

REGISTERED COMPANY NUMBER: 04341309 (England and Wales)
REGISTERED CHARITY NUMBER: 1094046

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2018
FOR
HEADWAY HERTFORDSHIRE LIMITED**

Wags LLP t/a Wagstaffs
Richmond House
Walkern Road
Stevenage
Hertfordshire
SG1 3QP

HEADWAY HERTFORDSHIRE LIMITED

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2018**

Foreword to Trustees Report – Headway Hertfordshire – 2017/18

I was delighted to take up the role of Chairman in March 2018.

Since joining I have been really encouraged by the work the charity is doing and can see the great need in the community for such a dedicated organization. There is much to be done, however, in order to achieve the stable financial footings which will spur the further growth we all desire.

2017/18 has been another challenging year for Headway Hertfordshire. We have however been able to keep all our much needed services and projects running across the county.

Unfortunately our resources have been stretched and have therefore been unable to achieve the growth we had hoped for in terms of the number of people we could support. The Board has taken steps to address this issue by examining those revenue options which offer a high degree of an expectation of success and which are material in the context of the charity.

Our financial position is reasonably stable but it does not yet allow us any capacity to grow and we are also constantly looking for new and innovative ways to better fund the charity and the great work it does to support those affected by an acquired brain injury.

Much of the work carried out over the year under review has been engaged in stabilizing our organisation's resources, both financial and human and to create a foundation for future growth. This work will need to continue throughout 2018/19 before we concentrate on delivering our vision of increasing those we can support with a broader range of highly relevant and well appreciated services that better address the needs of our clients, their carers and their families.

I look forward to the years ahead as new initiatives, funding opportunities and new local service contracts are won and launched. I very much want us to be able to provide enhanced and continually relevant services to all those affected by an acquired brain injury who are in need of our unique and much appreciated services across Hertfordshire. We will all strive to do exactly that!

Adrian S Laycock

HEADWAY HERTFORDSHIRE LIMITED
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FOR THE YEAR ENDED 31ST MARCH 2018

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HEADWAY HERTFORDSHIRE LIMITED
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31ST MARCH 2018

TRUSTEES	K Sharpe J Booth J D M Smallwood (resigned 31/12/17) F Anwar L Crawford (resigned 12/9/17) K Khangura (resigned 11/9/17) C Williamson V Molloy J. Khangura (appointed 22/1/18) A S Laycock (appointed 18/6/18) B St. Leger (appointed 10/7/18)
COMPANY SECRETARY	A Zajac
REGISTERED OFFICE	Suite 4 34 Bancroft Hitchin Hertfordshire SG5 1LA
REGISTERED COMPANY NUMBER	04341309 (England and Wales)
REGISTERED CHARITY NUMBER	1094046
INDEPENDENT EXAMINER	Wags LLP t/a Wagstaffs Richmond House Walkern Road Stevenage Hertfordshire SG1 3QP
BANKERS	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent

HEADWAY HERTFORDSHIRE LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2018

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 31st March 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

HEADWAY HERTFORDSHIRE LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2018

OBJECTIVES AND ACTIVITIES

Objectives and activities

Our vision statement

To be the support organisation of choice for all those over 18 affected by an acquired brain injury living in Hertfordshire.

Our mission statement

To promote awareness and understanding of all aspects of an acquired brain injury and to provide information, support and services to people with an acquired brain injury, their families and carers in Hertfordshire.

Our core values and purposes

Professional

We run Headway Hertfordshire as a sustainable charitable business, managing our finances and services responsibly and in the best interests of those who use our services.

Friendly

We are approachable, friendly and offer a safe, comfortable community of support where people feel welcomed, accepted and understood.

Client focused

We deliver accessible, tailored services and respond to the clearly defined individual needs, circumstances and views of our clients and are primarily accountable to them.

Respectful

We respond to our clients and colleagues as valued human beings, treating them with dignity and respect. Whilst we recognise each person as unique, we seek to promote equality of access in the wider community.

Our charity's purposes as set out in the company's Memorandum of Association are to:

- Relieve persons who are resident in Hertfordshire who have suffered a brain injury, their families, carers and other related professionals by the provision of such information, service and facilities as the trustees from time to time determine.

Headway Hertfordshire's Strategic Objectives 2018-2020

Anyone can acquire a brain injury at any time in their lives. People with an acquired brain injury often experience:

- Anxiety, depression, loss of motivation, difficulty controlling anger, and impulsivity,
- Problems with memory, attention and concentration, low tolerance of noisy or stressful environments, loss of insight and initiative,
- Loss of co-ordination, muscle rigidity, paralysis, epilepsy, difficulty in speaking, loss of sight, smell or taste, fatigue, and sexual problems,
- Relationship difficulties with family and friends, which can be placed under immense strain. Relatives report that the ten most difficult problems are personality changes, slowness, poor memory, irritability, bad temper, tiredness, depression, tension and anxiety, rapid mood changes, and threats of violence.

HEADWAY HERTFORDSHIRE LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2018

OBJECTIVES AND ACTIVITIES

Objectives and activities

From experience, we know that acquired brain injuries (ABI) challenge entire family/social systems and cause stress and disruption to normal life. The subsequent constellation of difficulties experienced by a person with an ABI and their family or carers can have a longer term impact on their ability to return to their previous level of function and quality of life. This includes their ability to attain, or retain, employment or education.

Headway Hertfordshire is working with partners in the Hertfordshire ABI steering group to establish accurate figures for the number of individuals who suffer a traumatic or acquired brain injury in the county each year. All parties currently work on an estimate of 5000 (Approximately 2500 are relevant to Headway Hertfordshire's current capabilities). This was last calculated by Headway UK in 2014 and would include minor injuries with no known long term effect as well as those with ongoing adjustment needs. Headway Hertfordshire works with approximately 300 people each year (although financial resources will need to be re-tendered for or sourced from new funders on an annual basis). There is therefore considerable scope to identify and work with more people, affected by an acquired brain injury and their carers, to prevent issues of social isolation, homelessness, unemployment, crime victimhood, depression and anxiety, financial instability, poor health and dependency on statutory services.

Our strategic vision is to achieve the following key milestones:

We aim to reach all those affected by brain injury in Hertfordshire, and to help them lead the best lives they can. We also aim to support people with other neurological conditions where we have the skills, knowledge and resources to do so effectively.

We have just launched our new strategy named 2020 Vision which sets Headway Hertfordshire the challenge to reach out and double the number of people affected by an acquired brain injury that we support by the end of 2020. This in turn will require us to double the revenue and resources we have to serve them and to develop and offer services that meet their needs.

We must be attractive to new investors and sponsors by showing them clearly the difference we make to people's lives who are affected by a brain injury.

We will need to improve our visibility and awareness and become known as the organisation of choice in Hertfordshire for those with a brain injury seeking support, education and encouragement.

Our strategy will require more full time staff and the mobilisation of a larger group of dedicated volunteers.

We will also need to focus on having policies and procedures that meet known legislative changes and enhance our quality standards

HEADWAY HERTFORDSHIRE LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

The organisation is a charitable company limited by guarantee, incorporated on 17th December 2001 and registered as a charity on 4th October 2002. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under Articles of Association.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law. Members of the board are elected to serve for six years. At this stage they must stand down for a year after which they may be re-elected at the next AGM.

All members of the trustee board give their time voluntarily and receive no benefits from the charity. Any expenses claimed from the charity are set out in note 7 of the accounts.

The trustee board seeks to ensure that the needs of the beneficiary group are appropriately reflected through the diversity of the trustee body and ensures that at least one service user sits on the board at any one time.

The more traditional business skills are well represented on the board. In an effort to maintain this broad mix, trustees are required to provide a list of their skills and to update it each year. In the event of particular skill shortage, individuals are approached to offer themselves for election to the board.

In the 2017/18 financial year three board members (JDM. Smallwood, L. Crawford and K. Khangura) resigned. The board was joined by A S Laycock, J. Khangura and B. St. Leger.

HEADWAY HERTFORDSHIRE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

At the start of 2017/18 Headway Hertfordshire employed eight staff (a full time chief executive, two support coordinators (one full and one part time) three part time occupational therapists, one part time advocate, two freelance counsellors an office manager (15 hours) and finance manager (7 hours per week). Their work was supported by a team of 27 excellent volunteers.

The Chief Executive, John Archer, has now been in post since November 2016 and continues to support, reorganise and strengthen the front line team whilst concentrating on ensuring adequate resources are in place and the name and positive reputation of Headway Hertfordshire is well known and appreciated throughout the county.

Headway Hertfordshire's service delivery model

- Referrals to Headway Hertfordshire can be made by health or social service professionals, family members or clients themselves.
- Initial referrals go to our support coordinators, following discharge from acute or community NHS treatment or care.
- Our support coordinators provide information and advice, including self-help materials about brain Injury and how to deal with the effects, understanding the care pathway in Hertfordshire and how to access relevant statutory and voluntary sector services.
- We signpost to speech therapists and physiotherapists, Hertfordshire's Acquired Brain Injury team and local voluntary organisations, throughout the county.
- We provide counselling to clients and or carers, where required and if funding is available.
- Home visits are made by our support coordinators where clients and/or carers require 1:1 support.
- We run rehabilitation group sessions for clients which provide a break for carers. Sessions include exercises to improve memory and reduce stress, art, music, physical activities and cookery lessons.
- We run regular Carers' Education Groups to help carers understand brain injuries and their effects.
- We offer peer support activities, throughout the county. These are facilitated by volunteers, many of whom have had a brain injury themselves.
- Approximately 25% of clients, working directly with our support coordinators will be supported onto our HABILIT programme, which is designed to help people with a brain injury understand their injury, deal with the affects and prepare for work, training, volunteering or other meaningful activity.
- Our Occupational Therapists (OTs) undertake cognitive and mood assessments, using HAD scale and cognitive screening to check suitability/motivation. They help clients signed up to the HABILIT programme to set goals and score their achievements.
- Our OTs support user-led training and peer support work and provide education about brain injury and its effects and rehabilitation workshops - e.g. dealing with fatigue and life skills development.
- Clients on the HABILIT programme are supported to access meaningful occupation e.g. volunteering, paid employment, training or physical activities.
- We provide professional advocacy services for clients with neurological conditions and for people who are deprived of their liberty and have no one to represent them. These services are provided in partnership with POHWER.

The trustees have complied with the duty in section 4 of the Charities Act 2006 and have regard to the public benefit guidance as issued by the Charity Commission.

HEADWAY HERTFORDSHIRE LIMITED

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

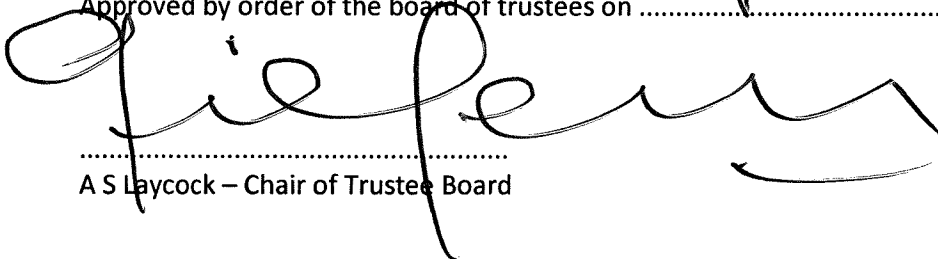
Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The risk register is reviewed and amended on an ongoing basis.

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

Approved by order of the board of trustees on and signed on its behalf by:

4 September 2018



.....
A S Laycock – Chair of Trustee Board

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HEADWAY HERTFORDSHIRE LIMITED**

Independent examiner's report to the trustees of Headway Hertfordshire Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



Nilesk Savjani
FCA
Wags LLP t/a Wagstaffs
Richmond House
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Hertfordshire
SG1 3QP

Date: 07/09/2018

HEADWAY HERTFORDSHIRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2018

	Notes	Unrestricted fund £	Restricted fund £	2018 Total funds £	2017 Total funds £
INCOME FROM					
Grants and donations	3	120,636	114,139	234,775	286,278
Earned income	4	2,770	-	2,770	3,976
Investment income	5	<u>30</u>	<u>-</u>	<u>30</u>	<u>81</u>
Total		123,436	114,139	237,575	290,335
EXPENDITURE ON					
Charitable activities	6				
Cost of charitable activities		<u>155,649</u>	<u>99,158</u>	<u>254,807</u>	<u>289,014</u>
NET INCOME/(EXPENDITURE)		(32,213)	14,981	(17,232)	1,321
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>67,372</u>	<u>12,932</u>	<u>80,304</u>	<u>78,983</u>
TOTAL FUNDS CARRIED FORWARD		<u>35,159</u>	<u>27,913</u>	<u>63,072</u>	<u>80,304</u>

The notes form part of these financial statements

STATEMENT OF FINANCIAL POSITION
AT 31ST MARCH 2018

	Notes	Unrestricted fund £	Restricted fund £	2018 Total funds £	2017 Total funds £
CURRENT ASSETS					
Debtors	10	-	-	-	16,125
Cash at bank and in hand		<u>40,979</u>	<u>31,033</u>	<u>72,012</u>	<u>80,610</u>
		40,979	31,033	72,012	96,735
CREDITORS					
Amounts falling due within one year	11	<u>(5,820)</u>	<u>(3,120)</u>	<u>(8,940)</u>	(16,431)
NET CURRENT ASSETS		<u>35,159</u>	<u>27,913</u>	<u>63,072</u>	<u>80,304</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>35,159</u>	<u>27,913</u>	<u>63,072</u>	<u>80,304</u>
NET ASSETS		<u><u>35,159</u></u>	<u><u>27,913</u></u>	<u><u>63,072</u></u>	<u><u>80,304</u></u>
FUNDS					
Unrestricted funds:	13				
General fund				35,159	67,372
Restricted funds:					
Restricted fund				<u>27,913</u>	<u>12,932</u>
TOTAL FUNDS				<u><u>63,072</u></u>	<u><u>80,304</u></u>

The notes form part of these financial statements

STATEMENT OF FINANCIAL POSITION - CONTINUED
AT 31ST MARCH 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2018 in accordance with Section 476 of the Companies Act 2006.

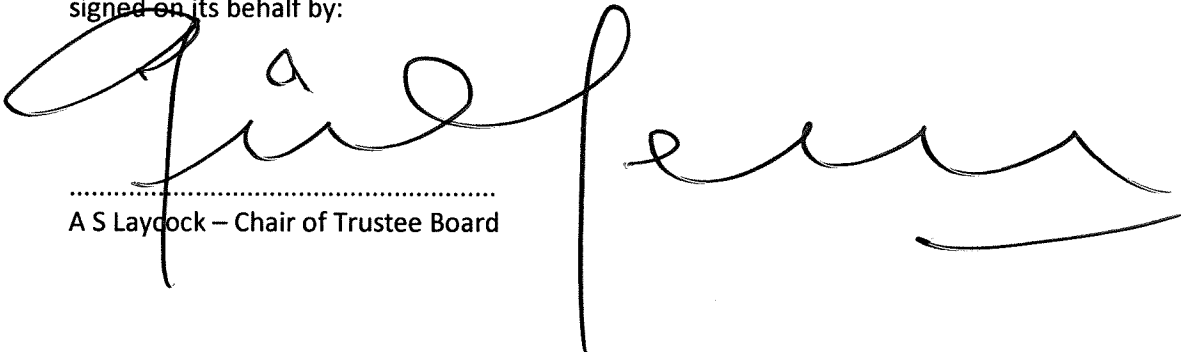
The trustees acknowledge their responsibilities for

- (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 charitable small companies.

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

4 September 2018



.....
A S Laycock – Chair of Trustee Board

The notes form part of these financial statements

HEADWAY HERTFORDSHIRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2018

1. STATUTORY INFORMATION

Headway Hertfordshire Limited is an incorporated charity registered in England and Wales. The charity registration number, together with the principal address, can be found within the reference and administrative details.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Critical accounting estimates and judgements

No significant judgements or estimates have had to be made by the trustees in preparing these financial statements.

Going concern

The financial statements have been prepared on a going concern basis.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Taxation

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

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

2. ACCOUNTING POLICIES - continued

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.

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.

3. GRANTS AND DONATIONS

	2018	2017
	£	£
Donations	20,787	40,903
Grants	<u>213,988</u>	<u>245,375</u>
	<u>234,775</u>	<u>286,278</u>

Grants received, included in the above, are as follows:

	2018	2017
	£	£
Big Lottery contract	16,663	66,525
HCS contract	89,280	89,280
HCC contract	650	650
Henry Smith Charity	20,500	20,300
POhWER contract	46,225	64,500
St Albans City & District Council	-	4,120
Letchworth Heritage Foundation	8,000	-
Postcode lottery	20,000	-
Stevenage Community Trust	2,000	-
HCF	670	-
Garfield Weston	10,000	-
	<u>213,988</u>	<u>245,375</u>

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

4. EARNED INCOME

	2018	2017
	£	£
Contributions - trips	-	538
Training	-	650
HABIT	945	1,060
Reconnect	205	740
Memberships	310	175
Peer support	<u>1,310</u>	<u>813</u>
	<u>2,770</u>	<u>3,976</u>

5. INVESTMENT INCOME

	2018	2017
	£	£
Deposit account interest	<u>30</u>	<u>81</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs	Totals
	£	£	£
Cost of charitable activities	<u>240,321</u>	<u>14,486</u>	<u>254,807</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2018 nor for the year ended 31st March 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2018 nor for the year ended 31st March 2017.

8. STAFF COSTS

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

	2018	2017
Administration and support	<u>6</u>	<u>6</u>

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

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME FROM			
Grants and donations	130,183	156,095	286,278
Earned income	3,976	-	3,976
Investment income	<u>81</u>	<u>-</u>	<u>81</u>
Total	134,240	156,095	290,335
EXPENDITURE ON			
Charitable activities			
Cost of charitable activities	<u>121,051</u>	<u>167,963</u>	<u>289,014</u>
Total	121,051	167,963	289,014
NET INCOME/(EXPENDITURE)	13,189	(11,868)	1,321
Transfers between funds	<u>987</u>	<u>(987)</u>	<u>-</u>
Net movement in funds	14,176	(12,855)	1,321
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>53,196</u>	<u>25,787</u>	<u>78,983</u>
TOTAL FUNDS CARRIED FORWARD	<u>67,372</u>	<u>12,932</u>	<u>80,304</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	<u>-</u>	<u>16,125</u>

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Bank loans and overdrafts (see note 12)	-	234
Trade creditors	5,820	13,239
Social security and other taxes	3,120	2,958
	<u>8,940</u>	<u>16,431</u>

12. LOANS

An analysis of the maturity of loans is given below:

	2018	2017
	£	£
Amounts falling due within one year on demand:		
Bank overdraft	-	234
	<u>-</u>	<u>234</u>

13. MOVEMENT IN FUNDS

	At 1.4.17	Net movement in funds	At 31.3.18
	£	£	£
Unrestricted funds			
General fund	67,372	(32,213)	35,159
Restricted funds			
Restricted fund	12,932	14,981	27,913
	<u>80,304</u>	<u>(17,232)</u>	<u>63,072</u>
TOTAL FUNDS			

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

13. MOVEMENT IN FUNDS – continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	123,436	(155,649)	(32,213)
Restricted funds			
Restricted fund	114,139	(99,158)	14,981
	<u>237,575</u>	<u>(254,807)</u>	<u>(17,232)</u>

Comparatives for movement in funds

	At 1.4.16 £	Net movement in funds £	Transfers between funds £	At 31.3.17 £
Unrestricted Funds				
General fund	53,196	13,189	987	67,372
Restricted Funds				
Restricted fund	25,787	(11,868)	(987)	12,932
	<u>78,983</u>	<u>1,321</u>	<u>-</u>	<u>80,304</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	134,240	(121,051)	13,189
Restricted funds			
Restricted fund	156,095	(167,963)	(11,868)
	<u>290,335</u>	<u>(289,014)</u>	<u>1,321</u>

13. MOVEMENT IN FUNDS - continued

Henry Smith Charity, Letchworth Heritage Foundation, Peter Holgate - iPad Fund, Postcode Lottery, St Albans City & District Council - contributions towards salaries, premises and other overheads.

The funding for all of the above cover associated administration and support costs.

	At 1.4.17	Net movement in funds	At 31.3.18
	£	£	£
Henry Smith Charity	9,800	-	9,800
Letchworth Heritage Foundation	-	8,000	8,000
Peter Holgate - iPad Fund	570	(570)	-
Postcode Lottery	-	9,501	9,501
St Albans City & District Council	<u>2,563</u>	<u>(1,951)</u>	<u>612</u>
	<u>12,933</u>	<u>14,980</u>	<u>27,913</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2018.

15. LEASING AGREEMENTS

At 31 March 2018, the company had total commitments under non-cancellable operating leases over the remaining life of those leases of £28,708 (2017 - £4,311).

HEADWAY HERTFORDSHIRE LIMITED
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2018

	2018	2017
	£	£
INCOME FROM		
Grants and donations		
Donations	20,787	40,903
Grants	<u>213,988</u>	<u>245,375</u>
	234,775	286,278
Earned income		
Contributions - trips	-	538
Training	-	650
HABIT	945	1,060
Reconnect	205	740
Memberships	310	175
Peer support	<u>1,310</u>	<u>813</u>
	2,770	3,976
Investment income		
Deposit account interest	<u>30</u>	<u>81</u>
Total incoming resources	237,575	290,335
EXPENDITURE		
Charitable activities		
Wages	184,881	238,767
Pensions	965	745
Telephone	3,478	2,981
Sundries	344	462
Travel and motor expenses	9,315	7,635
Training	1,855	1,220
Insurance	587	587
Computer costs	5,070	5,324
Bank charges	65	25
Donations and subscriptions	289	394
Advertising	285	485
Printing, postage and stationery	1,784	1,485
Carried forward	208,918	260,110

This page does not form part of the statutory financial statements

HEADWAY HERTFORDSHIRE LIMITED

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2018**

	2018	2017
	£	£
Charitable activities		
Brought forward	208,918	260,110
Rent	11,722	9,612
Other premises costs	6,696	627
Workshops, room hire and volunteer expenses	8,900	8,014
Fundraising events	536	2,240
COGMED	480	480
Counselling costs	1,945	1,900
Events and activities	<u>1,124</u>	<u>650</u>
	240,321	283,633
Support costs		
Governance costs	839	689
Professional fees	<u>13,647</u>	<u>4,692</u>
	14,486	5,381
Total resources expended	254,807	289,014
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Net (expenditure)/income	<u>(17,232)</u>	<u>1,321</u>

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