

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 2015
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

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FOR THE YEAR ENDED 31 MARCH 2015

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HOME-START CARMARTHEN-LLANELLI

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2015**

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 2015. 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
C Lewis

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 2015**

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 2015

ACHIEVEMENT AND PERFORMANCE

Strategic Objectives

In 2014/2015 Home-Start Carmarthen-Llanelli said it would:

- Through its Families First funding and Big Lottery funding, aim to provide high quality home visiting support to families with children aged 0-11 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
- 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 stakeholders to review and update the Strategic Plan

2014/2015 has been a very unsettled year for the scheme with uncertainty about its future funding in light of the Local Authority putting the Families First funding out for public tender. We were extremely fortunate in that the Big Lottery allowed us extend their project up until 31st March 2015 and The Children's Partnership continued to part fund our Volunteer Development Officer in line with the tendering arrangements which meant that early redundancies could be avoided. In January 2015 we were informed that our joint bid with Action for Children and Home-Start Dinefwr had been successful and so our funding would be secure until March 2017 with the possibility of an extension for a further 18 months.

With the Big Lottery Grant finally coming to an end in March 2015 the Trustees are very aware that this will leave the scheme in the position of being solely dependent on the Families First Grant and so it is a priority of the Trustees to seek additional funds to put the scheme in a more financially secure position.

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 £134,249.

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

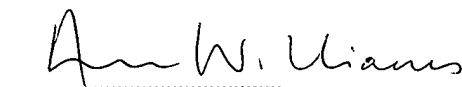
Big Lottery £48,349

FUTURE DEVELOPMENTS

To secure additional funds to run complimentary services which will address identified needs which will provide better financial security for the scheme.

To investigate the possibility of setting up a Training Arm to generate an income for the scheme.

Approved by order of the board of trustees on 28/10/15 and signed on its behalf by:



Mrs A Williams - Trustee

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

I report on the accounts for the year ended 31 March 2015 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
Chartered Certified Accountants
3 Murray Street
Llanelli
Carmarthenshire
SA15 1AQ

Date: 28th October 2015

HOME-START CARMARTHEN-LLANELLI

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015

	Notes	Unrestricted fund £	Restricted fund £	2015 Total funds £	2014 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		2,324	-	2,324	1,080
Investment income	2	9	-	9	9
Incoming resources from charitable activities					
Homestart		-	182,598	182,598	197,890
Total incoming resources		2,333	182,598	184,931	198,979
RESOURCES EXPENDED					
Charitable activities					
Homestart		320	193,055	193,375	221,694
Governance costs		-	1,498	1,498	1,322
Total resources expended		320	194,553	194,873	223,016
NET INCOMING/(OUTGOING) RESOURCES					
		2,013	(11,955)	(9,942)	(24,037)
RECONCILIATION OF FUNDS					
Total funds brought forward		51,460	17,084	68,544	92,581
TOTAL FUNDS CARRIED FORWARD		53,473	5,129	58,602	68,544

The notes form part of these financial statements

HOME-START CARMARTHEN-LLANELLI

BALANCE SHEET
AT 31 MARCH 2015

	Notes	Unrestricted fund £	Restricted fund £	2015 Total funds £	2014 Total funds £
FIXED ASSETS					
Tangible assets	6	1,812	-	1,812	2,132
CURRENT ASSETS					
Cash at bank and in hand		53,936	5,129	59,065	68,687
CREDITORS					
Amounts falling due within one year	7	(2,275)	-	(2,275)	(2,275)
NET CURRENT ASSETS		<u>51,661</u>	<u>5,129</u>	<u>56,790</u>	<u>66,412</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>53,473</u>	<u>5,129</u>	<u>58,602</u>	<u>68,544</u>
NET ASSETS		<u>53,473</u>	<u>5,129</u>	<u>58,602</u>	<u>68,544</u>
FUNDS	8				
Unrestricted funds				53,473	51,460
Restricted funds				<u>5,129</u>	<u>17,084</u>
TOTAL FUNDS				<u>58,602</u>	<u>68,544</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2015.


The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2015 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 28/10/15 and were signed on its behalf by:


.....
Mrs A Williams -Trustee

The notes form part of these financial statements

HOME-START CARMARTHEN-LLANELLI

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2015**

1. ACCOUNTING POLICIES

Accounting convention

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

Incoming resources

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

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 15% on reducing balance

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

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

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. INVESTMENT INCOME

	2015	2014
	£	£
Deposit account interest	9	9
	<u>9</u>	<u>9</u>

3. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2015	2014
	£	£
Depreciation - owned assets	320	377
Other operating leases	5,500	5,500
	<u>5,500</u>	<u>5,500</u>

HOME-START CARMARTHEN-LLANELLI

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2015

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2015 nor for the year ended 31 March 2014.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2015 nor for the year ended 31 March 2014.

5. STAFF COSTS

	2015	2015
	£	£
Wages and salaries	151,609	162,559

6. TANGIBLE FIXED ASSETS

	Plant and machinery etc £
COST	
At 1 April 2014 and 31 March 2015	4,377
DEPRECIATION	
At 1 April 2014	2,245
Charge for year	320
At 31 March 2015	2,565
NET BOOK VALUE	
At 31 March 2015	1,812
At 31 March 2014	2,132

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015	2014
	£	£
Other creditors	2,275	2,275

8. MOVEMENT IN FUNDS

	At 1.4.14 £	Net movement in funds £	At 31.3.15 £
Unrestricted funds			
General fund	51,460	2,013	53,473
Restricted funds			
Home Start	17,084	(11,955)	5,129
TOTAL FUNDS	68,544	(9,942)	58,602

HOME-START CARMARTHEN-LLANELLI

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015

8. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	2,333	(320)	2,013
Restricted funds			
Home Start	182,598	(194,553)	(11,955)
TOTAL FUNDS	<u>184,931</u>	<u>(194,873)</u>	<u>(9,942)</u>

HOME-START CARMARTHEN-LLANELLI

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015

	2015 £	2014 £
INCOMING RESOURCES		
Voluntary income		
Donations	649	151
Sundry Receipts	1,675	929
	<hr/> 2,324	<hr/> 1,080
Investment income		
Deposit account interest	9	9
Incoming resources from charitable activities		
Core Funding	134,249	126,850
Big Lottery Fund	48,349	71,040
	<hr/> 182,598	<hr/> 197,890
Total incoming resources	<hr/> 184,931	<hr/> 198,979
RESOURCES EXPENDED		
Charitable activities		
Wages	151,609	162,559
Other operating leases	5,500	5,500
Rates and water	509	189
Insurance	885	885
Light and heat	2,364	3,582
Telephone	1,065	1,191
Postage and stationery	3,595	5,238
Advertising	42	1,317
Sundries	666	1,022
Repairs and Renewals	620	843
Staff Expenses	6,908	8,977
Training Costs	868	1,669
Volunteer Expenses	11,322	14,173
Membership Fees	85	65
Volunteer Training	2,252	4,220
Annual Fee - Home Start	3,734	4,082
Trips	1,031	340
Repay underspend previous year	-	5,466
Plant and machinery	295	347
Fixtures and fittings	25	29
	<hr/> 193,375	<hr/> 221,694
Governance costs		
Accountancy	900	900
Professional fees	598	422
	<hr/> 1,498	<hr/> 1,322
Total resources expended	<hr/> 194,873	<hr/> 223,016

This page does not form part of the statutory financial statements

HOME-START CARMARTHEN-LLANELLI
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015

	2015 £	2014 £
	<hr/>	<hr/>
Net expenditure	<u>(9,942)</u>	<u>(24,037)</u>

This page does not form part of the statutory financial statements