

**SURE START HOUNSLOW LIMITED**

**(A Company Limited by Guarantee and  
Not Having a Share Capital)  
(Registered Charity No 1104993)  
(Company No: 05084713)**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2011**

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**SURE START HOUNSLOW LIMITED**  
**(A Company Limited by Guarantee and Not Having a Share Capital)**  
**(Registered Charity No 1104993)**  
**(Company No: 05084713)**

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**SURE START HOUNSLOW LIMITED**  
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**(Registered Charity No 1104993)**  
**(Company No 05084713)**

**Report of the Management Committee for the year ended 31 March 2011**

The Directors submit their report and audited Financial Statements for the year ended 31 March 2011

**Registered Office and Main Operational Address**

The Hub  
103 Salisbury Road  
Hounslow TW4 7NW  
Tel 020 8570 8156  
Fax 020 8814 9516  
E-mail [surestarthounslow@hotmail.com](mailto:surestarthounslow@hotmail.com)  
Website [www.surestarthounslow.org.uk](http://www.surestarthounslow.org.uk)

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

HSBC  
127 High Street  
Hounslow  
Middlesex  
TW3 1QP

**Directors and Trustees**

The Directors of the charitable Company are also its Trustees for the purposes of charity law, and are referred to throughout this Report as the Directors

The Directors who held office during the period up to the date of this Report were

Reverend Kenneth Buckler (Chair)

Isabel King  
Luke Kirton (Vice Chair)  
Charles Rukwengye  
Anthony Way

Resigned on 05 May 2010  
Resigned on 20 October 2010

**Auditors**

Myrus Smith  
Norman House  
8 Burnell Road  
Sutton, Surrey  
SM1 4BW

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**History**

In 2004, after consultation with the local community, statutory and voluntary organisations, Sure Start Hounslow became a Company Limited by Guarantee with Charitable Status on the 26<sup>th</sup> April 2004

**Governing Document**

The charitable Company is governed by its Articles of Association, under which each Member is required to contribute an amount not exceeding £10 towards the liabilities of the charitable Company in the event of it being wound up whilst they are Members, or within one year of their ceasing to be Members

**Directors**

The Directors who held office during the period up to the date of this report are set out on page 1. As the Company is Limited by Guarantee and has no issued share capital, none of the Directors holds any beneficial interest in the Company

**Statement of Directors' Responsibilities**

The Directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the Company and of the incoming resources and application of resources, including income and expenditure, for that year. In preparing those financial statements the Directors are required to

- Make 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
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue to operate

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the 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 Company and hence for taking reasonable steps for prevention and detection of fraud and other irregularities

**Recruitment, Induction and Training of Directors**

Directors are mainly recruited and trained following a skills audit by the current Directors. As well as a specific skills set, although not essential, it is desirable to have experience and an understanding of the voluntary sector, charities and companies. Care is taken to ensure that Directors, as much as possible, reflect the local community

Members of the charitable Company are inducted at each Annual General Meeting to ensure full awareness of their powers and duties under Company Law. In accordance with the Articles of Association, one third of the Directors who have been longest in office are required to retire at each Annual General meeting (AGM) but, if eligible, may offer themselves for re-election

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**Organisational Structure**

The Directors govern the charitable Company through a Management Committee comprising of themselves, advisors from the London Borough Hounslow and local housing association. There is also an Advisory Group that meets prior to the Committee meetings to put forward ideas and recommendations.

The Directors work closely with the Strategic Lead, the most senior position, to determine the overall strategic direction of the charitable Company. Day-to-day management and quality assurance is delegated to the Children's Centre Manager who, with the support of a Senior Management Team, controls the work of other paid staff and volunteers. A total staff team of 20 people are responsible for the overall service delivery.

**Risk Management**

The Directors actively review the major risks, which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

**Public Benefit Statement**

The Directors have paid due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake. All our charitable activities focus on our principle objectives such as the development and education of children below statutory school age, relieve poverty, sickness and distress and to provide leisure time facilities in the interests of social welfare for those inhabitants in the area of benefit.

**Principal Activity and Review**

The objects of the charitable Company are set out in its Memorandum of Association. We have maintained a good level of service throughout the year. All staff remain dedicated to providing support for families. The Board of Directors would like to thank all the staff, with a special thank you to the Senior Management Team, namely Sharon Walsh, Nina Strudwick, Lorna Hardy and Barbara Harvey.

Our Early Years Practitioners continue to be an integral part of Sure Start Hounslow and the Beavers Children's Centre. The Stay and Play sessions are very popular with our families. The Early Years Team have worked strenuously to develop activities within Stay and Play and continue to create a varied and educational timetable ensuring school readiness for all the children attending. A new format has been introduced with some sessions being offered as closed /pre-booked sessions e.g. Let's communicate and "How to " workshops.

We are involved in local regeneration initiatives – in particular the TW4 Community Development Trust and government programmes working with socially excluded groups including Refugees, Lone Parents and survivors of Domestic Violence.

The Domestic Violence Outreach Project is a generic crisis intervention project available to survivors of domestic violence that reside in the London Borough of Hounslow. The service provides advice and information to safeguard survivors and their families. We organise access to refuge, advocate with other agencies and signpost to other support services. We also provide support for mothers and their children with the Parent Support Worker on a one to one basis and through a support group. We would like to thank the Metropolitan Police, Community Safety Team and the Corporate department of the London Borough of Hounslow for funding this project.

We continue to develop our portfolio of wider activities that include the Hub cafe and the Foodbox project. The kitchen garden continues to flourish with the help of our volunteers. The cafe regularly uses the fruit, vegetables and herbs grown in the garden.

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**Principal Activity and Review/contd**

Our partnership with TW4 CDT was consolidated this year as we continued to provide line management support for the newly appointed Community Development Manager job sharers. This post which was funded for two years by the Rainbow Fund has enabled us to work together with the CDT and engage with other local partners to develop activities beneficial to residents in the TW4 area that are not within our remit to deliver ourselves.

**Results**

The results for the year are set out in detail on page eight.

**Future Developments**

At a time of shrinking local authority direct funding, there is a need for us to look at how to ensure sufficient funding levels to sustain service delivery. We will continue to build on the early success of the Firm Foundations for Families programme. This area represents one of the opportunities for income generation through delivery of parenting work. The Triple P programme, Parenting Assessments and CAF's will continue to be offered to local commissioners. Earliest intervention, using our unique skills mix will ensure that our multi-disciplinary approach will continue to deliver excellent services to local families. As always, this service will ensure that families are getting support that is appropriate, is delivered promptly and that recognises and builds on families strengths to achieve better outcomes for children.

Our innovative Reach for the Stars programme will develop an earliest intervention approach to work with families with disabled children. The recently established Parents as First Teachers programme to run in the borough of Hounslow will consolidate and develop the earliest intervention approach that is being delivered to parents before their children are born through our specialist early intervention midwife post. These new areas of work, alongside our first ever fully integrated Health Visitor post, will ensure that we continue to deliver services that are at the cutting edge of preventative work with the most needy families.

**Fixed Assets**

Changes in fixed assets are set out in note four to the financial statements.

**Reserves**

It is the policy of the charity to maintain the funds at a level, which equate to approximately three months expenditure and to cover the responsibilities of the leases on property held by the charity. The present level of funding is not adequate to support the continuation of the company's activities for up to three months, and the directors will attempt to build up the reserves over the next few years.

**Financial Review**

The financial year ended with funds of £334,947. This represents a decrease of £21,938 as compared to the previous year £356,885.

The funds consist of £52,469 unrestricted funds and £282,478 restricted funds.

The restricted funds of £282,478 at the year end comprise the following

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**Financial Review/contd**

<b>Restricted Funds</b>	<b>At 01-Apr 2010 £</b>	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Transfers £</b>	<b>At 31-Mar 2011 £</b>
Beavers Children's Centre	147,226	562,603	597,158	-	112,671
Domestic Violence Outreach Project	75,478	122,559	123,691	-	74,346
Library/Youth Service	14,587	39,182	27,926	-	25,843
Every Child a Talker	4,030	197	256	-	3,971
Firm Foundation for Families	39,277	18,327	2,179	-	55,425
Edible Quilt	1,995	-	1,995	-	-
Parenting Expert	13,051	31,182	42,434	-	1,799
The Banner Project	6,100	4,000	5,746	-	4,354
Food Box Scheme	3,611	2,000	4,811	-	800
TW4 Trust	-	32,735	29,466	-	3,269
<b>Total Restricted Funds</b>	<b>305,355</b>	<b>812,785</b>	<b>835,662</b>	<b>-</b>	<b>282,478</b>

**Income and Expenditure**

The overall income of the organisation was £823,009 as compared to £865,156 in 2009/10, a decrease of 5%. For a breakdown of income, please refer to note 2 on the accounts

The overall expenditure of the organisation decreased slightly from £845,740 (2009-10) to £844,947 (2010-11). Please refer to note 11 of the accounts for a detail breakdown of expenses

The financial year 2010-11 ended with a net deficit of (£21,938). The main reason for the deficit was the expenditure incurred during 2010-11 for which grant was accrued but not spent during 2009-10

**Funding Sources and Expenditure in Relation to Objectives**

The principal sources of funding were statutory sources (London Borough of Hounslow £658,466 and the City Bridges Trust £45,000). Income decreased by 6% as compared to last year, mainly because of no additional funding was received during 2010-11

By far the largest single area of expenditure was on the Sure Start projects, which accounted for 74% of total expenditure. The other largest area of restricted expenditure was on the projects such as Domestic Violence Workers 14%, Parenting Expert 5%, Library Services 2% and Youth Services 2%.

**Taxation Status**

Charitable exemption under Section 505 of the 1988 Income and Corporation Taxes Act has been claimed

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies

**Statement as to Disclosure of Information to Auditors**

So far as the Directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charitable Company's Auditors are unaware, and each Director has taken all the steps he or she ought to have taken as a Director in order to make him or herself aware of any relevant audit information and to establish that the charitable Company's Auditors are aware of that information

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**Auditors**

A resolution to re-appoint as Auditors, Myrus Smith of Norman House, 8 Burnell Road, Sutton, Surrey SM1 4BW, will be put to the Members at the Annual General Meeting

**Exemption Statement**

This Directors Report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

This report was approved by the committee on <sup>26<sup>th</sup></sup>Oct 2011 and signed on their behalf



Reverend Kenneth Buckler  
Chairman

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
SURE START HOUNSLOW LIMITED**

**(A Company Limited by Guarantee and Not Having a Share Capital)**

We have audited the financial statements of Sure Start Hounslow Limited for the year ended 31 March 2011 on pages 8 to 16. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in the auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 2, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2011 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice (applicable to smaller entities), and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
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**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report



S A Jones (Senior Statutory Auditor)  
For and on behalf of Myrus Smith,  
Chartered Accountants and Statutory Auditor

Norman House  
8 Burnell Road  
Sutton, Surrey  
SM1 4BW

20 10 2011

**SURE START HOUNSLOW LIMITED**  
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**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2011**

	Notes	Restricted Funds £	Unrestricted Funds £	Total Funds 2011 £	Total Funds 2010 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from</b>					
<b>Charitable activities:</b>					
Sure Start Funding		559,102	-	559,102	560,371
Other Grants		220,948	900	221,848	279,000
<b>Voluntary Income</b>					
Other income		32,735	8,927	41,662	25,259
Bank Interest receivable		-	397	397	526
<b>TOTAL INCOMING RESOURCES</b>	2	<u>812,785</u>	<u>10,224</u>	<u>823,009</u>	<u>865,156</u>
<b>RESOURCES EXPENDED</b>					
Charitable activities	8	835,662	43	835,705	837,302
Governance costs	9	-	9,242	9,242	8,438
<b>TOTAL RESOURCES EXPENDED</b>		<u>835,662</u>	<u>9,285</u>	<u>844,947</u>	<u>845,740</u>
<b>NET INCOMING RESOURCES</b>		(22,877)	939	(21,938)	19,416
Transfer between funds	10	-	-	-	-
Net movement of funds in year		(22,877)	939	(21,938)	19,416
Fund balances brought forward					
At 1 April 2010		<u>305,355</u>	<u>51,530</u>	<u>356,885</u>	<u>337,469</u>
Fund balances carried forward					
At 31 March 2011	12	<u>£282,478</u>	<u>£52,469</u>	<u>£334,947</u>	<u>£356,885</u>

The company has no recognised gains or losses other than the Surplus or Deficit for the above financial year

The notes on pages 11 to 16 form part of these financial statements

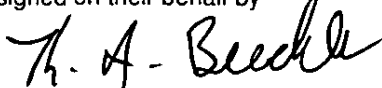
**SURE START HOUNSLOW LIMITED**  
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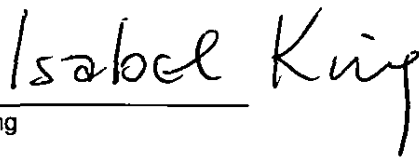
**BALANCE SHEET AS AT 31 MARCH 2011**

	Notes	2011	2010
		£	£
<b>FIXED ASSETS</b>	4		
Tangible Assets		15,828	27,293
<b>CURRENT ASSETS</b>			
Debtors	5	62,946	49,674
Cash at bank and in hand		<u>371,216</u>	<u>306,487</u>
		434,162	356,161
<b>CREDITORS</b> Amounts falling due within one year	6	<u>115,043</u>	<u>26,569</u>
<b>NET CURRENT ASSETS</b>		<u>319,119</u>	<u>329,592</u>
<b>NET ASSETS</b>		<u>£334,947</u>	<u>£356,885</u>
<b>REPRESENTED BY:</b>			
Restricted funds	12	282,478	305,355
Unrestricted funds	12	<u>52,469</u>	<u>51,530</u>
		<u>£334,947</u>	<u>£356,885</u>

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

Approved by the Board of Trustees on 26 Oct 2011  
and signed on their behalf by

  
Reverend Kenneth Buckler  
Director

  
Isabel King  
Director

The notes on pages 10 to 15 form part of these financial statements

**SURE START HOUNSLOW LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2011**

**1 ACCOUNTING POLICIES**

- a) **Basis of Accounting**  
The Financial statements have been prepared under the historical cost convention
- b) **Depreciation**  
Office Equipment and Furniture, and Kitchen Equipment are depreciated using the straight line method over four years. Play equipment is depreciated using the straight line method over two years
- c) **Incoming Resources**  
Incoming resources are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Grants are included as receivable. Grants received in respect of projects occurring in future periods are carried forward at 31st March and are shown as creditors. Grants relating to work in the current year but received after 31st March are shown as debtors
- d) **General Funds**  
These are unrestricted funds available for the general purposes of the charity
- e) **Designated Funds**  
These are unrestricted funds which are set aside for specific purposes and used at the discretion of the Committee of Trustees
- f) **Restricted Funds**  
These consist of funds subject to specific conditions imposed by the donors, or by appeals for specific projects, and the terms of which are binding on the Committee of Trustees
- g) **Statement of Recommended Practice (SORP)**  
The Financial statements have been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (March 2005)
- h) **Trustees Expenses**  
Trustees claimed reimbursement of travel expenses amounting to Nil
- i) **Taxation**  
As the company is a registered charity (Reg No 1104993) carrying out charitable purposes, it is exempt from Corporation Tax on its charitable activities
- j) **Expenditure**  
Expenditure is included on an accrual basis

**SURE START HOUNSLOW LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2011**

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>	<b>Total Funds 2011 £</b>	<b>Total Funds 2010 £</b>
<b>2 TOTAL INCOMING RESOURCES</b>				
London Borough of Hounslow - Sure Start	559,102	-	559,102	560,371
London Borough of Hounslow	98,221	-	98,221	203,791
Metropolitan Police Service - Hounslow	22,535	-	22,535	-
The City Bridge Trust	45,000	-	45,000	45,000
Hounslow Community Trust	19,591	-	19,591	14,726
The Arts Council	3,900	-	3,900	6,100
Hounslow Town Primary School	9,922	-	9,922	-
Other Grants	<u>21,779</u>	<u>900</u>	<u>22,679</u>	<u>9,383</u>
	<u>780,050</u>	<u>900</u>	<u>780,950</u>	<u>839,371</u>
<b>Other Receipts</b>				
TW4 Trust	32,735	-	32,735	16,540
Training income	-	5,600	5,600	4,469
Other income (Aporn)	-	3,327	3,327	4,250
Bank interest receivable	<u>-</u>	<u>397</u>	<u>397</u>	<u>526</u>
	<u>32,735</u>	<u>9,324</u>	<u>42,059</u>	<u>25,785</u>
<b>TOTAL INCOMING RESOURCES</b>	<u><u>£812,785</u></u>	<u><u>£10,224</u></u>	<u><u>£823,009</u></u>	<u><u>£865,156</u></u>

	<b>2011 £</b>	<b>2010 £</b>
<b>3 EMPLOYEES</b>		
Wages and salaries	435,019	407,604
Social security costs	37,654	34,940
Pensions Costs	<u>19,972</u>	<u>19,860</u>
	<u><u>£492,645</u></u>	<u><u>£462,404</u></u>

No employee received emoluments of more than £60,000

The average number of employees during the year, calculated on the basis of full time equivalents, was as follows

	<b>2011 Number</b>	<b>2010 Number</b>
Support, advice and information	7 0	6 5
Firm Foundation for Families	5 5	4 0
Management and Administration	<u>3 5</u>	<u>5 0</u>
	<u><u>16 0</u></u>	<u><u>15 5</u></u>

No remuneration was paid to Trustees Expenses reimbursed to Trustees totalled £Nil (2010 £Nil)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2011**

4	FIXED ASSETS	Office Equipment	Office Furniture £	Kitchen Equipment £	Play Equipment £	Total £
	<b>Cost</b>					
	At 1 April 2010	89,287	21,074	14,186	16,257	140,804
	Additions	<u>3,818</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,818</u>
	As at 31 March 2011	<u>93,105</u>	<u>21,074</u>	<u>14,186</u>	<u>16,257</u>	<u>144,622</u>
	<b>Depreciation</b>					
	At 1 April 2010	74,435	11,697	12,192	15,187	113,511
	Charge for the year	<u>8,919</u>	<u>3,300</u>	<u>1,994</u>	<u>1,070</u>	<u>15,283</u>
	As at 31 March 2011	<u>83,354</u>	<u>14,997</u>	<u>14,186</u>	<u>16,257</u>	<u>128,794</u>
	<b>Net Book Value</b>					
	At 31 March 2011	<u>£9,751</u>	<u>£6,077</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£15,828</u>
	At 31 March 2010	<u>£14,852</u>	<u>£9,377</u>	<u>£1,994</u>	<u>£1,070</u>	<u>£27,293</u>
			Restricted Funds £	Unrestricted Funds £	Total Funds 2011 £	Total Funds 2010 £
5	<b>DEBTORS</b>					
	Grants receivable		59,402	1,250	60,652	49,674
	Other Debtors		<u>2,294</u>	<u>-</u>	<u>2,294</u>	<u>-</u>
			<u>£61,696</u>	<u>£1,250</u>	<u>£62,946</u>	<u>£49,674</u>
6	<b>CREDITORS - due within one year</b>					
	Accruals		14,357	-	14,357	8,636
	Other Creditors		<u>82,778</u>	<u>17,908</u>	<u>100,686</u>	<u>17,933</u>
			<u>£97,135</u>	<u>£17,908</u>	<u>£115,043</u>	<u>£26,569</u>

**SURE START HOUNSLOW LIMITED**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2011**

**7 COMPANY STATUS**

The Charity is a non-profit making Company Limited by Guarantee and without share capital

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>	<b>Total Funds 2011 £</b>	<b>Total Funds 2010 £</b>
<b>8 CHARITABLE ACTIVITIES</b>				
Firm Foundation for Families	2,179	-	2,179	98,064
Every Child A Talker	256	-	256	713
Outreach and Home Visiting	98,068	-	98,068	87,336
Support for Parents & Families	197,888	-	197,888	151,416
Play, Learning & Childcare at the Hub	117,288	-	117,288	140,300
Community Healthcare	83,479	-	83,479	81,842
Development & Evaluation Expenditure	33,754	-	33,754	52,725
Library Services	13,899	-	13,899	12,319
Youth Services	14,027	-	14,027	12,319
Domestic Violence Workers	123,691	-	123,691	83,209
Management & Administrative Expenditure	83,953	-	83,953	109,044
Food Box Scheme	4,811	-	4,811	2,390
Miscellaneous	563	-	563	2,500
African Policy Network (APORN)	-	43	43	3,125
The Banner Project	5,746	-	5,746	-
Beavers Lodge	26,594	-	26,594	-
TW4 Trust	29,466	-	29,466	-
<b>Total</b>	<b>£835,662</b>	<b>£43</b>	<b>£835,705</b>	<b>£837,302</b>

	<b>Unrestricted Funds £</b>	<b>Total Funds 2011 £</b>	<b>Total Funds 2010 £</b>
<b>9 GOVERNANCE</b>			
Audit and Accountancy fees	2,500	2,500	2,500
Costs of Trustees' meetings	397	397	200
Trustees indemnity insurance	2,945	2,945	2,940
Staffing	<u>3,400</u>	<u>3,400</u>	<u>2,798</u>
	<b>£9,242</b>	<b>£9,242</b>	<b>£8,438</b>

**10 TRANSFERS**

Much of Sure Start grant income is 'restricted', as understood in the relevant accounting convention, i.e. it may be and is only used for the purpose for which the grant is made. Income received for contracted or commissioned activity is initially shown in the accounts as 'restricted', and is similarly used solely for the contracted work, but any surplus which remains after the monitoring process at the end of the contract which confirms that the requirements of the contract have been met in full is transferred to 'unrestricted funds' which can be used at the discretion of the Trustees for the purpose of the charity. No transfers were made during the year.

**SURE START HOUNSLOW LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2011**

	Charitable Activities £	Governance Cost £	Total 2011 £	Total 2010 £	
<b>11 RESOURCES EXPENDED</b>					
Salary, NI & Pensions	489,245	3,400	492,645	462,404	
Consultancy	67,519	-	67,519	70,013	
Community Nursing Team	83,479	-	83,479	81,842	
Office Expenses	74,182	-	74,182	66,395	
Cost of Trustees' meetings	-	397	397	200	
Insurance	369	2,945	3,314	4,293	
Audit & Accountancy Fees	16,358	2,500	18,858	6,749	
Publicity	978	-	978	2,647	
Depreciation	15,284	-	15,284	14,330	
Other expenditure	53,242	-	53,242	43,214	
Training	15,811	-	15,811	92,146	
Travel and Subsistence	4,128	-	4,128	-	
Activities	15,110	-	15,110	-	
Recruitment	-	-	-	1,507	
	<u>£835,705</u>	<u>£9,242</u>	<u>£844,947</u>	<u>£845,740</u>	
	<b>At 1 April 2010 £</b>	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Transfers £</b>	<b>At 31 March 2011 £</b>
<b>12 FUNDS</b>					
<b>Restricted Funds</b>					
Beavers Children's Centre	147,226	562,603	597,158	-	112,671
Domestic Violence Outreach Project	75,478	122,559	123,691	-	74,346
Library/Youth Service	14,587	39,182	27,926	-	25,843
Every Child a Talker	4,030	197	256	-	3,971
Firm Foundation for Families	39,277	18,327	2,179	-	55,425
Edible Quilt	1,995	-	1,995	-	-
Parenting Expert	13,051	31,182	42,434	-	1,799
The Banner Project	6,100	4,000	5,746	-	4,354
Food Box Scheme	3,611	2,000	4,811	-	800
TW4 Trust	-	32,735	29,466	-	3,269
<b>Total Restricted Funds</b>	<u>305,355</u>	<u>812,785</u>	<u>835,662</u>	<u>-</u>	<u>282,478</u>
<b>Unrestricted Funds</b>					
General Funds	<u>51,530</u>	<u>10,224</u>	<u>9,285</u>	<u>-</u>	<u>52,469</u>
<b>Total Unrestricted Funds</b>	<u>51,530</u>	<u>10,224</u>	<u>9,285</u>	<u>-</u>	<u>52,469</u>
<b>Total Funds</b>	<u>£356,885</u>	<u>£823,009</u>	<u>£844,947</u>	<u>£Nil</u>	<u>£334,947</u>

**SURE START HOUNSLOW LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2011**

**13 PURPOSE OF RESTRICTED FUNDS**

**Beavers Children's Centre** is a government and local authority funded project to enhance the health and well being of families, providing educational, family support and advocacy

**Domestic Violence Outreach Project** – providing support, advice and information to victims of domestic violence residing in the London Borough of Hounslow

**Library/Youth Service** - Contributions towards the running costs of The Hub Community Centre

**Every Child a Talker** - To provide training and support to those working with young children on early years language development. The programme aims to improve practitioners' knowledge and understanding, enable them to support the development of children's speaking and listening skills and spot any children with problems at an early age

**Firm Foundation for Families** - The overall aim is to respond to early indications that children and families could benefit from additional help, providing them with tailored, personal support. Parents and children themselves are encouraged to be involved in the process of identifying appropriate support

**Edible Quilt** - The project has a focus on cross cultural engagement and the promotion of healthy eating. Versions of traditional recipes, using locally grown and produced food. The future of the project is to secure funding to link the Food Box Scheme and Kitchen garden with the Community Cafe

**Parenting Experts** - This is a two year project, created as part of the Hounslow Borough wide strategy for the provision of parenting support to professionals and parents

**Food Box Scheme** - The aim of the scheme is to work together with the community cafe and kitchen garden to improve the access to healthy food that is enjoyed by local people. We sell affordable, high quality, fresh fruit and vegetables to residents in the Cranford super output area

**TW4 Community Development Trust** – This is a not for profit partnership between the community, public, private and voluntary sectors. Delivering the projects that will focus on helping people, places and the environment

**The Banner Project** – To facilitate community workshops resulting in artworks for the Hub, to help absorb sound. We invited children from our local schools, Brownies, Library, army barracks and youth groups to participate, bringing a sense of community spirit and ownership of the project. It also gave us an opportunity to display the creative and diverse cultures in the area