

**Home-Start Armagh & Dungannon
Company Limited by guarantee**

**Report of the trustees
Year ended 31 March 2024**

Objectives and Activities

The Charity recruits, trains and supports volunteers (who are parents themselves in most cases) to visit families in their own home who have at least one child under 5 years of age. This informal, friendly and confidential support is tailored specifically to the families' needs as identified by the referrer and scheme co-ordinator. In addition, the scheme offers group support and parenting programmes to targeted families. To help give children the best start in life, parents are encouraged to develop confidence and resilience, strengthening family relationships and forging links within the wider community. We aim, in partnership with other agencies, to promote the development of children, the health and wellbeing of the family thus providing an effective early intervention service. Referrals may be made by Health Visitors, Social Workers, other groups working with young children in the community, or families can self-refer. These objectives and activities are in line with the Memorandum and Articles of Association of Home-Start Armagh & Dungannon.

Achievements and Performance

Total number of families supported by Home-Start Armagh & Dungannon from 01 April 2023 - 31 March 2024 is 129, and 15 volunteers.

We continue to work in family homes - volunteer recruitment is still a key priority. We continue to match where the need is greatest and move volunteers on to their next family as soon as we can.

Group support remains a key part of our work with excellent feedback. Retention rates 98-100% across all cohorts. Waiting list in operation. Word of mouth and health visitor referrals.

Financial Review

The Statement of Financial Activities and Directors' report shows income and expenditure for the period 1st April 2023 to 31st March 2024. This has been overseen by the Treasurer of Home-Start Armagh & Dungannon and independently verified by our auditors.

Reserves Policy

The Charity maintains reserves to provide for unforeseen expenditure and to cover three months' costs in the event of a cessation of funding to enable an orderly winding down of activities.

Principal Funding Sources

The principal funding source for Home-Start Armagh & Dungannon is via Service Level Contract with the Southern Health and Social Care Trust, reviewed annually. Other funds are obtained through donations, fundraising activities and grant applications. This year, as previously mentioned, we received additional monies from the PHA in respect of our infant mental health work.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents

Home-Start Armagh & Dungannon is a charitable company limited by guarantee that was incorporated on 6th April 2005 and is governed by the Memorandum and Articles of Association.

Appointment of Trustees

Trustees are elected by the members at Annual General Meetings. No external body has any right to appoint Trustees. The board may co-opt additional members to fill specialist roles. Any member so appointed will hold office until the following AGM and shall then be eligible for re-election.

Trustees' Induction and Training

New Trustees are provided with an Induction pack and are offered training on the roles and responsibilities of board members run by Home-Start UK and several voluntary sector providers. Refresher and other training opportunities are offered, and board members also undergo Safeguarding training.

Organisational Structure

The Trustees are responsible for both the strategic decision making of the charity and delegate day to day administration and operation of the scheme to the co-ordinator, supported in her role by a part-time administrator. There are no sub-committees within the board.

Risk Management

The Trustees place a high priority on effective risk management to ensure the Charity operates within its financial capabilities and makes prudent financial decisions. In addition to financial risk management, the Trustees also seek to minimise risks to service users, staff, volunteers and visitors. Policies and procedures are in place covering service practice and provision, health and safety, fire, administrative arrangements etc. Detailed risk assessments are in place and reviewed regularly to protect the wellbeing of children, families, volunteers and staff.

Related Parties and Volunteers

The Charity is affiliated to Home-Start UK, itself a charitable company established to regulate and support individual Home-Start organisations across the United Kingdom. The board is assisted by representatives of Statutory bodies, and of other voluntary organisations who have a direct interest in the work of Home-Start Armagh & Dungannon. The scheme co-ordinator sits on the Management Committee of ArKe SureStart.

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REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Commission Number: NIC105850

Charity Registration Number: 54547

Registered Address: Merrion House
46 The Square
Moy
BT71 7SG

Directors: Mary Donnelly (Chair)
Lewis Gribben (Treasurer)
Audrey Kellet
Margaret Kirkpatrick
Donna Morris
Heather Smith
Brenda Curley
Elizabeth Devlin (Secretary)
Ann O'Neill

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Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Both Company Law and Charity Law require Trustees to prepare financial statements for each financial year. Under these laws the Trustees have elected to prepare the financial statements in accordance with

United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under these laws the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charitable company and of the surplus or deficit of the charitable company for that period.

In preparing these financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the Charities SORP (FRS 102)
- make judgements and estimates that 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 to operate.

The Trustees have overall responsibility for ensuring that the charitable company has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure the financial statements comply with the appropriate accounting standards. They are also responsible for the safeguarding of assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees also had regard to the Charity Commission's public benefit requirement statutory guidance.

This report has been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, was approved by the Trustees on 3rd October 2024 and signed on their behalf by:



Mary Donnelly
Chairperson