



Support and friendship
for families

Annual Report 2014/15

Home-Start Cotswolds Limited

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 Home-Start Cotswolds

Company no. 5468592

Charity no. 1110632



What does Home-Start do?

Home-Start is a national family support charity that helps parents to build better lives for their children. Each year trained volunteers provide support and friendship to more than 29,000 families and 63,000 children across the UK.

Home-Start Cotswolds is one of more than 290 local Home-Start schemes. Our scheme supports families with children under the age of 5 throughout the Cotswolds, from our office in Cirencester. Volunteers work alongside parents in their own homes to improve parenting skills, boost confidence and well-being, help with family management and establish social networks.

Home-Start's monitoring and evaluation system (MESH) captures families' needs at the beginning of support and then every 3 months until support ends, measuring the impact of how Home-Start has helped in specific areas.

With Home-Start a family can be sure of support that is non-judgemental and confidential. There is no stigma attached to Home-Start's help which is why so many referrers and parents contact us to ask for support. It is very easy. Once contact has been made, families meet a Home-Start Co-ordinator who will carefully match them with a trained volunteer and oversee the support.

MISSION STATEMENT

Our mission is to offer friendship and home support to parents of young children in the Cotswolds

OUR VISION

Home-Start wants to see that every parent in the Cotswolds has the support they need to give their children the best start in life

Home-Start Cotswolds 2014/15

Trustee Directors:

Phil Tubbs
Jackie Colburn
Antony Jones
Tracey Seville
Christine Hall
Clare Baker
Carolyn Ford
Katrina Harrison
Kate Hicks Beach
Hilary Morris

Chair
Vice-Chair (retired December 2014)
Company Secretary
Treasurer
Minutes Secretary

(co-opted January 2015)

Advisors:

Judith Jackson
Serena McAlister
Sarah Smithson

Volunteer Representative (until Dec 2014)
Family Representative
Health Visitor

Staff:

Katharine Campbell
Janice Gibson
Lynn Hurley
Sally Mason
Katharine Rhodes

Senior Coordinator, Cirencester
Senior Coordinator, Cirencester
Coordinator, North Cotswolds (started July 2014)
Administrator
Administrator



*Trustees and staff at the Away Day
March 2015*

STRUCTURE and ORGANISATION

The Trustees are responsible for governance, financial and strategic planning: the staff are responsible for running the day-to-day operation of the scheme and report to the Trustees on a regular basis.

Trustees are unpaid volunteers from a variety of backgrounds. The Trustees meet bi-monthly with advisors and they form the Management Committee; Personnel, PR and Fundraising sub-committees meet regularly and report back to the full committee. It is Home-Start policy that a Trustee should only serve in any one post for a maximum of three years before being subject to an election.

Office address: Home-Start Cotswolds: 33 Coxwell Street, Cirencester, GL7 2BT

Registered Office: 203 Alexander Drive, Cirencester, GL7 1UH

Bank: NatWest, Market Place, Cirencester, GL7 2NU

Accounts: independently examined by Owen Accountants, 31 Fretherne Road, Gloucester

Home-Start Cotswolds is a Registered Charity, and a Company limited by guarantee. Our charity Registration number is 1110632 (we became a Charity on 28th July 2005); our Company Registration number is: 5468592. As an independent charity we work under the umbrella of Home-Start UK.

Home-Start Cotswolds provides public benefit by offering a free support service to families in need with children under five, without restriction, within the area covered by the charity.

ACHIEVEMENTS and CHANGES

Office Merger

A major change in 2014 was to centralise the management and administration of our South and North Cotswolds operations, delivering our service to the whole of the Cotswolds from our office in Cirencester. As anticipated, the office merger has had positive outcomes; the scheme is more cost-effective and management of the scheme is more efficient.

The office merger has not affected our work with families as our contact with them is within their own homes and local communities. The scheme continues to deliver the same level of support as before throughout the Cotswolds.

Staff Changes

We welcome Lynn Hurley, who has joined us as our North Cotswolds co-ordinator. Lynn, who was previously a Home-Start volunteer, works from home and visits the Cirencester office at least

once a week. Unfortunately Helen Parry, our Stow based administrator, was made redundant when our North Cotswolds office was closed.

The Trustees would like to thank the staff for all their hard work and enthusiasm this year with its different demands and challenges, including all the extra time they put in to ensure that the office merger went smoothly.

Trustee and Management Committee Changes

After seven years Jackie Colburn, our Vice Chair of Trustees and Judith Jackson, our Volunteer Representative on the Management Committee, have retired. All involved with the scheme thank them both for the time, support and wise counsel they have given over the years.

The Trustees are pleased to welcome Katrina Harrison, who was co-opted as a Trustee in January; she has had 35 years of corporate experience which complements the skills of the Trustee Board.

Strategic Plan

In March 2015 the Management Committee and staff met to develop our three year Strategic Plan. The team considered how we could recruit more volunteers, reach more families and broaden the service we provide bearing in mind our financial constraints. The plan will be published in the coming months.

STATISTICS April 2014 - March 2015

Families supported	56
Children supported	132
New referrals	52
Total number of volunteers	51
Newly trained volunteers	16

VOLUNTEERS

Home-Start Cotswolds recruits volunteers who are parents themselves, and prepares them for the family support role with 40 hours training held over 10 weeks. A trained volunteer is matched to a family, visiting them in the family home for 2 to 3 hours once a week offering informal, friendly and confidential support.

Once matched to a family, volunteers continue to be supported through an ongoing system of training and supervision.

At the end of a placement we receive many comments from families about the positive outcome of the support they have received from their volunteer

Currently we have 51 trained volunteers, including 16 who completed the preparation training course in March 2015.

We are extremely grateful to all our volunteers who give up their time each week to support, encourage and offer friendship to families going through a difficult time.

"Home-Start helped build my confidence at a very hard and low time for our family. A lifeline!"

A Family about Home-Start

"My Home-Start volunteer was really helpful and taught me how to relax with the children".

A Family about her volunteer

"The training course was top class & the theory covered so many scenarios that we may have to deal with".

Volunteer

FAMILIES

Home-Start Cotswolds supported 56 families helping 132 children in their homes during this financial year.

16 of these children were on a Child Protection Plan
15 of these families were lone parent families
25 had issues around parent's mental health
9 had experienced situations of domestic abuse
5 had issues with substance abuse
9 had a child with health issues

We received 52 new referrals from professionals such as Health Visitors, Social Care, Children's Centre, P3 and Education as well as a number of self-referrals. We work closely with other professionals, community groups and local schools and signpost families to other agencies where necessary.

In addition to weekly home visits the staff arrange a variety of events throughout the year for families and their volunteers to attend together.



Family Fun Day 2014



Cirencester Coffee & Cake 2014

We would like to thank the following local organisations who kindly donated tickets to their attractions for our families to use and enjoy during the summer holiday:

Batsford Arboretum and Garden Centre
Birdland Park and Gardens
Gloucester Waterways Museum

Bibury Trout Farm
Giffords Circus
Magic Land

Quarterly newsletters are sent out to our funders, supporters, volunteers, referrers and families to keep them informed about all we do in the scheme.

HOW IS HOME-START COTSWOLDS FUNDED?

Home-Start Cotswolds is funded mainly by grants from charitable trusts, local fundraising and donations from businesses and private individuals. This financial year our expenditure was £70,380 (the scheme's main outgoings are staff salaries - 74.65%), income was £81,104; the surplus was therefore £10,724.

We are a not-for-profit organisation and our Directors, Trustees and volunteers are all unpaid, although volunteers are able to be reimbursed for their travel expenses.

During this financial year we have benefited from grants and donations from the following trusts and local organisations; the Trustees are extremely grateful for their support which enables our work in the community to continue and grow.

John Armitage Trust
Peter Lang Children's Trust
KD Winstone Trust
Summerfield Trust
Steppes Travel
Notgrove Trust
N & L Prince Charitable Trust

Rind Foundation
Fairford PCC
Essex Trust
Hair Group, Cirencester
North Cotswold Rotary Club
Cirencester Inner Wheel

Sarah Fuchs
Bridget Plant
Santander
Bagendon PCC
Stratton Church
Fuller Trust

Various local events and initiatives have helped to raise funds for, and awareness of, Home-Start Cotswolds during the year including:

- ❖ The annual Hike for Home-Start Cotswolds in May 2014 raised £4,135. Many thanks go to Cripps Barn for their generous sponsorship.
- ❖ The Westonbirt Autumn Fair from which we received a donation of £6,500. Our thanks go to the Westonbirt Committee for their support.
- ❖ A Christmas collection at Tesco's, Stow on the Wold.
- ❖ A Bikeathon at Santander raised £265.
- ❖ This year Home-Start Cotswolds had a stand at the Moreton Show which was manned by Home-Start Cotswolds Trustees, staff and volunteers. This was an excellent way of raising awareness of the charity in the North Cotswolds. Thank you to all who helped on the day and to Jackie Colburn for organising the stand.



Many volunteers generously donate back the expenses that they were able to claim, bringing in a sum of £3,510. During the year we claimed £937 in Gift Aid from HMRC on behalf of those donors who are taxpayers. The Trustees would like to extend their thanks and gratitude to all those who have made a contribution, either financial or in kind, to Home-Start Cotswolds.

A copy of the audited Annual Accounts for 2014-15 is attached to this Annual Report. It is the policy of Home-Start Cotswolds to seek to maintain a reserves balance of at least 75% of the annual running costs; this is especially important during the current uncertain financial climate.

FUTURE PLANS

- ❖ We are actively recruiting Trustees with expertise in finance or media.
- ❖ A Quality Assurance review will take place in November 2015. The review provides the opportunity for local Home-Start schemes to receive an objective external perspective on how well they provide services. The review will identify good practice and outline any areas that need development. At our last review in 2011 the assessors said "*the Cotswolds scheme provides a very good service with a real sense that each family's support is tailor-made to meet their needs. The scheme should rightly feel proud of all it has achieved and its growing reputation in the community*".
- ❖ A volunteer preparation training course will be run in January 2016.
- ❖ Home-Start Cotswolds will continue to research and approach charitable trusts, other voluntary funding bodies and businesses to build a varied range of sources of funding, alongside running community fundraising events, including our annual Hike for Home-Start Cotswolds on 6th May 2015 and a Christmas Concert.
- ❖ Continued investment in developing our service will allow over 60 families each year who need our services to benefit from tailored one-to-one support in their homes, so that their children have a better start in life.

The Trustees will continue to support our staff to deliver the high level of service for which Home-Start Cotswolds has become known. To deliver an effective service Home-Start Cotswolds depends on the valuable support of our family-visiting volunteers, as well as others who generously give their time and support in different ways. Again, the Trustees are grateful to all our supporters who enable our scheme to thrive.



Phil Tubbs
Chair of Trustees
For and behalf of the Trustees
23rd June 2015