REGISTERED COMPANY NUMBER: 02179430 (England and Wales) REGISTERED CHARITY NUMBER: 327592

$\frac{\text{REPORT OF THE TRUSTEES AND}}{\text{UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2015}}{\underline{\text{FOR}}}\\ + \frac{\text{FOR}}{\text{HOSTING FOR OVERSEAS STUDENTS}}$

Hewitt Warin Ltd Harlow Enterprise Hub Edinburgh Way Harlow Essex CM20 2NQ

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REPORT OF THE TRUSTEES

for the Year Ended 30 September 2015

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02179430 (England and Wales)

Registered Charity number

327592

Registered office

Sylvia Adams House 24 The Common Hatfield Hertfordshire AL10 0NB

Trustees

Mark Pellew CVO Chair
Sue Millington-Hore Treasurer

Margaret Hancox - resigned 11.6.15

Caitriona Golland Timothy Hornsby CBE George Peretz QC

Nadine Thomson - appointed 25.9.15

Company Secretary

Mrs Soosela Alemayehu

Independent examiner

Jeffrey Warin BSc FCA Hewitt Warin Ltd Harlow Enterprise Hub Edinburgh Way Harlow Essex CM20 2NO

Solicitors

Matthew Arnold & Baldwin 21 Station Road London WD17 1HT

Honorary Solicitor

Mr A Abrahams Heald Solicitors Stewart House 69/71 Bromham Road Bedford MK40 2AQ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a company limited by guarantee, as defined by the Companies Act 2006.

REPORT OF THE TRUSTEES for the Year Ended 30 September 2015

Appointment of trustees

The charity's trustees are appointed by ordinary resolution of the Board in accordance with the articles of association. In accordance with these articles, one third of the members of the Board were due to retire at the Annual General Meeting held on 14 May 2015. At that meeting, Margaret Hancox, Sue Millington-Hore and Mark Pellew retired by rotation. Sue Millington-Hore and Mark Pellew, being eligible to offer themselves for re-election, were both duly reappointed. Margaret Hancox, having served for 14 years on the Board, chose not stand for re-election. Later in the year, Nadine Thomson was appointed to the Board.

How the charity is organised

As at 30 September 2015, HOST had three full-time and one part-time staff in its London office. The office supports a network of over 30 volunteer Regional Organisers who recruit and look after the hosts in their regions and "match" student visitors with appropriate hosts.

The Chief Executive reports formally to the Board four times a year and has informal contact as necessary with the chairman, treasurer and individual trustees. There are three sub-committees:

- Personnel Sub-Committee, covering staff development and updating of employment policies
- Finance and General Purposes Sub-Committee, covering budget and financial policy issues
- Development Sub-Committee, covering diversification of income streams and overseeing funding strategy

Risk management

The trustees undertake periodic reviews of the risks to which the charity is exposed and have satisfied themselves that appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES, ACTIVITIES AND ACHIEVEMENTS Objectives

HOST was established in 1987 to increase international understanding and friendship by giving international students a visit to a British home. HOST has a network of volunteer families throughout the UK who offer international students studying in the UK a weekend or one-day visit or a visit over the festive season. The purpose is twofold – for the students to learn about the British way of life and to make friends, and for the hosts to learn about other nations and cultures and to show what the UK has to offer. HOST is the only nation-wide organisation offering this much-needed service.

Activities

In the year ended 30 September 2015, the number of student visit applications rose to a record 3,053 (2,882 for weekend and 171 for day visits), as compared with 2,776 (2,665 weekend and 111 day) in the previous year – thus demonstrating the ever-increasing demand for HOST visits. The number of completed visits, however, fell to 1,549, as compared with 2,004 in the previous year. This reflects partly the fact that universities are increasingly passing the cost of HOST visits on to the students (who may not always be fully aware of this when making their initial applications). Another factor is that, despite continuing efforts to recruit more hosts, the number of hosts in the network has not kept pace with the increase in student demand. In fact, the number of hosts decreased slightly from 1,631 in 2013 to 1,598 in 2014 and 1,540 in 2015, mainly due to retirement of less active hosts.

REPORT OF THE TRUSTEES for the Year Ended 30 September 2015

Achievements

In nearly 30 years, HOST has a remarkable record of having placed over 50,000 international students in short stays in British homes. The longer-term benefits which this has brought, in terms of promoting international understanding and friendship, are incalculable.

Apart from the benefit to students, HOST has enabled some 5,000 British families to enjoy the experience of welcoming international students into their homes. This opportunity to gain a better understanding of people of different ethnicity and culture has made a significant contribution to building bridges in society and promoting community cohesion based on mutual respect. Thousands of international friendships have been built over many years, and some of these friendships have now lasted over at least two generations.

Post-visit comments show an over 90% rate of satisfaction with these visits on the part of both students and hosts. Typical recent examples are:

- (from a Nigerian student at the University of Sussex) "It was a beautiful experience. My hostess took me as her granddaughter and she really spoilt me..... I truly enjoyed my time. It's an experience I would always remember and I'm now a HOST UK advocate in my own right."
- (from an Indian student at the University of Manchester) "My HOST visit was wonderful. I have never felt so much at home since a long time. Thank you HOST UK for taking such a brilliant initiative to bring together people from different cultures."
- (from a host in Dorset) "Having a student from another culture in your home brings the wider world right to your doorstep.... As a teacher I relish the joy of exploring lots of subjects I might not otherwise think about. It is a very enriching experience all round."
- (from a host in North Yorkshire) "We have been hosting for nearly twenty years and have never found it anything other than a very rewarding experience. We have discussed so many topics with students from all over the world and it has been fascinating."

Public benefit

The trustees have considered the Charity Commission guidance on public benefit and are in no doubt that the activities of the charity meet its charitable objectives and provide a positive benefit to the public.

FINANCIAL REVIEW

Outcome for the year

The trustees note that there was a net unrestricted surplus for the year 2014-15 of £11,144, as compared with a deficit of £15,366 in 2013-14. The end-year surplus shown in the accounts (£37,735) included an additional £26,591 in restricted funds relating to monies received in advance for student visits taking place in 2015-16. The general improvement in the financial position was largely due to a higher level of grants received, including a new £30,000 from the Foreign and Commonwealth Office for HOST visits for Chevening Scholars. While welcoming this improvement, the trustees note that it cannot be assumed that grant income will continue at this level in future years. There will be significant infrastructure expenditure on a new database in 2015-16 or 2016-17, which is likely to involve some drawing down on the reserves. There will therefore continue to be a need for active fundraising, possibly combined with further expenditure cuts and/or increases in fee income, in order to keep the finances in balance in the longer term.

Reserves

The reserves policy is as stated in note 15 of the financial statements.

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

Hark Pellew
Mark Pellew (May 13, 2016)

Mark Pellew CVO - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOSTING FOR OVERSEAS STUDENTS

I report on the accounts for the year ended 30 September 2015 set out on pages five to thirteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view ' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jeffrey Warin BSc FCA Hewitt Warin Ltd Harlow Enterprise Hub Edinburgh Way Harlow Essex CM20 2NQ

	May 16, 2016	
Date:		

STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 30 September 2015

	Notes	Unrestricted fund £	Restricted funds	30.9.15 Total funds £	30.9.14 Total funds £
INCOMING RESOURCES	11000	~	~	~	~
Incoming resources from generated funds					
Voluntary income	2	140,797	-	140,797	140,305
Investment income	3	612	-	612	1,037
Incoming resources from charitable activities	4				
Hosting for Overseas Students		26,485	39,000	65,485	32,108
Total incoming resources		167,894	39,000	206,894	173,450
RESOURCES EXPENDED					
Charitable activities	5	154.204	12 100	166 700	106 610
Hosting for Overseas Students		154,294	12,409	166,703	186,619
Governance costs	6	2,456		2,456	2,197
Total resources expended		156,750	12,409	169,159	188,816
NET INCOMING/(OUTGOING) RESOURCES		11,144	26,591	37,735	(15,366)
RECONCILIATION OF FUNDS					
Total funds brought forward		69,358	13,556	82,914	98,280
					
TOTAL FUNDS CARRIED FORWARD		80,502	40,147	120,649	82,914

BALANCE SHEET At 30 September 2015

	Notes	Unrestricted fund £	Restricted funds	30.9.15 Total funds £	30.9.14 Total funds £
FIXED ASSETS					
Intangible assets Tangible assets	10 11	1,950 3,369	-	1,950 3,369	2,600
Taligible assets	1.1	3,309		3,309	2,648
		5,319	-	5,319	5,248
CURRENT ASSETS					
Debtors	12	29,558	_	29,558	44,509
Cash at bank and in hand		93,688	40,148	133,836	80,497
		123,246	40,148	163,394	125,006
CREDITORS					
Amounts falling due within one year	13	(48,064)	-	(48,064)	(47,340)
NET CURRENT ASSETS		75,182	40,148	115,330	77,666
TOTAL ASSETS LESS CURRENT LIABILITIES		80,501	40,148	120,649	82,914
NET ASSETS		80,501	40,148	120,649	82,914
FUNDS	14				
Unrestricted funds	17			80,501	69,358
Restricted funds				40,148	13,556
TOTAL FUNDS				120,649	82,914

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BALANCE SHEET - CONTINUED At 30 September 2015

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2015.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2015 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

May 13, 2016

Hark Pellew Mark Pellew (May 13, 2016)

Mark Pellew CVO-Trustee

Rosemary Susan Millington—Hore Rosemary Susah Millington-Hore (May 13, 2016)

Sue Millington-Hore -Trustee

Notes to the Financial Statements for the Year Ended 30 September 2015

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 25% on cost Computer equipment - 33% on cost

Assets intended to be of ongoing use to the company in carrying out its activities are capitalised.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Guarantee status

Hosting for Overseas Students is a company limited by guarantee, has no share capital and is a registered charity. The guarantee of each member is limited to £1.

2. VOLUNTARY INCOME

	30.9.15	30.9.14
	£	£
Academic	26,726	21,585
Application fees	108,633	114,223
Other income and donations	2,663	4,497
Donated services and facilities	2,775	-
	140,797	140,305

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 30 September 2015

3. INVESTMENT INCOME

•	III V ESTIVIEI VI II (COI			
			30.9.15 £	30.9.14 £
	Deposit account interest		<u>612</u>	1,037
4.	INCOMING RESOUR	CES FROM CHARITABLE ACTIVITIES		
			30.9.15	30.9.14
		Activity	£	£
	Grants	Hosting for Overseas Students	65,485	32,108
	Grants received, included	I in the above, are as follows:		
			30.9.15	30.9.14
			£	£
	Chevening - Scholars	vyo Foundation	30,000	3,333
	The Great Britain Sasaka The Oglesby Charitable		5,000	4,000 8,000
	W Wing Yip and Brother		3,000	8,000
	The Sylvia Adams Chari		10,000	4,925
	Souter Charitable Trust	11010	4,000	4,000
	The Dyers' Company Ch	aritable Trust	1,000	1,000
	CSC - Commonwealth S	cholarship	1,985	-
	Tanner Trust		-	1,000
	John Murray Charitable		10,000	5,000
	Mollie Croysdale Charita		- 500	350
	R E Chadwick Charitable	e Trust	500	500
			<u>65,485</u>	32,108
5.	CHARITABLE ACTIV	TITIES COSTS		
			Direct costs	Totals
			£	£
	Hosting for Overseas Stu	dents	166,703	166,703
6.	GOVERNANCE COST	rs.		
0.	SO LEMMINEL CON			
			30.9.15 £	30.9.14 £
	Trustees' expenses		582	397
	Accountancy		1,874	1,800
			2,456	2,197

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 30 September 2015

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

30.9.15	30.9.14
£	£
2,144	1,386
-	1,254
650	650
	£ 2,144

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2015 nor for the year ended 30 September 2014.

Trustees' expenses

	30.9.15	30.9.14
	£	£
Trustees' expenses	582	397

9. STAFF COSTS

	30.9.15	30.9.14
	£	£
Wages and salaries	95,947	103,597
Social security costs	6,099	6,372
Other pension costs	4,143	4,481
	106,189	114,450

The average monthly number of employees during the year was as follows:

30.9.15	30.9.14
3	3

No employees received emoluments in excess of £60,000.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 30 September 2015

10. INTANGIBLE FIXED ASSETS

				Website and database
	COST At 1 October 2014			3,250
	AMORTISATION At 1 October 2014 Charge for year			650 650
	At 30 September 2015			1,300
	NET BOOK VALUE At 30 September 2015			1,950
	At 30 September 2014			2,600
11.	TANGIBLE FIXED ASSETS	Fixtures and	Computer	
	GO GET	fittings £	equipment £	Totals £
	COST At 1 October 2014 Additions	5,161	8,806 2,865	13,967 2,865
	At 30 September 2015	5,161	11,671	16,832
	DEPRECIATION At 1 October 2014 Charge for year	4,498 	6,821 1,923	11,319
	At 30 September 2015	4,719	8,744	13,463
	NET BOOK VALUE At 30 September 2015	<u>442</u>	2,927	3,369
	At 30 September 2014	<u>663</u>	1,985	2,648
12.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE	YEAR		
	Fees outstanding Other debtors Prepayments		30.9.15 £ 24,145 3,781 1,632	30.9.14 £ 33,108 8,833 2,568
			29,558	44,509

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 30 September 2015

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Bank loans and overdrafts Trade creditors Social security and other taxes VAT Grants in advance Prepaid income Accrued expenses		30.9.15 £ 386 6,229 1,691 5,794 30,031 3,933	30.9.14 £ 175 2,855 1,746 5,623 9,167 23,201 4,573
14.	MOVEMENT IN FUNDS			
		At 1.10.14 £	Net movement in funds £	At 30.9.15 £
	Unrestricted funds General fund	69,358	11,143	80,501
		07,550	11,113	00,201
	Restricted funds The Great Britain Sasakawa Foundation Sylvia Adams Charitable Trust Chevening Scholars Souter Charitable Trust TOTAL FUNDS	1,824 10,000 47 1,685 13,556	2,584 22,453 1,555 26,592	4,408 10,000 22,500 3,240 40,148
	TOTAL FUNDS	02,714	<u> </u>	120,047
	Net movement in funds, included in the above are as follows:			
		Incoming resources £	Resources expended £	Movement in funds £
	Unrestricted funds General fund	167,894	(156,751)	11,143
	Restricted funds The Great Britain Sasakawa Foundation Chevening Scholars Souter Charitable Trust	5,000 30,000 4,000	(2,416) (7,547) (2,445)	2,584 22,453 1,555
		39,000	(12,408)	26,592
	TOTAL FUNDS	206,894	(169,159)	37,735

Restricted funds are as follows -

The Great Britain Sasakawa Foundation: Subsidies for Japanese students' applications for a HOST visit. Sylvia Adams Charitable Trust: For the development of a new Database for HOST (b/f from 2012-13). Chevening Scholars: Subsidies for Chevening scholars' applications for a HOST visit. Souter Charitable Trust: Subsidies for Nigerian and Pakistani students' applications for a HOST visit.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 30 September 2015

15. RESERVES

The Governors of HOST believe reserves should be held as a contingency against loss of income, providing scope to find alternative sources of income or to restructure in a planned fashion if income were reduced unexpectedly. The Governors believe all sources of income should be regarded as subject to the possibility of withdrawal or reduction. The best reference point for determining a suitable level of reserves is the level of expenditure. The Governors have agreed it is desirable to hold reserves approximately equivalent to six months' expenditure or around £95,000. The Governors are seeking additional income in order to expand HOST's activities while maintaining Reserves at this level. The Governors have put in place a reserves management strategy.

<u>DETAILED STATEMENT OF FINANCIAL ACTIVITIES</u> <u>for the Year Ended 30 September 2015</u>

	30.9.15	30.9.14
	£	£
INCOMING RESOURCES		
Voluntary income		
Academic	26,726	21,585
Application fees	108,633	114,223
Other income and donations	2,663	4,497
Donated services and facilities	2,775	
	140,797	140,305
Investment income		
Deposit account interest	612	1,037
Incoming resources from charitable activities		
Grants	65,485	32,108
Total incoming resources	206,894	173,450
Total incoming resources	200,074	173,430
RESOURCES EXPENDED		
Charitable activities		
Wages	95,947	103,597
Social security	6,099	6,372
Pensions	4,143	4,481
Other operating leases	-	1,254
Rent, rates and insurance	19,363	17,953
Telephone, fax and web charges	6,152	5,853
Postage and stationery Sundries	1,877 26	1,488 53
Host expenses	13,306	13,188
Regional Organiser's expenses	5,478	6,650
Host Annual conference	-	5,915
Fundraising expenses	116	-
Computer costs	3,240	3,633
Repairs and renewals	-	741
Travel and subsistence	519	796
Subscriptions	150	150
Stationery and photocopying	1,622	1,919
Publicity Move costs	4,988	5,188 4,778
Website and database amortisation	650	650
Fixtures and fittings depreciation	221	221
Computer equipment depreciation	1,923	1,165
Paypal charges	883	574
	166,703	186,619
Governance costs		
Trustees' expenses	582	397
Accountancy	1,874	1,800
	2,456	2,197

<u>DETAILED STATEMENT OF FINANCIAL ACTIVITIES</u> <u>for the Year Ended 30 September 2015</u>

	30.9.15 £	30.9.14 £
Total resources expended	169,159	188,816
Net income/(expenditure)	37,735	(15,366)



Host final financial statements 2015

Adobe Sign Document History

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