

**HOME-START NEWARK**  
**CASTLE HOUSE, GREAT NORTH ROAD,**  
**NEWARK, NOTTINGHAMSHIRE.**

**ACCOUNTS**

**YEAR ENDED 31 MARCH 2020**

SECRETARY K. Shirley	REGISTERED OFFICE -	Castle House, Great North Road, Newark, Nottinghamshire. NG24 1BY
COMPANY NUMBER 5433103		
CHARITY NUMBER 1109551		

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**David Pattinson, Chartered Accountants,**  
**233, London Road, Balderton, Newark, Nottinghamshire.**

## **HOME-START NEWARK**

### **TRUSTEES' ANNUAL REPORT**

The trustees present their report and the accounts of the company for the year ended 31 March 2020.

#### **OBJECTIVES AND ACTIVITIES**

The objects of the company are to increase the confidence and independence of the family by:

- a) offering support, friendship and practical assistance;
- b) visiting families in their own homes, where the dignity and identity of each adult and child can be respected and protected;
- c) reassuring parents that difficulties in bringing up children are not unusual and encouraging them to enjoy family life;
- d) developing a relationship with the family in which time can be shared and understanding can be developed: the approach is flexible to take account of different needs;
- e) encouraging parents' strengths and emotional well-being for the ultimate benefit of their children;
- f) encouraging families to widen their network of relationships and to use effectively the support and services available within the community.

#### **ACHIEVEMENTS AND PERFORMANCE**

During this financial year Home-Start Newark has continued to deliver the provision of its home visiting service, overseen by staff and delivered by our wonderful volunteers. Twice weekly Family group sessions continue to be enjoyed by many families and our school readiness programme, Big Hopes Big Futures, is being delivered during home visits and also at group sessions. In addition, our scheme is continuing to develop new plans and projects to help families in the local area in line with our stated objectives.

Our service delivery is only possible due to the incredible fundraising efforts of our staff team, volunteers and supporters who have raised or donated over £50,000 during this financial year and also the grants provided by our supportive partners. These efforts have resulted in a surplus for the year of £27,076 for which we are immensely grateful.

Our relationship with Newark and Sherwood District Council continues to grow and we are extremely grateful for the support they have provided during a particularly challenging year.

We would like to thank all of our staff, volunteers and everyone who has helped to support Home-Start Newark over the last year to support families in our local area and look forward to strengthening our bonds over the coming months.

#### **FINANCIAL REVIEW**

There was a net surplus of £27,076 for the year ended 31 March 2020. Total funds carried forward are £72,451 plus the revaluation reserve of £19,915.

It is the policy of Home-Start Newark to build and retain a reserve that would:

- a) Ensure the organisation could meet all outstanding liabilities should core funding be withdrawn at short notice.
- b) Ensure the organisation could continue operating for three months should core funding be significantly reduced. A significant reduction has been taken to mean a 50% cut. During the year in question all efforts would be made to obtain alternative funding to continue the service in the future.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Home-Start Newark is a company limited by Guarantee, the governing document being the memorandum and articles of Association.

Trustees are recruited from the local area and are people of good standing within the community, with the appropriate skills to support the scheme.

**REFERENCE AND ADMINISTRATIVE DETAILS**

The directors in office in the period, who are also trustees, were as follows:

- a) J. Geraghty, H. Lockwood, T O'Dea, H.M. Sanderson, J. Cartledge and C. Willey served throughout the year.
- b) K.J. Southern was appointed during the year.
- c) L.J. Doorbar and T. Wyatt resigned during the year.

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within part 15 of the Companies Act 2006, and the Charities Statement of Recommended Practice (FRS102)(effective January 2015).

By order of the Board on 2 July 2020

Secretary                          K. SHIRLEY

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOME-START NEWARK**

I report on the accounts of Home-Start Newark, for the year ended 31 March 2020 which are set out on page 4 to 11.

### **Respective responsibilities of trustees and examiner**

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Charities Act) does not apply, and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Pattinson, Chartered Accountant  
233, London Road,  
Balderton,  
Newark,  
Nottinghamshire.  
NG24 3HA

6 July 2020

**HOME-START NEWARK**  
**PROFIT AND LOSS ACCOUNT**  
**YEAR ENDED 31 MARCH 2020**

	2020		2019	
	£	£	£	£
TURNOVER		110,980		86,551
Administrative expenses		84,137		86,337
OPERATING PROFIT/(LOSS)		----- 26,843		----- 214
Interest receivable and similar income		233		190
PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION		----- 27,076		----- 404
Tax on profit on ordinary activities		-		-
PROFIT/(LOSS) FOR THE FINANCIAL YEAR AFTER TAXATION		----- 27,076		----- 404
Retained surplus brought forward		45,375		44,971
RETAINED SURPLUS CARRIED FORWARD		----- 72,451		----- 45,375

The notes on pages 7 to 11 form part of these accounts

**HOME-START NEWARK**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 MARCH 2020**

	2020	2020	Total	2019	2019	Total
	Unrestricted	Restricted	funds	Unrestricted	Restricted	funds
	funds	funds	£	funds	funds	£
	£	£	£	£	£	£
Note						
<b>Income and endowments</b>						
<b>from:</b>						
Donations and legacies	79,527	27,972	107,499	58,003	22,271	80,274
Other trading activities	3,481	-	3,481	6,277	-	6,277
Investments	233	-	233	190	-	190
<b>Total</b>	<b>83,241</b>	<b>27,972</b>	<b>111,213</b>	<b>64,470</b>	<b>22,271</b>	<b>86,741</b>
<b>Expenditure on:</b>						
Raising funds	446	-	446	232	-	232
Charitable activities	54,613	27,972	82,585	52,634	32,636	85,270
Other	1,106	-	1,106	784	51	835
<b>Total</b>	<b>56,165</b>	<b>27,972</b>	<b>84,137</b>	<b>53,650</b>	<b>32,687</b>	<b>86,337</b>
<b>Net income/(expenditure)</b>	<b>27,076</b>	<b>-</b>	<b>27,076</b>	<b>10,820</b>	<b>(10,416)</b>	<b>404</b>
Transfer between funds		-	-	-	-	-
<b>Net movement in funds</b>	<b>27,076</b>	<b>-</b>	<b>27,076</b>	<b>10,820</b>	<b>(10,416)</b>	<b>404</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward	45,375	-	45,375	34,555	10,416	44,971
<b>Total funds carried forward</b>	<b>72,451</b>	<b>-</b>	<b>72,451</b>	<b>45,375</b>	<b>-</b>	<b>45,375</b>

The notes on pages 7 to 11 form part of these accounts

## HOME-START NEWARK

## BALANCE SHEET

31 MARCH 2020

	Note	2020		2019	
		£	£	£	£
<b>Fixed assets:</b>	6				
Tangible assets			2,543		1,371
<b>Current assets:</b>	7				
Debtors and prepayments		6,869		645	
Cash at bank and in hand		84,049		76,995	
Total current assets		90,918		77,640	
<b>Liabilities:</b>	8				
Creditors: Amounts falling due within one year		1,095		13,721	
Net current assets			89,823		63,919
<b>Total net assets</b>			92,366		65,290
<b>The funds of the charity:</b>	9				
Unrestricted funds			72,451		45,375
Restricted - Children in Need		-		-	
BHBF		-		-	
Home support		-		-	
Revaluation reserve			19,915		19,915
<b>Total charity funds</b>			92,366		65,290

The directors are satisfied that the company is entitled to exemption from audit under Section 477 of the Companies Act 2006 and that no members have requested an audit pursuant to Section 476 of the Act.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006; and
- preparing accounts which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit and loss for the financial year in accordance with the requirements of Section 396 of the Companies Act 2006, and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

The accounts 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.

K. SOUTHERN

) Directors

H. SANDERSON

Approved by the board on 2 July 2020

Company number 5433103

## HOME-START NEWARK

## NOTES

31 MARCH 2020

**1. ACCOUNTING POLICIES****a) Basis of accounting**

The accounts have been prepared under the historical cost convention and in accordance with the Charities Statement of Recommended Practice (FRS102) (effective January 2015).

**b) Grant income and donations**

Grants are treated as income in the year to which they relate; donations are accounted for as received.

**c) Expenses**

Expenditure is accounted for as incurred.

**d) Tangible fixed assets**

Fixed assets are depreciated in equal annual instalments over their expected useful life of ten years.

**e) Pension scheme**

The company operates a defined contribution scheme and contributions are charged against profits in the period when due.

**2. STAFF COSTS**

	2020	2019
Average number of employees	6	6
	-----	-----
	£	£
Wages	56,805	59,022
Social Security	-	-
Pension contributions	2,840	2,961
	-----	-----
	59,645	61,983
	-----	-----

**HOME-START NEWARK**  
**NOTES**  
**YEAR ENDED 31 MARCH 2020**

**3. INCOME AND ENDOWMENTS**

	Unrestricted funds £	2020 Restricted funds £	Total funds £	Unrestricted funds £	2019 Restricted funds £	Total funds £
(a) <u>Donations and legacies</u>						
Core funding - Notts County Council	16,644	-	16,644	21,540	-	21,540
Newark and Sherwood DC	4,690	-	4,690	4,690	-	4,690
Group funding- Children in Need	-	9,972	9,972	-	9,959	9,959
Other grants - NSDC	-	600	600	6,000	-	6,000
National Lottery	9,135	-	9,135	-	-	-
Domlal Foundation(ex Benoy Foundation)	-	17,400	17,400	-	12,312	12,312
Boots Charitable Trust	-	-	-	9,041	-	9,041
Royal London donation	10,000	-	10,000	-	-	-
BNA donation	10,000	-	10,000	-	-	-
Donations	28,376	-	28,376	15,998	-	15,998
Gift Aid tax refund on donations	424	-	424	(84)	-	(84)
Volunteers' donations	258	-	258	818	-	818
	----- 79,527	----- 27,972	----- 107,499	----- 58,003	----- 22,271	----- 80,274
(b) <u>Other trading activities</u>						
Fund raising efforts	3,481	-	3,481	6,277	-	6,277
	-----	-----	-----	-----	-----	-----
(c) <u>Investments</u>						
Interest	233	-	233	190	-	190
	-----	-----	-----	-----	-----	-----
Total incoming resources	----- 83,241	----- 27,972	----- 111,213	----- 64,470	----- 22,271	----- 86,741

**HOME-START NEWARK**  
**NOTES**  
**YEAR ENDED 31 MARCH 2020**

**4. EXPENDITURE**

	Unrestricted funds £	2020 Restricted funds £	Total funds £	Unrestricted funds £	2019 Restricted funds £	Total funds £
(a) <u>Raising funds</u>						
Fundraising expenses	446	-	446	232	-	232
(b) <u>Charitable activities</u>						
Activities and trips	462	1,653	2,115	-	1,308	1,308
AGM and Trustee expenses	45	-	45	110	-	110
Annual fee	1,217	341	1,558	1,474	244	1,718
Consortium expenses	(975)	-	(975)	-	-	-
Consultancy fees	315	-	315	-	-	-
Insurance	946	-	946	628	-	628
Miscellaneous	114	-	114	223	-	223
Play equipment and materials	10	292	302	-	-	-
Publicity and advertising	166	126	292	49	91	140
Refreshments	153	664	817	16	788	804
Rent and premises hire	7,818	5,758	13,576	5,945	7,639	13,584
Software and IT support	386	-	386	-	-	-
Staff expenses	636	-	636	1,385	730	2,115
Staff training	1,053	46	1,099	-	-	-
Stationery and office equipment	177	500	677	514	225	739
Telephone and postage	33	-	33	25	-	25
Utilities	-	-	-	273	-	273
Volunteer expenses	124	880	1,004	900	720	1,620
Wages	41,933	17,712	59,645	41,092	20,891	61,983
	54,613	27,972	82,585	52,634	32,636	85,270
(c) <u>Other</u>						
Accountancy charges	336	-	336	312	-	312
Book keeping	-	-	-	37	-	37
Depreciation	434	-	434	273	-	273
Independent Examiner's fee	336	-	336	312	-	312
Amortisation of capital funds	-	-	-	(51)	51	-
Profit/(Loss) on fixed assets	-	-	-	(99)	-	(99)
	1,106	-	1,106	784	51	835
Total expenditure	56,165	27,972	84,137	53,650	32,687	86,337

## HOME-START NEWARK

## NOTES

31 MARCH 2020

**5. TAXATION**

As a Registered Charity, the company is exempt from UK Corporation Tax.

**6. TANGIBLE FIXED ASSETS**

	<u>Equipment</u> £
<u>Cost</u>	
1 April 2019	3,419
Additions	1,606
	-----
31 March 2020	5,025
	-----
<u>Depreciation</u>	
1 April 2019	2,048
Charged	434
	-----
31 March 2020	2,321
	-----
<u>Net book value</u>	
31 March 2020	2,543
	-----
31 March 2019	1,371
	-----

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Trade debtors	4,964	-
Prepayments	1,481	217
Tax refund on Gift Aid donations	424	428
	-----	-----
	6,869	645
	-----	-----

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Trade creditors	336	422
Social security and other taxes	374	-
Accruals and deferred income	385	13,299
	-----	-----
	1,095	13,721
	-----	-----

**HOME-START NEWARK****NOTES****31 MARCH 2020****9. RESERVES**

	2020 £	2019 £
<u>a) Revaluation reserve</u>		
Balance 1 April 2019 and 31 March 2020	19,915	19,915
	-----	-----

The revaluation reserve is the value of assets less liabilities taken over from the old unincorporated charity.

## Outline summary of fund movements

	Fund balances Brought forward £	Income £	Expenditure £	Transfers £	Gains and Losses £	Fund balance Carried forward £
Unrestricted funds	45,375	83,241	(56,165)	-	-	72,451
Restricted - Children in Need	-	9,972	(9,972)	-	-	-
BHBF	-	17,400	(17,400)	-	-	-
NSDC Home support	-	600	(600)	-	-	-
Revaluation reserve	19,915	-	-	-	-	19,915
	-----	-----	-----	-----	-----	-----
	65,290	111,213	(84,137)	-	-	92,366
	-----	-----	-----	-----	-----	-----

Unrestricted funds are those available for the general purposes of the charity. The restricted funds are grants from Children in Need, NSDC, and Domlal Foundation (previously named Benoy Foundation) which may be spent only on the projects for which they were given.

**10. TRUSTEES' EXPENSES, REMUNERATION AND BENEFITS**

No trustee expenses have been incurred.

No trustees have been paid any remuneration or received any other benefit from an employment with Home-Start Newark.