

Company registration number: 4612504

Charity registration number: 1100534

Home-Start Hillingdon Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2018



Sterling Grove Accountants Limited
Chartered Certified Accountants
Thames House
Bourne End Business Park
Cores End Road
Bourne End
Buckinghamshire
SL8 5AS

Home-Start Hillingdon Limited

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Home-Start Hillingdon Limited

Reference and Administrative Details

Chairperson	Helen Anastasi
Trustees	Helen Anastasi Janet Wray Kiranvir Dhaliwal Averil Lynch (resigned 1 September 2017) Neena Tailor (resigned 17 January 2018) Bhaskar Dasgupta (resigned 18 April 2018) Dimple Ramaiya (appointed 20 April 2017) Devarajan Priyan Dave (appointed 14 September 2017) Gillian Lauder (appointed 25 May 2018)
Secretary	Tanya Link
Other Officers	Sue Matthews, Senior Co-ordinators Donna Bowman, Senior Co-ordinators
Principal Office	306 Long Lane Hillingdon Middlesex UB10 9PE
Registered Office	306 Long Lane Hillingdon Middlesex UB10 9PE The charity is incorporated in the UK.
Company Registration Number	4612504
Charity Registration Number	1100534
Bankers	Barclays Bank Plc
Independent Examiner	Sterling Grove Accountants Limited Chartered Certified Accountants Thames House Bourne End Business Park Cores End Road Bourne End Buckinghamshire SL8 5AS

Home-Start Hillingdon Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2018. This combined Trustees' Report also contains a Directors' Report as required by Company Law.

Trustees

Helen Anastasi

Janet Wray

Kiranvir Dhaliwal

Averil Lynch (resigned 1 September 2017)

Neena Tailor (resigned 17 January 2018)

Bhaskar Dasgupta (resigned 18 April 2018)

Dimple Ramaiya (appointed 20 April 2017)

Devarajan Priyan Dave (appointed 14 September 2017)

Gillian Lauder (appointed 25 May 2018)

Objectives and activities

Objects and aims

This is the thirteenth report of the trustees of Home-Start Hillingdon Limited, since the company took over the running of the charity known as Home-Start Hillingdon.

The organisation is a Charitable Company limited by guarantee, incorporated on 9 December 2002 and registered as a charity on 5 November 2003.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under these Articles, new members of the Management Committee may be co-opted by existing members; newly co-opted members must retire at the next AGM, along with one-third of the other members on a rotational basis, after which they are eligible for appointment or re-election by the members of the charity as appropriate.

The company is a charity which exists to support families in the London Borough of Hillingdon. In doing so, the charity aims to increase the well-being of children by improving the experience of family life for families in the borough. The charity is affiliated to the national network known as Home-Start UK.

Home-Start Hillingdon Limited

Trustees' Report

Objectives, strategies and activities

Home-Start is a voluntary organisation which provides support to families in the borough who must have at least one child under the age of 5 and who are under stress and /or experiencing difficulties. We recruit volunteers with parenting experience from the local community and train them to provide emotional and/or practical home-visiting support to families. The objective of our support is to increase parents' confidence, resilience, and ability to cope, aiming to strengthen the parent-child relationship, helping to give children a better start in life.

Our support is provided by the following methods:

1. Our core service is volunteer home-visiting support. A co-ordinator will visit a family to carry out an Initial Visit (IV) to discuss needs so that support to each family can be 'tailor-made' and in agreement with the family. The co-ordinator will complete an IV assessment form with the family, part of which asks the parent to give their 'coping scores' on a 5-point scale (with 0 being 'not coping very well' to 5 being 'coping very well') to identify how well they feel they are coping with each of 13 different aspects of parenting and family life. Each aspect falls within one of the following four headline categories:

- a) Parenting skills
- b) Parents well-being
- c) Children's well-being
- d) Family Management

The coping scores give an indication of areas where parents feel they are not coping well, enabling co-ordinators and parents to identify which needs Home-Start will support. For each need that is identified for Home-Start support, an 'outcome' is agreed with the family. The co-ordinator then introduces a trained volunteer to the family to visit approximately once a week for about 2.5hrs of dedicated time to support the family with the identified needs. The co-ordinator will make regular review visits to the family to ensure support is relevant to the family's situation and progress is made towards the outcomes that have been agreed.

2. Family Support Worker Project – This project is funded by Hillingdon Community Trust (HCT). Our Family Support Worker (FSW) provides direct one to one support to families in the HCT wards of Yiewsley, Botwell, Townfield, West Drayton, Pinkwell and the Heathrow Villages. The role of the FSW is to help parents to achieve increased resilience thorough improved emotional well-being, reduced isolation and increased or more effective use of community resources. Once a referral is received the FSW makes an initial assessment visit to the family to discuss needs and agree a tailored support plan, which will include identifying support time frame, contact frequency (usually weekly) according to needs and complexity, and also to decide on a focus for each visit. The FSW visits take place in the family home, or within the community such as visiting a local children's centre to enable parents and children to use community services as appropriate to each individual family's needs.

3. For some families that are referred to our service, the co-ordinator's assessment raises concerns for a volunteer's safety or identifies needs which may not require ongoing volunteer or FSW support or may be better met by another service. In these situations, the co-ordinator may provide 'Occasional Co-ordinator Support' to the family which typically involves linking families with other professionals or agencies or providing information appropriate to the family's needs, and sometimes ongoing telephone support.

Public benefit

The charity offers a family support service for families in Hillingdon and the surrounding area, set up to offer a service, free at the point of access that would be available to all and completely independent of statutory agencies. Members of staff work closely with a network of trained volunteers who carry out home-visiting support to families.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Home-Start Hillingdon Limited

Trustees' Report

Use of volunteers

We would like to thank all volunteers who work so hard to make Home-Start Hillingdon the key children and families' voluntary agency in the borough. We continue to rely on our team of volunteers who deliver our service to the families of Hillingdon and without whom we would not exist.

All our carefully selected volunteers undertake a robust recruitment process and must complete an extensive 40hr course of preparation training programme, before they can be accepted as a home-visiting volunteer. Our Volunteer Preparation Course covers various topics including: Family Life, Personal Safety, Listening and Communication skills, Post-Natal, Depression, Domestic Violence, Safeguarding Children's Welfare and Equality & Diversity.

Most of the training is delivered in-house by our team of experienced co-ordinators. We use outside speakers for some sessions e.g. Domestic Abuse session. We also invite representatives from other agencies to speak about their services e.g. Library Services, Bell Farm Christian Centre, Families Information Service and Children's Centres. This helps to promote services to our new recruits in order that they can encourage families to attend the services (if appropriate) once they start support.

Achievements and performance

We ended the year with a team of 25 (2017 - 27) home-visiting volunteers. We started our 31st Volunteer Preparation Course on 7th February 2018 and 16 March 2018. A total of 11 participants completed the course, some of whom are now matched with families.

In 2017-2018 we supported 83 families, with a total of 186 children (2016-2017 supported 79 families, with a total of 171 children). Of these families 50 were supported by weekly home visits from a trained volunteer, 7 families were supported by occasional support from a co-ordinator, 19 families were supported by our Family Support Worker (home-visiting), 6 families were supported by our Family Support Worker giving occasional support and 1 family received support from our Family Support Worker and a home-visiting volunteer. Of the 83 families, the majority were within the 'hard to reach' category e.g. isolated families, those with a family member with mental health illness, domestic violence survivors, young parents, refugees/asylum seekers and migrant families with no support and occasionally no recourse to public funds.

Financial review

Total income during the year was £141,313 (2017 - £152,064) split between unrestricted funds of £124,963 (2017 - £144,089) and restricted funds of £16,350 (2017 - £7,975). The restricted funds are detailed in the Financial Statements.

The charity's accounts show a deficit of £15,038 (2017 - £931) for the year.

The charity implements the intended financial controls applicable for a charity of its size.

There are no restrictions on the trustees' power of investment. The trustees regularly review the investment policy of the charity and are confident that the spread of funds between banks, especially those designed for the charity sector, are producing an adequate return given the current economic situation.

Home-Start Hillingdon Limited

Trustees' Report

Policy on reserves

The Management Committee has a Reserves Policy which includes details on the charity's approach to reserves and how our target reserves level has been calculated. At 31 March 2018, the charity held £50,687 (2017 - £50,661) in a separate bank account for non-budgeted expenditure, including any last-resort need to close-down the Scheme and wind up the company in an organised and debt-free manner.

Plans for future periods

Aims and key objectives for future periods

The charity has a new Strategic Plan covering the period 2018-2021.

One of our main priorities continues to be securing additional funds for the scheme. We are constantly aware of the need to balance the number of families and volunteers we can support/manage with the staffing that we have.

The scheme continues to be extremely grateful to the London Borough of Hillingdon for the valuable core funding they provide. We are also thankful to Hillingdon CCG for their continued funding and also to Hillingdon Community Trust for funding our Family Support Worker project for three years.

As part of our new Strategic Plan we have several developmental objectives which we want to achieve over the next three years:

1. Closer partnerships with other local Home-Starts
2. Development of work in partnership with other agencies to enhance our core offer
3. Diversification of our funding sources
4. Improved reporting of impact measures
5. Development of joint training plan for trustees, staff, and volunteers
6. More highly developed social media
7. Develop a coherent plan to take Home-Start Hillingdon forward with a range of funding sources

The scheme continues to be part of the Home-Start London Consortia. Home-Start London is a consortium made up of 15 Home-Start schemes from across London reaching as far as Barnet in the north to Sutton in the South and Redbridge in the East to Hillingdon in the west. Together the 15 consortium members create a larger footprint than they would individually to have a greater impact across London. Home-Start London helps with the delivery of much needed services to reach even more vulnerable families across the capital, particularly those living in deprived areas.

Structure, governance and management

Nature of governing document

The charity is governed by a board of trustees, the Management Committee, who meet at least 6 times a year. At the board meetings, the trustees review progress on the charity's core activities, the latest position on resources and the charity's finances, and review and agree new and revised governance policies and procedures. The board of trustees agree mitigating actions for any risks, as well as reviewing progress against strategic objectives and plans.

The list of trustees during the year ending 31 March 2018 is included on page 1. All trustees become directors of the company once they have completed their formal appointment process.

Home-Start Hillingdon Limited

Trustees' Report

Recruitment and appointment of trustees

The charity is continuing to seek additional trustees to complement the expertise and experience of its Management Committee. All new trustees follow a documented induction/training process which is flexible yet mandatory allowing training to be tailored to their specific needs. The induction includes a review of key governance documentation.

Organisational structure

The day to day operations of the charity are run by the Office Manager and the Senior Co-ordinators.

Relationships with related parties

Members of the charity

Members guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up the company. The total number of such guarantees at 31 March 2018 was 22 (31 March 2017 – 25).

Major risks and management of those risks

The management committee regularly review risks to which the charity is exposed to and maintain a risk register detailing mitigating actions. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions. Procedures are in place to ensure compliance with health and safety requirements of staff and volunteers.

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Home-Start Hillingdon Limited

Statement of Trustees' Responsibilities

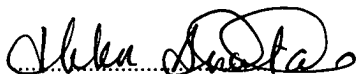
The trustees (who are also the directors of Home-Start Hillingdon Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 30/08/18 and signed on its behalf by:



Helen Anastasi
Chairperson and Trustee

Home-Start Hillingdon Limited

Independent Examiner's Report to the trustees of Home-Start Hillingdon Limited

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2018 which are set out on pages 9 to 21.

Respective responsibilities of trustees and examiner

As the charity's trustees of Home-Start Hillingdon Limited (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of Home-Start Hillingdon Limited are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of Home-Start Hillingdon Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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


GIANNI ANASTASI
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STEWART & SONS ACCOUNTANTS
Chartered Certified Accountants

Thames House
Bourne End Business Park
Cores End Road
Bourne End
Buckinghamshire
SL8 5AS

Date: 7 September 2018

Home-Start Hillingdon Limited

Statement of Financial Activities for the Year Ended 31 March 2018 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2018 £
Income and Endowments from:				
Charitable activities	3	124,937	16,350	141,287
Investment income	5	26	-	26
Total Income		124,963	16,350	141,313
Expenditure on:				
Raising funds		(216)	-	(216)
Charitable activities	6	(142,254)	(13,881)	(156,135)
Total Expenditure		(142,470)	(13,881)	(156,351)
Net (expenditure)/income		(17,507)	2,469	(15,038)
Transfers between funds		2,572	(2,572)	-
Net movement in funds		(14,935)	(103)	(15,038)
Reconciliation of funds				
Total funds brought forward		70,681	3,853	74,534
Total funds carried forward	18	55,746	3,750	59,496
	Note	Unrestricted funds £	Restricted funds £	Total 2017 £
Income and Endowments from:				
Charitable activities	3	138,514	7,975	146,489
Other trading activities	4	5,500	-	5,500
Investment income	5	75	-	75
Total income		144,089	7,975	152,064
Expenditure on:				
Raising funds		(216)	-	(216)
Charitable activities	6	(139,610)	(13,169)	(152,779)
Total expenditure		(139,826)	(13,169)	(152,995)
Net income/(expenditure)		4,263	(5,194)	(931)
Net movement in funds		4,263	(5,194)	(931)
Reconciliation of funds				
Total funds brought forward		66,418	9,047	75,465
Total funds carried forward	18	70,681	3,853	74,534

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2017 is shown in note 18.

Home-Start Hillingdon Limited
(Registration number: 4612504)
Balance Sheet as at 31 March 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible assets	12	2,468	3,529
Current assets			
Debtors	13	148	14,028
Cash at bank and in hand		<u>64,131</u>	<u>60,051</u>
		64,279	74,079
Creditors: Amounts falling due within one year	14	<u>(7,251)</u>	<u>(3,074)</u>
Net current assets		<u>57,028</u>	<u>71,005</u>
Net assets		<u>59,496</u>	<u>74,534</u>
Funds of the charity:			
Restricted funds		3,750	3,853
Unrestricted income funds			
Unrestricted funds		<u>55,746</u>	<u>70,681</u>
Total funds	18	<u>59,496</u>	<u>74,534</u>

For the financial year ending 31 March 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 9 to 21 were approved by the trustees, and authorised for issue on 30/06/18 and signed on their behalf by:



Helen Anastasi
Chairperson and Trustee

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

1 Charity status

The charitable company is limited by guarantee, incorporated in the UK, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

306 Long Lane
Hillingdon
Middlesex
UB10 9PE

The principal place of business is:

306 Long Lane
Hillingdon
Middlesex
UB10 9PE

Authorised for issue date

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Home-Start Hillingdon Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

Donated services and facilities

Where services or facilities are provided to the charity as a donation that would normally be purchased from our suppliers, this benefit is included in the financial statements at its fair value unless its fair value cannot be reliably measured, then at the cost to the donor or the resale value of goods that are to be sold.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Plant and machinery including motor vehicles	25% reducing balance basis
Fixtures, fittings and equipment	25% reducing balance basis

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

Financial instruments

3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	General	funds	2018	2017
	£	£	£	£
Charitable activities	124,937	16,350	141,287	146,489

4 Income from other trading activities

	Total 2018	Total 2017
	£	£
Local fundraising and street collection income	-	5,500
	-	5,500

5 Investment income

	Unrestricted funds	Total 2018	Total 2017
	General	2018	2017
	£	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	26	26	75

6 Expenditure on charitable activities

		Unrestricted funds	Restricted funds	Total 2018	Total 2017
		General	funds	2018	2017
	Note	£	£	£	£
Other direct costs					
Charitable activities		18,944	540	19,484	19,268
Staff costs		72,027	13,341	85,368	83,051
Allocated support costs	7	48,008	-	48,008	47,438
Governance costs	7	3,275	-	3,275	3,022
		142,254	13,881	156,135	152,779

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds		
	General	Total	Total
	£	2018	2017
		£	£
Independent examiner fees			
Examination of the financial statements	2,352	2,352	2,352
Legal fees	923	923	670
	<u>3,275</u>	<u>3,275</u>	<u>3,022</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

	2018	2017
	£	£
Staff costs during the year were:		
Wages and salaries	74,659	72,224
Social security costs	2,807	2,799
Pension costs	6,534	6,172
	<u>84,000</u>	<u>81,195</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2018	2017
	No	No
Number of Employeess	<u>6</u>	<u>6</u>

No employee received emoluments of more than £60,000 during the year.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

10 Independent examiner's remuneration

	2018 £	2017 £
Examination of the financial statements	<u>2,352</u>	<u>2,352</u>

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2017	<u>25,760</u>	<u>25,760</u>
At 31 March 2018	<u>25,760</u>	<u>25,760</u>
Depreciation		
At 1 April 2017	22,231	22,231
Charge for the year	<u>1,061</u>	<u>1,061</u>
At 31 March 2018	<u>23,292</u>	<u>23,292</u>
Net book value		
At 31 March 2018	<u>2,468</u>	<u>2,468</u>
At 31 March 2017	<u>3,529</u>	<u>3,529</u>

13 Debtors

	2018 £	2017 £
Prepayments	148	1,145
Other debtors	<u>-</u>	<u>12,883</u>
	<u>148</u>	<u>14,028</u>

14 Creditors: amounts falling due within one year

	2018 £	2017 £
Accruals	<u>7,251</u>	<u>3,074</u>

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

15 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2018 £	2017 £
Land and buildings		
Between one and five years	<u>22,265</u>	<u>19,654</u>

16 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £9,140 (2017 - £8,695).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

17 Contingent liabilities

Home-Start Hillingdon Limited participates in The Pensions Trust's Growth Plan (the Plan). The Plan is funded and is not contracted-out of the State scheme. The Plan is a multi-employer pension plan. The charity participated in Series 3 of the Plan up to its closure on 30th September 2013, when it was replaced by Series 4, a defined contribution money-purchase pension scheme, to which current contributions are made.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Plan and The Pensions Act 2011 has more recently altered the definition of Series 3 of the Growth Plan so that a liability arises to employers from membership of any Series except Series 4. The debt is due in the event of the employer ceasing to participate in the Plan or the Plan winding up.

The debt for the Plan as a whole is calculated by comparing the liabilities for the Plan (calculated on a buy-out basis i.e. the cost of securing benefits by purchasing annuity policies from an insurer, plus an allowance for expenses) with the assets of the Plan. If the liabilities exceed assets there is a buy-out debt.

The leaving employer's share of the buy-out debt is the proportion of the Plan's liability attributable to employment with the leaving employer compared to the total amount of the Plan's liabilities (relating to employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of the debt therefore depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. Therefore, the amounts of debt can be volatile over time.

When an employer withdraws from a multi-employer defined benefit pension scheme which is in deficit, the employer is required by law to pay its share of the deficit, calculated on a statutory basis (known as the buy-out basis). Due to a change in the definition of money purchase contained in the Pensions Act 2011 the calculation basis that applies to the Growth Plan will be amended to include Series 3 liabilities in the calculation of an employer's debt on withdrawal.

The Growth Plan is a "last man standing" multi-employer scheme. This means that if a withdrawing employer is unable to pay its debt on withdrawal the liability is shared amongst the remaining employers. The participating employers are therefore, jointly and severally liable for the deficit in the Growth Plan.

The charity has been notified by The Pensions Trust of the estimated employer debt on withdrawal from the Plan based on the financial position of the Plan as at 30 September 2017. As of this date the estimated employer debt for the charity was £16,423.

It is not currently anticipated that the charity will leave the pension scheme and therefore the withdrawal liability is not expected to crystallise in the foreseeable future.

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

18 Funds

	Balance at 1 April 2017 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2018 £
Unrestricted funds					
<i>General</i>					
Core services	40,973	124,963	(142,470)	2,572	26,038
General Funds	29,708	-	-	-	29,708
	<u>70,681</u>	<u>124,963</u>	<u>(142,470)</u>	<u>2,572</u>	<u>55,746</u>
Restricted funds					
RND/ES Disposessed Fund	1,072	-	-	(1,072)	-
Hillingdon Community Trust	2,781	16,350	(13,881)	(1,500)	3,750
	<u>3,853</u>	<u>16,350</u>	<u>(13,881)</u>	<u>(2,572)</u>	<u>3,750</u>
Total funds	<u>74,534</u>	<u>141,313</u>	<u>(156,351)</u>	<u>-</u>	<u>59,496</u>
	Balance at 1 April 2016 £	Incoming resources £	Resources expended £	Balance at 31 March 2017 £	
Unrestricted funds					
<i>General</i>					
Core services	36,710	144,089	(139,826)	40,973	
General Funds	29,708	-	-	29,708	
	<u>66,418</u>	<u>144,089</u>	<u>(139,826)</u>	<u>70,681</u>	
Restricted funds					
RND/ES Disposessed Fund	1,072	-	-	1,072	
Hillingdon Community Trust	7,975	7,975	(13,169)	2,781	
	<u>9,047</u>	<u>7,975</u>	<u>(13,169)</u>	<u>3,853</u>	
Total funds	<u>75,465</u>	<u>152,064</u>	<u>(152,995)</u>	<u>74,534</u>	

Home-Start Hillingdon Limited

Notes to the Financial Statements for the Year Ended 31 March 2018

The specific purposes for which the funds are to be applied are as follows:

Core Funds - This fund relates to the main service which is training volunteers to support families in Hillingdon who are experiencing some form of crisis. The Core Service covers the costs of the core staff salaries (inc NI and Pensions) and the main costs of the charity e.g. rent and service charges for accommodation, cost of recruiting and training volunteers, staff training and expenses, volunteer travel expenses, professional fees – insurance, accountant fees, annual fee to Home-Start UK, etc.

Hillingdon Community Trust - This fund is to employ a family support worker to provide direct one to one support to families in need in the Hillingdon Community Trust area.

RND Disposessed Fund - This fund is to employ a family support worker to increase services to families experiencing poverty and living in tempory or inadequate housing.

19 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	2,468	2,468
Current assets	64,279	64,279
Current liabilities	<u>(7,251)</u>	<u>(7,251)</u>
Total net assets	<u>59,496</u>	<u>59,496</u>

20 Related party transactions

There were no related party transactions in the year.