

Charity Number 1119763
Company Number 5993373

HOME-START AYLESBURY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2012

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HOME-START AYLESBURY
FINANACIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2012

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HOME-START AYLESBURY LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2012

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the period 1st April 2011 to 31st March 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
5993373 (England and Wales)

Registered Charity number
1119763

Registered office
8 Temple Square
Aylesbury
Bucks
HP20 2QH

Trustees
K. Horlock (Chair)
A. Lee Resigned 20/1/2012
J. McGregor
H. Ward
J. Swift
R. Clarke (Hon. Treasurer)
L. Darnell
J. Mather (Vice-Chair)
L. Lucas Appointed 9/3/2012

Independent Examiner
Jill Andrews
Ashbys
Morton House
9 Beacon Court
Pitstone Green Business Park
Pitstone
LU7 9GY

Bankers
NatWest Bank plc
22 Market Square
Aylesbury
Bucks
HP20 1TR

HOME-START AYLESBURY LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2012

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association. It is a company limited by guarantee as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Trustees are appointed by majority decisions of the existing trustees and after CRB checks. All new trustees receive a Welcome and Induction Pack, meet the staff and become fully acquainted with the administration of the office, policies and practices and roles and responsibilities of trusteeship. External trustee training is offered and includes Home-Start UK's induction training for trustees.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's objects (the Objects) 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 childcare within the area of Aylesbury and its environs

The Vision

Home-Start wants to see a society in which every parent has the support they need to give their children the best possible start in life.

Core belief for Home-Start Aylesbury

Home-Start Aylesbury believes that children need a happy and secure childhood and that parents play the key role in giving their children a good start in life and helping them achieve their full potential.

HOME-START AYLESBURY LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2012

Mission

Home-Start Aylesbury is a home visiting scheme for families where there is at least one child under five years of age. Help is offered at times of stress, so that difficulties do not turn into crises. Trained Volunteers work towards increasing the confidence and independence of parents by:

- Offering support, friendship and practical assistance to families.
- Visiting families in their own homes where the difficulties exist and where the individual's dignity and identity can be respected.
- Developing a one to one relationship in which the volunteer offers time, flexibility of approach and understanding.
- Encouraging the parent's strengths and emotional well being in order that these may be transmitted to their children, thus enhancing their development.
- Reassuring parents that difficulties in bringing up children are not unusual and emphasising the pleasures of family life.
- Encouraging families to widen their network of relationships and to use community support and services effectively.

Public Benefit

In setting its plans and priorities for areas of work, the trustees have had regard to the guidance from the charity commission on public statement of benefit. The summary of achievements demonstrates how Home-Start Aylesbury has set out to fulfil its principal charitable objective, that is: the relief of children or parents in despair or in distress and the prevention of emotional, physical or mental abuse of such children.

Management of Service

Home-Start Aylesbury is managed by a committee of Trustees who are representatives from the local community, with a commitment to Home-Start's core beliefs. The Trustees employ a Co-ordinator for 30 hours a week to recruit, train, support and manage the team of volunteers who work with the families. The Co-ordinator is supported by an administrator who works 15 hours per week. Each local Home-Start is autonomous, though they sign an agreement with Home-Start UK undertaking to work to a set of Quality Standards and Methods of Practice.

ACHIEVEMENTS AND PERFORMANCE

During the period 1st April 2011 to 31st March 2012 43 families have been individually supported to help them through a difficult time. A home visiting volunteer provided regular weekly support to the families, offering emotional and practical help. During this time 26 families ceased to receive Home-Start Aylesbury support and their files were closed. Our reviewing process demonstrated that their needs were significantly improved or fully met.

A total of 19 home-visiting volunteers were involved in supporting families during this period, with 1 volunteer leaving due to changing work and personal circumstances.

HOME-START AYLESBURY LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2012

FINANCIAL REVIEW

Reserves Policy

Home-Start Aylesbury has budgeted and controlled its finances so that all likely expenses for up to two months are capable of being met out of cash resources currently held. In addition, a reserve is necessary to cover rent up to the next break point. In total this equates to approximately six months expenditure.

Although the level of reserves at the year-end amounted to ten months expected expenditure, this will diminish over the next two years as known sources of future funds will only just provide funding to cover anticipated expenditure.

There are no material commitments or expenditure planned which are not included in the balance sheet and been deducted from the assets in calculating the reserves.

Finances - Honorary Treasurer's Review

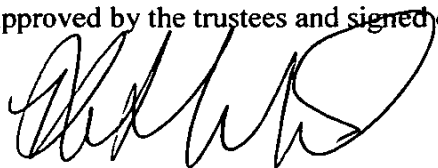
The accounts for the 12 months to 31st March 2012 show a surplus of £8,665 (2011 – £20,513).

During the 12 months to 31st March 2012 donations and grants were received totalling £50,512 (2011 – £54,431) Expenditure during this period amounted to £41,847 (2011 – £33,918).

At 31st March 2012 there was a balance of £36,965 at bank and the accumulated fund at this date was £34,339.

Home-Start Aylesbury is associated with the national Home-Start charity, registered number 326148. The national charity has levied an annual fee for the period to 31st March 2012 equal to 2% of 90% of income receivable by Home-Start Aylesbury. A similar levy is being charged for the year to 31st March 2012.

Approved by the trustees and signed on their behalf by:



K. Horlock
Chairman

Date: 11 May 2012

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOME-START AYLESBURY LIMITED
FOR THE YEAR ENDED 31st MARCH 2012**

I report on the accounts of the charity for the period ended 31st March 2012 which are set out on pages 7 to 13.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, as amended: and
- state whether particular matters have come to our 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 REPORT TO THE TRUSTEES OF
HOME-START AYLESBURY LIMITED
FOR THE YEAR ENDED 31st MARCH 2012**

Independent examiner's statement

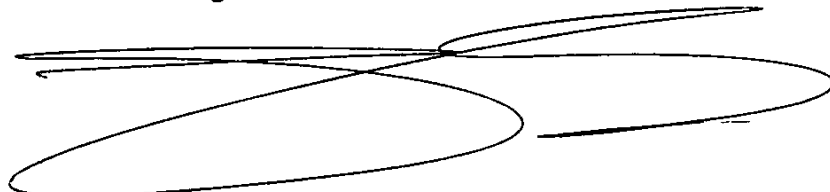
In connection with my examination, no matter has come to my attention

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and reporting by Charities

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



Jill Andrews

Address:

Ashby's Chartered Accountants

Morton House

9 Beacon Court

Pitstone Green Business Park

Pitstone

LU7 9GY

Date: 11 May 2012

HOME-START AYLESBURY LIMITED
STATEMENT OF FINANCIAL ACTIVITIES FOR THE
YEAR ENDED 31st MARCH 2012

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2012	2011
Incoming resources from generated funds					
Voluntary Income:					
Donations / sundry	2	7,329	0	7,329	7,121
Grants receivable	3	10,500	31,552	42,052	47,310
Activities for Generating Funds					
Fundraising		1,129	0	1,129	0
Investment Income:					
Bank Interest		2	0	2	0
		<u>18,960</u>	<u>31,552</u>	<u>50,512</u>	<u>54,431</u>
Resources expended					
Cost of charitable activities	4	6,950	33,351	40,301	32,925
Costs of fundraising activities		347	144	491	0
Governance costs	5	395	660	1,055	993
		<u>7,692</u>	<u>34,155</u>	<u>41,847</u>	<u>33,918</u>
Total resources expended		7,692	34,155	41,847	33,918
Net incoming resources		11,268	(2,603)	8,665	20,513
Prior Year Adjustment		0	0	0	(3,000)
Fund balances at 01/04/11		16,924	8,750	25,674	8,161
		<u>28,192</u>	<u>6,147</u>	<u>34,339</u>	<u>25,674</u>
Fund balances at 31/03/12		28,192	6,147	34,339	25,674

The notes on pages 9 to 13 form part of these financial statements.

HOME-START AYLESBURY LIMITED
BALANCE SHEET AS AT 31st MARCH 2012

Company No 5993373	Note	2012	2011
	£	£	£
Fixed Assets			
Tangible	8	407	<u>482</u>
Current Assets			
Debtors	9	345	96
Cash at bank and in hand	10	<u>36,965</u>	<u>29,017</u>
		37,310	<u>29,113</u>
Creditors: Amounts falling due within one year	11	<u>(978)</u>	<u>(921)</u>
Net Current Assets		36,332	<u>28,192</u>
Creditors: Amounts falling due after one year	12	<u>(2,400)</u>	<u>(3,000)</u>
Total Assets Less Current Liabilities		<u>34,339</u>	<u>25,674</u>
Funds			
Restricted Funds	13	6,147	8,750
Unrestricted Funds	13	<u>28,192</u>	<u>16,924</u>
Total Funds		<u>34,339</u>	<u>25,674</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2012.

The members have not required the charitable company to obtain an audit of its financial statements for the period ended 31 March 2012 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities 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 period and of its profit or loss for each financial period 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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the board of trustees on 11 May 2012 and were signed by:

.....
K. Horlock
Chairman

.....
R. D. Clarke
Hon. Treasurer

The notes on pages 9 to 13 form part of these financial statements.

HOME-START AYLESBURY LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31st MARCH 2012

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

All expenditure is included on an accruals basis when the liability is incurred.

Fund accounting

All funds represent unrestricted income that is expendable at the discretion of the trustees in the furtherance of the objectives of the charity.

Donations, grants and other income

All income including grants, subscriptions, donations and other are credited to the Statement of Financial Activities on an accruals basis.

Depreciation

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

Fixtures and Fittings	10% of cost
Computer Equipment	33 $\frac{1}{3}$ % of cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

HOME-START AYLESBURY LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31st MARCH 2012

	Unrestricted Funds	Restricted Funds	2012 £	2011 £
2. Donations/Sundry				
Donations	5,768		5,768	7,121
Gift Aid	<u>1,561</u>		<u>1,561</u>	<u> </u>
	<u>7,329</u>		<u>7,329</u>	<u>7,121</u>
3. Grants Receivable				
Vale of Aylesbury Community Chest				20,000
William Harding Trust	10,000		10,000	5,000
Baily Thomas				5,000
Big Lottery		27,500	27,500	15,000
Children in Need		4,052	4,052	2,310
Carrington Trust	<u>500</u>		<u>500</u>	<u> </u>
	<u>10,500</u>	<u>31,552</u>	<u>42,052</u>	<u>47,310</u>
4. Cost of Charitable Activities				
Travel and Motor Expenses			2,832	2,446
Post, Stationery & Publications			496	354
Telephone & Fax			631	841
Training Costs			251	297
Administrative salaries and National Insurance			30,375	24,062
Home-Start National annual levies			914	553
Rent			3,783	3,398
Insurance			501	424
CRB Checks			75	71
Equipment Maintenance			0	25
General Expenses			368	339
Depreciation of Equipment			<u>75</u>	<u>115</u>
Total			<u>40,301</u>	<u>32,925</u>

HOME-START AYLESBURY LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31st MARCH 2012

	2012 £	2011 £
5. Governance Costs:		
Independent Examiner Fee	<u>1,055</u>	<u>993</u>
6. Staff Costs		
Salaries	28,356	22,554
Social security costs	2,019	1,508
	<u>30,375</u>	<u>24,062</u>

The average number of employees during the period was 2 (2011 - 2).

No employees receive emoluments exceeding £60,000

7. Trustees' Remuneration and Benefits

There were no trustee's remuneration or other benefits for the period ended 31 March 2012. There were no trustee's expenses paid for the period ended 31 March 2012.

8. Tangible fixed assets

	Fixtures & Fittings £	Computer Equipment £	Total £
Cost			
As at 1st April 2011	747	243	990
Additions	-	-	-
At 31st March 2012	<u>747</u>	<u>243</u>	<u>990</u>
Depreciation			
As at 1st April 2011	265	243	508
Charge for the year	75	0	75
At 31st March 2012	<u>340</u>	<u>243</u>	<u>583</u>
Net book Value			
At 31st March 2011	482	0	482
At 31st March 2012	<u>407</u>	<u>0</u>	<u>407</u>

HOME-START AYLESBURY LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31st MARCH 2012

	2012 £	2011 £		
9. Debtors				
Trade debtors	-	-		
Sundry debtors	-	-		
Prepayments	<u>345</u>	<u>96</u>		
	345	96		
	<hr/>	<hr/>		
10. Cash at bank and in hand				
Current Account	9,125	29,017		
Deposit Account	27,840	-		
Cash in hand	<u>-</u>	<u>-</u>		
	36,965	29,017		
	<hr/>	<hr/>		
11. Creditors: amounts falling due within one year				
Creditors	-	-		
Other creditors	<u>978</u>	<u>921</u>		
	978	921		
	<hr/>	<hr/>		
12. Creditors: amounts falling due after one year				
Loan from Home Start UK	<u>2,400</u>	<u>3,000</u>		
	2,400	3,000		
	<hr/>	<hr/>		
13. Movement in Funds				
	1 April 2011	Incoming Resources	Outgoing Resources	31 March 2012
Unrestricted Funds				
General Fund	16,924	18,960	(7,692)	28,192
Restricted Funds				
Big Lottery Fund	5,000	27,500	(26,353)	6,147
Global Development	3,750	0	(3,750)	0
Delay Fund				
Salary Fund	<u>0</u>	<u>4,052</u>	<u>(4,052)</u>	<u>0</u>
	25,674	50,512	(41,847)	34,339

HOME-START AYLESBURY LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31st MARCH 2012

14. Movement in Funds

Big Lottery Fund – These funds were provided to ensure Home Start is able to continue its current activities and is restricted to those activities only.

Global Development Delay Fund – These funds were provided with the restriction that they must be used to support families with children who have global development delay.

Salary Fund – These funds were provided with the restriction that they must be used to fund staff salaries.

15. Ultimate Controlling Party

There was no ultimate controlling party at the balance sheet date.