

REGISTERED COMPANY NUMBER: 05982733 (England and Wales)
REGISTERED CHARITY NUMBER: 1119912

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2019
for
HART VOLUNTARY ACTION LIMITED

Gilroy & Brookes Accountants Limited
Suite 15
The Enterprise Centre
Coxbridge Business Park
Farnham
Surrey
GU10 5EH

HART VOLUNTARY ACTION LIMITED

Contents of the Financial Statements
for the Year Ended 31 March 2019

	Page
Report of the Trustees	1 to 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11 to 12
Notes to the Financial Statements	13 to 17
Detailed Statement of Financial Activities	18 to 19

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

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 31 March 2019. 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).

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number	05982733 (England and Wales)
Registered Charity number	1119912
Registered office	Civic Offices Harlington Way Fleet Hampshire GU51 4AE
Trustees	W Roberts (Chairman) M Covacic (Vice Chairman) B East (Treasurer) K Hawkswell S Mays M Rawlins (appointed 25 January 2019) G Woods
Ex-Officio	Cllr Simon Ambler (stood down 14 th June 2019) Cllr Stuart Bailey (appointed 14 th June 2019)
Company Secretary	Caroline Winchurch
Independent examiner	Anna Coote MAAT Gilroy & Brookes Accountants Ltd Chartered Accountants Suite 15 The Enterprise Centre Coxbridge Business Park Farnham Surrey GU10 5EH
Bankers	National Westminster Bank 176 Fleet Road Fleet Hampshire GU51 4DE

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Hart Voluntary Action Limited (HVA) is a charitable company limited by guarantee and was incorporated on 30th October 2006. It took over the operations, assets, (excluding the fixed assets which were held at nil value) and liabilities of Hart Voluntary Action on 1st April 2008. The governing documents are the Articles of Association, which were revised with the approval of the membership at the HVA Annual General Meeting on 12th November 2018.

Organisational structure

The Trustees are responsible for governance, including setting the Charity's strategy and policies, and reviewing progress against objectives. The Chief Executive, working closely with the Trustees, carries out the day-to-day management of the Charity. However, all Trustees are encouraged to take an interest in the Charity's project work, and take an active part in the management thereof.

Appointment of Trustees

The Annual General Meeting elects Trustees and Honorary Officers, who have to be members of the Charity. During the year, additional trustees may be co-opted by the Board of Trustees for formal adoption at the next AGM. New trustees are recruited by formal appeal to the Charity membership, through personal contacts of staff and the existing trustees and via the Hart Volunteer Centre.

Trustee induction and training

Trustees are formally inducted in the work of the Charity and their own responsibilities as a Trustee over a period of months. This initially involves discussions with Honorary Officers and other Trustees, briefing by the Chairman and Chief Executive; a review of the latest Annual Report, Annual Accounts, and current projects. Any training or education the new trustee needs is scheduled as required.

Related parties

The only related parties are the Trustees. They receive no remuneration, but expenses reimbursed are as shown in the notes to the Financial Statements. As a Council for Voluntary Service (CVS) the Charity is part of the wider network of Hampshire CVSs, and is a member of national bodies such as the National Association for Voluntary and Community Action, and Small Charities Coalition. An essential function of the Charity is to work with local voluntary and community organisations, in partnerships with the Local Authority and other statutory bodies at district and county level.

Risk Management

The Trustees have a risk management strategy, which comprises:

- An annual review of the risks the Charity may face;
- The establishment of systems and procedures to mitigate those risks identified;
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise;
- Ongoing reviews carried out during the year to ensure continued awareness particularly with regard to specific projects.

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

Trustees' Responsibilities

The Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity, and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees are also responsible for regularly reviewing the Charity's policies and ensuring that they remain fit for purpose. During the last year the Charity's HR and Governance Committee has investigated current legislation, researched relevant policies and updated 22 policies and procedures including the Charity's Service User Complaints' Policy and Health and Safety Policy.

Statement of disclosure of information to Independent Examiners

All directors of the company who held office at the date of approval of these Financial Statements, as set out above, each confirm so far as they are aware, that:

- There is no relevant information of which the company's independent examiners are unaware; and
- They have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant information and to establish that the company's independent examiners are aware of that information.

Public Benefit Statement

The Trustees, in carrying out their duties, have due regard to the guidance published by the Charity Commission on public benefit. This report addresses the public benefit reporting requirements published by the Charity Commission. The Objectives and Activities section provides a summary of activities and explains how these activities provide benefit to the community. More detailed information about the activities and their success is reported in the Achievements and Performance section of this report.

OBJECTIVES AND ACTIVITIES

The core objectives of the Charity are:

- Firstly, to promote and improve the capacity of the voluntary sector throughout Hart District through the one-to-one support, provision of information and training, and representation of the voluntary sector in consultation with statutory agencies and with due regard to guidance published by the Charity Commission on public benefit.

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

- Secondly, through the Hart Volunteer Centre, the Charity aims to promote and sustain voluntary organisations by helping groups recruit and retain volunteers and by putting potential volunteers in touch with volunteering opportunities.

In addition to its core activities, the Charity has a development role in identifying unmet needs and gaps in provision of community services primarily in Hart District and sometimes in neighbouring areas. The Charity is also awarded the responsibility for the administration of grants for specific initiatives aimed at further promoting community engagement and community activities in Hart District. In so doing, the Charity is mindful of the guidance published by the Charity Commission on Public Benefit.

During the reporting period the Charity continued to be responsible for the following externally funded projects:

121 Youth Counselling is a free to access counselling service for young people and young adults aged 11-25 living in Hart District and immediate neighbouring areas, which fully meets BACP (British Association of Counsellors and Psychotherapists) guidelines. The aim of the project is to provide support to young people, who are identified by schools, youth organisations, and health professionals, using both paid and volunteer counsellors who are fully qualified or in the process of becoming fully qualified, to work with this age group. A further aim is that the project should be available in community venues across the District for ease of access by young people. In the current year the project has been funded by grants from Odiham Cottage Hospital Combined Charities, the National Lottery Community Fund (via lead charity It's Your Choice) and through a joint Hampshire Clinical Commissioning Groups contract (via lead charity No Limits).

Hart and Rushmoor Young Carers provide respite support for children and young people who are providing care for a family member suffering from an illness or disability. The project runs clubs which aim to relieve the isolation often experienced by young carers as well as offering them an opportunity to have time-out, relax, and participate in a variety of activities including arts and crafts, sports etc. The project also champions young carers' needs amongst the local and wider community. The project is funded through a grant from Hampshire County Council Children's Services and the National Lottery Community Fund (lead charity One Community).

Hart Health Walks are volunteer-led walks designed to suit all abilities. They are aimed at anyone who would like to walk at a gentle pace in a safe and social setting, especially people who may be rehabilitating after an illness or who would like to begin gentle exercise, or who simply feel they would like to meet people. This project is self-funding through donations.

Sunshine and Showers Depression Support Groups provide small group support for adults dealing with anxiety and depression. The Trustees would like to thank the Trustees of the Odiham Cottage Hospital Combined Charities for their financial support of this project.

North East Hampshire and Farnham Making Connections is a "social prescription" service for adults aged 18 years+ who are registered with GP practices in the North East Hampshire and Farnham Clinical Commissioning Group (CCG) catchment area. Hart Voluntary Action is the lead agency for this contract and works with other charities including Age UK Surrey and Rushmoor Citizens Advice Bureaux to deliver person-centered support to individual patients who have been referred to the project to help with accessing community-led services to improve health and wellbeing and reduce social isolation. Making Connections is contract-funded through the North East Hampshire and Farnham CCG. During the year, additional funding was received via Frimley Health for promoting the involvement of volunteers.

The Charity also acts as a link between the voluntary and community sector and public sector when active consultation and formal partnership representation have become increasingly important. The Charity has continued to be an active participant in various partnerships at the Hart district and county of Hampshire level: the Hart Starting Well Network, Hart Ageing Well Network, Hart Health and Wellbeing Partnership, and various strategic groups of the North East Hampshire & Farnham Clinical Commissioning Group. As such, the Charity plays a significant role through its objectives and activities in achieving the community goals in Hart District Council's Corporate and Health and Wellbeing Strategic Plans, and contributing to Hampshire County Council's Strategic Plans.

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

ACHIEVEMENTS AND PERFORMANCE

The Charity's core focus has continued to be the delivery of its support services to the local voluntary and community sector in Hart District. This takes the form of one-to-one and group advice, with funding and governance being the top two areas where support is required. Help with networking either through the Voluntary Sector Forums or via the printed and electronic versions of the Hart Matters newsletter has also continued to be very popular.

During the reporting period, four new voluntary and community organisations became members of Hart Voluntary Action. Overall membership numbers were reduced from 210 to 154 following a review of all member organisations with the introduction of a new contacts database. A drop in the number of members was due to a number of factors: organisations ceasing to exist, organisational restructures or mergers, or key contacts leaving the organisation.

During the year HVA worked in partnership with Community First to deliver a number of free training opportunities for its membership including: Safeguarding Children Level 2, Conduction Supervision and Appraisals, and Emergency First Aid at Work. Member organisations also received presentations about a range of activities and services during the year at the quarterly Hart Voluntary Sector Forum, including: Hampshire Trading Standards, the Hart and Rushmoor Wellbeing Centre, North East Hampshire and Farnham Clinical Commissioning Group, Odiham Cottage Hospital, Yateley Town Council, Dementia Friendly Hampshire, Parkinson's UK, Argenti Telecare Services, Connect to Support Hampshire, Hart Timebank, and the Home from Hospital Service for North East Hampshire residents. HVA also presented on digital services available to the voluntary and community sector as this is a current Hampshire County Council priority area for the Hampshire CVS Network as a whole.

The Hart Volunteer Centre entered into its sixth year of successful operation from its "Hub" in Hart Shopping Centre. The Trustees would like to thank the Shopping Centre's management team for their continued support by maintaining the tenancy at will arrangement at no charge to the Charity. The Volunteer Centre helped voluntary and community groups over the year by successfully placing 204 new volunteers.

The Volunteer Centre continued to run IT/computer classes for the over 50s, using volunteers who provide one-to-one guidance on using tablets, accessing the internet and other specific requests for help with understanding information technology. This service continues to be popular and is running 3 mornings a week.

The Volunteer Centre has also continued to host the British Red Cross Mobility Equipment Loan Service for five mornings a week, which is now the only local venue in the North East Hampshire area, where people can pick up wheelchairs, walkers etc for short – term/ emergency use.

Working with the Fleet Lions Club, Hart Volunteer Centre hosted its first "Get Involved Fair" in Hart Shopping Centre on 22 September 2018, aimed at promoting key volunteering roles for the local community. Twenty organisations were involved on the day. The feed-back both from members of the public and organisations was so positive, with a number of organisations reporting that they had increased their pool of volunteers as a result, that it has been decided to make this an annual event. HVA would like to thank both the Fleet Lions and the Hart Shopping Centre Management Team for their support.

The Hart Volunteer Centre has increased its links with the Fleet BID (Business Improvement District), which is responsible for building the profile of local businesses in Fleet, and organising activities to attract more people into the town centre. Fleet BID approached the Volunteer Centre about taking on the running of a Santa's Post Office in Hart Shopping Centre using volunteer "elves" over a month in the run-up to Christmas. This was a considerable undertaking for the Volunteer Centre, who used it as an opportunity to engage young people aged 13-18 (including young carers), as well as local businesses and its bank of volunteers. In return HVA, received donations from the public and from Fleet BID, which was put towards its 121 Youth Counselling and Hart and Rushmoor Young Carers' projects. Feedback about Santa's Post Office from parents and children alike was extremely positive, and the opportunity to do something similar in 2019 will be considered. Social media around this activity helped to build awareness about the Hart Volunteer Centre and local volunteering.

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

The Hart and Rushmoor Young Carers project continued to reach out to new young carers during the year. Term-time young carers clubs operated in Yateley (13 years+) and Farnborough (7-12 years). During the year 28 young carers were referred to the service, and by the end of the year 65 young carers had accessed support either through the respite clubs or through support in school. The project continued to hold monthly coffee mornings for the parents/relatives of young carers providing an opportunity for project staff to find out more about practical issues they were facing and to signpost to other services or offer direct support in response. The HVA Trustees would like to thank Café 46 in Yateley for accommodating the coffee mornings and the Yelabus for help with transport, which has made these very well attended events.

During the year, HVA worked with Rushmoor Citizens Advice Bureaux on a pilot outreach project to support and help individual adults in young carers' families on benefits and other types of advice work. A Citizens Advice case worker was seconded to the project for 6 months to test the need for more intensive support to young carers' families. The priority went to young carers' parents who had barriers to accessing a Citizens Advice office, who had complex support requirements such as Personal Independence Payment (PIP) claims and assessments.

The case worker supported 10 unique clients (3 Hart and 7 Rushmoor), which generated 20 cases and 94 Advice issues (51 were benefits related). Out of the 10, 4 families were being threatened with homelessness. By the end of March 2019, this outreach work had yielded £42,474 in benefits and other claims, with number of claims to the individuals concerned outstanding.

Hart Health Walks has continued to be popular with local residents with all the weekly walks in Crookham Village, Fleet, Hartley Wintney, Hook, Odiham and Yateley showing good levels of attendance throughout the year. During 2018/19, 74 new walkers registered to attend the walks, and with one or two exceptions, such as heavy snowfall, walks ran for 50 weeks of the year. The HVA Trustees would like to thank St John's - Hook, St John's - Hartley Wintney, Crookham Village Social Club, All Saints Church - Fleet, Café 46 in Yateley, and Odiham Parish Council for allowing walkers to make use of their venues for the start and finish of the walks.

Sunshine and Showers depression support groups for adults dealing with depression or anxiety continued to run from Odiham Cottage Hospital, with one day-time and one evening group running on a weekly basis. Numbers of attendees remained static over the year with an average of 6 clients attending each group.

121 Youth Counselling has continued to provide confidential counselling support to children and young people aged 11-25 years, the majority of whom live in Hart District. During the year 96 young people were taken on to receive counselling alongside those who were already in service.

The Trustees would like to thank Odiham Cottage Hospital Combined Charities Trust for their direct grant contributions to the project and No Limits, Southampton and It's Your Choice New Forest, for managing partnership funding on behalf of a network of voluntary counselling services in Hampshire, and to Cllr Wendy Makepeace-Brown, who made the project one of the Hart Chairman's charities for the year. The Trustees would also like to thank Hart Citizens Advice, Whitewater Health, Odiham Cottage Hospital Combined Charities, and Oakley Health Group for the use of their venues for counselling sessions.

At the beginning of the 2018/19 year, HVA opened the **Annexe Counselling Rooms** at Odiham Cottage Hospital, following a complete make-over of the interior to create a suite of 4 counselling rooms. These rooms will be available to hire for charitable and private counselling sessions, with the aim of creating more opportunities for people of all ages to access affordable local counselling provision, especially those living in the western parishes of Hart District. The Trustees would again like to thank the Odiham Cottage Hospital Combined Charities Trust for the generous support of this project. During the year, all Odiham 121 Youth Counselling sessions in Odiham were moved into the Annexe, and the rooms were used by No Limits for 5-10 year olds children's counselling, and a number of other counsellors started seeing clients there on a private basis.

The **Making Connections** social prescribing service entered into its third year of operation. The project links people referred by health and social care services to local support to connect people with services and activities, which will help them better self-manage their health and wellbeing. Most social prescribing projects use link-workers between GPs and other healthcare professionals to provide one-to-one support to help people achieve healthier lifestyles and improved confidence to manage their health. Making Connections is open to anyone aged 18+ who is registered

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

with one of the GP surgeries in the North East Hampshire and Farnham area. Referrals to the service were made by GPs and the Integrated Care Teams and the reasons for referral were mainly for people at risk of becoming socially isolated.

Clients were assigned to a Making Connections Co-ordinator, who worked with them over 3-4 month period on goal-setting to achieve life-style changes to reduce social isolation and improve physical activity. During the year, the service received over 650 referrals, and worked with around 400 clients.

Additional funding awarded to the project via Frimley Health to develop the involvement of volunteers to work alongside Making Connections clients continued to yield results with 13 volunteers recruited.

The Trustees would like to thank North East Hampshire and Farnham CCG for this opportunity to work in partnership on the joint design and review of this programme, and on being able to link the clients in the majority of cases to activities and services run by the voluntary and community sector in Hampshire and Surrey.

The Trustees would also like to thank Age UK Surrey who are partnering with HVA on this project. During the year, it was agreed with Age UK Surrey to move over four of the Making Connections staff from their employment to HVA's employment to develop the service for North East Hampshire clients.

In the final quarter of 2018/19, HVA was awarded a 9-month contract by North East Hampshire and Farnham CCG in partnership with Hampshire County Council Adults' Health and Care to pilot the re-establishment of a **Home from Hospital** service for North East Hampshire residents. This service started its operation in mid-February 2019 providing support for adult patients being discharged from Frimley Park Hospital and Fleet and Farnham Community Hospitals, to help them with practical support and companionship over a period of up to six weeks to help them settle back at home. This is a new type of project for HVA, and one which the Trustees hope will link well with the existing Making Connections project.

FINANCIAL REVIEW

There was a deficit on the unrestricted fund of £3,635 and surplus of £35,752 on the restricted funds for the year ended 31st March 2019 giving an overall surplus of £32,117.

Essentially all restricted funds and service delivery projects are externally funded, and do not impose a charge on HVA's own funds. Management fees, which are normally based on full cost recovery, are earned from these projects.

The main sources of unrestricted income are the core grants received from Hampshire County Council and Hart District Council, which fund the core Council for Voluntary Services (CVS) function. This income supports three members of staff: the Chief Executive, Volunteer Centre Development Officer, and Administrator as well as the financial management services for the Charity.

Reserve funds are held on deposit in an interest bearing account at Nationwide Building Society.

Reserves Policy

The purpose of the reserves is to ensure that the Charity is capable of meeting any shortfall in funding which would result in a reduction in the organisation's activities and its inability to meet immediate financial commitments.

The Trustees have reviewed the Charity's reserves policy and have agreed that the Board will make a fresh assessment annually of the amount the charity needs to hold in reserve, and for it to be approved by the Trustees.

For 2019/20, the designated reserves are £83,600 which equates to 6 months of running costs.

Risk Assessment

A formal risk assessment procedure is in place using Charity Commission guidelines. The Trustees review the major risks and their implications and steps are taken to mitigate potentially adverse effects. The procedures continue to be maintained and monitored on an on-going basis.

HART VOLUNTARY ACTION LIMITED

Report of the Trustees for the Year Ended 31 March 2019

Regular reviews of the policies and governance procedures of the Charity fell to the newly formed Human Resources and Governance Sub-Committee, and the Finance and Strategy Sub-Committee continued to meet to review financial and strategic planning for the Charity.

Volunteers

The Charity relies on its many volunteers to perform a variety of roles and this enables the Charity to deliver a cost-effective service to the community. Volunteer roles include: reception, administration, IT tutors, and social media volunteers for the Volunteer Centre, young leaders, club assistants and drivers for the Hart and Rushmoor Young Carers project, walk leaders and administration for Hart Health Walks, group co-facilitators for Sunshine and Showers, counsellors for 121 Youth Counselling, and short-term helpers for Making Connections.

We would like to offer our thanks to all of our 60+ volunteers who give up their time willingly to help with our projects or in the Volunteer Centre. Whether it is on a regular basis or being called upon on an ad-hoc basis, without them we could not achieve as much as we do.

Staff

The Trustees would like to thank the staff team for all their contributions to the day-to-day running of the Charity's activities.

Changes to the Trustee Board

Mike Rawlins was co-opted to the Trustee Board in January 2019, and will be formally appointed to the Board at the Annual General Meeting in November 2019.

PLANS FOR FUTURE PERIODS

In autumn 2017, Hampshire County Council confirmed its wish to work with a single organisation rather than work separately with each of the 9 CVS organisations in the County. The Chair and Chief Executive Officer represented HVA at meetings with the other 9 CVS organisations in the Hampshire network to find a way forward. A Single Contracting Organisation (SCO), Community First Wessex, was agreed as the new SCO which would manage the distribution of the HCC core grant and report on performance of the individual CVS's to Hampshire County Council. These new arrangements took effect on 1 April 2018 and will continue at least until March 2021.

The Charity has updated its business plan to take account of changing circumstances and to reflect the key priorities of its two core funders, Hampshire County Council and Hart District Council.

Diversifying and increasing the sustainability of the Charity's financial resources continues to be one of the Trustees' top strategic objectives. In the face of further budget reductions at County Council level, the Charity, through the Hampshire CVS Network, will continue to seek ways of working more cost-effectively through collaborative working both with other Hampshire CVS's.

The Charity will also work closely with Hampshire County Council and Hart District Council to look at ways the voluntary and community sector can add value to the work of the local authorities, especially in the areas of health and wellbeing for the general population and targeted health and social care support for older people and vulnerable children and families.

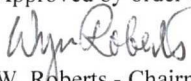
INDEPENDENT EXAMINER

Gilroy & Brookes Accountants has been re-appointed as independent examiner for the ensuing year.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approved by order of the board of trustees on 17 October 2019 and signed on its behalf by:


W. Roberts - Chairman

Independent Examiner's Report to the Trustees of
Hart Voluntary Action Limited

Independent examiner's report to the trustees of Hart Voluntary Action Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of MAAT which is one of the listed bodies

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

Anna Coote MAAT
Gilroy & Brookes Accountants Ltd
Chartered Accountants
Suite 15
The Enterprise Centre
Coxbridge Business Park
Farnham
Surrey
GU10 5EH

October 2019

HART VOLUNTARY ACTION LIMITED

Statement of Financial Activities
for the Year Ended 31 March 2019

	Notes	Unrestricted funds £	Restricted funds £	31.3.19 Total funds £	31.3.18 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies and grants		81,335	419,213	500,548	416,691
Investment income	2	<u>683</u>	<u>-</u>	<u>683</u>	<u>444</u>
Total		82,018	419,213	501,231	417,135
 EXPENDITURE ON					
Raising funds		-	4,611	4,611	1,199
Charitable activities					
Expenditure on charitable activities		132,618	329,065	461,683	438,986
Other		<u>2,820</u>	<u>-</u>	<u>2,820</u>	<u>-</u>
Total		<u>135,438</u>	<u>333,676</u>	<u>469,114</u>	<u>440,185</u>
 NET INCOME/(EXPENDITURE)		(53,420)	85,537	32,117	(23,050)
 Transfers between funds	12	<u>49,785</u>	<u>(49,785)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(3,635)</u>	<u>35,752</u>	<u>32,117</u>	<u>(23,050)</u>
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>116,928</u>	<u>96,746</u>	<u>213,674</u>	<u>236,724</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>113,293</u></u>	<u><u>132,498</u></u>	<u><u>245,791</u></u>	<u><u>213,674</u></u>

The notes form part of these financial statements

HART VOLUNTARY ACTION LIMITED

Balance Sheet
At 31 March 2019

		Unrestricted funds	Restricted funds	31.3.19 Total funds	31.3.18 Total funds
	Notes	£	£	£	£
CURRENT ASSETS					
Debtors	8	9,843	24,347	34,190	51,395
Cash at bank and in hand		<u>110,480</u>	<u>110,896</u>	<u>221,376</u>	<u>172,110</u>
		120,323	135,243	255,566	223,505
CREDITORS					
Amounts falling due within one year	9	(7,030)	(2,745)	(9,775)	(9,831)
		<u>113,293</u>	<u>132,498</u>	<u>245,791</u>	<u>213,674</u>
NET CURRENT ASSETS					
		<u>113,293</u>	<u>132,498</u>	<u>245,791</u>	<u>213,674</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>113,293</u>	<u>132,498</u>	<u>245,791</u>	<u>213,674</u>
NET ASSETS					
		<u>113,293</u>	<u>132,498</u>	<u>245,791</u>	<u>213,674</u>
FUNDS	10				
Unrestricted funds				113,293	116,928
Restricted funds				<u>132,498</u>	<u>96,746</u>
TOTAL FUNDS				<u>245,791</u>	<u>213,674</u>

The notes form part of these financial statements

HART VOLUNTARY ACTION LIMITED

Balance Sheet - continued

At 31 March 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 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 17 October 2019 and were signed on its behalf by:



W. Roberts - Chairman

The notes form part of these financial statements

HART VOLUNTARY ACTION LIMITED

Notes to the Financial Statements for the Year Ended 31 March 2019

1. 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.

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.

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	- 20% on cost
-----------------------	---------------

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.

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.

2. INVESTMENT INCOME

	31.3.19	31.3.18
	£	£
Bank Interest	<u>683</u>	<u>444</u>

HART VOLUNTARY ACTION LIMITED

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.19	31.3.18
	£	£
Depreciation - owned assets	-	1,635
	<u> </u>	<u> </u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

5. STAFF COSTS

	31.3.19	31.3.18
	£	£
Wages and salaries	235,334	171,925
Social security costs	12,342	4,472
Other pension costs	<u>8,318</u>	<u>7,015</u>
	<u>255,994</u>	<u>183,412</u>

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

	31.3.19	31.3.18
Employees	<u>32</u>	<u>24</u>

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

HART VOLUNTARY ACTION LIMITED

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	87,730	328,961	416,691
Investment income	<u>444</u>	<u>-</u>	<u>444</u>
Total	88,174	328,961	417,135
 EXPENDITURE ON			
Raising funds	-	1,199	1,199
Charitable activities			
Expenditure on charitable activities	<u>125,635</u>	<u>313,351</u>	<u>438,986</u>
Total	<u>125,635</u>	<u>314,550</u>	<u>440,185</u>
 NET INCOME/(EXPENDITURE)	<u>(37,461)</u>	<u>14,411</u>	<u>(23,050)</u>
 Transfers between funds	<u>52,069</u>	<u>(52,069)</u>	<u>-</u>
Net movement in funds	14,608	(37,658)	(23,050)
 RECONCILIATION OF FUNDS			
Total funds brought forward	<u>102,320</u>	<u>134,404</u>	<u>236,724</u>
 TOTAL FUNDS CARRIED FORWARD	<u>116,928</u>	<u>96,746</u>	<u>213,674</u>

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Totals £
COST			
At 1 April 2018 and 31 March 2019	<u>6,607</u>	<u>6,539</u>	<u>13,146</u>
 DEPRECIATION			
At 1 April 2018 and 31 March 2019	<u>6,607</u>	<u>6,539</u>	<u>13,146</u>
 NET BOOK VALUE			
At 31 March 2019	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2018	<u>-</u>	<u>-</u>	<u>-</u>

HART VOLUNTARY ACTION LIMITED

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Trade debtors	27,473	48,539
Other debtors	5,967	2,400
Pensions	338	-
Prepayments and accrued income	<u>412</u>	<u>456</u>
	<u>34,190</u>	<u>51,395</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Trade creditors	2,745	2,539
Social security and other taxes	5,758	4
Pensions	-	9
Other creditors	-	2,659
Accrued expenses	<u>1,272</u>	<u>4,620</u>
	<u>9,775</u>	<u>9,831</u>

10. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted funds				
Unrestricted funds	116,928	(53,420)	49,785	113,293
Restricted funds				
Restricted funds	96,746	85,537	(49,785)	132,498
	<u>213,674</u>	<u>32,117</u>	<u>-</u>	<u>245,791</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted funds	82,018	(135,438)	(53,420)
Restricted funds			
Restricted funds	419,213	(333,676)	85,537
	<u>501,231</u>	<u>(469,114)</u>	<u>32,117</u>

HART VOLUNTARY ACTION LIMITED

Notes to the Financial Statements - continued for the Year Ended 31 March 2019

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.18 £
Unrestricted Funds				
Unrestricted funds	102,320	(37,461)	52,069	116,928
Restricted Funds				
Restricted funds	134,404	14,411	(52,069)	96,746
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>236,724</u>	<u>(23,050)</u>	<u>-</u>	<u>213,674</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted funds	88,174	(125,635)	(37,461)
Restricted funds			
Restricted funds	328,961	(314,550)	14,411
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	417,135	(440,185)	(23,050)

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

12. TRANSFER BETWEEN FUNDS

Transfers between funds includes £43,800 in respect of management charges attributed to certain restricted funds for administration and other office costs paid through the unrestricted general funds and an amount of £5,984 for the promotion of volunteering allocated against cost incurred for that activity within the unrestricted general funds.

HART VOLUNTARY ACTION LIMITED

Detailed Statement of Financial Activities for the Year Ended 31 March 2019

	31.3.19 £	31.3.18 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	8,587	4,671
Gift aid	67	88
Hampshire County Council Core and Restricted Grants	46,523	50,995
Hart DC Core Grant	40,230	40,230
Odiham Cottage Hospital Trust	27,692	23,692
National Lottery Community Fund (Healthy Transitions)	17,097	22,463
National Lottery Community Fund (Hart and Rushmoor Young Carers)	38,495	17,358
Making Connections	267,653	196,000
Other charitable income	51,204	56,559
HVA training income	-	4,635
Other grants	3,000	-
	500,548	416,691
Investment income		
Bank Interest	684	444
Total incoming resources	501,231	417,135
EXPENDITURE		
Other trading activities		
Event cost	4,611	1,199
Charitable activities		
Wages	235,334	171,925
Social security	12,342	4,472
Pensions	8,318	7,015
Insurance	1,680	1,423
Telephone	5,498	5,176
Postage and stationery	2,007	2,531
Advertising	2,743	4,585
Sundries	4,662	214
Staff expense	5,384	2,453
Staff mileage	11,976	2,451
Volunteer expense	4,597	7,216
Website costs	643	758
Computer expense	8,829	11,233
Office costs	(3,936)	1,125
Subscriptions	569	579
HVA Training expense	521	10,683
Carried forward	301,167	233,839

This page does not form part of the statutory financial statements

HART VOLUNTARY ACTION LIMITED

Detailed Statement of Financial Activities
for the Year Ended 31 March 2019

	31.3.19 £	31.3.18 £
Charitable activities		
Brought forward	301,167	233,839
Project specific costs	126,952	176,456
Supervision Expenses	7,945	6,595
Staff Training	(80)	-
Recruitment expenses	324	-
External Accountancy Costs	8,467	5,654
AGM / Vol Sector Forum	189	-
Premises cost	1,270	-
Donations-Giving Machine	<u>(16)</u>	<u>-</u>
	446,218	422,544
Other		
Pension fund	2,820	-
Support costs		
Management		
Accommodation Lease	8,400	8,400
Accountancy fees	6,312	5,124
Bank Charges	691	663
Meeting expenses	62	472
Business Rates	-	140
Fixtures and fittings	-	1,635
Interest on PAYE/NI	<u>-</u>	<u>8</u>
	<u>15,465</u>	<u>16,442</u>
Total resources expended	469,114	440,185
	<u> </u>	<u> </u>
Net income/(expenditure)	<u>32,117</u>	<u>(23,050)</u>

This page does not form part of the statutory financial statements