

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	Amanda Hourmand Fundraiser [REDACTED]
3.	Telephone Number of Contact	[REDACTED]
4.	Is the organisation a Registered Charity?	Yes
5.	Amount of grant requested	£2,907.34 (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, facing crisis situations.</p> <p>Supported families struggle with diverse and often complex issues ranging from poor mental health and social isolation to domestic and drug abuse, amongst many other challenges.</p> <p>A highly-trained volunteer will 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.</p> <p>As a result of our support, the families will be able to manage their family lives again, with the tools, skills and knowledge to access mainstream support and community networks.</p>

		<p>The cost per family is: £1,453.67 for nine months' support (the average time a family needs our help).</p> <p>In 2022-23, we supported 9 Melbourn families in total and to date in 2023-24 we have supported 7 Melbourn families.</p>
7.	What will be the total cost of the above project?	£2,907.34
8.	If the total cost of the project is more than the grant, how will the residue be financed?	N/A
9.	<p>Have you applied for grant for the same project to another organisation?</p> <p>If so, which organisation and how much?</p>	No, we have not applied for a grant for home-visiting support for these 2 Melbourn families.
10.	<p>Are 3rd parties necessary to deliver your project?</p> <p>If yes, please list them.</p>	No
11.	Who will benefit from the project?	<p>2 vulnerable Melbourn families with at least one child of 9 or under will benefit from Home-Visiting Support.</p> <p>Without our support these families are at risk of family breakdown, which could include children being taken into care, amongst other serious consequences.</p> <p>There will also be a wider benefit to: Local schools and health services.</p>
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. December 2022

If yes and within the previous 12 months, please confirm that the grant has been spent and provide a brief report.

We confirm that the grant has been spent – please see attached report for further details.

Signed . *Amanda Bond*

Date 22 November 2023

3rd 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)



Royston, Buntingford &
South Cambridgeshire

HOME-VISITING SERVICE COSTS - PER FAMILY FOR 9 MONTHS: Application for 2 Families

Prepared for: Melbourn Parish Council

Date: 22 November 2023

COST ITEM	AVERAGE COST PER FAMILY FOR 9 MONTHS (£)			DESCRIPTION
	No of Hours	Cost per Hour (£)	Cost (£)	
STAFF COSTS:				
Manager	2	23.25	46.50	Collation of outcome & impact data; overall management of family work
Senior Co-ordinator	8	18.46	147.68	Supervision of co-ordinator, team meetings, matching meetings
Co-ordinator	39	16.05	625.95	One hour per week per family to include volunteer supervision sessions, contact with referrer and other agencies
Administrator	9	15.71	141.39	Monitoring and evaluation, files, messages, newsletters
Expenses			35.25	Travel and phone expenses
RESOURCE COSTS:				
Outings budget			11.25	Transport, entry e.g. recreational outings – Summer & Christmas.
VOLUNTEER COSTS:				
Training			53.36	Initial training & 2 training days, including safeguarding update
Expenses			195.75	Travel and subsistence for home visits and co-ordinator support at office
OVERHEADS				
Proportion of Overhead Costs			196.54	Rent, rates, water, electricity, equipment & IT, phone & broadband, premises
TOTAL (Per Family)			£1,453.67	
TOTAL (2 Families)			£2,907.34	

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

Melbourn Parish Council Community Grant Report

Prepared for: Melbourn Parish Council

Date: 22 November 2023

We are so grateful for your funding in December 2022, which enabled us to provide critical home-visiting support to two vulnerable families living in Melbourn.

The families' **diverse and complex issues** included:

- PTSD as a result of birth trauma
- Physical difficulties for child
- Feeding problems for child
- Difficult parental relationships
- Domestic abuse
- Multiple children
- Pregnant & very tired mother
- Possible ADHD diagnosis for mother and child
- Sibling rivalry
- Lack of relationship with other agencies including school, so lacking in confidence in engaging with them
- Financial challenges.

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. This included:

- Physical support after hospital stay
- Support to stop smoking
- Support with ADHD diagnosis for child
- Support for parent with suspected ADHD, including strategies to remain calm
- Development of planning and organisational skills
- Improved relationships with other agencies, including school
- Access to our South Cambridgeshire Family Support Group in Meldreth
- Support with budgeting
- Signposting to a debt support charity
- Establishing routines to aid in managing the household
- Child Support Agency application.

cont./...

As a result of our support, the families developed the tools, knowledge and skills to manage their family lives.

Parents had:

- Improved mental health
- Improved self-esteem and confidence
- Improved relationship with school, giving consistency for children
- Better family relationships
- Better routines – after school, mealtimes, keeping on top of household chores
- Better financial management
- Improved health – cessation of smoking.

Also:

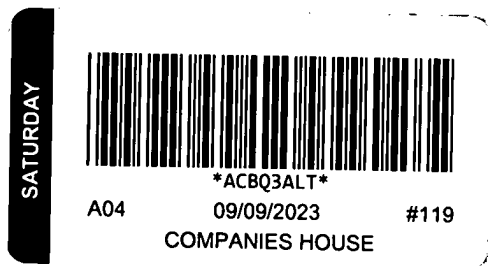
- Parents were less stressed and more able to manage emotions
- Parents were calmer managing children
- Parents had strategies around ADHD.

Prepared by: Amanda Hourmand, Fundraiser



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

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
HOME-START ROYSTON AND SOUTH
CAMBRIDGESHIRE



**HOME-START ROYSTON AND SOUTH
CAMBRIDGESHIRE**

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FOR THE YEAR ENDED 31 MARCH 2023**

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

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 2023. 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-ordinators, Administrator and a Fundraising Events Support Manager; it also uses the services of a freelance bookkeeper and a freelance bid writer. 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 2023**

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 2023**

ACHIEVEMENT AND PERFORMANCE

Chair's Report

The cost-of-living increase has hit the families that Home-Start Royston Buntingford & South Cambridgeshire (HSRBSC) supports hard during this year. Many families are struggling to pay their bills and make ends meet; this has added stress for them on top of the underlying issues, with which many are having to cope. Our biggest referral source continues to be Health Visitors, followed by self-referrals, the latter indicating the ongoing successful use of social media to promote the charity's work, ensuring we remain accessible to those in our community who want support.

From the 1st of April 2022 to 31st March 2023: Home-Start has been in contact with 93 families, providing home visiting or family group support to 82 families and 202 children. This compares with last year's figures where a total of 82 families and 183 children received support. In 2022-23 families identified parental mental health, supporting their children's early learning, development and socialisation skills as the main areas where Home-Start support was required.

Volunteers have provided families with mainly face-to-face support this year, although the offer of remote support is still there if required. This year's volunteer preparation course was held in person at a local training facility provided by a corporate supporter. It was very successful and feedback from the staff team and the volunteers was extremely positive. The staff team were also able to hold a volunteer event to mark the charity's 40th anniversary. This special session was held at Barkway village hall and involved the staff and volunteers making beautiful bunting for use at events. This event was very well received by those who attended.

Following the procedures set up during the pandemic we have continued with flexibility in working and meeting practices. The digital strategy implemented has provided this flexibility with remote working and virtual meetings still being useful. Board meetings are back to being in person which has been useful for Trustees who were recruited during the 'lockdown' phase of the pandemic. Following the retirement of our Chair in December 2022, a new Chairperson was appointed but, sadly, they had to step down in January 2023 due to personal reasons. I took over as the new Chair in January 2023. We have successfully recruited a new Trustee responsible for Safeguarding and a replacement for our Treasurer who will take over in a gradual handover during 2023.

Throughout this year Home-Start UK has finalised the new Agreement between HSUK, our national body and local schemes. HSRBSC signed the new agreement in October 2022 which sees the introduction of a new Handbook that all schemes must adhere to.

Our Scheme Manager, working with the HR Committee, has finalised our three-year Development plan. This will be our basis now to move forward. Progress will be monitored at team meetings and by the Board. We anticipate that the need for the charity's support will increase with the pressure families are facing from the impact of outside factors such as the rise in the cost of living.

Fundraising

HSRBSC continues to be well supported financially by our community. Our profile has been raised considerably by increasing our networking, raising our social media presence and improvements to our website.

We held the successful 'Strictly for Charity' Event held at the Cambridge Vale Hotel in May 22, which raised almost £12,000 and the fundraising team have continued to deliver other popular events such as the 40th Anniversary Community Concert - Celebrating Voices, held at St John the Baptist Church in Royston and the Aquathon which took place at Royston Leisure Centre. Community Events such as Royston Kite festival and similar local events are an important date in our calendar as they provide a chance to keep our profile raised in the local community and meet our families and volunteers.

It has been another successful year in our bids to Trusts and Foundations for funding, securing funds of £60,666 during 2022/23. We also continue to manage a joint grant with Home-Start Cambridgeshire, which provides funding from South Cambridgeshire District Council for our school readiness project.

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Key Achievements

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

Set up a successful South Cambridgeshire family Group which already has 8 families attending on a regular basis.

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 have been extremely successful, and alliances forged with local businesses have continued to thrive.

During this period our volunteers gave us over 3,500 hours of time. This involved more than 1,000 hours planning and delivering Family Groups, with over 550 hours spent visiting families at home.

Recruited two new Trustees and filled the vacant Safeguarding role following the retirement of our Chair and the Treasurer role.

Challenges for the future

Ensuring sufficient finance to maintain the charity.

Recruitment of volunteers, particularly in the events area as some of our volunteers may be looking to retire over the next 12 months.

Restructuring roles within the team to best utilise the skills we have and provide training and support to facilitate that.

Building on the success of working with local businesses and expanding our corporate supporters. A campaign to enable is a key focus for 23/24.

Increasing unrestricted income generated from our Individual Donations funding stream, ensuring we have crucial funding necessary to support development over the next year.

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.

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

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

The financial accounts are set out on pages 9 to 20. 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 2023, 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. Our total income was higher than in 2022 owing to our ability to return to fund-raising events during the year, although not to the level we would have liked.

The Statement of Financial Activities shows net deficit for the year of £5,357 (2022 - a deficit of £16,201). The total free reserves at the year-end stand at £72,958 (2022 - £86,094); after allowing for Designated and Restricted Funds, this leaves us with about three months' operating costs not designated or committed elsewhere.

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.

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 £130,093 at 31 March (2022 - £119,482) and is part of the total cash balances on the Balance Sheet on page 11. 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.

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 in person throughout the year and including the AGM. 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.

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.

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

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.

The fundraising team have focused on establishing more consistent and stable funding although this continued to prove challenging. Staff are regularly reviewed on a one to one basis and any feed-back 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

Registered office

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

Trustees

M Brierley (resigned 31.12.22)
O Cooper (resigned 25.7.22)
P Hodgson
J Mitchinson (Chair)
D M Phillips (resigned 4.10.22)
M Pinto-Chilcott (resigned 12.1.23)
A Smith
I Stephens (resigned 16.8.22)
B Tzeng (resigned 4.4.22)
A Xia
T Wright (resigned 30.6.22)
Dr G Watkins (appointed 2.12.22)

Company Secretary

S Mascal

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

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

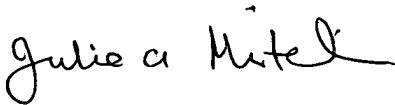
REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

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

Approved by order of the Board of Trustees on 12 July 2023 and signed on its behalf by:

J Mitchinson - Trustee

A handwritten signature in black ink, appearing to read "Julie A. Mitchell". The signature is written in a cursive style with a prominent initial 'J' and 'M'.

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 2023.

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').

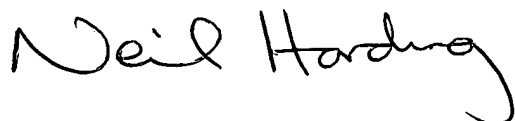
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). 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: 7/9/23

**HOME-START ROYSTON AND SOUTH
CAMBRIDGESHIRE**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	70,786	20,859	91,645	88,420
Charitable activities					
Home-Start Royston, Buntingford & South Cambridgeshire		9,874	-	9,874	32,091
Other trading activities	4	46,511	-	46,511	20,818
Investment income	5	432	-	432	407
Total		<u>127,603</u>	<u>20,859</u>	<u>148,462</u>	<u>141,736</u>
EXPENDITURE ON					
Raising funds	6	12,947	-	12,947	12,930
Charitable activities					
Home-Start Royston, Buntingford & South Cambridgeshire	7	140,872	-	140,872	145,007
Total		<u>153,819</u>	<u>-</u>	<u>153,819</u>	<u>157,937</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	16	(26,216) <u>23,691</u>	20,859 <u>(23,691)</u>	(5,357) <u>-</u>	(16,201) <u>-</u>
Net movement in funds		(2,525)	(2,832)	(5,357)	(16,201)
RECONCILIATION OF FUNDS					
Total funds brought forward		205,576	11,382	216,958	233,159
TOTAL FUNDS CARRIED FORWARD		<u><u>203,051</u></u>	<u><u>8,550</u></u>	<u><u>211,601</u></u>	<u><u>216,958</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 2023**

	Notes	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	13	957	-	957	1,529
CURRENT ASSETS					
Debtors	14	11,336	-	11,336	13,284
Cash at bank and in hand		196,062	8,550	204,612	228,831
		<u>207,398</u>	<u>8,550</u>	<u>215,948</u>	<u>242,115</u>
CREDITORS					
Amounts falling due within one year	15	(5,304)	-	(5,304)	(26,686)
NET CURRENT ASSETS		<u>202,094</u>	<u>8,550</u>	<u>210,644</u>	<u>215,429</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>203,051</u>	<u>8,550</u>	<u>211,601</u>	<u>216,958</u>
NET ASSETS		<u>203,051</u>	<u>8,550</u>	<u>211,601</u>	<u>216,958</u>
FUNDS	16				
Unrestricted funds:					
General fund				72,958	86,094
Designated funds				130,093	119,482
				<u>203,051</u>	<u>205,576</u>
Restricted funds:					
Family Groups fund				2,550	2,440
Home Visiting fund				6,000	8,942
				<u>8,550</u>	<u>11,382</u>
TOTAL FUNDS				<u>211,601</u>	<u>216,958</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 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 2023

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 12 July 2023 and were signed on its behalf by:



P Hodgson - Trustee

**HOME-START ROYSTON AND SOUTH
CAMBRIDGESHIRE**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

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 2023.

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
CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

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 2023**

3.	DONATIONS AND LEGACIES		
		31.3.23	31.3.22
		£	£
	Donations	30,979	18,333
	Grants	60,666	70,087
		<u>91,645</u>	<u>88,420</u>
4.	OTHER TRADING ACTIVITIES		
		31.3.23	31.3.22
		£	£
	Fundraising	45,626	20,073
	Other income	885	745
		<u>46,511</u>	<u>20,818</u>
5.	INVESTMENT INCOME		
		31.3.23	31.3.22
		£	£
	Deposit account interest	432	407
		<u>432</u>	<u>407</u>
6.	RAISING FUNDS		
	Raising donations and legacies		
		31.3.23	31.3.22
		£	£
	Fundraising costs	12,947	12,930
		<u>12,947</u>	<u>12,930</u>
7.	CHARITABLE ACTIVITIES COSTS		
		Direct Costs	Support costs (see note 8)
		£	£
	Home-Start Royston, Buntingford & South Cambridgeshire	<u>108,454</u>	<u>32,418</u>
			<u>140,872</u>

**HOME-START ROYSTON AND SOUTH
CAMBRIDGESHIRE**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

8. SUPPORT COSTS

		Other £
Home-Start Royston, Buntingford & South Cambridgeshire		32,418

9. NET INCOME/(EXPENDITURE)

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

	31.3.23 £	31.3.22 £
Depreciation - owned assets	572	1,144
	572	1,144

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

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

	31.3.23 £	31.3.22 £
Wages and salaries	101,244	102,882
Social security costs	2,147	2,875
Other pension costs	5,063	5,144
	108,454	110,901

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

	31.3.23	31.3.22
Direct charitable/Family groups	6	6
	6	6

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 2023**

12. 2022 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	88,420	-	88,420
Charitable activities			
Home-Start Royston, Buntingford & South Cambridgeshire	32,091	-	32,091
Other trading activities	20,818	-	20,818
Investment income	407	-	407
Total	<u>141,736</u>	<u>-</u>	<u>141,736</u>
EXPENDITURE ON			
Raising funds	12,930	-	12,930
Charitable activities			
Home-Start Royston, Buntingford & South Cambridgeshire	145,007	-	145,007
Total	<u>157,937</u>	<u>-</u>	<u>157,937</u>
NET INCOME/(EXPENDITURE)	(16,201)	-	(16,201)
Transfers between funds	14,356	(14,356)	-
Net movement in funds	(1,845)	(14,356)	(16,201)
RECONCILIATION OF FUNDS			
Total funds brought forward	207,421	25,738	233,159
TOTAL FUNDS CARRIED FORWARD	<u><u>205,576</u></u>	<u><u>11,382</u></u>	<u><u>216,958</u></u>

**HOME-START ROYSTON AND SOUTH
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**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

13. TANGIBLE FIXED ASSETS

Fixtures,
fittings
and
equipment
£

COST

At 1 April 2022 and 31 March 2023

18,203

DEPRECIATION

At 1 April 2022

16,674

Charge for year

572

At 31 March 2023

17,246

NET BOOK VALUE

At 31 March 2023

957

At 31 March 2022

1,529

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

31.3.23

31.3.22

£

£

Other debtors and prepayments

11,336

13,284

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

31.3.23

31.3.22

£

£

Other creditors and accruals

5,304

26,686

16. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	86,094	(26,216)	13,080	72,958
Designated funds	119,482	-	10,611	130,093
	<u>205,576</u>	<u>(26,216)</u>	<u>23,691</u>	<u>203,051</u>
Restricted funds				
Family Groups fund	2,440	-	110	2,550
Home Visiting fund	8,942	20,859	(23,801)	6,000
	<u>11,382</u>	<u>20,859</u>	<u>(23,691)</u>	<u>8,550</u>
TOTAL FUNDS	<u>216,958</u>	<u>(5,357)</u>	<u>-</u>	<u>211,601</u>

HOME-START ROYSTON AND SOUTH
CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

16. 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	127,603	(153,819)	(26,216)
Restricted funds			
Home Visiting fund	20,859	-	20,859
TOTAL FUNDS	<u>148,462</u>	<u>(153,819)</u>	<u>(5,357)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
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>
Restricted funds				
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>
TOTAL FUNDS	<u>233,159</u>	<u>(16,201)</u>	<u>-</u>	<u>216,958</u>

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

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

HOME-START ROYSTON AND SOUTH
CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

16. MOVEMENT IN FUNDS - continued

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

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	95,100	(42,417)	20,275	72,958
Designated funds	112,321	-	17,772	130,093
	<u>207,421</u>	<u>(42,417)</u>	<u>38,047</u>	<u>203,051</u>
Restricted funds				
Family Groups fund	12,968	-	(10,418)	2,550
Home Visiting fund	12,770	20,859	(27,629)	6,000
	<u>25,738</u>	<u>20,859</u>	<u>(38,047)</u>	<u>8,550</u>
TOTAL FUNDS	<u><u>233,159</u></u>	<u><u>(21,558)</u></u>	<u><u>-</u></u>	<u><u>211,601</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 £
Unrestricted funds			
General fund	269,339	(311,756)	(42,417)
Restricted funds			
Home Visiting fund	20,859	-	20,859
TOTAL FUNDS	<u><u>290,198</u></u>	<u><u>(311,756)</u></u>	<u><u>(21,558)</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
CAMBRIDGESHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

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 £5,063 (2022: £5,144). At the balance sheet date there were no outstanding or prepaid contributions.