

Home Link Family Support
Report and Financial Statements
for the year ended 31 March 2015

Charity number: SC001360
Company number: SC229797

Home Link Family Support

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Home Link Family Support

Legal and Administrative Information

Charity name	Home Link Family Support	
Charity registration number	SC001360	
Company registration number	SC229797	
Directors	Phil Watt	Chair (resigned 23/10/2014)
	Alan Morrison	Treasurer (to 23/10/2014), Chair (from 23/10/2014)
	Chris Kelly	Vice Chair
	Mark Smith	Secretary (resigned 23/10/2014)
	David Mason	
	Judith Matheson	(resigned 23/10/2014)
	Rosemary Miller	(appointed 23/10/2014)
	Marion Dunbar	(resigned 23/10/2014)
	Grant Sugden	(appointed 23/10/14), (resigned 4/12/2014)
	David Kerr	Treasurer (from 23/10/2014)
	Callum Chomeczuk	(resigned 23/10/2014)
	Emma Jamieson	
	Nicky Yarrow	
Company secretary	Paula Swanston	(appointed 23/10/2014)
Senior management	Paula Swanston	
Principal office and Registered office	Unit 1 Newington Business Centre Dalkeith Road Mews Edinburgh EH16 5GA	
Auditors	Alexander Sloan Chartered Accountants 1 Atholl Place Edinburgh EH3 8HP	
Bankers	Bank of Scotland 20/22 Shandwick Place Edinburgh EH1 2DH	

Home Link Family Support
Directors' Annual Report
for the year ended 31 March 2015

The Directors present their report and the financial statements of the charity for the year ended 31 March 2015.

Directors

The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Directors.

The Directors serving during the year and since the year end are detailed on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Home Link Family Support is a company limited by guarantee (No.SC229797) and a recognised charity (No. SC001360) governed by its Memorandum and Articles of Association.

Appointment of Directors

The Board of Directors and other interested individuals comprise the members of the Company. The minimum number of Directors is six and the maximum twelve. Admission to membership is at the discretion of the Board.

Directors are appointed for an initial period of three years, after which time they may be re-elected for one further three year term. At the end of the second term they must retire for at least one year. Directors appointed between Annual General Meetings must seek election for an initial term at the following Annual General Meeting.

Home Link's work is focused on vulnerable young children, and as such the Directors seek to ensure that the needs of such children are appropriately reflected through the inclusion on the Board of individuals with social work backgrounds. Business, legal and human resources skills are also represented on the Board. Home Link maintains a 'Person Specification', detailing both the 'essential' and the 'desirable' qualities sought in Board members. New Board members are not required to meet all of the 'desirable' specifications, but the specifications must be represented by the Board as a whole.

New Board members are invited to a Board induction, lasting around half a day, to familiarise themselves with the charity and the context in which it operates. These inductions are led jointly by the Chair of the Board and the Manager of the charity and cover: the obligation of board members; the main documents which set out the operational framework of the charity, including the Memorandum and Articles; resourcing and the current financial position as set out in the latest published accounts; and future plans and objectives.

The Directors meet four to six times each year and decisions are based on a majority vote of those present. Day-to-day management of the charity is delegated to the Manager.

Home Link Family Support
Directors' Annual Report
for the year ended 31 March 2015

OBJECTIVES AND ACTIVITIES

Objectives:

The Company's objectives are:

- to educate the general public as to the needs of parents and children under five; and
- to encourage the development of, and support, services set up in order to alleviate disadvantage in families with young children.

The objectives of the Company are met by providing quality home visiting and group support to families with young children who are under stress or experiencing difficulties. The Company affords opportunities to members of the public to become involved in caring for other members of their community. Home Link Family Support currently provides two befriending services Family Support and Antenatal in the South East and South West of Edinburgh. In Midlothian, we provide Family Support, Systemic Family Counselling service and a specialised Young Parents support service is offered.

The objects of the Company are wholly charitable.

Principal Activities:

The principal activity of the Company has been the support of parents and young children in accordance with its Memorandum and Articles of Association. The broader aims of the Company are detailed above.

The aims of the Company are met by providing quality home visiting and group support to families with young children who are under stress and experiencing difficulties. It affords opportunities to members of the public to become involved in caring for other members of their community.

ACHIEVEMENTS AND PERFORMANCE

Here is an overview of what we have achieved in 2014-15.

Total families supported 163

Total children supported 304

Volunteer network sustained 63

New volunteers recruited 30

Staff employed 8.7 FTE

Funders and donors who donated 53

Number of home visits provided 7,680

Number of volunteer hours provided 18,864

Economic value of volunteer hours £122,616

Home Link Family Support

Directors' Annual Report for the year ended 31 March 2015

1. The Family Support Service - South East and West Edinburgh and all of Midlothian

- 101 families were matched with a family support volunteer in 2014-15.
- A total of 208 children benefited from the support of a family support volunteer.

The support offered is varied but has a general theme of supporting the parent and child relationship, encouraging child development, linking families into long-term local services, supporting parents to be the best that they can. The reasons for referral have included parental stress, practical help, housing issues, parenting skills, special needs, family separation, child emotional health, domestic abuse, social and emotional isolation and child protection. The loss of BBC Children in Need funding in September 2014 resulted in us having to use unrestricted income to offset the deficit until March 2015. The board also approved provision in a designated fund to allow the South West service to continue until March 2016, with a view to continue with fundraising beyond this time.

2. Systemic Family Counselling Service - Midlothian

This service was renamed during the year to reflect the actual support being delivered. Using a partnership with Systemic Practice and Sessional Art and Play Therapists we supported 29 families which included 72 children and 43 adults allowing them to be involved in the following objectives:

- Working systemically with families to talk about problems they are experiencing.
- Ensuring that each family member is given a voice.
- A time to talk together as a family about their concerns.
- Taking away the culture of blame enabling members to look at the family as a whole system.
- A resource for finding new ways of handling old problems.
- The sessions take place within the family home and usually last about one hour.

3. Antenatal Support Service - Edinburgh

This was launched in March 2014, as a pilot for 18 months. This is an innovative specialist befriending service recognising that the earlier we get involved in a child's life the bigger impact we can have in making a difference. We supported 12 families during 2014-15 with an impressive 7 babies supported to stay with their parents or working towards being returned home, who were at risk of being accommodated. The funding is due to come to an end in September 2015, the board have agreed to make provision in 2015-16 using designated funds raised in 2014-15 to allow this work to carry on until March 2016, with a view to continue to secure funding beyond March 2016.

4. The Young Parents Support Service - Midlothian

This was launched in January 2015. The service covers all of Midlothian and offers support to parents under 25 who have a child under 3 and where Health and Social Work professionals have identified that there are significant barriers to being able to provide the child with a safe, secure and supportive environment. 5 families were supported during the last quarter of 2014-15.

5. Group Work in Midlothian

We offered support to 16 families during term time with 10 regularly attending during the year. The families were offered transport and a crèche to allow the parents to build confidence participating in activities that promoted healthy eating, crafting, peer support and accessing local resources.

Home Link Family Support

Directors' Annual Report for the year ended 31 March 2015

6. PEEP at Home

In July 2014 the R S Macdonald Charitable Trust kindly gave us an award of £5,000 to support our work with families with young children, who have been referred to us by Health and Social Work as they were not coping and were not accessing community support services for themselves or their children due to their lack of confidence, being disorganised, stressed or depressed.

7. Play@Home

We have continued to train our volunteers to deliver play@home to the families we support. Play@home was first introduced in New Zealand in 1990 and then brought over to be delivered in Fife in 1999 and is now offered to families all over Scotland. We are delighted that 60% of all our volunteers received this training in 2014-15 with a view to a 100% roll out next year.

8. Big Bedtime Read

We were delighted to work in partnership with our Early Years colleagues in Midlothian under their Early Years Collaborative Test of Change Programme. Throughout the year 85% of the families we supported across Midlothian were involved in this initiative.

9. Bookbug

We have an established partnership with the Scottish Book Trust and have had 60% of our volunteers trained to date in the Bookbug Assertive Outreach Programme.

10. Learning to Swim

Thanks to the funding from the Lottery Commonwealth Games Fund awarded in November we were able to encourage our families to take up swimming lessons and attend family swimming sessions. To date, 10 families have accessed lessons and 100 family sessions have been accessed across Edinburgh and Midlothian.

Home Link Family Support
Directors' Annual Report
for the year ended 31 March 2015

FINANCIAL REVIEW

The performance of Home Link Family Support has been impressive in 2014-15. A surplus of £53,353 was generated (2014: £15,172) based on income of £369,902 (2014: £304,086).

Midlothian Council continues to be Home Link Family Support's largest funder, contributing £157,520 (2014: £147,020). Home Link Family Support also received significant levels of funding from:

- £48,373 City of Edinburgh Council (2014: £51,533)
- £9,298 BBC Children in Need (2014: £18,654)
- £92,699 Donations from trusts and individuals (2014: £33,194)

Home Link Family Support continues to have a strong balance sheet with total reserves of £197,949 (2014: £144,596) made up of unrestricted reserves of £152,764 (2014: £103,078) and restricted reserves of £45,185 (2014: £41,518).

We will continue to monitor the level of unrestricted reserves to ensure that the organisation is equipped to deal with the economic uncertainty which lies ahead.

The Board of Directors are confident that Home Link Family Support is well placed to meet the financial challenges which face all charitable organisations.

Home Link Family Support has already secured the majority of its 2015-16 funding and the Board are confident that the management and staff team is well placed to continue to provide the excellent services which have built Home Link Family Support's reputation.

The Statement of Financial Activities shows net incoming resources for the year of £53,353 (prior year - net incoming resources of £15,172). A total of £197,949 was retained in accumulated funds at the year end (2014 - £144,596).

Reserves policy

The Directors consider that reserves of approximately three months' running costs should be maintained. Their aim is to increase the unrestricted reserves in a managed and flexible manner over the coming years to ensure that Home Link Family Support is well placed to deal with the financial challenges that arise.

The Company's unrestricted free reserves as at 31 March 2015 were £152,764 (2014: £103,078).

The Board recognise the successes of fundraising this year, and have taken the decision to allocate £50,000 from unrestricted reserves against core services in 2015-16 where there is forecast significant deficit in future funding. It has been necessary to take this prudent measure to ensure the continuation of the South West Befriending Service and the Antenatal Befriending Service until March 2016.

Home Link Family Support

Directors' Annual Report for the year ended 31 March 2015

PLANS FOR FUTURE PERIODS

We are collaborating with all the voluntary Children and Families services within the City of Edinburgh who use volunteers as part of their support to families to create a shared network of additional training resources across the city. This will enhance the skills of our volunteers which will in turn have an impact upon the quality of the support the families referred will receive.

The 2 year initial funding of the Young Parents Support Service in Midlothian will allow us to support the most vulnerable children, improving their chances of getting the best possible start in life, helping reduce the waiting list we have for the general Family Support Service in Midlothian.

Our Excellence in Befriending award is up for renewal in December 2015 and we are already working towards achieving this quality assurance award from Befriending Networks.

We are also planning to refocus our volunteer service to take on a family learning approach ensuring alignment with Early Years policy and practice, as directed by Scottish Government through the Early Years Collaborative. Volunteers will be trained to support families to engage with reading, language development, to underline the importance of play in child development and in assisting parents to recognise their role in helping their child to learn.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Trustees (who are also Directors of Home Link Family Support for the purposes of company law) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Directors 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

Home Link Family Support
Directors' Annual Report
for the year ended 31 March 2015

The Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. 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.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the Directors have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

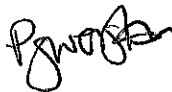
Auditors

A resolution proposing that Alexander Sloan, Chartered Accountants, be reappointed as auditors of the charitable company will be put to the Annual General Meeting.

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

This report was approved and authorised for issue by the Directors on 22 October 2015 and signed on their behalf by

Paula Swanston
Secretary



Alan Morrison
Chair



Home Link Family Support

Independent Auditor's Report to the Members and Trustees of Home Link Family Support

We have audited the financial statements of Home Link Family Support for the year ended 31 March 2015 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made exclusively to the charitable company's Members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's Trustees, as a body, in accordance with Section 44 (1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, its Members as a body, and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Directors and Auditor

As explained more fully in the Statement of Directors' Responsibilities (set out in the Directors' Annual Report), the Directors (who are also the Trustees of the charity for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as Auditor under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently and adequately disclosed; the reasonableness of significant accounting estimates made by the Directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Home Link Family Support

Independent Auditor's Report to the Members and Trustees of Home Link Family Support (continued)

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

In respect of the following matters, the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Directors' Annual Report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

We have nothing to report in respect of these matters.



David Jeffcoat (Senior Statutory Auditor)

for and on behalf of

Alexander Sloan

Chartered Accountants and
Statutory Auditor

1 Atholl Place
Edinburgh
EH3 8HP

Alexander Sloan is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

Date: 4/11/2015

Home Link Family Support
Statement of Financial Activities
(incorporating Income and Expenditure Account)
for the year ended 31 March 2015

		Unrestricted			2015	2014
		General	Designated	Restricted	Total	Total
	Notes	funds	funds	funds	£	£
		£	£	£	£	£
Incoming resources						
Incoming resources from generated funds						
Voluntary income	2	50,739	-	7,486	58,225	33,194
Investment income	3	787	-	-	787	780
Incoming resources from charitable activities	4	2,996	-	307,894	310,890	270,112
Total incoming resources		<u>54,522</u>	<u>-</u>	<u>315,380</u>	<u>369,902</u>	<u>304,086</u>
Resources expended						
Charitable activities	5	-	-	(311,713)	(311,713)	(284,834)
Governance costs	6	(4,836)	-	-	(4,836)	(4,080)
Total resources expended		<u>(4,836)</u>	<u>-</u>	<u>(311,713)</u>	<u>(316,549)</u>	<u>(288,914)</u>
Net incoming resources before transfers						
		49,686	-	3,667	53,353	15,172
Gross transfers between funds		(50,000)	50,000	-	-	-
Net movement in funds		<u>(314)</u>	<u>50,000</u>	<u>3,667</u>	<u>53,353</u>	<u>15,172</u>
Reconciliation of funds						
Total funds brought forward		<u>103,078</u>	<u>-</u>	<u>41,518</u>	<u>144,596</u>	<u>129,424</u>
Total funds carried forward		<u>102,764</u>	<u>50,000</u>	<u>45,185</u>	<u>197,949</u>	<u>144,596</u>

The notes on pages 13 to 22 form an integral part of these financial statements.

Home Link Family Support

Balance Sheet as at 31 March 2015

		2015		2014	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	11		1,323		2,665
Current assets					
Debtors	12	3,942		2,406	
Cash at bank and in hand		<u>292,401</u>		<u>168,367</u>	
		296,343		170,773	
Creditors: amounts falling due within one year	13	<u>(99,717)</u>		<u>(28,842)</u>	
Net current assets			<u>196,626</u>		<u>141,931</u>
Net assets			<u>197,949</u>		<u>144,596</u>
Funds					
Unrestricted funds					
General funds	16		102,764		103,078
Designated funds	17		50,000		-
Restricted funds	18		<u>45,185</u>		<u>41,518</u>
			<u>197,949</u>		<u>144,596</u>

The 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 Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Directors on 22 October 2015 and signed on their behalf by

Alan Morrison
Chair

Company registered number: SC229797



The notes on pages 13 to 22 form an integral part of these financial statements.

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

1. Accounting policies

1.1. Accounting convention

The financial statements are prepared under the historical cost convention and where appropriate modified to include the revaluation of certain fixed assets and in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

1.2. Incoming resources

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods, or when the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from investments is included in the year in which it is receivable.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned as the related goods or services are provided. Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

1.3. Resources expended

Expenditure is recognised on an accruals basis when 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.

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.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

1.4. Tangible fixed assets and depreciation

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £500 are not capitalised.

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 - 25% straight line

1.5. Leasing

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

1.6. Pensions

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

2. Voluntary income

	2015	2014
	£	£
Donations	<u>58,225</u>	<u>33,194</u>

3. Investment income

	2015	2014
	£	£
Interest received	<u>787</u>	<u>780</u>

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

4. Incoming resources from charitable activities	2015	2014
	£	£
Earned Income	2,996	280
Big Lottery	4,150	7,125
Children in Need	9,298	18,654
City of Edinburgh Council	48,373	51,533
EVOC (Early Years Change Fund)	43,500	1,500
Henry Duncan Awards	5,125	5,000
Kelly Family Trust	5,000	5,000
Midlothian Council	157,520	147,020
People's Postcode Trust	4,678	-
The Cattanach Charitable Trust	6,250	-
The Robertson Trust	14,000	14,000
The RS Macdonald Charitable Trust	5,000	5,000
The Volant Charitable Trust	5,000	15,000
	<u>310,890</u>	<u>270,112</u>
	<u><u>310,890</u></u>	<u><u>270,112</u></u>
5. Costs of charitable activities	2015	2014
	£	£
Staff costs	219,570	192,882
Premises costs	22,111	19,743
Running costs	46,332	49,025
Motor and travel costs	5,894	6,300
Legal and professional fees	696	721
Professional fees	15,677	14,767
Interest and finance charges	91	37
Depreciation	1,342	1,359
	<u>311,713</u>	<u>284,834</u>
	<u><u>311,713</u></u>	<u><u>284,834</u></u>

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

6. Governance costs	2015	2014
	£	£
Audit	4,567	3,324
AGM and Trustee meetings	269	756
	<u>4,836</u>	<u>4,080</u>
7. Net incoming resources for the year	2015	2014
	£	£
Net incoming resources is stated after charging:		
Depreciation and other amounts written off tangible assets	1,342	1,359
Operating lease rentals		
- Plant and machinery	2,043	1,837
- Land and buildings	16,743	4,489
Auditors' remuneration	<u>4,567</u>	<u>3,324</u>

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

8. Employees

Number of employees

The average monthly numbers of employees during the year were:

	2015 Number	2014 Number
Service Delivery	10	8
Management	2	3
	<u>12</u>	<u>11</u>

The average full-time equivalent number of employees in the year was 8.7 (2014 : 7.7).

Employment costs

	2015 £	2014 £
Wages and salaries	198,624	174,831
Social security costs	13,460	12,258
Other pension costs	7,486	5,793
	<u>219,570</u>	<u>192,882</u>

There were no employees who received remuneration of over £60,000 in the period.

9. Directors' emoluments

No directors nor any persons connected to them received emoluments or any reimbursement of any expenses during the year.

10. Pension costs

The pension charge represents contributions due from the company and amounted to £7,486 (2014 : £5,793). At the year end £1,239 was due in respect of pension contributions (2014 : £1,139).

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

11. Tangible fixed assets		Fixtures, fittings and equipment £	Total £
	Cost		
	At 1 April 2014	18,045	18,045
	At 31 March 2015	18,045	18,045
	Depreciation		
	At 1 April 2014	15,380	15,380
	Charge for the year	1,342	1,342
	At 31 March 2015	16,722	16,722
	Net book values		
	At 31 March 2015	1,323	1,323
	At 31 March 2014	2,665	2,665
12. Debtors		2015 £	2014 £
	Other debtors	803	925
	Prepayments and accrued income	3,139	1,481
		3,942	2,406
		3,942	2,406
13. Creditors: amounts falling due within one year		2015 £	2014 £
	Other taxes and social security costs	5,541	4,619
	Accruals and deferred income	94,176	24,223
		99,717	28,842
		99,717	28,842

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

14. Deferred income

"Accruals and deferred income" in Note 13 contains the following deferred income:

	1 Apr '14	Receipts in year	Released in year	31 Mar '15
	£	£	£	£
Grants				
EVOC	7,500	36,000	(43,500)	-
Big Lottery	2,375	9,100	(4,150)	7,325
Midlothian Council	-	180,020	(157,520)	22,500
The Cattanach Charitable Trust	-	25,000	(6,250)	18,750
The Volant Charitable Trust	-	30,000	(5,000)	25,000
	<u>9,875</u>	<u>280,120</u>	<u>(216,420)</u>	<u>73,575</u>

15. Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total funds
	£	£	£	£
Fund balances at 31 March 2015 as represented by:				
Tangible fixed assets	1,323	-	-	1,323
Current assets	127,583	50,000	118,760	296,343
Current liabilities	(26,142)	-	(73,575)	(99,717)
	<u>102,764</u>	<u>50,000</u>	<u>45,185</u>	<u>197,949</u>

16. Unrestricted General Funds

	1 Apr '14	Incoming	Outgoing	Transfers	31 Mar '15
	£	£	£	£	£
Unrestricted Fund	103,078	54,522	(4,836)	(50,000)	102,764
	<u>103,078</u>	<u>54,522</u>	<u>(4,836)</u>	<u>(50,000)</u>	<u>102,764</u>

Purposes of General Funds

Unrestricted Fund

Represents sums received to fund core activities and the day to day running of the charity.

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

17. Unrestricted Designated Funds

	1 Apr '14	Transfers	31 Mar '15
	£	£	£
Designated Fund	-	50,000	50,000
	<u>-</u>	<u>50,000</u>	<u>50,000</u>
	<u>-</u>	<u>50,000</u>	<u>50,000</u>

Purposes of Designated Funds

Designated Fund

A large deficit for Restricted projects has been forecast in 2015/16 due to a reduction in confirmed funding. The Directors consider it prudent to set aside some of the surplus in 2014/15 in order to fund this anticipated shortfall and continue to provide these services throughout 2015/16.

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Notes to the Financial Statements for the year ended 31 March 2015

18. Restricted funds

	1 Apr '14	Incoming	Outgoing	31 Mar '15
	£	£	£	£
Midlothian Befriending Service Fund	13,023	39,482	(37,800)	14,705
South East Edinburgh Befriending Service Fund	8,229	29,611	(29,392)	8,448
South West Edinburgh Befriending Service Fund	6,330	11,895	(23,829)	(5,604)
Volunteer Officer Fund	3,448	31,788	(34,353)	883
Systemic Family Counselling in Midlothian	5,612	55,803	(50,052)	11,363
Time For Me Groups	(989)	10,025	(9,154)	(118)
Senior Practitioner	213	24,000	(24,000)	213
Family Support Worker	(41)	11,639	(11,715)	(117)
Administration Funding	-	36,512	(36,512)	-
PEEP	6,091	7,375	(8,218)	5,248
Antenatal Project	(398)	43,500	(35,291)	7,811
Midlothian Young Parents' Support Service	-	13,750	(11,397)	2,353
	41,518	315,380	(311,713)	45,185

Purposes of restricted funds

Midlothian Befriending Service Fund

Represents sums received from Midlothian Council to fund the befriending service in Midlothian.

South East Edinburgh Befriending Service Fund

Represents sums received from City of Edinburgh Council to fund the befriending service in South East Edinburgh.

South West Edinburgh Befriending Service Fund

Represents sums received from BBC Children in Need and the Big Lottery to fund salaries and costs of befriending, with a contribution for management time from the City of Edinburgh Council.

Volunteer Officer Fund

Represents sums received from the Robertson Trust and Midlothian Council's Fairer Scotland Fund towards the employment of a Volunteer Officer.

Systemic Family Counselling in Midlothian

Represents sums received from Midlothian Council, Kelly Family Trust and The Volant Charitable Trust to fund therapeutic services to families in Midlothian.

Time For Me Groups

Represents sums received from Midlothian Council towards a group for parents and carers in Midlothian during the school term. The group is built around arts and crafts and recreational activities.

Home Link Family Support

Notes to the Financial Statements for the year ended 31 March 2015

Senior Practitioner

Represents sums received from Midlothian Council to manage the front line service of the charity.

Family Support Worker

Represents sums received from Midlothian Council, City of Edinburgh Council and Children in Need to help support the position of a Family Support Worker involved in complex family cases on a short term basis.

Administration Funding

Represents grants from Midlothian Council and City of Edinburgh Council towards the salary cost of a finance officer and manager.

PEEP

Represents sums received from Big Lottery and The RS Macdonald Charitable Trust in order to train volunteers to become PEEP (Parents as Early Education Partners) outreach practitioners and deliver this within the homes of vulnerable families with pre-school age children across Midlothian and Edinburgh.

Antenatal Project

Represents sums received from Edinburgh Voluntary Organisations' Council (Early Years Change Fund) to support the Antenatal Project. Project intends to provide increased support to families from the third trimester of pregnancy through to the first 6 months of their baby's life, ensuring that the child is given the best possible start in life.

Midlothian Young Parents' Support Service

Represent sums received from Midlothian Council and The Cattnach Charitable Trust to fund the Young Parents' Befriending Service in Midlothian.

19. Financial commitments

At 31 March 2015 the charity had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other		Total	
	2015	2014	2015	2014	2015	2014
	£	£	£	£	£	£
Expiry date:						
Between one and five years	17,102	17,102	2,043	2,043	19,145	19,145