

**Charity Registration No. 1097005**

**Company Registration No. 04698694 (England and Wales)**

**HOME START NOTTINGHAM**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2020**

# HOME START NOTTINGHAM

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Ms C Stephens	
	Mr M Scott	
	Ms S Long	(Appointed 25 March 2020)
	Ms J I Thorpe	(Appointed 19 September 2019)
	Ms C Howling	(Appointed 17 October 2019)
	Ms R Moses	(Appointed 16 December 2019)
	Mr R L Paton	(Appointed 20 April 2020)
<b>Charity number</b>	1097005	
<b>Company number</b>	04698694	
<b>Registered office</b>	2 First Avenue Sherwood Rise Nottingham NG7 6JL	
<b>Independent examiner</b>	Rogers Spencer Newstead House Pelham Road Nottingham NG5 1AP	
<b>Bankers</b>	TSB 621 Mansfield Road Sherwood Nottingham NG5 2FY	
<b>Solicitors</b>	Larken & Co 10 Lombard Street Newark Nottingham NG24 1XE	

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# HOME START NOTTINGHAM

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# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2020

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The trustees present their report and financial statements for the year ended 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016)

#### **Objectives and activities**

The trustees of Home-Start Nottingham have paid due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity has undertaken this year.

The objects for which Home-Start Nottingham is established are:

- To safeguard, protect and preserve the good health, both mental and physical, of children and parents of children
- To prevent cruelty to or maltreatment of children
- To relieve sickness, poverty and need amongst children through the support of their parents and guardians
- To promote the education of the public in better standards of childcare within the area of Nottingham City and its environs, and the boroughs of Broxtowe, Gedling, Rushcliffe and Ashfield.

#### **Achievements and performance**

Any family with at least one child under 5 years of age living within the catchment area can refer themselves to the charity or be referred by another agency with the family's permission. Accepting support from Home-Start Nottingham is entirely a matter of choice for the family concerned.

- Parents have benefited by increased self-confidence and more engagement within their local communities.
- Children have benefited from their parents' improved parenting skills and the impact of positive role modelling by volunteers.

Weekly Family Group sessions have been provided in Arnold and Clifton. Play sessions have been arranged, providing children with more social and educational opportunities.

Families have been signposted to health services and referrals made to the local Food banks.

Through home visiting and support given by volunteers parents are helped to provide safer environments for their children and healthier lifestyles. Planned home visits totalled 2,027 voluntary hours.

# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

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### Financial review

Home-Start Nottingham achieved a surplus of £93,068 (2019: deficit £30,135).

Total income in the year was £624,938 (2019: £478,325). Included in the current year's total income is £110,068 of exceptional income that is not likely to reoccur in future years. £56,299 of the exceptional income resulted from the profit on sale of the building it previously owned and £53,769 related to a rebate of employer's national insurance contributions wrongly not reimbursed in each of the four years ending March 31, 2019. Home-Start remains in the building but now on a rental basis. Funding from statutory bodies (Nottinghamshire County Council) was £48,976 (2019: £57,822).

Due to careful management and forward planning, there have been no major changes to the scheme structure in this financial year.

The returns from fundraising were £17,516 (2019: £31,810).

As a result of selling the building in the previous financial year, other income, from rental and service costs reduced from £16,772 in 2019 to £2,665 in the current year.

The Finance Sub-committee met quarterly to review the management accounts and the charity's financial position was reviewed regularly by the full Board of Trustees.

Home-Start Nottingham has a well-established reputation in the voluntary sector locally and has a tradition of working collaboratively with statutory funders and other charities. This should mean that the charity is well-placed to take advantage of the opportunity to provide commissioned services in the future.

Home-Start Nottingham is fortunate to have 75 volunteers who visit families at home, serve as trustees or support our work in other ways. They are all dedicated to helping local families and although their work is not included in the financial statements, without them none of it would be possible.

### Reserves Policy

The trustees wish to maintain a level of reserves which will enable the charity to meet its financial obligations should the charity be unable to continue. The reserves policy is reviewed annually and trustees agreed to set the level of reserves needed at three months' running costs. They confirm that the reserves held at 31 March 2020 are adequate for this purpose.

As a result of changes to legislation introduced in The Pensions Act 2011 Home-Start Nottingham was advised by its pension provider, the Pensions Trust, that it faces a potential liability for debt on withdrawal from the pension scheme. The trustees have built reserves to a level sufficient to cover this liability and review this position regularly. Home-Start Nottingham was made subject to auto enrolment of pensions in July 2016.

### Future

The Home-Start Ashfield office closed on 31 March 2018 but with some unrestricted funds still remaining. Home-Start Nottingham has continued to support staff in this borough, to deliver a service to families, and is pleased to report that the Ashfield borough will continue to be supported through the Home-Start Nottingham scheme.

During this year Home-Start Nottingham re-tendered for the Small Steps Big Changes (SSBC) commissioned services contract which was due to expire on August 31, 2020. Historically this contract is the largest commissioned services contract provided by Home-Start Nottingham generating £425,248 of income in the latest year (2019: £366,961). The Trustees are pleased to announce that in July 2020 Home-Start Nottingham received confirmation that they had been successful and the commission of services contract has been extended to September 30th 2025.

# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

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### Implications of Covid-19 on our business

In March 2020, the World Health Organisation declared the outbreak of Covid-19 to be a pandemic. As the Covid-19 pandemic continues to take hold throughout the UK, we remain as committed as ever to supporting parents – in their homes and communities – in the critical early years of childhood. Our work builds parental confidence and resilience, enhances attachment, and reduces community isolation. This transforms children's lives in terms of their health and wellbeing and their emotional, social and educational development.

We are seeing social distancing and isolation placing enormous strain on families. Families with particular pressures such as poor mental health, illness and low wages are being hit hard by the crisis. Home-Start Nottingham has moved fast to provide support for these and other families affected. We now provide essential support services on-line and by telephone in order to stay connected with families and our network of 23 locally based staff and 75 volunteers is playing an important part in local community response efforts across the region – delivering essential supplies and linking families into local resources such as Foodbanks, meals, and public health services.

Home-Start Nottingham has been monitoring & reacting to the situation on a daily basis and have taken action to safeguard the employees and volunteers and mitigate the risk from the developing pandemic. In the coming weeks and months, we will work harder than ever to find ways to make sure families continue to have the support they need. So much is changing so rapidly right now, but one fact remains – babies continue to be born each day in the UK. The practical and emotional demands of parenthood are challenging enough in normal times but the current pandemic adds so many additional layers of anxiety, uncertainty and isolation.

Like many others, one of our biggest challenges will be securing the income we need to continue this vital work. We are taking decisive action wherever we can to reduce our costs without jeopardising the essential services which families depend on us to provide. However with fundraising events being cancelled and longer-term grant funding at risk, many of our local services may face a significant drop in voluntary income in the next few months.

Whilst Home-Start Nottingham has not yet incurred significant reductions in income thus far from the COVID-19 outbreak, Home-Start Nottingham are unable to accurately predict the full impact that the pandemic will have due to numerous uncertainties, including the severity of the disease, the duration of the outbreak, actions that may be taken by the government authorities and the impact to the families who rely on us. The Trustees believe that the financial resources of the Home-Start Nottingham will allow the charity to manage the anticipated impact of COVID-19 its operations for the foreseeable future.

### Structure, governance and management

Home-Start Nottingham is a registered charity, Charity number 1097005. The Charity is incorporated under company number 04698694 as a company limited by guarantee and is therefore governed by a memorandum and articles of association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr D Gunn	(Resigned 19 September 2019)
Ms C Stephens	
Mrs J Walker	(Resigned 19 September 2019)
Mr M Scott	
Mr N Timms	(Resigned 19 April 2019)
Ms S Long	(Appointed 25 March 2020)
Ms J I Thorpe	(Appointed 19 September 2019)
Ms C Howling	(Appointed 17 October 2019)
Ms R Moses	(Appointed 16 December 2019)
Mr R L Paton	(Appointed 20 April 2020)
Mr G Ukponmwan	(Appointed 19 September 2019 and resigned 27 February 2020)

# HOME START NOTTINGHAM

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

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### Trustee Recruitment, Induction and Training

Home-Start Nottingham carries out a skills audit of current trustees which identifies knowledge gaps within the board and then actively takes steps to recruit trustees accordingly.

New trustees will also complete a skills audit. In order to become familiar with the practical work of the Charity, trustees will receive a copy of the Annual Report, the Memorandum and Articles and the latest financial reports. They will also meet with the Scheme Manager and existing trustees as well as being offered opportunities to visit with the staff team.

Additionally, they (along with Management Committee members and any trustees who would like to take refresher training) are invited to attend induction training which covers the following areas:

- Governance
- The Home-Start Agreement
- Training and Support
- Roles and Responsibilities
- Communication
- Local Scheme Information
- Best Practice Guides
- Safeguarding
- Quality Assurance

All trustees are then signposted to any other relevant training throughout the year.

### Organisational Structure

The organisation is controlled by the trustees, who meet at least six times per annum. The scheme manager is Mrs Jo Hallam, who joined Home-Start Nottingham in October 2019. The scheme manager is responsible for the day to day running of the company's affairs and reports to the Trustees. The company secretary is Mrs S Leivers, the Scheme Administrator, whose position is appointed by the Trustees.

The trustees' report was approved by the Board of Trustees.



Mr R L Paton

Dated: 28th September 2020

# HOME START NOTTINGHAM

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 31 MARCH 2020*

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The trustees, who are also the directors of Home Start Nottingham for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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.



# HOME START NOTTINGHAM

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF HOME START NOTTINGHAM

I report to the trustees on my examination of the financial statements of Home Start Nottingham (the charity) for the year ended 31 March 2020.

#### Responsibilities and basis of report

As the trustees of the charity (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 financial statements of the charity 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 financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

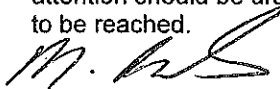
#### Independent examiner's statement

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

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

- 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 financial statements to be reached.



*Melvin Bailey FCCA, DChA*  
Rogers Spencer

Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

Dated: 11/10/20

# HOME START NOTTINGHAM

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2020

### Current financial year

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
<b>Income from:</b>					
Donations and legacies	3	17,516	-	17,516	31,810
Charitable activities	4	-	494,125	494,125	429,571
Other income	5	113,297	-	113,297	16,944
<b>Total income</b>		<b>130,813</b>	<b>494,125</b>	<b>624,938</b>	<b>478,325</b>
<b>Expenditure on:</b>					
Raising funds	6	2,006	411	2,417	3,532
Charitable activities	7	27,928	501,525	529,453	504,928
<b>Total resources expended</b>		<b>29,934</b>	<b>501,936</b>	<b>531,870</b>	<b>508,460</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>100,879</b>	<b>(7,811)</b>	<b>93,068</b>	<b>(30,135)</b>
Gross transfers between funds		20,644	(20,644)	-	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>121,523</b>	<b>(28,455)</b>	<b>93,068</b>	<b>(30,135)</b>
Fund balances at 1 April 2019		204,292	29,664	233,956	264,090
<b>Fund balances at 31 March 2020</b>		<b>325,815</b>	<b>1,209</b>	<b>327,024</b>	<b>233,955</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HOME START NOTTINGHAM

## BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	11		14,081		171,295
<b>Current assets</b>					
Debtors	12	11,421		6,537	
Cash at bank and in hand		375,523		118,852	
		386,944		125,389	
<b>Creditors: amounts falling due within one year</b>	13	(74,001)		(62,729)	
Net current assets			312,943		62,660
<b>Total assets less current liabilities</b>			327,024		233,955
<b>Income funds</b>					
Restricted funds	16		1,209		29,664
<u>Unrestricted funds</u>					
Designated funds	17	10,000		-	
General unrestricted funds		315,815		204,291	
			325,815		204,291
			327,024		233,955

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2020.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 company.

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.

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

The financial statements were approved by the Trustees on 28<sup>th</sup> September 2020



Mr R L Paton  
Trustee

Company Registration No. 04698694

# HOME START NOTTINGHAM

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2020

Prior financial year

		Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	Notes			
<b><u>Income and endowments from:</u></b>				
Donations and legacies	3	31,810	-	31,810
Charitable activities	4	-	429,571	429,571
Other income	5	16,944	-	16,944
<b>Total income</b>		<b>48,754</b>	<b>429,571</b>	<b>478,325</b>
<b><u>Expenditure on:</u></b>				
Raising funds	6	3,532	-	3,532
Charitable activities	7	57,396	447,532	504,928
<b>Total resources expended</b>		<b>60,928</b>	<b>447,532</b>	<b>508,460</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>(12,174)</b>	<b>(17,961)</b>	<b>(30,135)</b>
Gross transfers between funds		(37,553)	37,553	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>(49,727)</b>	<b>19,592</b>	<b>(30,135)</b>
Fund balances at 1 April 2018		254,018	10,072	264,090
<b>Fund balances at 31 March 2019</b>		<b>204,291</b>	<b>29,664</b>	<b>233,955</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 MARCH 2020*

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### **1 Accounting policies**

#### **Charity information**

Home Start Nottingham is a private company limited by guarantee incorporated in England and Wales. The registered office is 2 First Avenue, Sherwood Rise, Nottingham, NG7 6JL.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects. There are currently no designated funds.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 1 Accounting policies

(Continued)

#### 1.4 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value of the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

#### 1.5 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% Straight line basis
Fixtures and fittings	20%/33.3% Straight line basis

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

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### 1 Accounting policies

(Continued)

#### 1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.8 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

### 3 Donations and legacies

	2020	2019
	£	£
Gray Trust	-	-
Charities Trust	65	560
Hoskins	180	180
Proctor me	240	240
Thorntons S + S Susie Thornton	610	360
Sir John Sumner Charitable Trust	-	-
Fundraising Campaigns	1,142	4,812
Various Donations	5,191	7,204
Gift Aid	798	558
Vanishing Point	2,000	7,429
Ruddington Golf Club	1,000	-
J N Derbyshire	1,500	-
Janice Watts	1,200	1,200
M Rumney	90	180
Kathleen A Howat	-	500
Councilor Harper	500	250
Rogers Spencer	-	100
Rotary Club	500	450
Women Say Stuff	-	100
Charles Littlewood Hill Trust	2,500	2,000
Whitaker Charitable Trust	-	1,000
Mason Clifton Lodge	-	587
Eventist Group	-	500
Jones 1986 Trust	-	3,600
	<u>17,516</u>	<u>31,810</u>

### 4 Charitable activities

	2020	2019
	£	£
City Area Fund	13,600	-
Navo	500	500
Notts County Council Grant Aid	24,828	25,736
Small Steps Big Changes	425,248	366,931
Notts County Council Safeguarding	-	2,400
Children In Need	5,801	4,318
Ashfield Grant/Income	24,148	29,686
	<u>494,125</u>	<u>429,571</u>



# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

### 5 Other income

	2020	2019
	£	£
Net gain on disposal of tangible fixed assets	56,299	-
Other income	-	150
Employer's National Insurance claim from SSBC	53,769	-
Rent received	2,665	16,459
Interest received	564	335
	<u>113,297</u>	<u>16,944</u>

### 6 Raising funds

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
<u>Fundraising and publicity</u>				
Seeking donations, grants and legacies	2,006	229	2,235	2,220
Other fundraising costs	-	182	182	1,312
	<u>2,006</u>	<u>411</u>	<u>2,417</u>	<u>3,532</u>
Fundraising and publicity	2,006	411	2,417	3,532
	<u>3,532</u>	<u>-</u>		<u>3,532</u>

# HOME START NOTTINGHAM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 7 Charitable activities

	Total 2020 £	Total 2019 £
Staff costs	409,304	392,757
Depreciation and impairment	4,607	10,701
Staff training	1,634	3,601
Telephone	13,509	12,599
Printing, postage and stationery	8,263	6,531
Staff expenses and travel	5,405	7,480
Publicity	1,363	690
Professional fees	-	1,353
Outings and parties	427	174
Volunteer expenses	5,422	6,550
Repairs and renewals	2,518	2,678
Household and cleaning	1,665	1,973
Sundry	1,602	1,151
Parents groups / family expenses	12,518	9,459
Computer and accessories	4,848	1,420
Bank charges	32	82
Premises expenses	13,432	5,653
Recruitment expenses	38	-
Interpreter fees	14,096	11,215
Counselling services	1,632	1,632
Recruitment expenses	217	-
	<u>502,532</u>	<u>477,699</u>
Share of governance costs (see note 8)	26,921	27,229
	<u>529,453</u>	<u>504,928</u>
<b>Analysis by fund</b>		
Unrestricted funds	27,928	
Restricted funds	501,525	
	<u>529,453</u>	

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 8 Governance costs

	2020 £	2019 £
Staff costs	12,323	11,792
Affiliations and subscriptions	5,825	8,006
Independent examiners fees	1,980	1,980
Other accountancy and bookkeeping services	6,793	5,451
	<u>26,921</u>	<u>27,229</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

#### Number of employees

The average monthly number employees during the year was:

	2020 Number	2019 Number
Employees	<u>23</u>	<u>24</u>

#### Employment costs

	2020 £	2019 £
Wages and salaries	408,038	393,577
Other pension costs	13,589	10,972
	<u>421,627</u>	<u>404,549</u>

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows:

Aggregate compensation	<u>39,117</u>	<u>49,073</u>
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There were no employees whose annual remuneration was £60,000 or more.

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 11 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
<b>Cost</b>			
At 1 April 2019	256,286	38,912	295,198
Additions	-	11,094	11,094
Disposals	(256,286)	-	(256,286)
At 31 March 2020	-	50,006	50,006
<b>Depreciation and impairment</b>			
At 1 April 2019	92,585	31,318	123,903
Depreciation charged in the year	-	4,607	4,607
Eliminated in respect of disposals	(92,585)	-	(92,585)
At 31 March 2020	-	35,925	35,925
<b>Carrying amount</b>			
At 31 March 2020	-	14,081	14,081
At 31 March 2019	163,701	7,594	171,295

The property in the accounts was sold on 31st May 2019 for £220,000.

### 12 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Trade debtors	1,174	4,193
Prepayments and accrued income	10,247	2,344
	<u>11,421</u>	<u>6,537</u>

### 13 Creditors: amounts falling due within one year

	Notes	2020 £	2019 £
Other taxation and social security		6,514	8,884
Deferred income	14	58,730	38,171
Trade creditors		2,568	10,951
Other creditors		894	-
Accruals		5,295	4,723
		<u>74,001</u>	<u>62,729</u>

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 14 Deferred income

	2020 £	2019 £
Other deferred income	58,730	38,171

The movement is analysed as follows:

	2020 £	2019 £
Balance as at 1 April	20,937	14,386
Amount deferred in year	95,754	81,746
Amount released in year	(57,961)	(57,961)
Balance as at 31 March	58,730	38,171

### 15 Retirement benefit schemes

#### Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

Although the scheme is a defined contribution scheme, employees paid into a growth plan series 3 prior to October 2013. The debt on withdrawal from the scheme currently amounts to £12,399.

The charge to profit or loss in respect of defined contribution schemes was £13,589 (2019 - £10,972).

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2019	Incoming resources	Resources expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
Small Steps Big Changes	16,380	425,248	(392,112)	(49,516)	-
NAVO	1,346	500	(496)	(850)	500
Safeguarding	2,630	-	(32)	(2,598)	-
Awards For All	2,815	-	(1,351)	(1,464)	-
City Area Fund	-	13,600	(22,751)	9,151	-
County Area Fund	-	24,828	(44,479)	19,651	-
Children In Need	1,576	5,801	(6,668)	-	709
Home Start Ashfield	3,158	19,648	(27,787)	4,981	-
Boots Ashfield Grant	1,759	4,500	(6,259)	-	-
	<u>29,664</u>	<u>494,125</u>	<u>(501,935)</u>	<u>(20,645)</u>	<u>1,209</u>

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

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### 16 Restricted funds

(Continued)

#### Parents Group

Funding from various sources is used to provide specific courses for parents supported by Home-Start Nottingham.

#### Family Mentor Service

Funding is provided by the Small Steps Big Changes programme managed by Citycare to deliver the Family Mentor Service in Aspley, which is a universal home visiting programme for parents and children aged 0 to their 4th birthday. Expenditure is restricted accordingly.

#### NAVO

Funding is provided by the dispersement of funds following the closure of NAVO in March 2015, to administer the database of the Families and Children's Forum, a countywide resource which enhances voluntary and statutory partnerships in Nottinghamshire, and for the secure storage of records until 2021.

#### City Area Fund

This funding is provided by the Innovation Fund to train up to 6 volunteers to support families with children under 5 needing support, specifically in the Aspley area and linked to the Family Mentor Service.

#### County Area Fund

Funding is provided by Nottinghamshire County Council to contribute to work in the Boroughs of Broxtowe, Gedling, Rushcliffe and Ashfield providing Co-ordinators who link volunteers to families with children under 5 needing support and expenditure is restricted accordingly.

#### Children In Need

Funding to open a weekly group in an area of greater disadvantage so more children and parents can attend to provide children with better life experiences through play and social interaction.

#### Boots - Ashfield Outreach Project

Funding to continue to support families in the Ashfield area by increasing the service and to increase volunteer recruitment.

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## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019 £	Movement in funds Incoming resources £	Balance at 31 March 2020 £
City Area Fund	-	10,000	10,000
	-	10,000	10,000

### 18 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 March 2020 are represented by:						
Tangible assets	12,617	1,464	14,081	168,480	2,815	171,295
Current assets/ (liabilities)	313,198	(255)	312,943	35,811	26,849	62,660
	325,815	1,209	327,024	204,291	29,664	233,955

### 19 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020 £	2019 £
Within one year	-	5,625

### 20 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).