

Registered Charity Number 1105854  
Registered Company Number 5146024

**Home-Start (Tamworth)**  
**Report and Financial Statements**  
**For the year to 31 March 2019**

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Registered Charity Number 1105854  
Registered Company Number 5146024

**Home-Start (Tamworth)  
Report and Accounts  
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Registered Charity Number 1105854  
Registered Company Number 5146024

**Home-Start (Tamworth)  
Company Information**

**Directors and Trustees**

Richard A Hughes  
Keith H Goldsworthy  
Edna Schafer-Hughes  
Susan A Constable  
Jennifer Hillerby  
David J Maugham  
Jane H Maugham  
Victoria Vernon  
Zetta Widney  
Lucy J Rachel

**Company Secretary**  
Keith H Goldsworthy

**Independent Examiner**  
Shacklefords Limited  
Chartered Accountants  
6A Little Aston Lane  
Little Aston  
Sutton Coldfield  
B74 3UF

**Bankers**  
Unity Trust Bank  
Nine Brindley Place  
4 Oozells Square  
Birmingham  
B1 2HB

**Registered office**  
8 St John Street  
Tamworth  
Staffordshire  
B79 7EX

**Registered Charity number**  
1105854

**Company Registration number**  
5146024

**Home-Start (Tamworth)**

**The report of the trustees for the year ended 31 March 2019**

The trustees present their annual report and accounts for the year ended 31 March 2019

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 2015)

The directors of the charitable company (the charity) are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. Their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act.

The board of trustees are satisfied with the performance of the charity during the year and the position at 31 March 2019 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

The trustees meet regularly to discuss the charity's performance and to receive up to date progress reports from the executive. This enables the trustees to monitor the charity's position, update any relevant policies and steer the future direction of the organisation. During the past twelve months the trustees have noted a continued need for the services provided and particularly the uptake on the residential facilities. The trustees and executive will continue to keep abreast of this situation and to endeavour to provide any additional care needed whilst at the same time ensuring the future stability of the charity.

The company is Limited by Guarantee.

**Objectives and Activities of the Charity**

- 1 To safeguard, protect and preserve the good health, both mental and physical, of children and parents of children
- 2 To prevent cruelty to or maltreatment of children
- 3 To relieve sickness, poverty and need amongst children and parents of children
- 4 To promote the education of the public in better standards of childcare within the area of Tamworth and its environs

The charity has adopted policies on equal opportunities, health and safety, complaints and confidentiality, and a range of defined practices designed to guide the organisation towards best practice.

The Trustees review the charity's need for reserves regularly, in line with guidance issued by the Charity Commission and Home-Start. The trustees have adopted a reserve policy that defines the nature and extent of the cash balances required for the effective continuing operation of the organisation. They evaluate the organisation's financial position in relation to that policy on an annual basis. The trustee directors consider that the organisation's assets are sufficient and available to fund its activities.

**Investments and Risk Management**

Any surplus funds are held in interest bearing bank accounts. This interest is used in furtherance of the charity's objectives.

The Trustees also examine the major strategic, business and operational risks which the charity might face and confirm that systems have been established to minimise these risks.

**Share Capital**

The company is limited by guarantee and therefore has no share capital

**Directors and Trustees**

The directors and trustees during the year are as stated on page 3. The directors are members of the company. At the Annual General Meeting the directors retire but offer themselves for re-election

**Home-Start (Tamworth)**

**The report of the trustees for the year ended 31 March 2019 (continued)**

**Statement of Directors' and Trustees' Responsibilities**

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

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

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the reporting accountants in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

**Public Benefit Statement**

The Trustees have complied with their duty in section 4 of the Charities Act 2011 to have regard to the public benefit guidance published by the Commission in exercising their powers or duties

**Method of preparation of accounts**

The trustees, in their capacity as directors, state that the accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on November 20<sup>th</sup> 2019.

**Fund Raising**

The charity has been active in fundraising in the following manner:

1. The charity's approach to fundraising has been to apply to as many grant making bodies as possible
2. A professional fundraiser has not been used.
3. Fundraising is monitored by the Trustees and reported at Trustee meetings.
4. No complaints have been received regarding fundraising.
5. The public are approached for fundraising at occasional events organised by the charity.



**R A Hughes**  
Director and Trustee

## Home-Start (Tamworth)

### INDEPENDENT EXAMINERS REPORT ON THE UNAUDITED ACCOUNTS TO THE TRUSTEES OF HOME-START ( TAMWORTH )

#### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") 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.

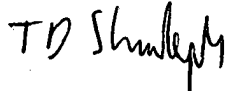
#### Basis of independent examiner's statement

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

#### Independent examiner's statement

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 Acthave 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.

  
T D Shackleford FCA  
Shacklefords Limited  
Chartered Accountants  
6A Little Aston Lane  
Little Aston  
Sutton Coldfield  
B74 4UF

20<sup>th</sup> November 2019

**Home-Start (Tamworth )**

**Statement of Financial Activities ( incorporating Income and Expenditure Account )**

**for the year ended 31st March 2019**

|   |              | <b>Unrestricted<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>Funds</b> | <b>Last Year<br/>Total Funds</b> |
|---|--------------|-------------------------------|-----------------------------|------------------------|----------------------------------|
|   | <b>Notes</b> | <b>2019<br/>£</b>             | <b>2019<br/>£</b>           | <b>2019<br/>£</b>      | <b>2018<br/>£</b>                |
| <b>Income resources</b>   |              |                               |                             |                        |                                  |
| <b>Incoming resources from generated funds</b>                  |              |                               |                             |                        |                                  |
| Voluntary Income  |              | 5,864                         | 186,532                     | 192,396                | 183,889                          |
| Investment Income   | 5            | 139                           |                             | 139                    | 96                               |
| <b>Total Incoming resources</b>                                 | 6            | <u>6,003</u>                  | <u>186,532</u>              | <u>192,535</u>         | <u>183,985</u>                   |
| <b>Direct charitable expenditure</b>                            | 7            | 7,393                         | 218,790                     | 226,183                | 221,623                          |
| <b>Governance</b>   | 8            | 4,467                         |                             | 4,467                  | 2,720                            |
| <b>Total resources expended</b>                                 |              | <u>11,860</u>                 | <u>218,790</u>              | <u>230,650</u>         | <u>224,343</u>                   |
| <b>Net Incoming resources<br/>before transfer between funds</b> |              | (5,857)                       | (32,258)                    | (38,115)               | (40,358)                         |
| <b>Total funds brought forward</b>                              | 11           | 20,302                        | 64,784                      | 85,086                 | 125,444                          |
| <b>Total Funds carried forward</b>                              |              | <u>14,445</u>                 | <u>32,528</u>               | <u>46,971</u>          | <u>85,086</u>                    |

**All activities derive from continuing operations**

**The notes on page 9 to 12 form an integral part of these accounts**

**Home-Start (Tamworth )  
Balance Sheet  
for the year ended 31st March 2019**

|  | Notes | 2019<br>£            | 2018<br>£            |
|--|-------|----------------------|----------------------|
| <b>The assets and liabilities of the charity :</b> |       |                      |                      |
| <b>Current assets</b>                              |       |                      |                      |
| Cash at bank and in hand                           |       | 62,236               | 87,995               |
| <b>Total Current Assets</b>                        |       | <u>62,236</u>        | <u>87,995</u>        |
| <b>Creditors :-</b>                                |       |                      |                      |
| Amounts due within one year                        | 10    | 15,265               | 2,909                |
| <b>Net Current Assets</b>                          |       | <u>46,971</u>        | <u>85,086</u>        |
| <b>Net assets</b>                                  |       | <u><u>46,971</u></u> | <u><u>85,086</u></u> |
| <b>The funds of the charity:</b>                   |       |                      |                      |
| <b>Unrestricted income funds</b>                   |       |                      |                      |
| Unrestricted revenue accumulated funds             |       | 14,445               | 20,302               |
| <b>Total unrestricted funds</b>                    |       | <u>14,445</u>        | <u>20,302</u>        |
| <b>Restricted income funds</b>                     |       |                      |                      |
| Restricted revenue accumulated funds               |       | 32,526               | 64,784               |
| <b>Total restricted funds</b>                      |       | <u>32,526</u>        | <u>64,784</u>        |
| <b>Total charity funds</b>                         | 11    | <u><u>46,971</u></u> | <u><u>85,086</u></u> |

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

The directors acknowledge their responsibility for

(a) ensuring that the charitable company keeps accounting records that comply with sections 386 and 387 of the Companies Act 2006; and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.



K H Goldsworthy - Director and Trustee

Approved by the Trustees on 20th November 2019

**The notes on pages 9 to 12 form an integral part of these accounts**



**Home-Start (Tamworth)**  
**Notes to the Accounts**  
**for the year ended 31 March 2019**

**1 Accounting Policies**

**Basis of preparing the financial statements**

The financial statements of the charitable company have been prepared in accordance with the 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 1st January 2015) (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 ) and the Companies Act 2006

**Accounting Convention**

The financial statements are prepared on a going concern basis under the historical cost convention. The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

**Taxation**

As a registered charity, the company is exempt from Income and Corporation Tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company and it is therefore included in the relevant costs in the Statement of Financial Activities

**Funds Structure**

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held to finance both working capital and capital investment

Restricted funds have been provided to the charity for particular purposes and it is the policy of the board of trustees to monitor carefully the application of those funds in accordance with the restrictions placed upon them.

**Income Accounting Policy**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items have been met, it is probable that the income will be received and the amount can be measured reliably.

**Creditors Accounting Policy**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

**Pensions Accounting Policy**

Contributions to defined contribution plans are expensed in the period to which they relate.

**Home-Start ( Tamworth)**  
**Notes to the Accounts**  
**For the year ended 31st March 2019 ( continued )**

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

**3 Surplus for the financial year**

|                                | <b>2019</b> | <b>2018</b> |
|--------------------------------|-------------|-------------|
|                                | <b>£</b>    | <b>£</b>    |
| <b>This is after charging</b>  |             |             |
| Rentals under operating leases | 26,400      | 26,400      |
| Pension costs                  | 14,776      | 5,114       |
| Reporting Accountants fees     | 720         | 720         |

Funds belonging to the charity have been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Trustees Expenses**

No expenses were paid to trustees or connected persons except re-imbursement of exceptional travelling expenses.

**5 Investment Income**

|                                      | <b>2019</b> | <b>2018</b> |
|--------------------------------------|-------------|-------------|
|                                      | <b>£</b>    | <b>£</b>    |
| Other bank deposit interest received | 139         | 96          |
|                                      | <u>139</u>  | <u>96</u>   |

**6 Income Analysis**

|                                      | <b>2019</b>         | <b>2019</b>       | <b>2019</b>    | <b>2018</b>    |
|--------------------------------------|---------------------|-------------------|----------------|----------------|
|                                      | <b>Unrestricted</b> | <b>Restricted</b> | <b>Total</b>   | <b>Total</b>   |
|                                      | <b>£</b>            | <b>£</b>          | <b>£</b>       | <b>£</b>       |
| Heart of England Community           |                     | 2,000             | 2,000          | 0              |
| Lloyds Bank Foundation               |                     | 24,399            | 24,399         | 24,339         |
| Staffordshire County Council         |                     | 0                 | 0              | 1,450          |
| Children In Need                     |                     | 23,622            | 23,622         | 22,142         |
| Rawlett Trust                        |                     | 3,721             | 3,721          | 0              |
| Scottish Power                       |                     | 2,919             | 2,919          | 13,137         |
| No 8 St John Street & 24 Albert Road |                     | 129,071           | 129,071        | 119,772        |
| Royal Mail                           |                     | 800               | 800            | 0              |
| Other donations                      | 5,864               |                   | 5,864          | 3,049          |
| Bank Interest                        | 139                 |                   | 139            | 96             |
|                                      | <u>6,003</u>        | <u>186,532</u>    | <u>192,535</u> | <u>183,985</u> |

**Home-Start ( Tamworth)**

**Notes to the Accounts**

**For the year ended 31st March 2019 ( continued )**

**7 Direct Charitable Expenditure**

|                                 | 2019         | 2019           | 2019           | 2018           |
|---------------------------------|--------------|----------------|----------------|----------------|
|                                 | Unrestricted | Restricted     | Total          | Total          |
| Staff Costs                     |              | 151,658        | 151,658        | 140,375        |
| Family expenses                 |              | 3,953          | 3,953          | 3,579          |
| Training                        | 1,582        | 123            | 1,705          | 5,090          |
| Staff & volunteer expenses      | 1,476        | 805            | 2,281          | 1,969          |
| Running Costs of No 8 & No 24   |              | 37,744         | 37,744         | 38,888         |
| Repairs & Renewals No 8 & No 24 |              | 19,468         | 19,468         | 21,695         |
| Office Costs                    | 4,335        | 5,039          | 9,374          | 10,027         |
|                                 | <u>7,393</u> | <u>218,790</u> | <u>226,183</u> | <u>221,623</u> |

**8 Governance**

|                       | 2019         | 2019       | 2019         | 2018         |
|-----------------------|--------------|------------|--------------|--------------|
|                       | Unrestricted | Restricted | Total        | Total        |
| Staff & Office costs  | 3,747        |            | 3,747        | 2,000        |
| Reporting accountants | 720          |            | 720          | 720          |
|                       | <u>4,467</u> | <u>0</u>   | <u>4,467</u> | <u>2,720</u> |

**9 Staff Costs and Emoluments**

|                              | 2019           | 2018           |
|------------------------------|----------------|----------------|
|                              | £              | £              |
| Gross salaries               | 135,050        | 131,248        |
| Employers National Insurance | 5,579          | 6,013          |
| Pension contributions        | 14,776         | 5,114          |
|                              | <u>155,405</u> | <u>142,375</u> |

There were no fees or other remuneration paid to the trustees ( 2018 nil )

There were no employees with emoluments in excess of £60,000 per annum ( 2018 none)

|  |    |   |
|--|----|---|
| Number of Full Time Employees employed during the year | 3  | 3 |
| Number of Part Time Employees employed during the year | 11 | 9 |

## Home-Start ( Tamworth)

### Notes to the Accounts

For the year ended 31st March 2019 ( continued )

| <b>10 Creditors : amounts falling due under one year</b> | <b>2019</b>   | <b>2018</b>  |
|--|---------------|--------------|
|  | <b>£</b>      | <b>£</b>     |
| Accrued expenses   | 3,720         | 720          |
| PAYE & NI  | 2,397         | 2,147        |
| Scottish Widows Pensions                                 | 9,051         | 0            |
| NEST Pensions  | 97            | 42           |
|  | <b>15,265</b> | <b>2,909</b> |

### 11 Fund Analysis

|                                      | <b>Funds at<br/>2018</b> | <b>Income<br/>including<br/>Interest</b> | <b>Expended</b> | <b>Funds at<br/>2019</b> |
|--------------------------------------|--------------------------|--|-----------------|--------------------------|
|                                      | <b>£</b>                 | <b>£</b>                                 | <b>£</b>        | <b>£</b>                 |
| Unrestricted fund                    | 20,302                   | 6,003                                    | 11,860          | 14,445                   |
| Rawlsett Trust                       | 0                        | 3,721                                    | 3,721           | 0                        |
| Children In Need                     | 4,707                    | 23,622                                   | 22,071          | 6,258                    |
| Heart of England                     | 0                        | 2,000                                    | 2,000           | 0                        |
| Royal Mail                           |                          | 800                                      | 800             | 0                        |
| Lloyds Bank Foundation               | 20,974                   | 24,399                                   | 26,411          | 18,962                   |
| Scottish Power                       | 12,380                   | 2,919                                    | 15,299          | 0                        |
| No 8 St John Street & 24 Albert Road | 26,723                   | 129,071                                  | 148,488         | 7,306                    |
|                                      | <b>85,086</b>            | <b>192,535</b>                           | <b>230,650</b>  | <b>46,971</b>            |

### 12 Share Capital

The charity is incorporated under the Companies Act 1985 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter