

## MELBOURN PARISH COUNCIL

## Application for Grant for Voluntary Organisations

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances.

If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	Home-Start Royston, Buntingford & South Cambridgeshire <i>(incorporated as Home-Start Royston and South Cambridgeshire)</i>
2.	Name, Address, and Status of Contact	Fundraiser Unit 6, Valley Farm Station Road, Meldreth Royston, Hertfordshire SG8 6JP
3.	Telephone Number of Contact	
4.	Is the organisation a Registered Charity?	Yes
5.	Amount of grant requested	<b>£2,742.32</b> (Breakdown of Costs attached)
6.	For what purpose of project is the grant requested.	<p>The grant would enable us to provide crucial Home-Visiting Support to 2 vulnerable Melbourn families, at risk of slipping into crisis. The cost per family is: <b>£1,371.16</b> for nine months' support (the average time a family needs our support).</p> <p>Supported families struggle with diverse and often complex issues ranging from poor mental health and social isolation to domestic and drug abuse and more.</p> <p>In 2021-22, we supported <b>10 Melbourn families</b> and to date in 2022-23 we have already supported <b>7 families</b>.</p> <p>The attached <b>Addendum</b> provides further information on supported families, our Home-Visiting Service, our current financial situation and the continued impact of COVID on our work.</p>

MELBOURN PARISH COUNCIL

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7.	What will be the total cost of the above project?	£2,742.32
8.	If the total cost of the project is more than the grant, how will the residue be financed?	N/A
9.	Have you applied for grant for the same project to another organisation?  If so, which organisation and how much?	No we have not applied for a grant for home-visiting support for these 2 Melbourn families.
10.	Are 3 <sup>rd</sup> parties necessary to deliver your project? If yes, please list them.	No
11.	Who will benefit from the project?	2 vulnerable Melbourn families with at least one child of 9 or under will benefit from Home-Visiting Support.  Without our support these families are at risk of family breakdown, which could include children being taken into care, amongst other serious consequences.  There will also be a wider benefit to: Local schools and health services.
12.	Approximately how many of those who will benefit are parishioners?	8-10 parishioners will directly benefit (assuming two parents with two/three children per family).

You may use a separate sheet of paper to submit any other information which you feel will support this application, please keep this information to 1 page.

Have you previously received a grant from MPC? Yes

If yes, please give date. November 2021

If yes and within the previous 12 months, please confirm that the grant has been spent and provide a brief report. We provided a report for your Annual Meeting in May 2022, copy attached for your information.

Signed.....

.....Date... 14 November 2022.....

**3<sup>rd</sup> parties**

I/we have been fully consulted about the role attributed to us in this proposal and agree to carry it out.

Name:

Organisation:

Name:

Organisation

## Home-Start Royston, Buntingford & South Cambridgeshire

(incorporated as Home-Start Royston & South Cambridgeshire)

Unit 6 Valley Farm, Station Road, Meldreth, Royston, Herts, SG8 6JP

www.hsrsc.org.uk ▪ Email: admin@hsrsc.org.uk ▪ Tel: 01763 262262



Royston, Buntingford &  
South Cambridgeshire

### ADDENDUM: Melbourn Parish Council Community Grant Application – 14 November 2022

Based in the neighbouring village of Meldreth, we have been supporting vulnerable Melbourn families for the past 39 years. This financial year to date **7 Melbourn families** have received crucial support through our **Home-Visiting Service** and we anticipate supporting more Melbourn families as the year progresses.

Supported families suffer with diverse issues, ranging from poor mental health and social isolation, through to domestic and drug abuse, amongst many other challenges:

- The pandemic has caused these fragile families to face significant further issues, including: Mental health difficulties, lack of confidence, children with increased anxiety and additional strain on family relationships.
- As a result of the current cost-of-living crisis, many supported families are also facing financial difficulties, so we are helping these families to navigate through their financial struggles.

We would like to apply for a grant for **£2,742.32** to enable us to support **two Melbourn families** with our **Home Visiting Service** for nine months - the average time a family needs home-visiting support; The cost per family is **£1,371.16** (cost breakdown per family attached).

This will enable a highly-trained volunteer to meet each family weekly for 2-3 hours, providing practical, compassionate and emotional support, which is non-judgemental, confidential, free and tailored to the specific needs of each family.

#### COVID continues to impact our work:

Additional staff time (and therefore cost) is still required in order to cope with possible COVID outbreaks within the family or indeed the volunteer. Should this occur, staff need to organise possible alternative support, such as meeting with the family outside or online/by phone, rather than in the home.

#### Current Financial Situation:

In **2022/23**, we have a budgeted income of **£200,300**, which is needed to meet family demand. To date, we have achieved **£90,157**, representing just over 45% of our budgeted income for the year.

In order to meet the above challenging budgeted income, we continue to apply for funding from trusts & foundations, statutory sources and businesses, as well as putting on fundraising events, community initiatives and increasing our supporter base.

We would be so grateful for a Community Grant, which would enable us to support two Melbourn families to develop the confidence, knowledge and skills to successfully manage their family lives again without Home-Start support. **Amanda Hourmand, Fundraiser.**

## Home-Start Royston, Buntingford & South Cambridgeshire

(incorporated as Home-Start Royston & South Cambridgeshire)

Unit 6 Valley Farm, Station Road, Meldreth, Royston, Herts, SG8 6JP  
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Royston, Buntingford &  
South Cambridgeshire

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### Melbourn Parish Council Community Grant Report

**Prepared for:** Melbourn Parish Council

**Date:** 13 May 2022

As a result of your generous funding in December 2021, in we have been able to provide **home-visiting support** to two fragile families living in Melbourn. These families had been struggling with issues, including:

- Moving into a new area with little or no family/peer support
- Poor mental health for parents including anxiety, depression and other diagnosed mental health conditions
- Poor mental health for children
- Parental anxiety about going out of the house with the children
- Children with attachment issues
- Children with low confidence
- Parents with low self esteem
- Parents with concerns about their parenting skills
- Difficulties managing children's behaviour
- Difficulties prioritising time for each child.

The Community Grant enabled our highly-trained volunteers to meet with the families for 2-3 hours every week, providing bespoke practical and emotional support, based on the above identified issues, support which is non-judgemental, confidential and free. As a result:

- Parents have the confidence to take their children out
- Families have better understanding and access to other services in the local community
- Families have Improved support networks
- Children have become more confident when engaging with people outside of the family
- Parents have become more confident in managing their children's behaviour
- Family relationships have improved, with parents sharing time for each child
- Children are more prepared for starting school
- Parents have reported improved self-esteem.

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Prepared by: Amanda Hourmand, Fundraiser  
amanda@hsrsc.org.uk

## Home-Start Royston, Buntingford & South Cambridgeshire

(incorporated as Home-Start Royston & South Cambridgeshire)



Royston, Buntingford &  
South Cambridgeshire

### HOME-VISITING SERVICE COSTS - PER FAMILY FOR 9 MONTHS:

#### Application for 2 Families

Prepared for: **Melbourn Parish Council**

Date: 14 November 2022

COST ITEM	AVERAGE COST PER FAMILY FOR 9 MONTHS (£)			DESCRIPTION
STAFF COSTS:	No of Hours	Cost per Hour (£)	Cost (£)	
Manager	2	21.41	42.82	Collation of outcome & impact data; overall management of family work
Senior Co-ordinator	8	16.99	135.92	Supervision of co-ordinator, team meetings, matching meetings
Co-ordinator	39	14.71	573.69	One hour per week per family to include volunteer supervision sessions, contact with referrer and other agencies
Administrator	9	14.54	130.86	Monitoring and evaluation, files, messages, newsletters
Expenses			35.25	Travel and phone expenses
<b>RESOURCE COSTS:</b>				
Outings budget			11.25	Transport, entry e.g. recreational outings – Summer & Christmas.
<b>VOLUNTEER COSTS:</b>				
Training			51.62	Initial training & 2 training days, including safeguarding update
Expenses			195.75	Travel and subsistence for home visits and co-ordinator support at office
<b>OVERHEADS</b>				
Proportion of Overhead Costs			194.00	Rent, rates, water, electricity, equipment & IT, phone & broadband, premises
<b>TOTAL (Per Family)</b>			<b>£1,371.16</b>	
<b>TOTAL (2 Families)</b>			<b>£2,742.32</b>	

**REGISTERED COMPANY NUMBER: 05183873 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1105385**

REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022  
FOR  
HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE

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FOR THE YEAR ENDED 31 MARCH 2022

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HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022

The trustees who are also directors of the charitable company for the purposes of the Companies Act 2006, present their report with the financial statements of the charitable company for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Charitable Objects**

The objects of the charitable company are:

- a) to safeguard, protect and preserve the good health, both mental and physical of children and parents of children;
- b) to prevent cruelty to or maltreatment of children;
- c) to relieve sickness, poverty and need amongst children and parents of children;
- d) to promote the education of the public in better standards of child care within the area of Royston, Buntingford, South Cambridgeshire and its environs.

The objects of the charitable company are achieved by the recruitment and training of volunteers who then regularly visit families who have been referred to the charitable company. They offer support, friendship and practical help to families within their own homes, helping to prevent family crisis and breakdown.

The volunteers are supported throughout their time with each family by one or more Co-ordinators who are employees of the charitable company.

The Coordinators and volunteers together also run Family Groups which are weekly play and support sessions held in Royston and Buntingford. A range of activities are provided for the children, whilst parents can share experiences and begin to build up their confidence. Annual outings and parties are organised for the children and their parents where circumstances allow.

The charitable company employs a Scheme Manager, Senior Co-ordinator, Co-ordinator, Community and Events Fundraising Manager, Administrator and Fundraising Events Support Manager; it also uses the services of a freelance bookkeeper. All staff are part-time.

**Public benefit**

When planning our activities for the year, the trustees have considered the Charity Commissions guidance on public benefit.

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022

**OBJECTIVES AND ACTIVITIES**

The income and property of the charitable company must be applied solely towards the promotion of its objects as set out in the Memorandum of Association. The company may not engage in taxable trading activities.

A trustee may not receive any payment of money or other material benefit from the charitable company except the following: reimbursement of reasonable out of pocket expenses; an indemnity in respect of liabilities incurred by the charitable company; payment to a company in which a trustee has a one percent or less shareholding and reasonable interest on a loan to the charitable company or rent on lettings of property to the charity.

The trustees must hold at least four meetings each year, the quorum for which is three trustees. Meetings may be held by electronic communication. All decisions are made by a simple majority vote at a meeting, or written resolution signed by all the trustees. The trustees undertake regular risk assessments and are aware of the need to maintain sufficient reserves to ensure financial stability.

Every member of the charitable company promises to pay up to £1 towards the cost of the dissolution of the charitable company, while he or she remains a member or within 12 months afterwards. If the charitable company is dissolved the assets, if any, after full provision has been made for all of its liabilities must be applied:

a) directly for the objects

b) to another charity with similar objects

or

c) in another manner consistent with charitable status agreed by the Charity Commission.

Home-Start Royston and South Cambridgeshire is affiliated to Home-Start UK and pays affiliation fees to them for which they receive advice, support and access to some group purchasing services.

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022

**ACHIEVEMENT AND PERFORMANCE**

**Chair's Report**

The impact of the Covid pandemic continues to be felt by the charity and the families we support. The easing of Covid-19 restrictions brought about an increase in referrals as our usual referrers' returned to their normal working practices. However, there has also been an increase in self referrals which may be due to the improved use of social media to promote the charity's work.

From the 1st April 2021 to 31st March 2022: Home-Start has been in contact with 98 families during this period, providing home visiting or family group support to 82 families and 183 children. This compares with last year's figures where a total of 60 families and 126 children received support. Isolation and mental health continue to be identified as the main concern for families seeking support.

Volunteers and families adapted well to the use of virtual support and it is the charity's intention to continue to provide this option within our service delivery as appropriate. Due to the easing of covid-19 restrictions this year's volunteer preparation course was held in person at a local training facility provided by a corporate supporter. The staff team were also able to hold a special 'thank you session' for volunteers where a booklet with poems based on supporting families and the role of the volunteer was presented. The poems had been written by our poet in residence Jude Simpson, who based them on her contact with families, volunteers and the staff team.

The pandemic has continued to require flexibility in working and meeting practices. The digital strategy implemented last year has provided this flexibility with remote working and virtual meetings still being required. Board meetings are back to being in person which has been useful for Trustees who were recruited during the 'lockdown' phase of the pandemic. Two Trustees resigned and four Trustees were recruited during this financial year. Trustee recruitment and retention continues to be a challenge for the charity.

HSRBSC continues to be well supported financially by our community who have organised various fundraising events and challenges to raise funds for the charity. Our Community and Events Manager has also been able to arrange 'in person' fundraisers while maintaining virtual events as well. None of this has been without difficulties as covid-19 ongoing infections continue to disrupt planned fundraising events.

In partnership with our neighbouring Home-Start schemes we were successful in bidding for funding from Hertfordshire County Councils' Household Support Fund for food vouchers for families. We also continue to manage a joint grant with Home-Start Cambridgeshire, which provides funding from South Cambridgeshire District Council's for our School readiness project.

Throughout this year we have participated in Home-Start UK's consultation which reviews the Agreement between our national body and local schemes. This has been a useful exercise in reviewing our governance arrangements and service delivery. The new Agreement is expected to be in place for the next financial year.

Looking forward the Bridging plan will be replaced using HSUK's Strategic Framework ensuring that we are in step with our national body but based on the needs of local families and the wider community. We anticipate that the need for the charity's support will increase with the pressure families are facing with the impact of outside factors such as the rise in the cost of living and ongoing covid-19 outbreaks.

**Achievements**

Met the high level of referrals and provided the necessary support for local families through difficult times.

Successful fundraising through Trusts and Foundations which, with Statutory sources, have provided a strong financial basis for the charity to continue its important work.

Community fundraising and local fundraising events increased with the easing of Covid-19 restrictions and our Funding strategy continues to support the development of this area.

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022

During this period our volunteers gave us over 3800 hours of time. This involved more than 900 hours planning and delivering Family Groups, with over 550 hours spent visiting families at home.

Recruited four new Trustees.

**Fundraising**

Fundraising events have been held in person and have been well received within the community.

Events planning group has been reformed to build upon previous experience and the easing of covid-19 restrictions. We have continued to improve our general communication through social media.

Corporate planning group developed.

**Challenges for the future**

Ensuring sufficient finance to maintain the charity.

Recruitment and retention of Trustees and volunteers.

Constant review of stakeholders' journeys to ensure that access is provided in a timely and efficient manner.

The Trustees are confident that the charity will be able to meet the needs of our local families in the forthcoming year. Our staff team and volunteers are well equipped to continue to offer a professional service to local families who are referred or seek our support.

**FINANCIAL REVIEW**

The financial accounts are set out on pages 9 to 21. The financial statements have been prepared in compliance with the Charities SORP (FRS 102) and with the Companies Act 2006.

During the year to the end of March 2022, as reflected in the Trustees' Report, we have received generous support from local authorities, trusts, corporate donors and individuals which has ensured that we could continue to employ and train staff and volunteers to support local families in need, but our total income was lower than the previous year owing to the absence of two large grants received during 2020-21 and the difficulty of holding fund raising events during this period.

The Statement of Financial Activities shows net deficit for the year of £16,313 (2021 - a surplus of £85,961). The total reserves as at the year-end stand at £216,846 (2021 - £233,159). After allowing for Designated and Restricted Funds this leaves us with just under six months' operating costs.

**Reserves policy**

The Trustees are satisfied that the assets and reserves of the charity are sufficient for it to meet its obligations for the foreseeable future. The Trustees have a minimum closure contingency fund policy of six months operating costs which are held on deposit: this reserve now stands at £112,321 at 31 March (2021 - £112,321) and is part of the total cash balances on the Balance Sheet on page 8. The Trustees wish to maintain reasonable access to the Reserve Funds but have a part of the cash balances on longer term deposit in order to take advantage of higher interest rates offered.

**PLANS FOR FUTURE YEARS**

The Trustees plan to continue to maintain the high level of service that we provide in our area that our funding allows. To enable appropriate planning and development of the scheme, the Trustees continue to review the scheme's Development Plan as a working document for regular Board discussion.

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The organisation is a charitable company limited by guarantee as defined by the Companies Act 2006, incorporated on 8 February 2005 and registered as a charity on 21 February 2005. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per Member of the charity.

As a registered charity, the charity is not currently liable to corporation tax on its investment income, nor on other income derived from carrying out the educational activity of the charity and applied for that purpose.

**Governance**

The Trustee Board has met virtually throughout the year and held the AGM remotely via Zoom. This was well attended and looking forward, the Trustees anticipate adopting a hybrid of face to face and video attendance. The trustees feel this will increase their community's access to this important meeting.

The new trustees appointed in the current year have broadened the Board's knowledge and skills and a further recruitment drive is planned.

**Recruitment and appointment of new trustees**

The company is managed by a Committee of Trustees, which is elected annually by the members at the Annual General Meeting. The Committee includes the directors of the company. The Committee has the power to fill any vacancies during the year, any such appointments being ratified by the members at the next Annual General Meeting.

**Induction and training of new trustees**

New trustees are inducted in the charity's procedures and undertake training into their duties and responsibilities as trustees and the objectives and work of Home-Start.

**Risk**

The principal risks facing the charity are: that we will be unable to raise sufficient funding to be able to deliver our services to the communities of Royston, Buntingford and South Cambridgeshire; that we could lose key members of staff; that we would be unable to find and retain adequate premises in order to operate; that we could be subject to fraud or deception to the extent that we are unable to continue to operate.

At the beginning of 2020 we appointed a Community and Events Manager to the fundraising team. The fundraising team have focused on establishing more consistent and stable funding although this continued to prove challenging in light of the disruption of the past 18 months. Staff are regularly reviewed on a one to one basis and any feedback is discussed and acted upon; we are in regular contact with our landlord to secure our tenancy; all staff and trustees are made aware of the necessity to be alert to any attempt to damage the charity and Trustees are always available to discuss any issue that may arise.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05183873 (England and Wales)

**Registered Charity number**

1105385

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022

**Registered office**

Unit 6, Valley Farm  
Station Road  
Meldreth  
Royston  
Hertfordshire  
SG8 6JP

**Trustees**

M Brierley  
O Cooper (appointed 5.7.21) (resigned 25.7.22)  
P Hodgson  
J Mitchinson (appointed 22.4.21)  
D M Phillips (appointed 19.4.21)  
M Pinto-Chilcott (appointed 19.4.21)  
A Smith  
L Smith (resigned 31.12.21)  
I Stephens (resigned 11.8.22)  
A Tresadern (resigned 3.3.22)  
B Tzeng (resigned 4.4.22)  
A Xia  
T Wright (resigned 30.6.22)

**Company Secretary**

S Mascal

**Independent Examiner**

Bradshaw Johnson  
Chartered Accountants  
Croft Chambers  
11 Bancroft  
Hitchin  
Hertfordshire  
SG5 1JQ

Approved by order of the Board of Trustees on 9 September 2022 and signed on its behalf by:

P Hodgson - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE

**Independent examiner's report to the trustees of Home-Start Royston and South Cambridgeshire ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the charity's trustees of the Company (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 the Company 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 the Company 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.

Neil Harding FCA  
Bradshaw Johnson  
Chartered Accountants  
Croft Chambers  
11 Bancroft  
Hitchin  
Hertfordshire  
SG5 1JQ

Date: .....

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE

STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	88,420	-	88,420	153,198
<b>Charitable activities</b>					
Home-Start Royston & South Cambridgeshire		32,091	-	32,091	45,645
Other trading activities	4	20,818	-	20,818	19,155
Investment income	5	407	-	407	524
Other income		-	-	-	3,923
<b>Total</b>		<u>141,736</u>	<u>-</u>	<u>141,736</u>	<u>222,445</u>
<b>EXPENDITURE ON</b>					
Raising funds	6	12,930	-	12,930	11,161
<b>Charitable activities</b>					
Home-Start Royston & South Cambridgeshire	7	145,007	-	145,007	125,323
<b>Total</b>		<u>157,937</u>	<u>-</u>	<u>157,937</u>	<u>136,484</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>(16,201)</u>	<u>-</u>	<u>(16,201)</u>	<u>85,961</u>
<b>Transfers between funds</b>	16	14,356	(14,356)	-	-
<b>Net movement in funds</b>		(1,845)	(14,356)	(16,201)	85,961
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		207,421	25,738	233,159	147,198
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>205,576</u></u>	<u><u>11,382</u></u>	<u><u>216,958</u></u>	<u><u>233,159</u></u>

The notes form part of these financial statements

**HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)**

**STATEMENT OF FINANCIAL POSITION  
31 MARCH 2022**

	Notes	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	13	1,529	-	1,529	2,673
<b>CURRENT ASSETS</b>					
Debtors	14	13,284	-	13,284	6,989
Cash at bank and in hand		196,590	32,241	228,831	225,965
		<u>209,874</u>	<u>32,241</u>	<u>242,115</u>	<u>232,954</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(5,827)	(20,859)	(26,686)	(2,468)
<b>NET CURRENT ASSETS</b>		<u>204,047</u>	<u>11,382</u>	<u>215,429</u>	<u>230,486</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>205,576</u>	<u>11,382</u>	<u>216,958</u>	<u>233,159</u>
<b>NET ASSETS</b>		<u>205,576</u>	<u>11,382</u>	<u>216,958</u>	<u>233,159</u>
<b>FUNDS</b>					
Unrestricted funds:					
General fund				86,094	95,100
Designated funds				119,482	112,321
				<u>205,576</u>	<u>207,421</u>
Restricted funds:					
Family Groups fund				2,440	12,968
Home Visiting fund				8,942	12,770
				<u>11,382</u>	<u>25,738</u>
<b>TOTAL FUNDS</b>				<u>216,958</u>	<u>233,159</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The notes form part of these financial statements

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE (REGISTERED NUMBER: 05183873)

STATEMENT OF FINANCIAL POSITION - continued  
31 MARCH 2022

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 provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 9 September 2022 and were signed on its behalf by:

M Brierley - Trustee

HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**1. STATEMENT OF COMPLIANCE**

Home-Start Royston & South Cambridgeshire is a charitable company incorporated in England. The registered office is:

Unit 6, Valley Farm  
Station Road  
Meldreth  
Hertfordshire  
SG8 6JP

The charitable company's financial statements have been prepared in compliance with the Charities SORP (FRS 102) as it applies to the financial statements for the year ended 31 March 2022.

**2. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Home-Start Royston and South Cambridgeshire meets the definition of a public entity under FRS 102.

The financial statements are presented in sterling (£).

**Income**

All income is included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Unconditional Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Conditional Grants are recognised in the Statement of Financial Activities as the conditions are met.
- Donated services and facilities are included at the value to the charitable company where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.

**Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes attributable VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Costs of raising funds comprise the costs associated with attracting voluntary income through fundraising.
- Expenditure on charitable activities comprises those costs incurred by the charitable company 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.

HOME-START ROYSTON AND SOUTH  
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NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

**2. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

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

Fixtures, fittings and equipment - 25% on cost

**Taxation**

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

**Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

- Designated funds are unrestricted funds earmarked by the Board for particular purposes.

- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**Pensions**

The charitable company operates a defined contribution pension scheme. Contributions payable for the year are charged to the Statement of Financial Activities.

**Legal status of the charitable company**

In the event of the charitable company being wound up, each Trustee (being a member of the charity) has undertaken to contribute to the assets of the charitable company such amounts as required not exceeding £1. This guarantee extends until one year after a Trustee ceases to be a member. The trustees control the charitable company.

**Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Financial instruments**

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**HOME-START ROYSTON AND SOUTH  
CAMBRIDGESHIRE**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022**

<b>3. DONATIONS AND LEGACIES</b>		31.3.22	31.3.21
		£	£
Donations		18,333	40,926
Grants		70,087	112,272
		<u>88,420</u>	<u>153,198</u>
<b>4. OTHER TRADING ACTIVITIES</b>		31.3.22	31.3.21
		£	£
Fundraising		20,073	18,435
Other income		745	720
		<u>20,818</u>	<u>19,155</u>
<b>5. INVESTMENT INCOME</b>		31.3.22	31.3.21
		£	£
Deposit account interest		407	524
		<u>407</u>	<u>524</u>
<b>6. RAISING FUNDS</b>			
<b>Raising donations and legacies</b>		31.3.22	31.3.21
		£	£
Fundraising costs		12,930	11,161
		<u>12,930</u>	<u>11,161</u>
<b>7. CHARITABLE ACTIVITIES COSTS</b>			
	Direct	Support	
	Costs	costs (see	Totals
	£	note 8)	£
		£	
Home-Start Royston & South Cambridgeshire	<u>110,901</u>	<u>34,106</u>	<u>145,007</u>

HOME-START ROYSTON AND SOUTH  
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NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

**8. SUPPORT COSTS**

		Other
		£
Home-Start Royston & South Cambridgeshire		34,106
		<u>34,106</u>

**9. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	1,144	893
	<u>1,144</u>	<u>893</u>

**10. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**Trustees' expenses**

No members of the management committee received any remuneration during the year.

No travel and sundry expenses were reimbursed in the year or in the last year.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charitable company during the year.

**11. STAFF COSTS**

	31.3.22	31.3.21
	£	£
Wages and salaries	102,882	86,438
Social security costs	2,875	1,114
Other pension costs	5,144	4,210
	<u>110,901</u>	<u>91,762</u>

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

	31.3.22	31.3.21
Direct charitable/Family groups	6	6
	<u>6</u>	<u>6</u>

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

The charitable company makes contributions to a defined contribution pension scheme (The Flexible Retirement Plan) which has been registered with The Pensions Trust. Contributions are included in the accounts in the year of payment.

HOME-START ROYSTON AND SOUTH  
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NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

**12. 2021 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	115,037	38,161	153,198
<b>Charitable activities</b>			
Home-Start Royston & South Cambridgeshire	45,645	-	45,645
Other trading activities	19,155	-	19,155
Investment income	524	-	524
Other income	3,923	-	3,923
<b>Total</b>	184,284	38,161	222,445
<b>EXPENDITURE ON</b>			
Raising funds	11,161	-	11,161
<b>Charitable activities</b>			
Home-Start Royston & South Cambridgeshire	111,103	14,220	125,323
<b>Total</b>	122,264	14,220	136,484
<b>NET INCOME</b>	62,020	23,941	85,961
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	145,401	1,797	147,198
<b>TOTAL FUNDS CARRIED FORWARD</b>	207,421	25,738	233,159

HOME-START ROYSTON AND SOUTH  
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NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

**13. TANGIBLE FIXED ASSETS**

Fixtures,  
fittings  
and  
equipment  
£

**COST**

At 1 April 2021 and 31 March 2022

18,203

**DEPRECIATION**

At 1 April 2021

15,530

Charge for year

1,144

At 31 March 2022

16,674

**NET BOOK VALUE**

At 31 March 2022

1,529

At 31 March 2021

2,673

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

31.3.22  
£

31.3.21  
£

Other debtors and prepayments

13,284

6,989

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

31.3.22  
£

31.3.21  
£

Other creditors and accruals

26,686

2,468

**16. MOVEMENT IN FUNDS**

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
<b>Unrestricted funds</b>				
General fund	95,100	(16,201)	7,195	86,094
Designated funds	112,321	-	7,161	119,482
	<u>207,421</u>	<u>(16,201)</u>	<u>14,356</u>	<u>205,576</u>
<b>Restricted funds</b>				
Family Groups fund	12,968	-	(10,528)	2,440
Home Visiting fund	12,770	-	(3,828)	8,942
	<u>25,738</u>	<u>-</u>	<u>(14,356)</u>	<u>11,382</u>
<b>TOTAL FUNDS</b>	<u>233,159</u>	<u>(16,201)</u>	<u>-</u>	<u>216,958</u>

HOME-START ROYSTON AND SOUTH  
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NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

**16. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	141,736	(157,937)	(16,201)
<b>TOTAL FUNDS</b>	<u>141,736</u>	<u>(157,937)</u>	<u>(16,201)</u>

**Comparatives for movement in funds**

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
<b>Unrestricted funds</b>				
General fund	40,207	62,020	(7,127)	95,100
Designated funds	105,194	-	7,127	112,321
	<u>145,401</u>	<u>62,020</u>	<u>-</u>	<u>207,421</u>
<b>Restricted funds</b>				
Family Groups fund	-	12,968	-	12,968
Home Visiting fund	1,797	10,973	-	12,770
	<u>1,797</u>	<u>23,941</u>	<u>-</u>	<u>25,738</u>
<b>TOTAL FUNDS</b>	<u>147,198</u>	<u>85,961</u>	<u>-</u>	<u>233,159</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	184,284	(122,264)	62,020
<b>Restricted funds</b>			
Family Groups fund	21,139	(8,171)	12,968
Home Visiting fund	17,022	(6,049)	10,973
	<u>38,161</u>	<u>(14,220)</u>	<u>23,941</u>
<b>TOTAL FUNDS</b>	<u>222,445</u>	<u>(136,484)</u>	<u>85,961</u>

HOME-START ROYSTON AND SOUTH  
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NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

**16. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
<b>Unrestricted funds</b>				
General fund	40,207	45,819	68	86,094
Designated funds	105,194	-	14,288	119,482
	<u>145,401</u>	<u>45,819</u>	<u>14,356</u>	<u>205,576</u>
<b>Restricted funds</b>				
Family Groups fund	-	12,968	(10,528)	2,440
Home Visiting fund	1,797	10,973	(3,828)	8,942
	<u>1,797</u>	<u>23,941</u>	<u>(14,356)</u>	<u>11,382</u>
<b>TOTAL FUNDS</b>	<u><u>147,198</u></u>	<u><u>69,760</u></u>	<u><u>-</u></u>	<u><u>216,958</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	326,020	(280,201)	45,819
<b>Restricted funds</b>			
Family Groups fund	21,139	(8,171)	12,968
Home Visiting fund	17,022	(6,049)	10,973
	<u>38,161</u>	<u>(14,220)</u>	<u>23,941</u>
<b>TOTAL FUNDS</b>	<u><u>364,181</u></u>	<u><u>(294,421)</u></u>	<u><u>69,760</u></u>

Purposes of General Funds

General funds: This fund comprises all transactions not relating to the other funds.

Designated funds: This fund comprises the provision made by the trustees for potential closure costs.

Purposes of Restricted Funds

Family Groups: This fund comprises of various groups which includes a family group, parent group and crèches.

Home Visiting: This fund comprises monies received for home visiting to help with school readiness and to help with mental health difficulties.

HOME-START ROYSTON AND SOUTH  
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NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2022.

**18. LEASING COMMITMENTS**

The charity has a rolling annual lease for its premises in Meldreth. The cost of the rolling annual lease is £9,000 per annum.

**19. PENSION COMMITMENTS**

The contributions payable for the period were £5,144 (2021: £4,210). At the balance sheet date there were no outstanding or prepaid contributions.