

Charity number: SC000783
Company number: SC280866

Home-Start Lorn
(A company limited by guarantee)

Trustees' report and financial statements
for the year ended 31 March 2021

Home-Start Lorn
(A company limited by guarantee)

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Home-Start Lorn
(A company limited by guarantee)

Legal and administrative information

Charity number SC000783

Company registration number SC280866

Business address 15 Lochside Street
Oban
PA34 4HP

Registered office 15 Lochside Street
Oban
PA34 4HP

Trustees	Helen Jordan	
	Elizabeth Carson	Resigned 08/12/21
	Robert Clarke	
	Mark Feinmann	
	Toril Franzen	
	Fiona Campbell	Resigned 22/03/21
	Val Woodman	Resigned 30/07/19
	Sarah Palmer	Resigned 24/06/19
	May Tosh	Resigned 08/03/21
	Jeanette Morrison	Resigned 08/03/21
	Angela Rose	Resigned 30/06/20
	Susan Hutcheson	Resigned 30/06/20
	Sarah Stanley-Wright	Resigned 08/12/21
	Jane MacIntyre	Resigned 21/09/20
	Hema Sookur	Appointed 14/12/20

Maria Laverty	Appointed 25/01/21
Caroline Boyle	Appointed 19/04/21

Secretary Helen Jordan

Independant Examiner Jacqueline Hoey, CA
Simmers & Co
Albany Chambers
Albany Street
Oban
PA34 4AL

Bankers TSB Scotland
Airds Crescent
Oban

Home-Start Lorn

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Report of the trustees (incorporating the directors' report) for the year ended 31 March 2021

The trustees present their report and the financial statements for the year ended 31 March 2021. The trustees, who are also directors of Home-Start Lorn for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

Legal & Administrative Status

The Organisation, incorporated on 1 March 2005, is a charitable company limited by Guarantee, with no share capital and registered as a Scottish Charity with H M Revenue & Customs. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Charity number SC000783 and Company number SC280866.

Organisational Structure

The company is managed by a board of up to 10 directors whose members are elected and co-opted in accordance with the Articles of Association. All members follow a set recruitment, induction, training and review programme as detailed in the Homestart National Handbook. This includes the standards and methods of practice, the code of conduct, the articles of association and the policies and procedures of the organisation. The office bearers include a Chair and a Secretary. There are no sub-groups within the Board, each member assumes, on appointment, responsibility for a service area, working with the Chair and Service Manager on topics such as fundraising, child and adult protection, data protection, risk management etc. The Board meets 10 times a year, reviews the financial reports quarterly and holds three strategy workshops to which both volunteers and families are invited. Members are appointed for a period of three years and must reapply thereafter.

Volunteers

Volunteers are the core of our service and we are greatly indebted to all of the volunteers who give up their time to keep Homestart Lorn going and thank them for their continued commitment and support. All volunteers undertake an induction programme and regular training and support. A programme of quarterly appraisals with volunteers are undertaken by the Service Manager.

Risk Management

The board of directors has conducted its own review of the major risks to which the company is exposed, in particular, those related to the operations and finances of the company, and are satisfied that systems are in place to mitigate those risks. The risk management strategy is annually reviewed to ensure that the needs of the company are still met.

Objectives and activities

The principal objective of the charity is to provide voluntary support, friendship and practical help to families with children under 5 in their own homes. Our primary focus is to work with families to mitigate against the effects of social isolation, to improve their mental health, to improve their attachment and resilience.

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Report of the trustees (incorporating the directors' report) for the year ended 31 March 2021

Achievements and performance

Home-Start Lorn continues to support families in North Argyll and Mull, despite the impact of the COVID 19 situation. The imminent resignation of the Service Manager after 30 years of service, the long term sick leave of a member of staff, the resignation of several long standing Trustees including the Chair and the potential shortage of funding to maintain the service has posed significant organisational challenges.

The Board of Trustees put in place a rescue plan for Homestart Lorn which included a framework for the recruitment of a new full time Service Manager, the identification of additional funding to allow for the recruitment of a part time development Officer and a full time Family Coordinator and a programme for the recruitment of several new Board members. Careful consideration was given to the procedures and practices within the organisation which are expected to result in a rebuilding of the partnerships with referrers and other voluntary sector agencies, an extensive programme of volunteer recruitment and the establishment of a range of group based activities for families. We are confident that these changes will allow us to rebuild Homestart as a key service for young families in both the Lorn and Mull area.

We have ambitious plans to recruit up to 40 volunteers and support up to 100 families either through direct support at home through volunteer befriending, through direct and specialist support by Family Coordinators or through a diverse range of support groups for families. Our intention is to target specific areas of need such as perinatal mental health, learning disability, parenting support and digital interventions. We also aim to explore providing the Homestart service in other areas of Argyll and Bute, specifically the Helensburgh area in the first instance.

Lockdown had a considerable impact on the service. Staff have continued to work from home, volunteers, if available, have been supporting families through remote working via phones and video links rather than home-visiting, and meetings have taken place, if not over the phone, then by the means of video technology. Although family support has been difficult, it has brought about opportunities to work in new and innovative ways.

Our new database - Charitylog - has been purchased to replace the MESH system, and after preparation has now gone live. We are confident that this will give us a more informed database by which to monitor the service we deliver and ensure that practice and performance targets are met.

Financial review

Reserves

The unrestricted funds amount to £64,621 (2020: £44,670), £2,302 of this is invested in fixed assets. The remaining £62,319 (2020: £44,670) represents the free reserves which are required for ongoing working capital and also the funding required for employers contractual obligations, including potential pension fund deficit.

All grants are recognised in full on receipt, irrespective of the period of the award in line with Charity income recognition set out in the Charities SORP (FRS102).

Home-Start Lorn

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Report of the trustees (incorporating the directors' report)

for the year ended 31 March 2021

Income for the year to 31 March 2021 was £121,305 (2020 - £91,917) and expenditure £71,647 (2020 - £68,296) resulting in a surplus of £49,658 (2020 - £23,621). The total funds (unrestricted and restricted) at 31 March 2021 are £95,078 (2020 - £45,420).

We have been working hard researching and applying for new funding sources and have been successful in securing a grant from The Bank of Scotland Foundation of £25,000 in January 2021 towards wages and rent costs and two year core funding of £45,000 from the William Grant Foundation (£22,500 of which was received in February 2021). In addition to this we have received a number of smaller grants used to alleviate isolation and poverty and cover extra costs that have arisen due to COVID. We are continuing to apply for further funding and have received £30,000 from the National Lottery Communities Fund in April 2021 in addition to our ongoing funding from the Henry Smith Foundation and the William Grant Foundation.

Statement of trustees' responsibilities

The trustees (who are also directors of Home-Start Lorn for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company, including the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006, Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

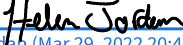
Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Home-Start Lorn
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2021

On behalf of the board


Helen Jordan (Mar 29, 2022 20:44 GMT+1)
Helen Jordan
Director


Mark Feinmann (Mar 29, 2022 20:21 GMT+1)
Mark Feinmann
Director

Home-Start Lorn
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Independent examiner's report to the trustees on the unaudited financial statements of Home-Start Lorn.

I report on the accounts for the year ended 31 March 2021 set out on pages 2 to 16.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 (the Act) and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. 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 state, on the basis of my examination as required under section 44(1) (c) of the Act, whether particular matters have come to my attention.

Basis of Independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the 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 whether the accounts present a 'true and fair view'.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 44(1)(a) of the 2005 Act and Regulations 4 of the 2006 regulations; and
 - accounts are prepared which agree with the accounting records, comply with the accounting records and comply with Regulation 8 of the 2006 regulations; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Jacqueline Hoey
Chartered Accountant
Independent examiner

Simmers & Co
Albany Chambers
Albany Street
Oban
PA34 4AL
29 March 2022

Home-Start Lorn
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Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Income & endowments					
Donations and Legacies	2	81,592	37,950	119,542	89,984
Other trading activities	3	1,763	-	1,763	1,933
Total income		<u>83,355</u>	<u>37,950</u>	<u>121,305</u>	<u>91,917</u>
Expenditure					
Fundraising costs		-	-	-	101
Winter Fund - Poverty		-	3,260	3,260	-
COVID - Support to families		-	3,991	3,991	-
Staff costs	5	50,793	819	51,612	51,627
Operating leases		4,067	173	4,240	5,405
Repairs & maintenance		50	-	50	273
Insurance		768	-	768	645
Motor and travelling expenses		809	-	809	5,320
Legal and professional fees		1,398	-	1,398	1,133
Communications and IT		647	-	647	1,077
Other office expenses		1,010	-	1,010	610
Amortisation and impairment		932	-	932	52
Advertising, literature, etc...		1,013	-	1,013	60
General expenses		105	-	105	727
Subscriptions		1,720	-	1,720	1,187
Bank charges		92	-	92	79
Total expenditure		<u>63,404</u>	<u>8,243</u>	<u>71,647</u>	<u>68,296</u>
Net income/(expenditure) for the year		19,951	29,707	49,658	23,621
Reconciliation of funds:					
Total funds brought forward		44,670	750	45,420	21,799
Total funds carried forward		<u>64,621</u>	<u>30,457</u>	<u>95,078</u>	<u>45,420</u>

The notes on pages 10 to 16 form an integral part of these financial statements.

Home-Start Lorn
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Balance sheet
as at 31 March 2021

	Notes	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	9		2,302		-
Current assets					
Debtors	10	2,211		4,239	
Cash at bank and in hand		92,064		42,456	
		<u>94,275</u>		<u>46,695</u>	
Creditors: amounts falling due within one year	11	(1,499)		(1,275)	
Net current assets			<u>92,776</u>		<u>45,420</u>
Net assets			<u>95,078</u>		<u>45,420</u>
Funds	12				
Restricted income funds			30,457		750
Unrestricted income funds			<u>64,621</u>		<u>44,670</u>
Total funds			<u>95,078</u>		<u>45,420</u>

The Balance Sheet continues on the following page.

The notes on pages 10 to 16 form an integral part of these financial statements.

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Balance sheet (continued)

Trustees statements required by the Companies Act 2006
for the year ended 31 March 2021

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2021.

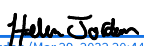
(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the FRS 102 "Financial Reporting Standard applicable in the UK and the Republic of Ireland".

The financial statements were approved by the board on 29 March 2022 and signed on its behalf by


Helen Jordan (Mar 29, 2022 20:44 GMT+1)

Helen Jordan
Director


Mark Feinmann (Mar 29, 2022 20:21 GMT+1)

Mark Feinmann
Director

The notes on pages 10 to 16 form an integral part of these financial statements.

Home-Start Lorn

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Notes to financial statements **for the year ended 31 March 2021**

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Homestart Lorn meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost.

1.2. Income

All incoming resources are included in the statement of financial activities when the charity 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. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

1.3. Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully 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 and the costs of trading for fundraising purposes including the charity's shop.

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

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

1.4. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment - 33% straight line

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Notes to financial statements
for the year ended 31 March 2021

1.5. Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.6. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

1.7. Judgments and key sources of estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

2. Donations and legacies

	Unrestricted funds £	Restricted funds £	2021 Total £
Donations	2,092	-	2,092
Argyll & Bute Council	15,000	-	15,000
Roberston Trust	12,000	-	12,000
Big Lottery	-	-	-
Garfield Weston Trust	-	-	-
Homestart UK	-	7,000	7,000
Corra grant	-	4,000	4,000
Henry Smith	30,000	-	30,000
Bank of Scotland Foundation	-	25,000	25,000
Cal Mac	-	1,950	1,950
William Grant Foundation	22,500	-	22,500
	<u>81,592</u>	<u>37,950</u>	<u>119,542</u>
	<i>Unrestricted funds £</i>	<i>Restricted funds £</i>	<i>2020 Total £</i>
<i>Donations</i>	<i>3,065</i>	<i>-</i>	<i>3,065</i>
<i>Argyll & Bute Council</i>	<i>20,000</i>	<i>-</i>	<i>20,000</i>
<i>Roberston Trust</i>	<i>12,000</i>	<i>-</i>	<i>12,000</i>
<i>Big Lottery</i>	<i>-</i>	<i>5,419</i>	<i>5,419</i>
<i>Garfield Weston Trust</i>	<i>30,000</i>	<i>-</i>	<i>30,000</i>
<i>Corra grant</i>	<i>-</i>	<i>4,500</i>	<i>4,500</i>
<i>Henry Smith</i>	<i>15,000</i>	<i>-</i>	<i>15,000</i>
	<u><i>80,065</i></u>	<u><i>9,919</i></u>	<u><i>89,984</i></u>

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Notes to financial statements
for the year ended 31 March 2021

3. Other trading activities

	Unrestricted funds £	2021 Total £	2020 Total £
Fundraising events	1,763	1,763	1,933
	<u>1,763</u>	<u>1,763</u>	<u>1,933</u>

All income from other trading activities was unrestricted in 2020.

4. Net income for the year

	2021 £	2020 £
Net income is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	932	52
	<u>932</u>	<u>52</u>

5. Employees

Employment costs	2021 £	2020 £
Wages and salaries	48,816	47,791
Social security costs	-	317
Pension costs	2,796	3,092
Other costs	-	427
	<u>51,612</u>	<u>51,627</u>

No employee received emoluments of more than £60,000 (2020 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on head count, was as follows:

2021 Number	2020 Number
4	4
<u>4</u>	<u>4</u>

Trustees & Key Personnel

The total cost of remuneration and benefits paid to trustees and key management personnel was £30,092 (2020: £29,556).

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Notes to financial statements
for the year ended 31 March 2021

6. Trustees' emoluments

The directors neither received nor waived any emoluments.

Travel expenses were paid to trustees during the year:
R Clarke nil (2020: £99) and H Jordan nil (2020: £14).

7. Pension costs

The company operates a defined contribution pension scheme. The scheme and its assets are held by The Pension Trust. The pension charge represents contributions due from the company and are detailed below:

	2021	2020
	£	£
Pension charge	2,796	3,092

8. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 2010. Accordingly, there is no taxation charge in these accounts.

9. Tangible fixed assets

	Fixtures, fittings and equipment £	Total £
Cost		
At 1 April 2020	1,857	1,857
Additions	3,234	3,234
At 31 March 2021	5,091	5,091
Depreciation		
At 1 April 2020	1,857	1,857
Charge for the year	932	932
At 31 March 2021	2,789	2,789
Net book values		
At 31 March 2021	2,302	2,302

10. Debtors

	2021	2020
	£	£
Other debtors	2,211	4,239

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Notes to financial statements
for the year ended 31 March 2021

11. Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals and deferred income	1,499	1,275
	<u> </u>	<u> </u>

12. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fund balances at 31 March 2021 as represented by:			
Tangible fixed assets	2,302	-	2,302
Current assets	63,818	30,457	94,275
Current liabilities	(1,499)	-	(1,499)
	<u>64,621</u>	<u>30,457</u>	<u>95,078</u>

13. Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
General unrestricted funds	<u>44,670</u>	<u>83,355</u>	<u>(63,404)</u>	<u>64,621</u>

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Notes to financial statements
for the year ended 31 March 2021

14. Restricted funds

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
Bumps to Bundles	750	-	-	750
COVID Funding	-	5,000	(3,991)	1,009
Home Start UK Lonliness Grant	-	2,000	-	2,000
Home Start UK Winter Fund Grant	-	4,000	(3,260)	740
Bank of Scotland Foundation	-	25,000	(992)	24,008
Cal Mac Community Fund	-	1,950	-	1,950
	<u>750</u>	<u>37,950</u>	<u>(8,243)</u>	<u>30,457</u>

Purposes of restricted funds

Bumps to Bundles

NHS Highland provided a grant in the previous financial year to help set this service up. The service is to provide assistance to pregnant mothers through to birth. There has been no activity on this project, to date, and it is hoped that we will provide this in the future.

COVID Funding

We received grant funding from both Home Start UK and The Corra Foundation to cover additional costs incurred connecting with families and providing support in different ways due to the impact of COVID.

Home Start UK Lonliness Grant

This grant was received via HSUK from the Scottish Government, to provide support families struggling with loneliness and isolations.

Home Start UK Winter Fund Grant

This grant was provided to alleviate poverty by providing food and fuel vouchers to families in need.

Bank of Scotland Foundation

Funding was awarded from the foundation to assist with the costs of salaries and rent.

Cal Mac Community Fund

The Cal Mac Community Fund awarded a grant to help with a project in making CBT available to your parents and carers.

15. Contingent liabilities

Homestart Lorn uses The Pension Trust to provide pension facilities for one member of staff. There is a potential deficit in the fund, should the one member of staff leave the scheme. The latest figure available puts this potential deficit at £977. Payments to reduce this are ongoing.

16. Controlling interest

The company is controlled by its members.

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Notes to financial statements
for the year ended 31 March 2021

17. Post balance sheet events

The Directors have reviewed both the financial and operating risks that the current COVID crisis presents for the charity and are satisfied that all threats have been adequately identified as far as reasonably possible. As at the date the accounts were signed, there are no going concern indications and the Directors are confident that the charity has sufficient resources to emerge from the COVID hibernation period to continue operating in accordance with any applicable restrictions.

18. Company limited by guarantee

Home-Start Lorn is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.