

**HOME-START SOUTHWARK**  
Year to 31 March 2011

**INDEPENDENT EXAMINERS REPORT TO THE MANAGEMENT COMMITTEE OF  
HOME START SOUTHWARK.**

I report on the accounts of Home Start Southwark for the year ended 31st March 2011 which are set out on the pages 2 to 8 below.

**RESPECTIVE RESPONSIBILITIES OF MANAGEMENT COMMITTEE AND EXAMINERS**

As the Management Committee, you are the trustees of the charity and are responsible for the preparation of the accounts. You consider that the audit requirement of section 43 (2) of the Charities Act 1993 (as amended by the Charities Act 2006) (the Act) does not apply. It is my responsibility to state on the basis of procedures specified in the General Directions given by the Charities Commissioners under section 43 (7) (b) of the Act whether particular matters have come to my attention. These accounts have been prepared under the Accounting and Reporting by Charities SORP revised 2005 by the Charities Commission.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given in the accounts.

**INDEPENDENT EXAMINER'S STATEMENT**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- a) to keep accounting records in accordance with Section 41 of the Act and
- b) to prepare accounts which accord with the accounting records and comply with the

accounting requirements of the Act  
have not been met, or

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

Chris Wildes  
102 Westminster Green  
London, SW1 4DA

Dated

	Year to 31 March 2011			Year to 31-Mar 2010
	Unrestricted £	Restricted £	TOTAL	
<b>INCOME &amp; EXPENDITURE ACCOUNT</b>				
<b>INCOME</b>				
Government Sector SureStart Children Centres		173,638	173,638	173,638
<b>Total Income</b>		<b>173,638</b>	<b>173,638</b>	<b>173,638</b>
<b>Grants</b>				
Volunteering England		29,935	29,935	35,667
Help a London Child		2,020	2,020	1,370
Lottery -Awards for All		0	0	0
Lloyds TSB Foundation		11,000	11,000	11,000
Southwark Council		0	0	1,802
Family Holiday Association		150	150	0
BBC Children In Need		8,310	8,310	0
Asda Foundation		1,000	1,000	0
<b>Total Grant Income</b>		<b>52,415</b>	<b>52,415</b>	<b>49,839</b>
<b>Private Donations</b>				
Fundraising	4,755		4,755	1,806
Donations	4,530		4,530	0
Miscellaneous	4,011		4,011	1,400
<b>Total Private Donations</b>	<b>13,296</b>		<b>13,296</b>	<b>3,206</b>
Bank Interest	80		80	75
<b>TOTAL INCOME</b>	<b>13,376</b>	<b>226,053</b>	<b>239,429</b>	<b>226,758</b>
<b>EXPENDITURE</b>				
Staff Salaries, National Insurance and Pension Contributions		184,588	184,588	170,741
Direct Expenses, being travel & other out of pocket, training, police checks creche cost, advertising, food		22,624	22,624	21,530
Premises - rent, rates, gas & electricity water, venue hire etc.		18,227	18,227	16,589
Office & communications	3,711	6,620	10,331	10,135
<b>TOTAL EXPENDITURE</b>	<b>3,711</b>	<b>232,059</b>	<b>235,770</b>	<b>218,995</b>
Excess of Income over Expenditure	9,665	-6,006	3,659	7,763
Fund Balances brought forward	48,150	11,220	59,370	51,607
<b>Fund Balances carried forward</b>	<b>57,815</b>	<b>5,214</b>	<b>63,029</b>	<b>59,370</b>

**HOME-START SOUTHWARK**  
**Year to 31 March 2011**

Reg.Charity No. 1170413  
 Company No. 5239322

		Year to 31-Mar 2011 TOTAL		Year to 31-Mar 2010 TOTAL
BALANCE SHEET	£	£	£	£
FIXED ASSETS		488		977
CURRENT ASSETS				
Debtors and Prepayments	3,751		4,386	
Cash at Bank	59,112		54,384	
Petty cash	75		260	
less CURRENT LIABILITIES				
Creditors and Accruals	397		637	
NET CURRENT ASSETS		62,541		58,393
NET ASSETS		63,029		59,370

Financed by:

Restricted Funds

Lloyds TSB Foundation	2,750		2,750	
Lottery - Awards For all	0		2,219	
BBC Children In Need -Dance Project	5			
Volunteering England (DOH)	2,460	5,215	6,251	11,220

Unrestricted Funds

Designated Contingency	45,000		45,000	
General	12,814	57,814	3,150	48,150
		63,029		59,370

For the year ended 31st March 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- 1) the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
  - 2) 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.

Approved on behalf of the Board Of Trustees by:

Dominic Briggs - Hon. Treasurer

Jean Lawson - Chair

Approved on

The notes numbered 1 to 8 form part of these accounts

## HOME-START SOUTHWARK

Year to 31 March 2011

### NOTES TO THE ACCOUNTS

#### 1. CHARITABLE STATUS

Home -Start Southwark is a charitable company limited by guarantee (No: 5239322) registered as charity with Registration Number 1107413. The company was established under a Memorandum of Association which stated the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up Members are required to contribute an amount not exceeding £1.

#### 2. ACCOUNTING POLICIES

a) The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 1985 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

The accounts have been drawn up on the going concern basis, ie that Home-Start Southwark will continue for the foreseeable future.

For the next year significant funding has been promised and in the normal course of events further income should be achievable.

#### b) Incoming Resources

Voluntary Income is received by way of donations and gifts and is recognised when received.

Fund Raising (FR) Activities are shown when received.

Investment Income is included when received.

Income from Charitable Activities are accounted for when receivable.

Other Income is shown when received.

#### c) Resources expended

Expenditure is recognised on an accruals basis as a liability as incurred. Expenditure includes VAT which in the normal course of events cannot be recovered and is reported as part of the expenditure to which it relates.

Costs of Generating Funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. These are costs that can be directly allocated to the activity concerned.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs that can be related to a particular activity are allocated directly others are apportioned on an appropriate basis.

Transfers between funds are those costs incurred mentioned above which cannot be allocated directly to an activity but are necessary to support them.

d) Fixed Assets

Fixed assets are stated at cost less accumulated depreciation.

Equipment costing more than £200 is capitalised and depreciated over its useful life, 3 years.

Depreciation is charged for a full year in the year of acquisition. Items costing less than £ 200 are written off in the year of purchase.

3 TRUSTEE'S REMUNERATION AND EXPENSES.

No remuneration or reimbursement of expenses has been made to any member of the Management Committee.

4 DEBTORS & PREPAYMENTS

Office Deposit	2,400
Southbank University	1,167
Other	184
	<u>3,751</u>

**HOME-START SOUTHWARK**

Year to 31 March 2011

**NOTES TO THE ACCOUNTS (cont'd)**

	£
<b>5. FIXED ASSETS.</b>	
COST	
At 1 April 2010	13,208
Additions	0
Disposals	0
At 31 March 2011	13,208
ACCUMULATED DEPRECIATION	
At 1 April 2010	12,231
Disposals	0
Charge for the year	488
At 31 March 2011	12,719
NET BOOK VALUE	
At 1 April 2010	977
At 31 March 2011	488

**6. REMUNERATION**

	Year to	
	31-Mar-11	31-Mar-10
	£	£
Staff costs are made up as follows:		
Salaries	169,727	154,525
Social Security (Employers NI)	17,338	16,216
Employers NI Compensation & SMP Reclaim	-2,478	
	<u>184,588</u>	<u>170,741</u>

No employee has received over £50,000 in emoluments during the year.  
The average number of equivalent full time employees during the year was 6.

**7. UNRESTRICTED FUNDS**

	General	Designated	Total
	£	Contingency	£
	£	£	£
Fund balance brought forward	3,150	45,000	48,150
Income	13,376		
Expenditure	3,711		
Fund balance carried forward	12,815	45,000	57,815

The Management Committee has examined the charity's requirements for reserves in the light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed and held by the charity cover unforeseen expenditure. The level of this designated contingency is constantly reviewed and is needed & used to meet the working capital requirements of the charity on a day to day basis. In the short term the Management Committee has also considered the extent to which existing activities and expenditure could be curtailed should the need arise.

**8 RESTRICTED FUNDS**

	Southwark Children Centre	Lottery Awards For All	Volunteering England (DOH)	Annual Events	Lloyds TSB	Dance Project	Asda Foundation	Grants for Individual Families	TOTAL
<u>Government Sector Funding</u>									
Southwark Children Centre Southwark	173,638								173,638
<b>Total Income</b>	<b>173,638</b>								<b>173,638</b>
<u>Grants</u>									
Sure-Start Children Centre									0
Lottery Awards for All		0							0
Volunteering England (DOH)			29,935						29,935
Help a London Child				2,020					2,020
Lloyds TSB Foundation					11,000				11,000
Dance Project						8,310			8,310
Asda Foundation							1,000		1,000
Family Holiday Association Grant (FHA)								150	150
<b>Total Grants</b>									<b>52,415</b>
<b>TOTAL INCOME</b>	<b>173,638</b>	<b>0</b>	<b>29,935</b>	<b>2,020</b>	<b>11,000</b>	<b>8,310</b>	<b>1,000</b>	<b>150</b>	<b>226,053</b>
<u>EXPENDITURE</u>									
Staff Salaries, National Insurance and pension contributions	148,932		24,655		11,000				184,588
Direct Expenses, being travel & other out of pocket, training, police checks, creche cost recruitment & advertising, food & material	6,318	2,219	5,907	2,020		5,010	1,000	150	22,624
Premises - rent, rates, gas & electricity water,venue hire	13,962		1,765			2,500			18,227
Office & communications	4,426		1,399			795			6,620
<b>TOTAL EXPENDITURE</b>	<b>173,638</b>	<b>2,219</b>	<b>33,727</b>	<b>2,020</b>	<b>11,000</b>	<b>8,305</b>	<b>1,000</b>	<b>150</b>	<b>232,059</b>
Excess of Income over Expenditure	0	-2,219	-3,792	0	0	5	0	0	-6,006
<b>Fund Balances brought forward</b>	<b>0</b>	<b>2,218</b>	<b>6,253</b>	<b>0</b>	<b>2,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,221</b>
<b>Fund Balances carried forward</b>	<b>0</b>	<b>-1</b>	<b>2,461</b>	<b>0</b>	<b>2,750</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5,215</b>

**HOME-START SOUTHWARK**  
Year to 31 March 2011

	Year to 31 March 2011			Year to 31-Mar 2010
	Unrestricted £	Restricted £	TOTAL £	All Funds £
<b>STATEMENT OF FINANCIAL ACTIVITIES</b>				
<b>INCOMING RESOURCES</b>				
Generated Funds: Voluntary Income	4,530	1,000	5,530	435
Generated Funds: FR Activities	4,755	2,020	6,775	2,741
Generated Funds: Investment	80	0	80	75
Income from Charitable Activities	0	222,883	222,883	222,104
Other Incoming Resources	4,011	150	4,161	1,404
<b>Total Incoming Resources</b>	<b>13,376</b>	<b>226,053</b>	<b>239,429</b>	<b>226,759</b>
<b>RESOURCES EXPENDED</b>				
FR Trading: Cost of Goods Sold	0	706	706	1,700
Investment Management Cost	0	0	0	649
Charitable Activities	28,492	201,626	230,118	212,281
Governance Cost		176	176	136
Other Resources Expended	0	4,770	4,770	4,230
<b>Total Resources used</b>	<b>28,492</b>	<b>207,278</b>	<b>235,770</b>	<b>218,996</b>
<b>NET RESOURCES BEFORE TRANSFERS</b>	<b>-15,116</b>	<b>18,775</b>	<b>3,658</b>	<b>7,763</b>
<b>TRANSFERS BETWEEN FUNDS</b>				
Miscellaneous Transfers	24,781	-24,781	0	0
<b>NET MOVEMENT IN FUNDS</b>	<b>9,665</b>	<b>-6,006</b>	<b>3,659</b>	<b>7,763</b>
Fund Balances brought forward 01 Apr '10	48,149	11,221	59,370	51,607
<b>FUND BALANCES CD FWD 31 Mar 10</b>	<b>57,814</b>	<b>5,215</b>	<b>63,029</b>	<b>59,370</b>