

HOME SUPPORT ELMBRIDGE
(Registered Charity No. 1026347)

General Information
Year Ended 31st March 2023

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 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 : Tara Day (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 2023

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 its activities.

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Receipts and Payments Account
Year Ended 31st March 2023

	Unrestricted £	2023 Restricted £	Total £	2022 Total £
RECEIPTS				
Membership and Helper Fees	64,993	0	64,993	62,907
Gifts, donations and other voluntary receipts	386	0	386	531
Interest Income	44	0	44	124
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	65,423	3,090	68,513	66,652
PAYMENTS				
Payments directly for charitable purposes	0	0	0	0
Management and administration				
Salaries and National Insurance	38,782	3,090	41,872	48,050
Secretarial / Administrative Expenses	1,088	0	1,088	1,709
Insurance	2,165	0	2,165	2,035
Telephone	932	0	932	939
IT Costs	798	0	798	1,030
Helper DBS Check Fees	786	0	786	259
Marketing & Web Development	-	0	0	0
Accountancy	4,679	0	4,679	3,433
Rent	3,988	0	3,988	4,350
Bank Charges	144	0	144	192
Other Items	48	0	48	0
Total Payments	53,409	3,090	56,499	61,997
NET OF RECEIPTS AND PAYMENTS	12,014	0	12,014	4,655
CASH FUNDS LAST YEAR END	59,335	0	59,335	51,592
CASH FUNDS THIS YEAR END	67,897	0	67,897	59,335
Consisting of :				
CAF Current Bank Account	4,843	0	4,843	392
CAF Shopping Bank Account	27,951	0	27,951	23,770
CAF Gold Account	7	0	7	7
Investec 90 day Fixed Deposit Account	50,050	0	50,050	50,050
Petty Cash Float	46	0	46	116
LESS Prepaid member fees	(15,000)		(15,000)	(15,000)
			67,897	59,335

MOVEMENTS IN RESTRICTED FUNDS

	Opening Balance 1 April 2022 £	Income £	Output £	Closing Balance 31 March 2023 £
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 2023

		2023	2022
		£	£
CASH	Bank Balances	82,897	74,335
Less	Prepaid Member fees	15,000	15,000
	TOTAL NET ASSETS	67,897	59,335
RESERVES	Restricted	0	0
	Unrestricted	67,897	59,335
	TOTAL RESERVES	67,897	59,335

Summary of HSE Full Year Account
Year Ended 31st March 2023

Treasurer's Report
Year Ended 31st March 2023

It has been a difficult year with the downturn in the economy making it very difficult for our helpers and the elderly we serve. We have noticed delays in people returning to us due to the NHS being under so much pressure.

Turnover has very slightly increased . But it is very difficult to find, retain and refer new suitable helpers.

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



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Home Support Elmbridge

On accounts for the year
ended

31st March 2023

Charity no
(if any)

1026347

Set out on pages

Pages 3 & 4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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 Trust'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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of 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 an 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.

Signed:

Date: 24th August 2023

Name:

Mr E Salehi

Address:

8 Blagdon Road

New Malden

KT3 4AD

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

