

**Home-Start Stroud District**

(A company limited by guarantee)

**Report and Financial Statements**

**For the Year**

**1 April 2018 – 31 March 2019**

Charity Number 1107019

Company Number 05282509

Home-Start Stroud District  
(A company limited by guarantee)

Financial Statements  
For the Year ended 31 March 2019

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## **Home-Start Stroud District**

### **Reference and Administrative Information**

Charity Name: Home-Start Stroud District  
Charity Registration Number: 1107019  
Company Registration Number: 05282509

Registered office and operational address:  
Annexe 3, The Wheelhouse, Bond's Mill Estate, Bristol Road,  
Gloucestershire, GL10 3RF

### **Trustees of the Management Committee:**

Mrs E Ewart-James (Chairman)  
Mrs H Cunild (Treasurer)  
Mr M Swait (Vice-Chairman)  
Mrs D Lapping  
Mrs S Marsh  
Mrs S McGrath  
Mrs S.Lampard  
Mr A. Lane

### **External Advisors:**

Cllr S.Reed – Stroud District Council Representative  
Mrs H Walker Volunteer Representative  
Miss J Wallace  
Mr B.Walker

### **President :**

Mrs J Coney-Jones.

### **Company Secretary:**

Mrs Heather Cunild, The Nodes, Shortwood, Nailsworth, Glos. GL6 0SN

### **Reporting Accountant:**

Claire Owen FCCA, Owen Accountants Ltd, Patch Cottage, High Beech Road,  
The Pludds, Ruardean, GL17 9UD.

### **Bankers:**

Nat West Bank, George Street, Stroud. Glos, GL5 3DT.

CCLA Investment Management Ltd., COIF Charity Funds, 80 Cheapside,  
London, EC2V 6DZ.

**Home-Start Stroud District  
Income and Expenditure Account  
for the year ended 31st March 2019**

	2019	2018
	£	£
<b>Incoming Resources:</b>		
Grants	7,780	2,900
Restricted Funds	201,832	123,809
Donations and Subscriptions	8,445	5,831
Tax Reclaim - Gift Aid	1,058	1,076
Fundraising	30,598	33,025
Membership Subscriptions	1,138	10
Bank and Deposit Interest	345	184
	<u>251,196</u>	<u>166,835</u>
<b>Resources Expended:</b>		
<b>Administrative expenses</b>		
Employee costs:		
Salaries and Pensions	183,865	141,852
Recruitment Expenses	1,267	1,157
	<u>185,132</u>	<u>143,009</u>
Defined Benefit Contribution Scheme		
Interest Expense	92	80
Impact of any change in assumptions	41	(84)
Remeasurements amendments	(600)	-
	<u>(467)</u>	<u>(4)</u>
Premises costs:		
Office Running Costs	8,866	6,909
	<u>8,866</u>	<u>6,909</u>
General administrative expenses:		
Telephone and fax	1,415	1,324
Postage	327	289
Stationery and printing	2,124	2,313
Hospitality	27	100
Repairs, Renewals and Maintenance	351	54
Credit Card and Charges	32	40
Insurance	757	566
Organisers Expenses	5,482	4,510
Volunteers Expenses	6,853	7,498
Group Workers Expenses	2,228	3,037
Group Resources	1,734	1,245
Fundraising Expenditure	1,653	2,418
Committee Members' Expenses	490	128
Training Staff and Management	1,499	410
Recruitment Expenses Volunteers	-	368
Training Volunteers	2,762	2,739
Families Transport	717	791
Premises Hire	8,142	5,522
Sundry Purchases	187	232
Depreciation	758	562
	<u>37,538</u>	<u>34,146</u>
Legal and professional costs:		
Accountancy fees	600	550
Consultancy and Subscription fees	4,855	3,615
Other Legal Fees	747	305
	<u>6,202</u>	<u>4,470</u>
<b>Total Resources Expended:</b>	<u>237,271</u>	<u>188,530</u>
Net income / (expenditure) for the period	13,925	(21,695)
Balances Brought Forward	86,786	108,481
Balances C/Fwd at 31st March 2019	<u>100,711</u>	<u>86,786</u>

**Home-Start Stroud District  
Detailed Income and Expenditure Account  
for the year ended 31st March 2019**

	Unrestricted	Restricted	Total	Total
	£	£	2019	2018
	£	£	£	£
<b>Incoming Resources:</b>				
Grants	7,780	-	7,780	2,900
Restricted Funds	-	201,832	201,832	123,809
Donations and Subscriptions	8,445	-	8,445	5,831
Tax Reclaim - Gift Aid	1,058	-	1,058	1,076
Fundraising	30,598	-	30,598	33,025
Membership Subscriptions	1,138	-	1,138	10
Bank and Deposit Interest	345	-	345	184
	<u>49,364</u>	<u>201,832</u>	<u>251,196</u>	<u>166,835</u>
<b>Resources Expended:</b>				
Charitable activities:				
Restricted Funds Expenditure	-201,832	201,832	-	-
	<u>-201,832</u>	<u>201,832</u>	<u>-</u>	<u>-</u>
<b>Administrative expenses</b>				
Employee costs:				
Salaries and Pensions	183,865	-	183,865	141,852
Recruitment Expenses	1,267	-	1,267	1,157
	<u>185,132</u>	<u>-</u>	<u>185,132</u>	<u>143,009</u>
Defined Benefit Contribution Scheme				
Interest Expense	92	-	92	80
Impact of any change in assumptions	41	-	41	(84)
Remeasurements amendments	(600)	-	(600)	-
	<u>(467)</u>	<u>-</u>	<u>(467)</u>	<u>(4)</u>
Premises costs:				
Office Running Costs	8,866	-	8,866	6,909
	<u>8,866</u>	<u>-</u>	<u>8,866</u>	<u>6,909</u>
General administrative expenses:				
Telephone and fax	1,415	-	1,415	1,324
Postage	327	-	327	289
Stationery and printing	2,124	-	2,124	2,313
Hospitality	27	-	27	100
Repairs, Renewals and Maintenance	351	-	351	54
Credit Card and Charges	32	-	32	40
Insurance	757	-	757	566
Organisers Expenses	5,482	-	5,482	4,510
Volunteers Expenses	6,853	-	6,853	7,498
Group Workers Expenses	2,228	-	2,228	3,037
Group Resources	1,734	-	1,734	1,245
Fundraising Expenditure	1,653	-	1,653	2,418
Committee Members' Expenses	490	-	490	128
Training Staff and Management	1,499	-	1,499	410
Recruitment Expenses Volunteers	-	-	-	368
Training Volunteers	2,762	-	2,762	2,739
Families Transport	717	-	717	791
Premises Hire	8,142	-	8,142	5,522
Sundry Purchases	187	-	187	232
Depreciation	758	-	758	562
	<u>37,538</u>	<u>-</u>	<u>37,538</u>	<u>34,146</u>
Legal and professional costs:				
Accountancy fees	600	-	600	550
Consultancy and Subscription fees	4,855	-	4,855	3,615
Other Legal Fees	747	-	747	305
	<u>6,202</u>	<u>-</u>	<u>6,202</u>	<u>4,470</u>
<b>Total Resources Expended:</b>	<u>35,439</u>	<u>201,832</u>	<u>237,271</u>	<u>188,530</u>



**Home-Start Stroud District  
Balance Sheet  
as at 31st March 2019**

	Notes	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	3	2,273	1,687
<b>Current assets</b>			
Debtors and Prepayments	4	2,031	6,013
Designated Unrestricted Funds	5	2,892	3,630
Cash at bank and in hand		137,313	109,307
		<u>142,236</u>	<u>118,950</u>
<b>Creditors: amounts falling due within one year</b>	6	(39,279)	(28,011)
<b>Net Current Assets</b>		<u>102,957</u>	<u>90,939</u>
<b>Total assets less current liabilities</b>		<u>105,230</u>	<u>92,626</u>
<b>Creditors: amounts falling due after more than one year</b>	7,12	(4,519)	(5,840)
<b>Net Assets</b>		<u>100,711</u>	<u>86,786</u>
<b>Funds</b>			
Contingency Funds	8	70,000	60,000
Income and Expenditure Account		30,711	26,786
<b>Shareholders' funds</b>		<u>100,711</u>	<u>86,786</u>

For the year ended 31 March 2019 the company was entitled to exemption from audit under section 477 Companies Act 2006 relating to small companies.

Directors (trustees) responsibilities

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476

The directors acknowledge their responsibility 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 special provisions of Part 15 of the Companies Act 2011 relating to small entities and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The accounts were approved by a meeting of the directors (trustees) of the company on 8th May 2019 and signed on its behalf by

Elizabeth Ewart-James

**Home-Start Stroud District (a company limited by guarantee)**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019**

**1 Accounting policies**

**Accounting Basis**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The accruals basis of accounting is used for income and expenditure.

Income is recognised in the period in which the company is entitled to receipt income is deferred only when the donor has specified that the income is to be expended in a future period such deferred income is recognised as a liability in the accounts.

**Fixed Assets and Depreciation**

Depreciation is calculated to write off the cost, less estimated residual values, of tangible fixed assets over their estimated useful lives to the scheme. The office equipment/furnishings etc are depreciated at 25% pa on the reducing balance method. Computers are depreciated fully over 3 years.

**Pension Scheme**

The charity participates in a multi-employer pension scheme, the Pension Trust, Growth Plan. The pension liability is the responsibility of the Growth Plan. As a result it is not possible to identify the assets and liabilities of the scheme that are attributable to the charity. Accordingly, the scheme is accounted for as if it were a defined contribution scheme.

Contributions to defined contribution pension schemes are charged to the statement of financial activities in the year in which they become payable.

**2 Restricted Funds**

	<b>2019</b>	<b>2018</b>
	£	£
Peter Lang Trust	£94,115	£64,067
Hill, Valley and Vale	£0	£1,252
Gloucestershire Clinical Commissioning Group	£33,529	£19,167
Quartet Community Foundation	£0	£6,477
Barnwood Trust	£1,000	£0
Gloucestershire County Council – Community Chest	£0	£0
Stroud Town Council	£3,000	£3,000
Stroud District Council	£7,000	£7,000
Nailsworth Town Council	£4,800	£4,512
Henry Smith	£10,000	£10,000
Act	£8,333	£8,334
Gloucester Gateway Trust	£980	£0
David Thomas	£5,000	£0
Co-Op	£250	£0
Gyde Trust Fund	£15,000	£0
Westlea Housing	£750	£0
Home-Start North & West	£10,000	£0
Summerfield	£3,075	£0
Home-Start UK	£3,000	£0
The Door	£2,000	£0
	<u>£201,832</u>	<u>£123,809</u>

## Home-Start Stroud District (a company limited by guarantee)

### 3 Tangible Fixed Assets

	2019	2018
	£	£
Tangible fixed assets-office equipment/furnishings		
Cost brought forward	12,832	12,579
:plus additions	<u>1,343</u>	<u>2,53</u>
	14,175	12,832
Depreciation brought forward	11,145	10,583
:charge for period	<u>757</u>	<u>562</u>
	<u>11,902</u>	<u>11,145</u>
	<u>2,273</u>	<u>1,687</u>

### 4 Debtors and Prepayments

	2019	2018
	£	£
Prepayments	2,031	6,013

### 5 Pension Contributions

	2019	2018
	£	£
Pension Contributions Opening Provision	3,630	4,346
Pension Deficit Contributions Paid in Year	<u>(738)</u>	<u>(716)</u>
	<u>2,892</u>	<u>3,630</u>

### 6 Creditors: Amounts falling due within one year

	2019	2018
	£	£
Trade creditors and accruals	850	550
Net Pay	0	379
Credit Card	96	176
Funds restricted for the following year	<u>38,333</u>	<u>26,906</u>
	<u>39,279</u>	<u>28,011</u>



## **Home-Start Stroud District (a company limited by guarantee)**

**7 Creditors: Amounts falling due after more than one year** **2019**  
£

Pension Provision at Year End £4,519

### **8 Reserves**

£10,000 was moved to reserves in the year.

### **9 Employees Remuneration**

Total remuneration for the year (excluding PAYE and employer NI Contributions) amounted to £153,946.90 (2018 £116,855.18); PAYE and employer's national insurance totalled £21,400.81 (2018 £17,672.82) and pension contributions £8,518.24 (2018 £7,323.55). There are currently eleven part time employees.

### **10 Officers' Remuneration and Expenses**

None of the trustees nor any person connected with them has received or is due to receive any remuneration for the period directly or indirectly from charity funds.

### **11 Taxation**

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

### **12 Pension Scheme**

The company participates in the scheme, a multi-employer scheme which provides benefits to some 950 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

### Deficit contributions

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From 1 April 2019 to 31 January 2025:	£11,243,000 per annum	(payable monthly and increasing by 3% each on 1st April)
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Unless a concession has been agreed with the Trustee the term to 31 January 2025 applies.

Note that the scheme's previous valuation was carried out with an effective date of 30 September 2014. This valuation showed assets of £793.4m, liabilities of £969.9m and a deficit of £176.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

### Deficit contributions

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From 1 April 2016 to 30 September 2025:	£12,945,440 per annum	(payable monthly and increasing by 3% each on 1st April)
From 1 April 2016 to 30 September 2028:	£54,560 per annum	(payable monthly and increasing by 3% each on 1st April)

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The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

### PRESENT VALUES OF PROVISION

### RECONCILIATION OF OPENING AND CLOSING PROVISIONS

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	Period Ending 31 March 2019 (£s)	Period Ending 31 March 2018 (£s)
Provision at start of period	5,724	6,444
Unwinding of the discount factor (interest expense)	92	80
Deficit contribution paid	(738)	(716)
Remeasurements - impact of any change in assumptions	41	(84)
Remeasurements - amendments to the contribution schedule	(600)	-
Provision at end of period	4,519	5,724

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## INCOME AND EXPENDITURE IMPACT

	Period Ending 31 March 2019 (£s)	Period Ending 31 March 2018 (£s)
Interest expense	92	80
Remeasurements – impact of any change in assumptions	41	(84)
Remeasurements – amendments to the contribution schedule	(600)	-
Contributions paid in respect of future service*	*	*
Costs recognised in income and expenditure account	*	*

\*includes defined contribution schemes and future service contributions (i.e. excluding any deficit reduction payments) to defined benefit schemes which are treated as defined contribution schemes. To be completed by the company.

## ASSUMPTIONS

	31 March 2019 % per annum	31 March 2018 % per annum	31 March 2017 % per annum
Rate of discount	1.39	1.71	1.32

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.



## **Home-Start Stroud District (a company limited by guarantee)**

### **Independent Examiner's Report**

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2019 which are set out on pages 3 to 10.

### **Respective responsibilities of Trustees and Examiner**

The Trustees (who are also the Directors of the company for the purpose of company law) are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:-

- Examine the accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statements**

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

- (1) Which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 386 of the Companies Act 2006, and to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met;

Or

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

C Owen FCCA

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Patch Cottage  
Highbeech Road  
The Pludds  
Ruardean  
GL17 9UD