

HOME-START DUNFERMLINE

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2011

(Company Limited by Guarantee)

Company Registration No: SC280849

Darran S Rea BAcc (Hons) CA
4 Troon Terrace
Dundee
DD2 3FX



HOME-START DUNFERMLINE

Annual Report and Accounts for the year ended 31 March 2011

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HOME-START DUNFERMLINE

REPORT OF THE BOARD OF DIRECTORS and TRUSTEES for the year ended 31 March 2011

The Directors and Trustees present herewith their Annual Report together with the financial statements for the year ended 31 March 2011.

Principal Activities

Home-Start Dunfermline (Scottish Charity No. SC006806) is constituted as a Company limited by guarantee and is governed by the Memorandum and Articles of Association. It was set up to help families with children under 5 years of age who are experiencing difficulties.

Results

The surplus for the period was £7,816. The Trustees recommend that this be added to the reserves brought forward of £14,376 to give reserves carried forward of £22,192 to cover future funding shortfalls or unforeseen expenditure.

Review of the year and Future Developments

Home-Start Dunfermline supported 108 families and used the services of 62 volunteers. Volunteers performed a wide variety of tasks including supporting families, managing the scheme, fundraising and helping at the family group.

An increase in Fife Council Funding allowed the Scheme to make the necessary preparations to enhance the service provided to families from April 2010. By employing an additional co-ordinator and running an additional Preparation Course to recruit more volunteers, the scheme began to increase the frontline service delivery to families.

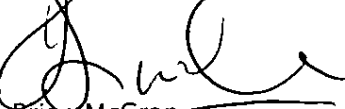
Staff continued to be involved in local community planning groups and in the newly formed "Getting it Right in Fife" groups. Two representatives from the Scheme sit on the Home-Start Scotland National Committee.

The scheme underwent a comprehensive Quality Assurance Audit by Home-Start UK, and a 3 yearly monitoring review by Fife Council. The resulting reports highlighted the high standard of provision offered by Home-Start Dunfermline.

2011 - 2012 promises to be another year of development for Home-Start Dunfermline. Despite an 8% cut in core funding, the scheme plans to continue delivering the same level of service as previously. Having secured external funding to employ a Family Support Worker to work with families with more complex needs including those with issues around alcohol, the scheme will be adding to the range of support offered.

Home-Start Dunfermline will be 21 in August 2011. The scheme has proved itself to be reliable, trustworthy and effective - and I am confident that will continue.

On behalf of the Board of Directors and Trustees



Brian McCran
Chair

28 June 2011

HOME-START DUNFERMLINE

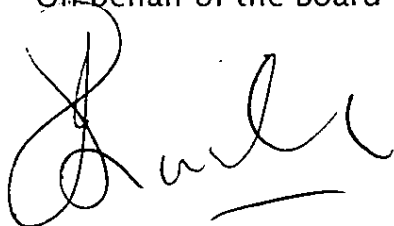
STATEMENT OF DIRECTORS and TRUSTEES' RESPONSIBILITIES for the year ended 31 March 2011

Applicable law requires the Board of Directors and Trustees to prepare financial statements for each financial year, which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates which are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ensure that the financial statements comply with applicable law. It is also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Board of Directors and Trustees



Brian McCran
Chair

28 June 2011

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INDEPENDENT EXAMINER'S REPORT for the year ended 31 March 2011

I report on the financial statements for the year ended 31 March 2011 as set out on pages 4 to 7.

Respective responsibilities of the Board of Directors and Trustees and Independent Examiner

As described on page 2, the Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustees Investment (Scotland) Act 2005, and the Charities Accounts (Scotland) Regulations 2006. The Trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the financial statements as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Opinion

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records of 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 provide an audit opinion on the view given by the accounts.

Independent Examiner's Statement

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

a) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with Section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations and section 386 of the Companies Act 2006, and to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met. Or

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



Darran S Rea BAcc (Hons) CA
Independent Examiner
4 Troon Terrace
Dundee
DD2 3FX

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Statement of Financial Activities for the year ended 31 March 2011

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2011 £	Total 2010 £
Incoming Resources						
Incoming resources from generated funds						
Voluntary income	2	95,289	10,000	-	105,289	89,018
Activities for generating funds	3	2,233	-	-	2,233	3,083
Investment Income	4	35	-	-	35	22
Other incoming resources	5	-	-	-	-	75
Total Incoming Resources		97,557	10,000	-	107,557	92,198
Resources Expended						
Charitable Activities	6	99,741	-	-	99,741	86,832
Total resources expended		99,741	-	-	99,741	86,832
Net incoming/outgoing resources	-	2,184	10,000	-	7,816	5,366
Net movement in funds	-	2,184	10,000	-	7,816	5,366
Total funds brought forward		14,376	-	-	14,376	9,010
Total funds carried forward		12,192	10,000	-	22,192	14,376

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BALANCE SHEET as at 31 March 2011

	<u>Note</u>	<u>2011</u> £	<u>2010</u> £
<u>FIXED ASSETS</u>			
Tangible Fixed Assets	7	265	356
<u>CURRENT ASSETS</u>			
Cash at Bank		34,104	15,456
Cash in hand		100	150
Debtors & Prepayments		290	259
		<u>34,494</u>	<u>15,865</u>
<u>CURRENT LIABILITIES</u>			
Accruals and Deferred Income		12,567	1,845
Net Current Assets		<u>21,927</u>	<u>14,020</u>
Net Assets		<u>22,192</u>	<u>14,376</u>
<u>REPRESENTED BY:</u>			
Accumulated Fund		<u>22,192</u>	<u>14,376</u>

For the year ending 31/03/2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The Director's and Trustee's 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 and Trustees 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.

The accounts were approved by the Board of Directors and Trustees on 28 June 2011 and signed on its behalf by:

Maira Wilson

Maira Wilson
Treasurer

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Notes to the accounts for the year ended 31 March 2011

1 ACCOUNTING POLICIES

- a) The Accounts have been prepared in accordance with the Charities Accounts (Scotland) Regulations 2006 and the Companies Act 2006. The recommendations of the 2005 Statement of Recommended Practice (SORP) "Accounting for Charities" have been followed
- b) Income is credited to the Accounts on the date of receipt, except when received in respect of a period other than the financial year, in which case it is allocated to the period(s) for which it has been awarded.
- c) Items of equipment with a value greater than £100 are capitalised and are being depreciated evenly over three years.

	Unrestricted Funds £	Restricted Funds £	Total 2011 £	Total 2010 £
2 <u>Incoming Resources</u>				
Voluntary Income				
Grants	94,216	10,000	104,216	86,029
Donations	1,073	-	1,073	2,989
	<u>95,289</u>	<u>10,000</u>	<u>105,289</u>	<u>89,018</u>
3 <u>Activities for Generating Funds</u>				
Fund Raising	2,233	-	2,233	3,083
4 <u>Investment Income</u>				
Bank Interest	35	-	35	22
5 <u>Other Incoming Resources</u>				
HMRC	-	-	-	75
6 <u>Resources Expended</u>				
Charitable Activities				
Family Group	3,785	-	3,785	4,038
Training	1,134	-	1,134	812
Staff and Volunteer Expenses	64,347	-	64,347	52,792
Subscriptions	1,820	-	1,820	1,817
Advertising and Publicity	873	-	873	1,273
Admin Expenses	12,335	-	12,335	11,076
Office Costs	12,065	-	12,065	12,699
Postage, Printing and Stationery	3,382	-	3,382	2,325
	<u>99,741</u>	<u>-</u>	<u>99,741</u>	<u>86,832</u>

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Notes to the accounts for the year ended 31 March 2011

	2011 £	2010 £
7 <u>TANGIBLE FIXED ASSETS</u>		
<u>EQUIPMENT COST</u>		
As at 31 March 2010	5,408	5,009
Fixed assets disposed of during year	120	-
Additions at cost	196	399
As at 31 March 2011	<u>5,484</u>	<u>5,408</u>
 <u>DEPRECIATION</u>		
As at 31 March 2010	5,052	4,829
Aggregate depreciation on assets disposed of during year	120	-
Charge for the year	287	223
At 31 March 2011	<u>5,219</u>	<u>5,052</u>
 <u>NET BOOK VALUE</u>		
At 31 March 2011	<u>265</u>	
At 31 March 2010	<u>356</u>	