

Charity Registration 1167780

(England & Wales)

Unincorporated Charity

HEALS OF MALMESBURY
DIRECTORS REPORT AND AUDITED ACCOUNTS
FOR THE PERIOD 22nd JUNE 2016 to 1ST APRIL 2017

HEALS OF MALMESBURY
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FOR THE PERIOD ENDED 1st APRIL 2017

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HEALS OF MALMESBURY
TRUSTEES ANNUAL REPORT
FOR THE PERIOD
ENDED 1st APRIL 2017

The trustees present their annual report with the financial statements for the charity for the year ended 1st April 2017. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities : Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published 16/7/14.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number 1167780

PRINCIPAL ADDRESS

44 High Street
Malmesbury
Wiltshire
SN16 9AT

TRUSTEES

Gavin Grant – Chair of Trustees
Guy Davies – Treasurer
Richard Dodridge – Secretary
Andy Pointer – Trustee
Annette Kerlin – Trustee
Trudi Webber - Trustee
Emma Skuse – Trustee

INDEPENDENT EXAMINER

David Williams
1 Phillimore Road
Southampton
SO16 2NQ

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The HEALS Constitution was adopted on 6 May 2016.

Principal Activities of the Charity

HEALS provides signposting and advice to residents who need it. We do this online and via our Advice Centre in Malmesbury High Street. The Centre is predominantly staffed by trained volunteers. We provide advocacy support to those service users that need help. In addition we retain the pro-bono services of a number of professionally qualified local individuals and firms.

HEALS organises several public activity programmes to support vulnerable young people, families and elderly people in the school summer and Christmas holidays.

Summary of Activities during the Year

HEALS provided a wide range of advice and advocacy support for our service users during the year. This work included assisting in the completion of various benefit forms, attendance in support of service users at benefit hearings and assessments.

In addition HEALS organised and delivered a pilot programme of cultural, environmental and sporting activities for vulnerable young people aged between 8 and 16 years throughout the school summer holidays. In general these activities were provided on a pro-bono basis by local clubs, societies and organisations in the Malmesbury Area. A number of young people were also able to attend a week long, residential summer camps run by Christian organisation Falcon Camps.

During the school Christmas holiday HEALS organised and delivered a trip by coach to the Christmas Pantomime at the Wyvern Theatre in Swindon for vulnerable young people and one of their parents/guardians.

For the third year running, HEALS organised and delivered a Christmas Community Lunch in Malmesbury Town Hall attended by 70 guests comprising mainly elderly vulnerable and isolated individuals and a number of vulnerable families.

We are very grateful to the 40+ volunteers who have supported our work and activities throughout the year. We are also very grateful for the financial and practical support for these programmes and activities provided by among others:

- Malmesbury Area Board of Wiltshire Council
- Malmesbury Town Council
- Malmesbury Carnival Committee
- Malmesbury Bonfire Committee
- Wiltshire Community Foundation
- Malmesbury Area Community Trust
- Numerous local businesses and individuals

HEALS OF MALMESBURY
TRUSTEES ANNUAL REPORT
FOR THE PERIOD ENDED 1st APRIL 2017

Financial Review and Management

The trustees regularly review the key strategic, business and operational risks to which the charity is exposed. The charity aims to generate income from a broad base of interests and a varied portfolio of work. The charity's intention is to deliver programmes with key partners to effectively engage communities, signpost and provide services which protect and empower vulnerable people.

Reserves Policy

The trustees have established a policy whereby unrestricted funds held on deposit which are not committed can be used to cover up to six months expenditure on support and management costs. The charity's fixed overheads have been reduced to almost nil and so the small amount of cash remaining in the charity is considered sufficient to cover the charity's current position.

Investment Policy

The trustees have considered the most appropriate policy for investing surplus funds and they have determined that funds will be held in secure deposit based accounts only. The trustees advocate the use of ethical or socially responsible banks provided that the charity is not financially disadvantaged.

KEY MANAGEMENT PERSONNEL REMUNERATION

All trustees give their time freely. No trustees were paid remuneration during the year. Details of trustee expenses are disclosed in note 2 of the accounts. The charity employs and remunerates a General Manager for 15 hours per week.

TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity's trustees are responsible for preparing the Trustees Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the charity's affairs and of the incoming and application of resources of the charity for the period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the applicable Charities SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable 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 charity will continue in business.

HEALS OF MALMESBURY
TRUSTEES ANNUAL REPORT
FOR THE PERIOD ENDED 1st APRIL 2017

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

APPROVED BY THE TRUSTEES AND SIGNED BY

Gavin Grant, Chair of Trustees

A handwritten signature in black ink, appearing to read 'Gavin Grant', is written over a horizontal dotted line. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

1/9/2017

HEALS OF MALMESBURY
INDEPENDENT EXAMINER'S REPORT
FOR THE PERIOD ENDED 1st APRIL 2017

I report on the accounts of the company for the period ended 1st April 2016, which are set out on pages 8 to 11.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

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 43 of the 1993 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of 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 statement 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 of the Companies Act 2006; and to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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. which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Williams
1 Phillimore Road
Southampton
SO16 2NQ

Date: 6th November 2017

HEALS OF MALMESBURY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD 22nd JUNE 2016 TO 1st APRIL 2017

	2016
Income	£
Opening Funds	11,693
Donations	13,140
Grant Income	14,302
Total Income	39,135
Expenses	
Project Expenses	27,590
Administration	5,045
Fundraising Costs	738
Total Expenses	33,373
Net Income for Period	5,762
Total Funds Carried Forward	5,762

HEALS OF MALMESBURY

BALANCE SHEET AS AT 1ST APRIL 2017

	2016
	£
Current Assets	
Bank	5,762
Total Current Assets	5,762
Current Liabilities	0
Net Current Assets	5,762
Total Charity Funds as at 1/4/2017	5,762

The financial statements were approved by the Board of Trustees on 1 September 2017 and were signed on its behalf by:



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Gavin Grant
Chair of Trustees

HEALS OF MALMESBURY
NOTES TO THE ACCOUNTS FOR THE PERIOD 22ND JUNE 2016 TO 1ST APRIL 2017

1) Accounting Policies

Basis of Preparation

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies 2006.

Depreciation of Fixed Assets

The fixed assets are computer equipment which are shown at cost and reduced by 25% per annum on a reducing balance basis.

Incoming Resources

Income from donations and grants, including capital grants is included in incoming resources when receivable except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.
- Gifts and services in kind are included at their estimated open market valuation.

Resources expended

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies 2006.

Income from donations and grants, including capital grants is included in incoming resources when receivable except as follows:

- Expenditure is included when incurred.
- Costs which are identified as relating to restricted activities are allocated directly to those activities.
- Costs which relate to the general running of the charity are allocated against unrestricted funds. Where costs have been allocated, this has been done on a basis of staff time spent on each activity.
- Governance costs are those relating to the charity's compliance with constitutional and statutory requirements.
- Irrecoverable VAT is allocated to the expenditure heading to which it relates.

HEALS OF MALMESBURY
NOTES TO THE ACCOUNTS FOR THE PERIOD 22ND JUNE 2016 TO 1ST APRIL 2017

2) Voluntary Income

	2016
	£
Opening Funds	£11,693
Gifts and Donations	£13,140
Total	£24,833

3) Project Costs

	2016
	£
Project Costs	
Rent & rates	5,500
Travel	693
Staff	5,681
Service User Support	10,751
Other Project Expenses	4,965
Total	27,590

4) Administration Costs

	2016
	£
Administration Costs	
Office	1,317
General Admin costs	3,729
Total	5,046

Note 5 – Trustees Expenses

None

Note 6 – Employees

Alison Cross-Jones (General Manager) 15 hours per week from 1 June 2016 to 15 February 2017