

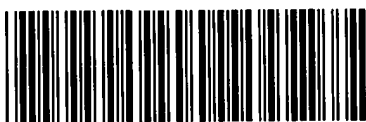
# HOME-START KIRKLEES

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR**

**END 31<sup>ST</sup> MARCH 2022**

WEDNESDAY



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COMPANIES HOUSE

# HOME-START KIRKLEES

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# **Home-Start Kirklees**

## **Trustees' Report for year ended 31<sup>st</sup> March 2022**

### **Legal and Administrative Details**

The charity's full name is Home-Start Kirklees and during the year 2021-22 it operated from its registered address:

Home-Start Kirklees  
87 Coule Royd, Dalton  
Huddersfield, HD5 9RN

The charity moved premises on 20<sup>th</sup> April 2022 and has subsequently operated from its new registered address of:

Home-Start Kirklees  
1st Floor, Bates Mill,  
Colne Road,  
Huddersfield, HD1 3AG

Charity Registration No. 1099770  
Registration Date: September 30<sup>th</sup> 2003  
Company Registration No. 4818397

### **Trustees who have served during the year or subsequently:**

Lynda Pickering – appointed June 2014, appointed Chair 1/4/2019 – resigned 31/3/22  
David Mason – Treasurer – appointed June 2016  
Vanessa Stirum – appointed June 2016  
Toni Gibbs – appointed November 2017, appointed Chair 1/4/2022  
Alison Fisher – appointed November 2018 – resigned February 2022  
Susan Whittles – appointed July 2019 – resigned November 2021  
Karl Yates – appointed December 2019  
Barry Lee – appointed March 2020  
Wenjuan Wu – appointed November 2020 – resigned February 2022  
Paul Johnson – appointed June 2021  
Joanne Hardcastle – appointed May 2022

**Safeguarding Adviser:** Paula Adams, Head of Safeguarding, Locala Community Partnerships

**Secretary:** Emma Franks

**Bankers:**

Lloyds TSB  
1 Westgate  
Huddersfield, HD1 2DN

Scottish Widows Bank  
67 Morrison Street  
Edinburgh, EH3 8YJ

Nationwide Building Society  
Nationwide House  
Pipers Way  
Swindon, SN38 1NW

Clydesdale Bank / Virgin Money  
Timor House  
Mariner Court  
Clydebank, G81 2NR

**Independent Examiners:**

Sheards Chartered Accountants  
Vernon House  
40 New North Road  
Huddersfield, HD1 5LS

**Statement of Trustee Responsibilities**

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 year ended 31 March 2022. The trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2019.)

The trustees are responsible for preparing the Report of Trustees and financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

Company law requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the relevant Charity SORP,
- 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Insofar as the trustees are aware:

- There is no relevant information of which the charitable company's independent examiners are unaware.
- The trustees have taken all steps necessary to make themselves aware of any relevant information and to establish that the independent examiners are aware of that information.

### **Related party transactions**

There were no related party transactions in the current or previous financial year.

## **Structure, Governance and Management**

### **Constitution**

Home-Start Kirklees is a Company Limited by Guarantee and a Registered Charity. Its directors are the trustees of the charity. The Governing Document is the Memorandum and Articles dated September 30<sup>th</sup> 2003.

The persons eligible for membership of the Company are:

- Members of the Board of Trustees of the Charity
- Any person interested in furthering the Objects and approved by trustees

The members guarantee the charity's debts to the extent of one pound each in the unlikely event of the charity being unable to pay its debts.

Vacancies for trustees are advertised locally. Interested persons are invited to attend a trustee meeting as an observer to see whether they wish to take their interest further. They are interviewed to assess whether their skills are suitable for the Board. Existing trustees have the power to co-opt new trustees to the Board to ensure there is an appropriate balance of skills, knowledge and experience available to it. Co-opted trustees have to be approved at the next Annual Meeting of members. New trustees are assigned an experienced trustee to act as mentor and ensure the new trustee is given suitable training and information on the policies and practices of the charity.

The charity is governed by the Board of Trustees. The Trustee Board is responsible for providing oversight and guidance to Charity and Operational management which is the responsibility of the Director and Senior Management Team. SMT is responsible for supervising, leading and managing all business and operational matters with the support of a staff team of co-ordinators, group worker, family support worker and administrative support. Trustees are allocated to 1 of 3 committees which take responsibility for advising and acting on behalf of the full Board on delegated topics. Each committee can recruit volunteer advisers with specialist knowledge and experience to supplement Board skills. A trustee with relevant knowledge and skills is appointed to line manage the Director. Other trustees with relevant knowledge and training are appointed to take trustee lead in key areas including safeguarding and GDPR.

### **Risk Assessment**

Risks, both physical and relating to professional indemnity, are regularly reviewed and managed and minimised by our policies and the training given to staff and volunteers. We are covered by insurance policies organised by Home-Start UK and reviewed by us. All trustees, staff and

volunteers have the current Enhanced Disclosure from the Disclosure and Barring Service as required by their role. Any information disclosed is considered by the Personnel Committee which makes recommendations, without revealing the identity of the person concerned, to the Trustee Board which makes the final decision on their suitability to join Home-Start.

### **Objectives and Activities**

The aims and objectives of the charity which, in the opinion of the trustees, fall within the terms of Public Benefit in Section 17(5) of the Charities Act 2011 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 and parents of children;
- To promote the education of the public in better standards of childcare within the area of Kirklees and its environs.

The trustees pay due regard to guidance issued by the Charity Commissioners in deciding what activities Home-Start Kirklees should undertake.

Home-Start Kirklees is a partner in Thriving Kirklees which provides health and well-being services for all those from pre-birth to age 19 or, if the young person is vulnerable up to age 24. Locala Community Partnerships is the contract lead of 4 additional sub-contracted partners who each have an equal voice in decision-making and influencing the design and future development of joined up working to support those for whom the service is intended.

Home-Start Kirklees is associated with Home-Start UK which provides help, advice, and a suitable ethos for the charity to work in.

### **Developments, Activities and Achievements**

We are happy to report another year full of activity and achievements. Suffice it to say we have not rested on our laurels but have continued to drive the business forward, seeking new partnerships, new grant funding and lots of new ideas, all with the sole aim of supporting more families, helping them to overcome all sorts of obstacles and enabling them to flourish. We have seen an increase in our support for families of 12% over the last 12 months, bringing the number of families supported to 230.

This year has seen our previous five-year strategic plan beginning to draw to a close and we have taken the opportunity to start the new strategic planning process early. A successful application to the Lloyds Foundation has given us the support of one of their consultants in this process and we began in January with a staff and trustee awayday.

Our Business Development Committee has continued to be the key player in the growth of the business, as we had hoped. We have received grants from the Tudor Trust, Garfield Weston and the Lloyds Bank Foundation, all to fund core work, enabling more families to be supported. In addition, a Henry Smith grant was awarded to fund telephone befriending. This was a direct result of our work during the pandemic when we came to understand how much families appreciated somebody available at the end of a phone-line and has become a complementary service to our home-visiting one.

We have also received a grant from the Starting Well project (running from September 2021 – March 2023), aiming to reach BAME families in targeted areas of the district. We currently support these families with school readiness, aiming to help improve speech and language. In the past 12 months we have successfully transitioned back to full face-to-face support for families, with home visits and many group sessions. These take place across Kirklees, assuring we maintain accessibility for all.

The last few weeks of the year were also taken up with preparing for an office move in April 2022. This has been characterised by an enormous amount of hard work in the preceding months. It is a great achievement to have become a paperless organisation and we want to pay tribute to those staff who have been involved in the full implementation and smooth roll out of the Charity Log reporting system, which has enabled us to do that.

After many happy years based at Coule Royd we were given notice to seek new premises. Whilst no-one likes upheaval, it became clear that a growing business, with increased staffing and increased activity, could be better served by premises more fit for purpose. There is a lot of excitement about the move to Bates Mill in April and all the opportunities that brings going forward.

On staffing, we were delighted to welcome three new members of staff to the team. We have recruited a new Co-ordinator, Family Support Worker and Admin Assistant to increase capacity within the organisation.

A highlight of the year was the delivery in March of a Young Parents' Conference, held on-line, and in partnership with colleagues from other organisations in the sector and the young parents themselves. Many spoke movingly of the difference that the Home-Start Kirklees Young Parents' service has made to their lives, in particular of the way it has empowered them to be better parents and to move forward onto exciting new things

The independent evaluation of the Young Parents' service is now complete.

A mark of the work in 2021-22 has been increased networking opportunities and the subsequent possibility of building relationships with corporate businesses, supporters and donors. We plan to build on this in 2022-23; we are no longer happy to remain as one of the best kept secrets in Kirklees!

### **Review of the financial position of the charity**

During the pandemic we focused our efforts and expenses on emergency deliveries including local welfare payments to families in need and equipping our staff with additional technology so they could work remotely. Post pandemic, as we have entered the 'new normal', we have built on these successful activities with more flexible ways of working and new services such as telephone befriending and serving families remotely. This has enabled us to support more families at lower costs.

Kirklees Council through Locala and the Thriving Kirklees partnership continue to be our major funder. This year through contracts and donations in kind they have generated over £346k of our income. In addition, our Business Development committee and newly appointed Fundraising Manager have been successful in raising significant additional funds totalling just over £149k.

Specific thanks must go to The National Lottery Community Fund and the Lloyds Foundation who have continued to fund our Young Parents' Service. In addition to donations for this financial year, Kirklees Council have made a generous contribution to our rent over the next three years.

In summary we have ended the year with:

<b>Year to March 2022</b>	
<b>Income</b>	<b><u>£550,938</u></b>
<b>Balance of funds</b>	
Unrestricted reserves	£175,080
Designated reserves	£68,689
Restricted funds	<u>£51,885</u>
<b>Total</b>	<b><u>£295,655</u></b>

### **Policy on reserves**

**Unrestricted reserves** - Our policy is to keep our unrestricted reserves at around a level that would support between 10 to 14 weeks of operational costs. The Trustees consider that this would be sufficient to guard against financial 'shocks' and if necessary to conduct an orderly withdrawal of services. This ensures that we can treat the families we serve and our staff fairly in the unlikely event we must withdraw completely from service provision. At the end of the year our reserves represented around 15 weeks of operational costs. Our Board of Trustees will monitor our level of reserves and ensure any over provision will be used for our charitable purposes.

**Designated reserves** - £48,689 of our Designated reserves provides for any redundancy pay due to our staff if their jobs are no longer affordable. It is true that the redundancy pay is guaranteed by the government, but the Trustees consider that it is properly the responsibility of the charity to maintain reserves to cover it.

The remaining £20,000 of our designated reserves is to underwrite business development costs. In 2021-22 we set up a range of new fundraising initiatives and set aside £40,000 to underwrite them. Due to the significant success of our fundraising efforts, we returned £20,000 to our unrestricted reserves and expect to release the remaining provision by the end of 2022-23 so it can be used for our charitable services.

### **Investment Policy**

At the year-end we had £436k in our various bank accounts. Funds not required for immediate use are placed on deposit with our bankers. As our current cash position is strong, we took financial advice to determine if we could find better medium-term investments where we could obtain a better return than bank interest rates. However, the advice we obtained was that we did not have sufficient funds available for long enough to risk a loss of capital. Based on this advice our Trustees decided to make no other investments at this stage.

### **Plans for future periods**

We have started our strategic planning process to look at a new five-year plan. Engagement with all stakeholders is key to establishing what the current pressures are on existing services and how we can support and contribute to meeting the needs of families in Kirklees. We are ambitious to work with new stakeholders and to increase our network of contacts, so that new opportunities can be pursued to potentially increase our service offer and build new working partnerships. We



will have a new plan in place by July 2022 that will be effective from April 2023, but work will begin in earnest on completing the shorter term tasks identified.

We already know that there is unmet need for our services and will continue efforts to raise funds to deliver our services to more families. Lottery funding for young parents aged 14-24 years expired in November 2021 but the service has been financially sustained through the Thriving Kirklees Partnership, topped up with smaller grants successfully bid for. We are pleased that Thriving Kirklees recognises the value of the Young Parents service and believes it is an integral part of the whole service for the health and well-being of children and young people up to 19 (or 24 if person has additional needs) and their families. The Business Development Committee has been influential in securing funding from charitable trusts to increase our workforce capacity and deliver different types of support. The committee will continue to work on a forward projection of growth and there will be investment of time in writing funding bids.

We continue to rely heavily on volunteers and are pleased that we are continuing to develop the range of activities potential volunteers can do. We will remain active in recruiting home visiting volunteers but have now added the option of other roles which allow for more flexibility. We will continue to welcome volunteers with lived experience, who can share their skills with us and help us run a professional sustainable charitable business. We seek volunteers from all parts of the community living in Kirklees, of all ages and welcome diversity.

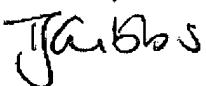
We will continue to work with our partners in Thriving Kirklees and others, who support young families to make sure our service covers what is needed and parents can access and benefit from any additional help they need when they reach out. Innovation and transformation are key aspects of the partnership.

We continue to make economies wherever possible and to utilise our resources in the best way possible that helps families. We will continue to seek funding from other sources including major charitable trusts to allow for new project work and new innovative ways of working. We intend to review our current fundraising strategy and develop a new marketing plan for 2022/23, with intent on making more progress in the next year by building sensible ideas for increasing the number of families we can help. Kirklees is not in the lowest 20% of the most deprived areas in the country, which bars us from obtaining help from some of the major charities, however pockets of Kirklees are among the lower super output areas listed on the index of multiple deprivation and these areas certainly need our help.

### **Acknowledgments**

Enormous thanks must go to everyone involved – to our incredibly hard-working and dedicated staff and volunteers, to our trustees who give so much of their time, and to our partners, funders and supporters. We value each one of you - without you none of this would be possible.

Signed on behalf of the trustees



Toni Gibbs – Chair

**Independent Examiner's Report to the Trustees**

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages eleven to seventeen.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) 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(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 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;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 the seeking of explanations from you as 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 material matters have come to my attention which gives me reasonable cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006, or
- accounts do not accord with the accounting records, or
- the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of 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 1 January 2015)

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Kevin Winterburn ACA

Sheards

Chartered Accountants

Vernon House

40 New North Road

Huddersfield

# HOME-START KIRKLEES

## Accounts for the Year ended

31 March, 2022

### STATEMENT OF FINANCIAL ACTIVITIES Income and Expenditure Account

	Note	Unrestricted Fund £	Designated Fund £	Restricted Funds £	2022 Total £	2021 Total £
<b>Incoming resources</b>						
Incoming resources from generated funds						
Donations and legacies	1	-	-	-	-	-
Investment income	2	77	-	-	77	444
Incoming resources from charitable activities	3	404,104	-	146,756	550,860	483,871
<b>Total incoming resources</b>		<b>404,182</b>	<b>-</b>	<b>146,756</b>	<b>550,938</b>	<b>484,315</b>
<b>Resources expended</b>						
Charitable activities	4	297,390	-	146,071	443,461	378,791
Redundancy payments for staff and costs of underwriting business development efforts	5	-	-	-	-	-
Governance costs	6	5,978	-	1,076	7,054	4,875
<b>Total resources expended</b>		<b>303,369</b>	<b>-</b>	<b>147,146</b>	<b>450,515</b>	<b>383,666</b>
<b>Net income/(expenditure) before transfers</b>		<b>100,813</b>	<b>-</b>	<b>( 390)</b>	<b>100,423</b>	<b>100,650</b>
<b>Net transfersto/(from) Funds</b>		<b>5,135</b>	<b>( 7,781)</b>	<b>2,646</b>	<b>-</b>	
<b>Net movement in funds</b>		<b>105,948</b>	<b>( 7,781)</b>	<b>2,256</b>	<b>100,423</b>	<b>100,650</b>
<b>Resourced from previous years</b>		<b>69,132</b>	<b>76,470</b>	<b>49,630</b>	<b>195,232</b>	<b>94,583</b>
<b>Resources at end of the year</b>		<b>175,080</b>	<b>68,689</b>	<b>51,885</b>	<b>295,655</b>	<b>195,232</b>

### BALANCE SHEET at 31 March, 2022

Fixed Assets	7	1,145			1,145	1,392
Current Assets	8	347,261	68,689	51,885	467,836	257,037
		348,407	68,689	51,885	468,981	258,429
Current Liabilities	9	173,327	-	-	173,327	63,198
<b>Net Assets</b>		<b>175,080</b>	<b>68,689</b>	<b>51,885</b>	<b>295,655</b>	<b>321,627</b>

### Represented by:

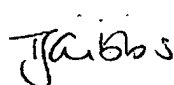
Resourced from previous years	69,132	76,470	49,630	195,232	94,583
Net (Expenditure)/Income for the Year	105,948	( 7,781)	2,256	100,423	100,650
<b>Resources at end of the year</b>	<b>175,080</b>	<b>68,689</b>	<b>51,885</b>	<b>295,655</b>	<b>195,232</b>

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts were approved by the Trustees on 30th June 2022 and signed on their behalf:



Toni Gibbs, Chair



D Mason, Treasurer

Company Number 4818397  
Registered Charity No: 1099770

**HOME-START KIRKLEES**  
**Analysis of Funds**  
**For the Year ended 31 March 2022**

	Unrestricted, designated and project funds				Restricted funds						Overall total
	Core Services funding	Friends of Home Start, Grants and Other donations	Total unrestricted and project funds	Designated fund	School Readiness	Young Parents' Service	Starting Well Initiative	Sundry donations for specific purposes	Affordable warmth	Total restricted funds	
	£	£	£	£	£	£	£	£	£	£	
<b>Incoming Resources</b>											
Received in earlier periods for this year											
Locala CIC - Thriving Kirklees	275,121	-	275,121	-	-	16,000	42,325	-	-	58,325	333,446
The National Lottery Community Fund	-	-	-	-	-	40,321	-	-	-	40,321	40,321
Lloyds	-	-	-	-	-	25,000	-	-	-	25,000	25,000
Tudor Trust	-	43,000	43,000	-	-	-	-	-	-	43,000	43,000
Garfield Weston	-	15,000	15,000	-	-	-	-	-	-	15,000	15,000
Henry Smith	-	30,000	30,000	-	-	-	-	-	-	30,000	30,000
George Martin Trust	-	-	-	-	-	3,000	-	-	-	3,000	3,000
Kirklees Neighbourhood Housing	13,260	-	13,260	-	-	-	-	-	-	13,260	13,260
One Community	-	-	-	-	-	990	-	-	-	990	990
Home Start UK	-	3,201	3,201	-	-	-	-	-	-	3,201	3,201
The Big Give AW	-	-	-	-	-	-	-	-	3,898	3,898	3,898
West Riding Masonic Lodge	-	-	-	-	-	-	-	2,000	-	2,000	2,000
Co-op	-	-	-	-	-	-	-	1,059	-	1,059	1,059
Facey Family Foundation	-	4,000	4,000	-	-	-	-	-	-	4,000	4,000
Tesco	-	-	-	-	-	2,000	-	-	-	2,000	2,000
Towngate Plc	-	1,000	1,000	-	-	-	-	-	-	1,000	1,000
Skipton Building Society AW	-	-	-	-	-	-	-	-	2,500	2,500	2,500
Yorkshire Building Society	-	-	-	-	-	-	-	-	1,916	1,916	1,916
Arnold Clarke	-	1,000	1,000	-	-	-	-	-	-	1,000	1,000
Third Sector Leaders	-	-	-	-	-	494	-	-	1,600	2,094	2,514
Virgin Money	-	240	240	-	-	-	-	-	-	240	240
Other donations	-	3,230	3,230	-	-	500	-	1,585	1,767	3,852	7,082
Bank interest	-	77	77	-	-	-	-	-	-	77	77
Statutory rebates	-	4,000	4,000	-	-	-	-	-	-	4,000	4,000
Deferred income	10,633	-	10,633	-	-	-	-	-	-	-	10,633
<b>Total</b>	<b>299,014</b>	<b>105,168</b>	<b>404,182</b>	<b>-</b>	<b>-</b>	<b>88,305</b>	<b>42,325</b>	<b>4,644</b>	<b>11,482</b>	<b>146,756</b>	<b>550,938</b>
<b>Attributable to this year</b>	<b>299,014</b>	<b>105,168</b>	<b>404,182</b>	<b>-</b>	<b>-</b>	<b>88,305</b>	<b>42,325</b>	<b>4,644</b>	<b>11,482</b>	<b>146,756</b>	<b>550,938</b>
<b>Resources Expended</b>											
<b>Charitable Activities</b>											
<b>Direct costs</b>											
Coordinators' Salaries including NI	159,885	-	159,885	-	-	70,235	4,560	-	-	74,795	234,480
Co-ordinators' Pensions	7,875	-	7,875	-	-	3,161	-	-	-	3,161	10,836
Staff and Volunteers' Expenses	3,688	-	3,688	-	-	3,782	-	2,134	-	5,917	9,604
Advertising for Volunteers	309	-	309	-	-	-	-	-	-	-	309
Training	3,960	-	3,960	-	-	-	-	-	-	-	3,960
Contribution to National Home-Start	6,402	-	6,402	-	-	1,380	661	-	-	2,042	8,444
Rent	10,282	-	10,282	-	-	2,216	1,062	-	-	3,278	13,560
Emergency equipment for use by families	-	-	-	-	-	-	-	1,829	2,039	3,868	3,868
Subsistence for Volunteers and Families	179	-	179	-	1,703	4,374	-	-	-	6,077	6,257
Other	596	-	596	-	479	1,512	3,373	696	-	6,060	6,657
	<b>192,776</b>	<b>-</b>	<b>192,776</b>	<b>-</b>	<b>2,183</b>	<b>86,660</b>	<b>9,657</b>	<b>4,660</b>	<b>2,039</b>	<b>105,198</b>	<b>297,974</b>
<b>Support costs</b>											
Salaries including NI	80,875	-	80,875	-	-	17,433	8,356	-	-	25,788	106,664
Pensions	3,175	-	3,175	-	-	824	340	-	-	1,164	4,339
Computer and other costs	317	-	317	-	223	-	-	-	-	223	540
Electricity and Gas	2,438	-	2,438	-	-	526	252	-	-	778	3,216
Stationery and Postage	2,484	-	2,484	-	172	641	625	-	-	1,438	3,922
Telephone	4,601	-	4,601	-	-	982	475	-	-	1,467	6,068
Insurance	1,097	-	1,097	-	-	237	113	-	-	350	1,447
Bank Charges	267	-	267	-	-	-	-	-	-	-	267
Depreciation	1,312	-	1,312	-	-	-	-	-	-	-	1,312
Advertising	351	-	351	-	-	-	-	1,650	-	1,650	2,001
Consultancy	570	-	570	-	-	8,015	-	-	-	8,015	8,585
Relocation costs	7,125	-	7,125	-	-	-	-	-	-	-	7,125
<b>Governance</b>											
Committee Expenses	42	-	42	-	-	-	-	-	-	-	42
AGM	2,562	-	2,562	-	-	-	-	-	-	-	2,562
Accountancy	3,374	-	3,374	-	-	727	349	-	-	1,076	4,450
	<b>110,592</b>	<b>-</b>	<b>110,592</b>	<b>-</b>	<b>395</b>	<b>29,394</b>	<b>10,510</b>	<b>1,650</b>	<b>-</b>	<b>41,949</b>	<b>152,541</b>
<b>Total Resources Expended</b>	<b>303,369</b>	<b>-</b>	<b>303,369</b>	<b>-</b>	<b>2,577</b>	<b>116,054</b>	<b>20,167</b>	<b>6,310</b>	<b>2,039</b>	<b>147,146</b>	<b>450,515</b>
<b>Net (expenditure)/income before transfers</b>	<b>( 4,355)</b>	<b>105,168</b>	<b>100,813</b>	<b>-</b>	<b>( 2,577)</b>	<b>( 27,749)</b>	<b>22,158</b>	<b>( 1,665)</b>	<b>9,443</b>	<b>( 390)</b>	<b>100,423</b>
Funds This years' income restricted for future periods	-	-	-	-	-	-	-	-	-	-	-
Management Fees charged by Unrestricted Fund	-	-	-	-	-	-	-	-	-	-	-
Funds brought forward from last year	69,132	-	69,132	78,470	143	40,254	-	4,277	4,956	49,630	195,232
Adjustment to Funds forward <sup>1</sup>	( 2,646)	-	( 2,646)	-	2,646	-	-	-	-	2,646	-
Funds before transfers	62,131	105,168	167,299	78,470	211	12,505	22,158	2,612	14,399	51,885	295,655
Transferred (to)/from Funds <sup>2</sup>	112,949	( 105,168)	7,781	( 7,781)	( 211)	-	211	-	-	-	-
Deferred income - funds paid in advance for subsequent years	-	-	-	-	-	-	-	-	-	-	-
<b>Resources/(deficit) at end of year</b>	<b>175,080</b>	<b>-</b>	<b>175,080</b>	<b>68,689</b>	<b>-</b>	<b>12,505</b>	<b>22,370</b>	<b>2,612</b>	<b>14,399</b>	<b>51,885</b>	<b>295,655</b>

**Notes**

1 The £2,646 was incorrectly transferred into reserves in the last financial year

2 The £7,781 transfer from the designated fund includes and increase provision for redundancy costs of £12,219 and a reduction in the Business Development provision of £20,000

Home Visiting and Young Parents' Peer Educators form part of our core service to the Kirklees community through the Locala Thriving Kirklees Partnership.

The Designated fund provides for a controlled closedown of the charity in the unlikely event that our funding were abruptly cut.

In this financial year Kirklees One Community funded our work to support parents help their children get ready for school.

The National Lottery Community Fund provided funding to help us extend our young parents' groups and improve our internal capabilities for long term sustainability.

The Affordable Warmth Project provides advice, and items intended to make home conditions warmer and safer, to families being supported by the charity.

The Friends of Home-Start raise funds during the year to provide money for items such as annual parties for families and volunteers and to provide additional funds for the general expenses of the charity.

Unexpended funds are transferred to the Unrestricted Fund at each year end.

# HOME-START KIRKLEES

## Notes to the Accounts For the Year ended 31 March, 2022

<b>INCOMING RESOURCES</b>	<b>Unrestricted and project funds</b>	<b>Restricted</b>	<b>2022</b>	<b>2021</b>
	<b>Fund £</b>	<b>Funds £</b>	<b>Total £</b>	<b>Total £</b>
<b>1 Voluntary Income</b>	-	-	-	-
<b>2 Investment Income</b>				
Interest Received	77		77	444
<b>3 Incoming Resources from Charitable Activities</b>				
Locala CIC - Thriving Kirklees	275,121	58,325	333,446	297,101
The National Lottery Community Fund	-	40,321	40,321	80,642
Lloyds	-	25,000	25,000	-
Tudor Trust	43,000	-	43,000	-
Garfield Weston	15,000	-	15,000	-
Henry Smith	30,000	-	30,000	-
George Martin Trust	-	3,000	3,000	-
Kirklees Neighbourhood Housing	13,260	-	13,260	13,260
Kirklees Local Welfare Provision	-	-	-	7,550
Kirklees MBC	-	-	-	10,000
One Community	-	990	990	5,662
Home Start UK	3,201	-	3,201	40,854
The Big Give AW	-	3,698	3,698	3,587
Grumpy Givers	-	-	-	3,000
Match it Money	-	-	-	2,500
West Riding Masonic Lodge	-	2,000	2,000	1,320
Co-op	-	1,059	1,059	544
Virgin Money	240	-	240	1,136
Facey Family Foundation	4,000	-	4,000	-
Tesco	-	2,000	2,000	-
Towngate Plc	1,000	-	1,000	-
Skipton Building Society AW	-	2,500	2,500	-
Yorkshire Building Society	-	1,916	1,916	-
Arnold Clarke	1,000	-	1,000	-
Third Sector Leaders	420	2,094	2,514	1,000
Other donations	3,230	3,852	7,082	509
Statutory rebates	4,000	-	4,000	15,206
Deferred income	10,633	-	10,633	-
	404,104	146,756	550,860	483,871
<b>Total Incoming Resources</b>	404,182	146,756	550,938	484,315

# HOME-START KIRKLEES

## Notes to the Accounts (continued) For the Year ended 31 March, 2022

<b>RESOURCES EXPENDED</b>		<b>Unrestricted and project Fund</b>	<b>Restricted Funds</b>	<b>2022 Total</b>	<b>2021 Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>4 Charitable Activities</b>					
	<b>Direct costs</b>				
4	Coordinators' Salaries including NI	159,685	74,795	234,480	175,961
5	Co-ordinators' Pensions	7,675	3,161	10,836	8,056
6	Staff and Volunteers' Expenses	3,688	5,917	9,604	1,462
	Advertising for Volunteers	309	-	309	11
7	Training	3,960	-	3,960	3,414
8	Contribution to national Home-Start	6,402	2,042	8,444	6,558
9	Rent	10,282	3,278	13,560	13,260
10	Equipment for Use by Families	-	3,868	3,868	9,332
11	Subsistence for Volunteers and Families	179	6,077	6,257	2,925
12	Donations direct to families	-	-	-	-
13	Other	596	6,060	6,657	2,489
		<b>192,776</b>	<b>105,198</b>	<b>297,974</b>	<b>223,468</b>
	<b>Support costs</b>				
14	Staff Salaries including NI	80,875	25,788	106,664	110,955
15	Pensions	3,175	1,164	4,339	4,979
16	Computer and office cost	317	223	540	6,914
17	Electricity and Gas	2,438	778	3,216	3,369
18	Stationery and Postage	2,484	1,438	3,922	2,741
19	Telephone	4,601	1,467	6,068	6,382
20	Insurance	1,097	350	1,447	1,222
21	Bank Charges	267	-	267	129
22	Depreciation	1,312	-	1,312	2,773
23	Advertising	351	1,650	2,001	764
24	Consultancy	570	8,015	8,585	15,096
	Relocation costs	7,125	-	7,125	-
		<b>104,614</b>	<b>40,873</b>	<b>145,487</b>	<b>155,323</b>
	<b>Total Charitable Activities</b>	<b>297,390</b>	<b>146,071</b>	<b>443,461</b>	<b>378,791</b>
<b>5 Designated Fund</b>					
	The designated fund was set up by the Trustees at March 31, 2014 to provide for the cost of statutory redundancies payable to staff, in the event of the closure or reduction in size, of the charity.				
	The Trustees agreed in March 2021 to designate a further £40,000 to underwrite the initial costs of appointing business development staff and their associated expenses. Trustees have reduced this provision in 2022 by £20,000 now the development efforts are materialising.				
	<b>Balances at 1 April</b>			<b>2022</b>	<b>2021</b>
25	Provision for redundancy			36,470	27,470
	Redundancies paid out during year			-	-
	Provision to underwrite business development costs			40,000	-
				<b>76,470</b>	<b>27,470</b>
	Provision for redundancies (no longer)/or required			-	-
	Amount provided for potential redundancy costs			12,219	9,000
	Amount to underwrite business development activities (Reduced from £40,000 in the first year to £20,000 for 2022-23)			( 20,000)	40,000
	Net transfer (to)/from unrestricted fund			<b>( 7,781)</b>	<b>49,000</b>
	Balance of fund at the end of March			<b>68,689</b>	<b>76,470</b>
<b>6 Governance costs</b>					
26	Committee Expenses	42		42	46
27	AGM Cost	2,562		2,562	1,200
28	Examination and Accountancy Fees	3,374	1,076	4,450	3,629
		<b>5,978</b>	<b>1,076</b>	<b>7,054</b>	<b>4,875</b>

# HOME-START KIRKLEES

## Notes to the Accounts (continued) For the Year ended 31 March, 2022

### 7 Fixed Assets

In line with a revised capital strategy:

-Furniture with a residual value of less than £100

-Fixtures and fittings with a residual value of less than £100

-Equipment with a residual value of less than £500 were written off.

IT equipment with value of £600 or less has not been capitalised

Depreciation rates were set at: Furniture 20%, Equipment 33% and Fixtures and fittings at 10%

Fixed Assets 2021-22	Furniture £	Fixtures & Fittings £	Office Equipment £	Total 2022 £	Total 2021 £
<b>Cost</b>					
At 1 April 2021	949	577	-	1,526	29,165
Revaluation profit/(loss)	-	-	-	-	(27,639)
Additions	-	-	1,183	1,183	-
Disposals	-	(347)	-	(347)	-
<b>At 31 March, 2022</b>	<b>949</b>	<b>230</b>	<b>1,183</b>	<b>2,362</b>	<b>1,526</b>
<b>Depreciation</b>					
At 1 April 2021	262	230	-	492	115
Charge for period	190	0	535	725	377
Disposals	-	-	-	-	-
<b>At 31 March, 2022</b>	<b>452</b>	<b>230</b>	<b>535</b>	<b>1,217</b>	<b>492</b>
<b>Net Book Value at 31 March 2021</b>	<b>779</b>	<b>461</b>	<b>2,925</b>	<b>4,165</b>	<b>4,165</b>
<b>Net Book Value at 31 March 2022</b>	<b>497</b>	<b>-</b>	<b>648</b>	<b>1,145</b>	<b>1,392</b>

### 8 Current Assets

	2022 £	2021 £
Cash at Bank	436,811	225,676
Cash in Hand	178	281
Debtors	30,847	31,080
Prepayments	-	-
	<b>467,836</b>	<b>257,037</b>

### 9 Current Liabilities

	2022 £	2021 £
Income received in advance	162,533	56,466
PAYE & NI	8,912	4,726
Accruals	1,881	2,006
	<b>173,327</b>	<b>63,198</b>

The income received in advance includes payments from our funders for services and a contribution to our rental costs for the next three years

### 10 Accounting Policies

#### Basis of Preparing the Financial Statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention

#### Incoming Resources

Donations, grants, etc, are credited to income when received, unless received in advance of a grant for expenditure in a future accounting period or received following the year-end as a result of a commitment to fund a project's expenditure during the year.

## HOME-START KIRKLEES

### Notes to the Accounts (continued) For the Year ended 31 March, 2022

#### 10 Accounting Policies (continued)

##### Number of Staff Employed

The average number of staff employed during the year was

	2021-22		2020-21	
	Actual Number	Full-Time Equivalent	Actual Number	Full-Time Equivalent
Directly Charitable	11	8.2	10.0	8.0
Support Services	4	2.6	4.0	1.8

No employees were paid more than £60,000 during the year.

##### Trustees Remuneration and Expenses

No remuneration has been paid to the Trustees who served during the year.

The amount of expenses paid to trustees for travelling during the year to 31 March 2022 was £42.00

##### Ultimate Controlling Party

Home Start Kirklees is managed by the board of directors, the members of which are the Trustees of the charity.

##### First Year Adoption

The trustees have given due consideration to the transition to the SORP FRS 102, and have concluded that any identified adjustments are not material; consequently, no changes have arisen in the comparative figures.



# HOME-START KIRKLEES

## Summary Accounts for the Year ended 31 March, 2022

	2021-22 £	2020-21 £
<b>Incoming Resources</b>		
Statutory Agencies	507,027	408,553
Charitable Trust Funds	26,119	59,603
Other Donations	7,082	15,715
Gift Aid	-	-
Interest	77	444
Other income	10,633	-
	<u>550,938</u>	<u>484,315</u>
<b>Resources Expended</b>		
Salaries, NI and Pensions	356,318	299,951
Coordinators' and Volunteers' Expenses	9,646	1,508
Contribution to National Home-Start	8,444	6,558
Other Charitable Expenses	21,051	18,172
Redundancy payments to staff	-	-
Rent	13,560	13,260
Computer and Office Costs	34,370	44,218
Relocation costs	7,125	-
	<u>450,515</u>	<u>383,666</u>
<b>Net (Expenditure)/Income for the Year</b>	100,423	100,649
Income deferred from last year		
Resourced from previous years	195,232	94,583
<b>Resources at year end</b>	<u>295,655</u>	<u>195,232</u>
<b>Represented by:</b>		
Fixed Assets	1,145	1,392
Cash at bank and in hand	436,989	225,957
Debtors	30,847	31,080
	<u>468,981</u>	<u>258,429</u>
Less Income received in advance	162,533	56,466
Other creditors due within one year	10,793	6,732
	<u>173,327</u>	<u>63,198</u>
	<u>295,655</u>	<u>195,231</u>