

HOME SUPPORT ELMBRIDGE
(Registered Charity No. 1026347)

General Information
Year Ended 31st March 2022

Home Support Elmbridge was established over 25 years ago to support people that had been discharged from hospital and needed additional support over and above that which could be provided by the NHS once they had returned to their homes. The support took the form of organising home services including cleaners and gardeners and more latterly those services have been extended to include hairdressing, chiropody and some limited handyman services. The client is responsible for paying the service provider but by using Home Support Elmbridge they are able to access DBS checked individuals who we regularly check for quality of service. They also access those services at a discounted rate from the open market.

Apart from sourcing helpers we also provide telephone support and face to face support for our clients who are often elderly or have some form of disability. We are a trusted organisation that provides a very valued service to the more vulnerable in the Borough of Elmbridge. We do not rely upon volunteers to deliver our service but we do work closely with a number of other charities who provide complimentary services and support.

We are currently reviewing how we can offer an expanded service either directly or in partnership.

Registered Office: Charity House
5 The Quintet
Churchfield Road
Walton-on-Thames
Surrey KT12 2TZ

Governing Body: The Charity is governed by a Constitution (amended June 2003) that is administered by a Management Committee that is appointed by its members for a term of three years but may be re-appointed for a further term.

Its officers (Chair, Secretary and Treasurer) are elected annually by the members. The Committee meets 3 times a year to set policies and to monitor the performance of the Charity. The Charity employs a full-time Manager and 2 part-time administrators to carry out the day-to-day business of the charity.

Management Committee : Jerry Mills (Chairman)
Christine Elmer (Trustee)
Gareth Bannister (Treasurer)

Secretary - Vacant

Life President : Marguerite Rollason M.B.E.

Charity Administrators : Suzanne Birchard (Co-Ordinator)
Julie Rozario (Co-Ordinator)

Bankers: CAF Bank Limited
25 Kings Hill
West Mailing
Kent ME194JQ

Auditor: Hamid Salehi
8 Blagdon Road
New Malden
Surrey KT3 4AD

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Policies

Year Ended 31st March 2022

Reserves Policy

The Charity obtains approximately 95% of its income from member fees and helper cost recovery. In normal circumstances the Charity would look to hold reserves equal to 6 months running costs. However the reserves exceed that at the moment whilst the Trustees consider a different formula for the funding of the Charity.

The key aim of the trustees is to ensure that the charity has a sustainable future but if the reserves are required to subsidise any new funding model the trustees will consider whether it should use some of them on a discretionary basis to subsidise the membership fee.

investment Policy

The Charity does not have sufficient funds to require a detailed investment policy for its surplus funds. Reserves are kept on short term deposit with Investec.

Risk Assessment

The Charity identifies the following as potential risks to its achieving its objectives:

1 The charity provides a valuable service to the older and more vulnerable members of its local community. It has no plans to change the nature of that service but simply to look to expand its client base through better advertising and other referral partnering arrangements.

2 Damage to its reputation as a reliable, cost-effective provider of services culminating in loss of customers being referred to it.

The Charity annually contacts all its customers requesting feedback regarding the service it provides. It also maintains close links with those bodies referring customers to it to ensure that any concerns are promptly brought to its attention.

The trustees are satisfied that the charity's risk management policy and procedures adequately address the risks to the charity arising from it's activities.

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Receipts and Payments Account
Year Ended 31st March 2022

	Unrestricted £	2022 Restricted £	Total £	2021 Total £
RECEIPTS				
Membership and Helper Fees	62,907	0	62,907	59,355
Gifts, donations and other voluntary receipts	531	0	531	1,158
Interest Income	124	0	124	360
Elmbridge Borough Council Gardening Grant	-	3,090	3,090	3,090
Elmbridge Borough Council IT Support Grant	-	0	0	0
Elmbridge Borough Council Volunteer Support Grant	-	0	0	0
Total Receipts	63,562	3,090	66,652	63,963
PAYMENTS				
Payments directly for charitable purposes	0	0	0	0
Management and administration				
Salaries and National Insurance	44,960	3,090	48,050	61,203
Secretarial / Administrative Expenses	1,709	0	1,709	270
Insurance	2,035	0	2,035	1,705
Telephone	939	0	939	900
IT Costs	1,030	0	1,030	737
Helper DBS Check Fees	259	0	259	27
Marketing & Web Development	-	0	0	13
Accountancy	3,433	0	3,433	2,974
Rent	4,350	0	4,350	4,350
Bank Charges	192	0	192	133
Other Items	-	0	0	0
Total Payments	58,907	3,090	61,997	72,312
NET OF RECEIPTS AND PAYMENTS	4,655	0	4,655	(8,349)
CASH FUNDS LAST YEAR END	51,592	0	51,592	59,813
CASH FUNDS THIS YEAR END	59,219	0	59,219	51,592
Consisting of :				
CAF Current Bank Account	392	0	392	862
CAF Shopping Bank Account	23,770	0	23,770	15,673
CAF Gold Account	7	0	7	7
Investec 90 day Fixed Deposit Account	50,050	0	50,050	50,050
Petty Cash Float	116	0	116	0
LESS Prepaid member fees	(15,000)		(15,000)	(15,000)
			59,335	51,592

MOVEMENTS IN RESTRICTED FUNDS

	Opening Balance 1 April 2021 £	Income £	Output £	Closing Balance 31 March 2022 £
Elmbridge Borough Council Gardening Grant	0	3,090	3,090	0
Elmbridge Borough Council IT Support Grant	0	0	0	0
Elmbridge Borough Council Volunteer Support Grant	0	0	0	0
TOTAL RESTRICTED FUNDS	0	3,090	3,090	0

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Statement of Assets and Liabilities
Year Ended 31st March 2022

		2022	2021
		£	£
CASH	Bank Balances	74,335	66,592
Less	Prepaid Member fees	15,000	15,000
	TOTAL NET ASSETS	59,335	51,592
RESERVES	Restricted	0	0
	Unrestricted	59,335	51,592
	TOTAL RESERVES	59,335	51,592

Summary of HSE Full Year Account
Year Ended 31st March 2022

Treasurer's Report
Year Ended 31st March 2022

The Covid 19 crisis that started with national disruption from March 2020 has continued to effect ongoing trading. We have managed to remain open and available, we still have difficulty in recruiting new helpers .

Turnover has slightly reduced, however our available funds has restored to pre-Covid level.

Due to successfully reducing our costs.

During this time we have had no government or additional local authority support.

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**Report of the independent examiner to the trustees of Home Support
Elmbridge**

I report to the trustees on my examination of the accounts of the above charity
for the year to 31st March 2021 which are set out on the pages attached.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts
in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the charity's accounts carried out under
section 145 of the 2011 Act and in carrying out my examination, I have followed
all the applicable Directions given by the Charity Commission under section
145(5)(b) of the Act.

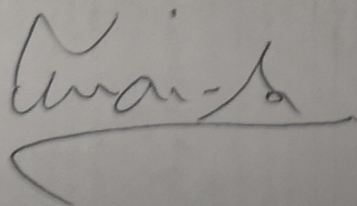
Independent Examiner's statement

I have completed my examination.

I confirm that no material matters have come to my attention in connection with
the examination that gives me cause to believe that in any material respect:

- a) the accounting records were not kept in accordance with section 130
of the Charities Act or
- b) the accounts did not comply with the accounting records or
- c) the accounts did not comply with the applicable requirements
concerning the form and content of the accounts set out in the
Charities (Accounts and Reports) Regulations 2008 other than any
requirement that the accounts give a "true and fair" view which is not
a matter considered as part of the independent examination.

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.



26/04/23
8. Blagden Rd
KT3 4AD
Independent examiner

