fixed Assets**

	<u>Fixtures and</u> <u>Fittings</u>
Cost	£
At 1 April 2020	5,084
Additions	-
<b>At 31 March 2021</b>	<u>5,084</u>
<b>Depeciation</b>	<u></u>
At 1 April 2020	4,157
Charge for the year	174
<b>At 31 March 2021</b>	<u>4,331</u>
<b>Carrying Amount</b>	<u></u>
<b>At 31 March 2021</b>	753
At 31 March 2020	<u>927</u>

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**NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

**18. Debtors**

	<u>2021</u>	<u>2020</u>
	£	£
Trade Debtors	16,500	2,528
	<hr/>	<hr/>

**19. Investments**

Other Investments	8,761	7,259
	<hr/>	<hr/>

**20. Creditors: amounts falling due within one year**

	<u>2021</u>	<u>2020</u>
	£	£
Trade Creditors	988	2,549
Accruals and Deferred Income	800	800
	<hr/>	<hr/>
	1,788	3,349
	<hr/>	<hr/>

**21. Pensions and other post retirement benefits**

**Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £4079 (2020: £4079).

**22. Analysis of Charitable Funds**

**Unrestricted funds**

	<u>At 1 April</u>			<u>At 31 March</u>
	<u>2020</u>	<u>Income</u>	<u>Expenditure</u>	<u>2021</u>
	£	£	£	£
General Funds	47,958	88,785	61,761	74,982
	<hr/>	<hr/>	<hr/>	<hr/>

	<u>At 1 April</u>			<u>At 31 March</u>
	<u>2019</u>	<u>Income</u>	<u>Expenditure</u>	<u>2020</u>
	£	£	£	£
General Funds	41,479	69,276	62,797	47,958
	<hr/>	<hr/>	<hr/>	<hr/>



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**NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

**22. Analysis of Charitable Funds (continued)**

**Restricted Funds**

	<u>At 1 April</u> <u>2020</u>	<u>Income</u>	<u>Expenditure</u>	<u>At 31 March</u> <u>2021</u>
Restricted Fund	3,630	74,500	(81,846)	(3,716)
	<u>At 1 April</u> <u>2019</u>	<u>Income</u>	<u>Expenditure</u>	<u>At 31 March</u> <u>2020</u>
Restricted Fund	10,477	85,568	(92,415)	3,630

**23. Analysis of Net Assets Between Funds**

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2021</u>
	£	£	£
Tangible fixed assets	416	337	753
Investments	8,761	-	8,761
Current assets	67,593	(4,053)	63,540
Creditors less than one year	(1,788)	-	(1,788)
<b>Net Assets</b>	<b>74,982</b>	<b>(3,716)</b>	<b>71,266</b>
	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total Funds</u> <u>2020</u>
	£	£	£
Tangible fixed assets	519	408	927
Investments	7,259	-	7,259
Current assets	43,529	3,222	46,751
Creditors less than one year	(3,349)	-	(3,349)
<b>Net Assets</b>	<b>47,958</b>	<b>3,630</b>	<b>51,588</b>

