

REGISTERED COMPANY NUMBER: 05687455 (England and Wales)
REGISTERED CHARITY NUMBER: 1113572

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2014
FOR
HOME-START CARMARTHEN-LLANELLI

Charles & Co
Chartered Certified Accountants
3 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

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HOME-START CARMARTHEN-LLANELLI

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2014**

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 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
05687455 (England and Wales)

Registered Charity number
1113572

Registered office
44 Station Road
Llanelli
Carmarthenshire
SA15 1AN

Trustees

Mrs A Williams	
H J Evans	
Cllr P Edmunds	
Mrs L Clark	
Mrs M Davies	
Mrs C L Jones	- appointed 12.11.13
C Lewis	- appointed 12.11.13

Company Secretary
Mrs P A Parker

Independent examiner
Charles & Co
Chartered Certified Accountants
3 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Trustees are normally appointed at the Annual General Meeting (AGM) following nomination and election by the members of the scheme. On occasion, vacancies may arise and suitable individuals may be co-opted onto the board of trustees at any point during the year until the next AGM. Co-opted members will be formally noted as having been proposed and seconded at a meeting of the trustees before becoming a trustee.

Induction and training of new trustees

To help new trustees become familiar with the scheme's work and with their new duties there is a structured induction process that includes an opportunity to meet with the Chairperson, visit the Home-Start office to meet staff and be briefed about the scheme, the volunteers and the support offered to families.

Trustees are expected to undertake training in equality and diversity and safeguarding and promoting the welfare of children and attend the Home-Start UK Trustee Induction Day.

HOME-START CARMARTHEN-LLANELLI

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2014**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have conducted its own review of the major strategic, business and operational risks which the charity faces. A strategic plan has been developed and regular monitoring ensures that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to minimise these risks.

OBJECTIVES AND ACTIVITIES

Objectives and aims

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

Home-Start offers support, friendship and practical help to parents with young children, in local communities throughout the UK and with British Forces in Germany and Cyprus.

Home-Start offers a unique service, recruiting and training volunteers - who are usually parents themselves - to visit families at home who have at least one child under 5 to offer informal, friendly and confidential support.

To help give children the best possible start in life, Home-Start supports parents as they grow in confidence, strengthen their relationships with their children and widen their links with the local community.

Each Home-Start scheme is an independent voluntary organisation which works towards the increased confidence and independence of the family by:

- offering support, friendship and practical assistance
- visiting families in their own homes, where the dignity and identity of each individual can be respected and protected
- reassuring parents that difficulties in bringing up children are not unusual and encouraging enjoyment in family life
- developing a relationship with the family in which time can be shared and understanding can be developed; the approach is flexible to take account of different needs
- encouraging the parents' strengths and emotional well-being for the ultimate benefit of their own children
- encouraging families to widen their network of relationships and to use effectively the support and services available within the community.

HOME-START CARMARTHEN-LLANELLI

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014

ACHIEVEMENT AND PERFORMANCE

Strategic Objectives

In 2013/2014 Home-Start Carmarthen-Llanelli said it would:

- Through its Families First funding, aim to provide high quality home visiting support to 102 families (0-5) as per Home-Start benchmarks and as agreed with our funders
- Through its Big Lottery Funding, aim to provide high quality home visiting support to 63 families (5-11) as per Home-Start benchmarks and as agreed with our funders
- Continue to support volunteers particularly looking at engagement and consultation to develop the organisation
- Review targets in relation to funding/staffing and look at growth or decline
- Review one Quality Assurance Self Assessment and monitor action plans at each quarterly Directors meeting .
- Maintain the annual business cycle - quarterly monitoring of the annual plan, driving it forward to ensure the scheme can respond to new challenges
- Use the Trustee Recruitment Pack to recruit new committee members, with particular emphasis on recruiting from the Carmarthen and North of the County areas, and inform members of the Committee of relevant training opportunities.
- Continue to ensure the scheme plays an active part in the community to maintain a high profile.
- Continue the mapping exercise to ensure that resources are targeted in order to meet the identified need
- Continue to conform to the Service Level Agreement with the local authority
- Review sustainability issues and potential future funding sources, exploring opportunities for the continuance of support to families with children aged 5 - 11 and the Volunteer Development Officer post
- Continue to offer Unit 1 of the Home-Start system of ONC accreditation to new volunteers and other Home-Start accredited modules
- Identify a range of opportunities to encourage feedback from volunteers, families and referrers to promote organisational growth and feed the results back into the business planning cycle.
- Review Health and Safety provision within the scheme to ensure that it fulfils its legal obligations
- Hold a Strategic Planning Day involving all service users to review and update the Strategic Plan

Home-Start Extra

Our Big Lottery funded Home-Start Extra project is now well into its 3rd year and was due to end mid August 2014. In line with the newly introduced commissioning process within the County an extension has been granted from the Big Lottery to extend the project until 31st March 2015 enabling the project to be written into the Home-Start tender for a volunteer, home-based family support service in Carmarthenshire.

FINANCIAL REVIEW

Principal funding sources

The Charity received its core funding from the Welsh Assembly via the Families First Grant. The total amount for the year received was £126,850.

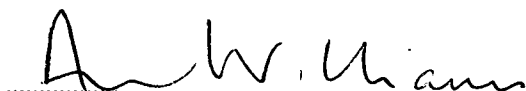
The Charity also received the following funding in the year:-

Big Lottery £71,040.00

FUTURE DEVELOPMENTS

In 2014 Carmarthenshire County Council will be commissioning for its Families First services. Home-Start Carmarthen-Llanelli will be submitting a tender to ensure continuity of its family support service within Carmarthenshire.

ON BEHALF OF THE BOARD:



Mrs A Williams - Trustee

Date: 14 December 2014

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOME-START CARMARTHEN-LLANELLI

I report on the accounts for the year ended 31 March 2014 set out on pages five to nine.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors 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 required.

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 the 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 seeking 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 statements below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Charles & Co
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3 Murray Street
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Carmarthenshire
SA15 1AQ

Date: 17th September 2014

HOME-START CARMARTHEN-LLANELLI**STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Unrestricted fund £	Restricted fund £	2014 Total funds £	2013 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		1,080	-	1,080	1,090
Investment income	2	9	-	9	9
Incoming resources from charitable activities					
Homestart		-	197,890	197,890	233,445
Total incoming resources		<u>1,089</u>	<u>197,890</u>	<u>198,979</u>	<u>234,544</u>
RESOURCES EXPENDED					
Charitable activities					
Homestart		376	221,318	221,694	218,747
Governance costs		-	1,322	1,322	900
Total resources expended		<u>376</u>	<u>222,640</u>	<u>223,016</u>	<u>219,647</u>
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		713	(24,750)	(24,037)	14,897
Gross transfers between funds	8	<u>(22)</u>	<u>22</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		691	(24,728)	(24,037)	14,897
RECONCILIATION OF FUNDS					
Total funds brought forward		50,769	41,812	92,581	77,684
TOTAL FUNDS CARRIED FORWARD		<u><u>51,460</u></u>	<u><u>17,084</u></u>	<u><u>68,544</u></u>	<u><u>92,581</u></u>

The notes form part of these financial statements

HOME-START CARMARTHEN-LLANELLI

BALANCE SHEET
AT 31 MARCH 2014

	Notes	Unrestricted fund £	Restricted fund £	2014 Total funds £	2013 Total funds £
FIXED ASSETS					
Tangible assets	6	2,132	-	2,132	2,509
CURRENT ASSETS					
Cash at bank and in hand		51,603	17,084	68,687	92,347
CREDITORS					
Amounts falling due within one year	7	(2,275)	-	(2,275)	(2,275)
NET CURRENT ASSETS		<u>49,328</u>	<u>17,084</u>	<u>66,412</u>	<u>90,072</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>51,460</u>	<u>17,084</u>	<u>68,544</u>	<u>92,581</u>
NET ASSETS		<u><u>51,460</u></u>	<u><u>17,084</u></u>	<u><u>68,544</u></u>	<u><u>92,581</u></u>
FUNDS	8				
Unrestricted funds				51,460	50,769
Restricted funds				17,084	41,812
TOTAL FUNDS				<u><u>68,544</u></u>	<u><u>92,581</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

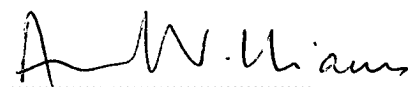
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2014 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 22.10.14 and were signed on its behalf by:



Mrs A Williams -Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2014**

Accounting convention

Incoming resources

Resources expended

Tangible fixed assets

Plant and machinery etc - 15% on reducing balance

Taxation

Fund accounting

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

2. INVESTMENT INCOME

	2014 £	2013 £
Deposit account interest	9	9

3. NET INCOMING/(OUTGOING) RESOURCES

	2014	2013
	£	£
Depreciation - owned assets	377	442
Other operating leases	5,500	5,500

HOME-START CARMARTHEN-LLANELLI

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2014

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2014 nor for the year ended 31 March 2013.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2014 nor for the year ended 31 March 2013.

5. STAFF COSTS

	2014	2013
	£	£
Wages and salaries	<u>162,559</u>	<u>166,115</u>

The average monthly number of employees during the year was as follows:

2014	2013
<u>-</u>	<u>-</u>

No employees received emoluments in excess of £60,000.

6. TANGIBLE FIXED ASSETS

	Plant and machinery etc £
COST	
At 1 April 2013 and 31 March 2014	<u>4,377</u>
DEPRECIATION	
At 1 April 2013	1,868
Charge for year	<u>377</u>
At 31 March 2014	<u>2,245</u>
NET BOOK VALUE	
At 31 March 2014	<u>2,132</u>
At 31 March 2013	<u>2,509</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Other creditors	<u>2,275</u>	<u>2,275</u>