COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

England & Wales · Charity number 1075224

Details

Other names	COMMUNITY DEVELOPMENT AGENCY FOR HERTFORDSHIRE, CDA FOR HERTS
Status	Registered
Legal form	Charitable company
Company number	03712283
Registered	1999-04-23
Register	View on the Charity Commission register

Contact

Address	Unit 2 Mead Lane Industrial Estate Merchant Drive Hertford SG13 7BH
Phone	01992289060
Email	office@cdaherts.org.uk
Website	www.cdaherts.org.uk

Activities

Objects: A) TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE COMMUNITY IN THE GEOGRAPHICAL COUNTY OF HERTFORDSHIRE AND SURROUNDING AREAS BY ASSISTING THE WORK OF STATUTORY AUTHORITIES AND VOLUNTARY ORGANISATIONS ENGAGED IN ADVANCING EDUCATION, FURTHERING HEALTH, RELIEVING POVERTY, DISTRESS OR SICKNESS, OR IN PURSUING ANY OTHER CHARITABLE PURPOSES.B) TO PROMOTE AND ORGANISE CO-OPERATION IN THE ACHIEVEMENT OF THE SAID PURPOSES AND TO THAT END TO BRING TOGETHER IN COUNCIL REPRESENTATIVES OF THE AUTHORITIES AND ORGANISATIONS ENGAGED IN FURTHERANCE OF THE SAID PURPOSES WITHIN THE GEOGRAPHICAL COUNTY OF HERTFORDSHIRE AND SURROUNDING AREAS.

Activities: Carrying out projects of a social nature within Hertfordshire and surrounding areas.

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Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** HERTFORDSHIRE
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£186,787	£254,147	-	-
2024-03-31	£348,040	£347,576	-	-
2023-03-31	£369,029	£381,838	-	-
2022-03-31	£314,000	£350,053	-	-
2021-03-31	£293,455	£183,846	-	-

Trustees

Name	Role	Appointed
Annabel Graham - Martin		2025-10-15
Jodie Deards		2021-09-08
John Dawson		2019-12-15
Peter Kofi Azilah		2025-01-05
Sharon Aneja		2024-06-21

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COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

England & Wales - Charity number 1075224

Accounts

Charity registration number 1075224 (England and Wales)

Company registration number 03712283

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J. Dawson	
	J. Deards	
	S. Aneja	(Appointed 21 June 2024)
	P.K. Kofi	(Appointed 5 January 2025)
Chief Executive	K. Poulton	
Charity number	1075224	
Company number	03712283	
Registered office	Unit 2 Mead Lane Industrial Estate Merchant Drive Hertford SG13 7BH	
Independent examiner	HB Accountants 28 Plumpton House Plumpton Road Hoddesdon Hertfordshire EN11 0LB	
Bankers	Yorksire Bank plc 7 Gold Street Northampton Northamptonshire NN1 1EN	

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

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COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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 2019).

Objectives and activities

To promote any charitable purposes for the benefit of the community in the geographical County of Hertfordshire and surrounding areas by assisting the work of statutory authorities and voluntary organisations engaged in advancing education, furthering health, relieving poverty, distress or sickness, or in pursuing any other charitable purposes.

To promote and organise co-operation in the achievements of said purposes and to that end bring together Council representatives of the authorities and organisations engaged in the furtherance of the said purposes within the geographical County of Hertfordshire and surrounding areas.

Established in January 1966, CDA Herts is the Rural Community Charity (RCC) for Hertfordshire. CDA Herts aims to be the leading independent County Charity for the sustainable development of rural and urban communities across Hertfordshire and a strategic partner in the development of the County's Voluntary and Community Sector and public agencies.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The Board:

• The Board and staff have agreed a new three-year strategic plan, focusing our activities on providing maximum benefit to rural communities, demonstrating best social value for the people and groups targeted.

• Agreed the vision, mission, and values to be embedded in all the projects.

The Board also wishes to thank all the funders, sponsors, especially, ACRE and Defra , Herts County Council, North Hertfordshire Council, Herts and West Essex Integrated Care Board, Herts Community Foundation, and many of our colleagues and partners who share our vision and mission. We also thank partners who are members and the many individuals who believe and support the work we do.

Our activities and focus for this year have been to provide advisory services, unstructured support and work in partnership to reduce health inequalities, isolation, loneliness and ensure that communications between public and voluntary sectors are appropriate.

Projects:

We have continued advocacy with public agencies to include rural consideration within their services no matter how difficult the logistics are to manage due to geography and time taken to deliver services compared to service delivery in urban areas where the reach is higher and easier to logistically deliver.

Digital Inclusion

We continue to be very proud of our engagement, support and encouragement of local Digital Volunteers, which was key in ensuring that the project developed further and became more sustainable via continued commissioning funding support from Clarion Futures - Digital.

The number of rural areas included in the project remained at 5 villages and their surrounding communities. The informal drop-in format combined with tea and cake make the weekly free to access sessions more welcoming and helping to reduce potential stigma or confidence issues people may have when seeking some IT support and help in uses their digital devices.

Feedback:

"As a person of senior age living on my own and with no family members living nearby, I find the weekly IT support sessions invaluable in helping me keep afloat, within the ever-changing digital world."

We delivered:

· 165 'Drop In' Digital Inclusion 2-hour sessions based at rural 5 village halls

· 2,078 hours of Digital support, advice and guidance has been provided

· 195 unique Digital Learners have been supported by 35 volunteer "Digi Buddies" recruited

· 1092 Digital Learner attendances in total over the year

Digital Infrastructure

Following on from the Village Halls Connectivity Report, we have worked with partners and telecom providers to improve the service and provision of internet services which is poor in many of our Village Halls.

Rural Support Networks

We have continued to support the RSNs (Rural Support Networks) although we now have no dedicated funding for this work. We have over 50 active groups with approximately 1,000 local volunteers, supporting 1,000 people, numbers fluctuate. We are undertaking a further survey to update our knowledge of this voluntary rural activity and to identify the underlying causes of and the scope of need. We continue to offer support, advice, information, training, resources and funding to Hertfordshire's RSNs which are informal groups of volunteers helping the local vulnerable, elderly and lonely.

As partners in HCC (Herts County Council) 'Cost of Living Response Group' we have investigated how neighbours can help each other via the Rural Support Networks and using community gardens, we continue to highlight how solutions may impact in the rural communities.

Village Halls Advisory Service

Our Village Halls and Community Buildings Consortium continues to thrive and requires increased demands for support.

We held a county village hall conference with 55 participants respectively and had presentations on spanning a variety of subjects ranging from recruiting volunteers,sustainability, insurance, upcoming changes in legislation and increasing revenue with screen and audio upgrades.

In total, over the 12 months, we received 313 requests for help from 83 different Halls. The most popular topics have been Committee, Trustee and Governance issues, Governing documents, Banks and banking, Energy and Climate Change, Fire regulations/H&S issues, Electrical, Safety & Inspections, Disaster/Resilience planning, Hiring, Flooring maintenance/repair and Defra Grants.

Our Partnership Project with East Herts Council and Utility Aid to deliver Free Remote Energy Efficiency Surveys to Village Halls in one district. This yielded 21 expressions of interest. 12 Surveys were undertaken, and a Report completed. 9 did not proceed to a Survey due to technical issues around poor internet.

We are now supporting these Halls to find suitable suppliers for retrofit energy and carbon saving measures. East Herts Council have reported that the project could lead to a saving of 260 tons of Carbon per year from rural areas.

In partnership with East Herts Council Public Health, we have facilitated the involvement of 6 Village Halls in a Healthy Hub Rural Outreach initiative. Each Hall has received a banner, leaflets and posters for display to create better access to healthy living information for rural people.

Rural Affordable Housing

We completed a housing needs survey and delivered a draft report in Ashwell in North Herts. The Survey achieved a 17% response within the village.

Community Transport

Tewin Community Transport Minibus continues to provide a vital service for the elderly, vulnerable and lonely in the village. We have 8 regular users and a further 6 who use the Minibus when special trips are arranged to Garden Centres for example.

A review of providers has resulted in the appointment of R Minibuses, exploring slowly additional villages into the route to widen the reach. The model has been adapted to offer places at a higher rate with concession for those that require it, in a bid to make the project more financially sustainable.

The involvement of local councillors and users as a steering committee, ensures this project stays connected to the community it serves.

Community Garden St Albans

The small band of garden volunteers continue to make the one acre of garden accessible and open to all. The community groups are well established and have repeatedly told us that the space without constraints is vital to the health and wellbeing and working with other diverse people and interests are a little gem in St Albans.

The interactions between the diverse community groups and the garden volunteers who provide weekly maintenance and support is a model of excellence for community cohesion and impacted on health and wellbeing together with firm social friendships within the project and beyond.

We thank the project leads and following groups: Food Smiles; St Albans Beekeepers; HAWA; Disability Centre; Czech and Slovakia; Woodcraft Social groups and many others plus the fantastic group of garden volunteers.

Healthy Villages

Thanks to funds from Herts and West Essex ICB, we were able to pilot a project in 20 Villages, looking at promoting individuals to have their Blood Pressure checked. 522 individuals were checked with 37 individuals advised to have it re-checked at a pharmacy or GP.

The project also enabled us to map out 4 villages using the Asset Based Community Development methodology.

Play Area Scheme based in HMP The Mount

The hard decision to end our involvement in delivery of this service that we had supported since 1998 was taken, due to the project becoming financially unviable.

Our service has touched the lives of over 4,500 children, and we would like to thank the staff and volunteers who made such an impact over that time. The service was transferred to PACT who operate similar schemes nationally.

Financial review

Income decreased from £347,576 to £186,787 in the year to 31 March 2025.

Despite tight expenditure controls, we have a difference in fund balances showing a significant loss of £67,360 for the financial year, as the traditional funding streams become increasingly competitive.

To address this we underwent a process of re-evaluating our mission and who we are looking to serve. To ensure that any application for grants and commission are more focused and we are looking at ways to diversify our income streams.

This loss will be funded from our reserves.

Reserves policy

The trustees have considered the minimum level of reserves (that is those funds that are freely available) that the Charity ought to hold. Reserves are needed to bridge the funding gaps between spending and receiving resources from grants and other income, and make provision for dissolving the company in an orderly manner, should it no longer be a going concern.

Reserve will be held to cover three months operating costs to include staff wages and rent liabilities. Payments to cover potential redundancy costs will be held outside the reserves.

This policy will be reviewed on no less than a bi-annual basis.

Structure, governance and management

The charity is a company limited by guarantee governed by its Memorandum and Articles of Association dated 22 January 1999 and amended to extend its area to surrounding districts on 26 August 2005. It is registered as a charity with the Charity Commission. Anyone over the age of eighteen can become a member of the Company.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

A.F. Alexander	
J. Dawson	(Resigned 31 January 2025)
J. Deards	
S. Fenton	
S. Aneja	(Resigned 18 July 2024)
P.K. Kofi	(Appointed 21 June 2024)
	(Appointed 5 January 2025)

Recruitment and appointment of trustees

As set out in the Articles of Association the Trustees are selected from individual members of the representatives of the member organisations and from communities of interest on an annual basis. All members are circulated with invitations to nominate Trustees prior to the AGM advising them of retiring trustees and requesting nominations for the AGM. When considering co-opting Trustees, the Board has regard to the requirements for any specialist skills needed because of the Trustees' Skills Audit.

New Trustees undergo an orientation to brief them on their legal obligations under Charity and Company Law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the Strategy and Forward Planning and other recent performance of the Charity. During the induction they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational structure

The Board of Trustees administers the Charity. The Board meet bi-monthly. The Trustees appoint the Chief Executive Officer to manage the day-to-day operations of the Charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within the terms of the delegation approved by the Trustees, for operational matters including finance and employment.

The trustees' report was approved by the Board of Trustees.

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J. Deards

Trustee

Date: 16/10/25

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

I report to the trustees on my examination of the financial statements of Community Development Action Hertfordshire (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

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

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 that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or

4 the financial statements 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 financial statements 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 financial statements to be reached.

HB Accountants

HB Accountants
Chartered Accountants
28 Plumpton House
Plumpton Road
Hoddesdon
Hertfordshire
EN11 0LB

Dated: 11/06/25

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income and endowments from:							
Donations and legacies	**3**	4,830	-	4,830	6,810	730	7,540
Charitable activities	**4**	40,982	127,508	168,490	46,522	260,184	306,706
Other trading activities	**5**	2,204	4,637	6,841	5,195	1,169	6,364
Investments	**6**	6,449	177	6,626	8,819	846	9,665
Other income	**7**	-	-	-	17,765	-	17,765
Total income		54,465	132,322	186,787	85,111	262,929	348,040
Expenditure on:							
Charitable activities	**8**	80,513	173,634	254,147	75,513	272,063	347,576
Total expenditure		80,513	173,634	254,147	75,513	272,063	347,576
Net income/(expenditure)		(26,048)	(41,312)	(67,360)	9,598	(9,134)	464
Transfers between funds		(551)	551	-	(1,066)	1,066	-
Net movement in funds		(26,599)	(40,761)	(67,360)	8,532	(8,068)	464
Reconciliation of funds:							
Fund balances at 1 April 2024		131,267	75,497	206,764	122,735	83,565	206,300
Fund balances at 31 March 2025		104,668	34,736	139,404	131,267	75,497	206,764

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	13		630		841
Current assets					
Debtors	14	496		5,248	
Cash at bank and in hand		152,486		209,193	
		152,982		214,441	
Creditors: amounts falling due within one year	15	(14,208)		(8,518)	
Net current assets			138,774		205,923
Total assets less current liabilities			139,404		206,764
The funds of the charity					
Restricted income funds	17		34,736		75,497
Unrestricted funds			104,668		131,267
			139,404		206,764

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 16/10/25

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J. Deards

Trustee

Company registration number 03712283 (England and Wales)

1 Accounting policies

Charity information

Community Development Action Hertfordshire is a private company limited by guarantee incorporated in England & Wales.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies (continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2025	Restricted funds 2025	Total 2025	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£	£	£	£
Donations and gifts	943	-	943	3,334	730	4,064
Membership fees	3,887	-	3,887	3,476	-	3,476
	4,830	-	4,830	6,810	730	7,540

4 Charitable activities

	2025	2024
	£	£
Core grant	40,982	46,522
Grants receivable under contracts	127,508	260,184
	168,490	306,706
Analysis by fund		
Unrestricted funds	40,982	46,522
Restricted funds	127,508	260,184
	168,490	306,706

5 Other trading activities

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
Consultancy fees	437	3,439	3,876	4,606	927	5,533
Other income	1,767	1,198	2,965	589	242	831
Other trading activities	2,204	4,637	6,841	5,195	1,169	6,364

6 Investments

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
Interest receivable	6,449	177	6,626	8,819	846	9,665

7 Other income

	Unrestricted funds 2025	Unrestricted funds 2024
	£	£
Other income	-	17,765

8 Expenditure on charitable activities

	2025	2024
	£	£
Direct costs		
Staff costs	83,909	136,373
Other staff costs	1,718	511
Office expenses	1,179	1,429
Other expenses	3,790	2,594
Training and professional fees	16,427	9,927
Premises expenses	1,622	2,750
Tewin bus hire	4,480	3,350
Marketing and PR	4,152	994
	117,277	157,928
Grant funding of activities (see note 9)	-	47,797
Share of support and governance costs (see note 10)		
Support	131,650	138,071
Governance	5,220	3,780
	254,147	347,576
Analysis by fund		
Unrestricted funds	80,513	75,513
Restricted funds	173,634	272,063
	254,147	347,576

9 Grants payable

	2024
	£
Grants to institutions:	
Various rural community organisations	8,500
Hong Kongers, Watford	5,000
Herts Asian Women's Association	2,500
Dhamma Nikethanaya Buddist Cultural Centre	4,000
Steel Pan In Motion	1,000
Sri Guru Singh Sabha Gurdwara WAtford	4,000
Future Cross	4,997
Leeanna's Wish	5,000
Hong Kongers, Bishops Stortford	5,000
Chapel of Glory	5,000
One Vision	1,000
Watford African Carribean Association	1,000
Veterans Support Group	800
	47,797

10 Support costs allocated to activities

	2025	2024
	£	£
Staff costs	97,086	103,762
Depreciation	211	-
Other staff costs	576	871
Office expenses	4,176	4,550
Other expenses	136	246
Subscriptions	6,223	5,923
Professional fees	2,110	1,607
Premises expenses	19,897	20,332
Marketing and PR	1,235	780
Governance costs	5,220	3,780
	136,870	141,851

Governance costs comprise:	2025 £	2024 £
Accountancy	5,220	3,780
	5,220	3,780

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

12 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Chief Executive	1	1
Senior managers	2	3
Project workers	3	6
Support	1	1
Total	7	11

Employment costs	2025 £	2024 £
Wages and salaries	166,874	215,719
Social security costs	8,114	16,278
Other pension costs	6,007	8,138
	180,995	240,135

12 Employees (continued)

There were no employees whose annual remuneration was more than £60,000.

13 Tangible fixed assets

	Fixtures and fittings
	£
Cost	
At 1 April 2024	841
At 31 March 2025	841
Depreciation and impairment	
Depreciation charged in the year	211
At 31 March 2025	211
Carrying amount	
At 31 March 2025	630
At 31 March 2024	841

14 Debtors

	2025	2024
Amounts falling due within one year:	£	£
Trade debtors	48	2,403
Prepayments and accrued income	448	2,845
	496	5,248

15 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	-	4,570
Trade creditors	2,337	168
Accruals and deferred income	11,871	3,780
	14,208	8,518

16 Retirement benefit schemes

	2025	2024
Defined contribution schemes	£	£
Charge to profit or loss in respect of defined contribution schemes	6,007	8,138

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

17 Restricted funds

	Movement in funds				Movement in funds				
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 1 April 2024	Incoming resources	Resources expended	Transfers	Balance at 31 March 2025
	£	£	£	£	£	£	£	£	£
HMP The Mount Play Area	19,875	29,035	(35,544)	-	13,366	5,868	(17,790)	(1,444)	-
HCC: Community Information Champions	17,601	-	(11,094)	-	6,507	-	(1,660)	(4,847)	-
HTC: Connecting Communities	-	-	-	-	-	37,000	(37,000)	-	-
HCC: CRED 2 and ICB: CRED AF	16,996	112,182	(106,306)	-	22,872	-	(27,588)	4,716	-
HCF: Digital Inclusion North Herts	-	-	-	-	-	5,000	(5,002)	-	(2)
HCC: Coronation Grants	3,500	-	(3,000)	-	500	-	-	-	500
CDA Community Garden	(35)	4,102	(1,094)	-	2,973	-	(413)	-	2,560
Clarion Futures: Digital inclusion	7,120	7,500	(10,003)	-	4,617	6,000	(6,370)	-	4,247
OPCC: Jobs Pathway and Rocknplace	2,887	-	(3,953)	1,066	-	-	-	-	-
Herts Welcomes Refugees	-	28,800	(29,775)	-	(975)	30,903	(30,511)	626	43
HCF: Household Support	5,600	-	(2,500)	-	3,100	-	-	-	3,100
EHDC: Digital Inclusion	46	4,392	(2,048)	-	2,390	-	(2,390)	-	-
EHDC: Healthy Hub	-	4,800	(3,300)	-	1,500	-	-	-	1,500
MHSP: Suicide Prevention	-	50,000	(44,097)	-	5,903	-	-	-	5,903
Tewin PC: Transport	(1,416)	6,991	(3,350)	-	2,225	1,199	(4,960)	-	(36)
Rural Affordable Housing	10,340	14,600	(15,472)	-	9,468	46,133	(39,872)	1,500	15,858
Village Halls Consortium	1,051	527	(527)	-	1,051	220	(209)	-	1,062
	83,565	262,929	(272,063)	1,066	75,497	132,323	(173,636)	551	34,736

18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
General funds	131,267	54,465	(80,513)	(551)	104,668

Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
Redundancy reserve fund	23,516	-	-	(23,516)	-
General funds	99,219	85,111	(75,513)	22,450	131,267
	122,735	85,111	(75,513)	(1,066)	131,267

19 Analysis of net assets between funds

	Unrestricted funds 2025	Restricted funds 2025	Total 2025
	£	£	£
At 31 March 2025:			
Tangible assets	630	-	630
Current assets/(liabilities)	104,038	34,736	138,774
	104,668	34,736	139,404

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
At 31 March 2024:			
Tangible assets	841	-	841
Current assets/(liabilities)	130,426	75,497	205,923
	131,267	75,497	206,764

20 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

England & Wales - Charity number 1075224

Accounts

Charity registration number 1075224

Company registration number 03712283 (England and Wales)

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	A.F. Alexander J. Dawson J. Deards S. Fenton
Chief Executive	K. Poulton
Charity number	1075224
Company number	03712283
Registered office	Unit 2 Mead Lane Industrial Estate Merchant Drive Hertford SG13 7BH
Independent examiner	HB Accountants 28 Plumpton House Plumpton Road Hoddesdon Hertfordshire EN11 0LB
Bankers	Yorksire Bank plc 7 Gold Street Northampton Northamptonshire NN1 1EN

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

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COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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 2019).

Objectives and activities

To promote any charitable purposes for the benefit of the community in the geographical County of Hertfordshire and surrounding areas by assisting the work of statutory authorities and voluntary organisations engaged in advancing education, furthering health, relieving poverty, distress or sickness, or in pursuing any other charitable purposes.

To promote and organise co-operation in the achievements of said purposes and to that end bring together Council representatives of the authorities and organisations engaged in the furtherance of the said purposes within the geographical County of Hertfordshire and surrounding areas.

Established in January 1966, CDA Herts is the Rural Community Charity (RCC) for Hertfordshire. CDA Herts aims to be the leading independent County Charity for the sustainable development of rural and urban communities across Hertfordshire and a strategic partner in the development of the County's Voluntary and Community Sector and public agencies.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The Board:

- Discussed and agreed on how the Charity needed to adapt to achieve optimum impact with its' delivery of the Covid recovery initiatives.
- The Board and staff attended a facilitated Away Day in May 2022 to develop the strategy and aligned each project/ service to demonstrate best social value for the people and groups targeted.
- Agreed the vision, mission, and values to be embedded in all the projects.
- Nominated Board Governance Champion maintained the code of practice.

The Board also wishes to thank all the funders, sponsors, especially Herts County Council: Adult Care Services and Public Health, Herts CCG, Integrated Care Board, Herts Community Foundation, ACRE and Defra, PACT, Office of Police and Crime Commissioner and many of our colleagues and partners who share our vision and mission. We also thank partners who are members and the many individuals who believe and support the work we do. We are proud to be part of the strategic plan to reduce health inequalities especially in our ethnically diverse and rural communities.

Our activities and focus for this year have been to provide Advisory services, unstructured support and work in partnership to reduce health inequalities, isolation, loneliness and ensure that communications between public and voluntary sectors are appropriate and relevant for the rural and ethnic minorities people living and working across the county.

Rural Projects:

We have continued advocacy with public agencies to include rural consideration within their services no matter how difficult the logistics are to manage due to geography and time taken to deliver services compared to service delivery in urban areas where the reach is higher and easier to logistically deliver.

Digital Inclusion

We continue to be very proud of our engagement, support and encouragement of local Digital Volunteers, which was key in ensuring that the project developed further and became more sustainable via continued grant funding support from Clarion Futures Digital.

Four sessions were held at Little Hadham VH, Bennington VH, Datchworth VH and Tewin Memorial Hall. The informal drop-in format combined with tea and cake make them more accessible, reducing potential stigma.
Feedback:
"I liked the company of other people on the course. I have learned a lot about my phone and tablet. The coffee and cakes were amazing."
We delivered:

- 104 'Drop In' Digital Inclusion 2-hour sessions based at 4 rural village halls
- 1,794 hours of Digital support, advice pand guidance has been provided
- 155 unique Digital Learners have been supported
- 897 Digital Learner attendances in total over the year

Digital infrastructure
We are very pleased to have worked with the University of Hertfordshire Masters' student towards a Village Halls Connectivity Survey which was launched in July and completed in September 2023. The Report has helped us better understand the scale of the poor access to internet in many of our Village Halls and will form the basis of future projects.

Rural Support Networks
We have continued to support the RSNs (Rural Support Networks) although we now have no dedicated funding for this work and have one volunteer helping. We have 50 active groups with approximately 1,000 local volunteers, supporting 1,000 people, numbers fluctuate. We are undertaking a further survey to update our knowledge of this voluntary rural activity and to identify the underlying causes of and the scope of need. We continue to offer support, advice, information, training, resources and funding to Hertfordshire's RSNs which are informal groups of volunteers helping the local vulnerable, elderly and lonely.

We provided monthly health and community news bulletins which the designated Community Information Champions (CICs) for each RSN disseminate to thousands of people locally. We held one Network Meeting attended by 4 CICs volunteers plus Citizens Advice, Adult Care Services, Herts Healthy Hubs, FCN Farming Community Network, RABI and Mind, Age UK. We had a presentation about County Council Co-production Boards. We have now amalgamated the RSN Network Meetings with our Rural Loneliness Forum which provides opportunities for discussions about access to services and rural outreach between service providers and rural volunteers who support and signpost those in need of services.

We apply for grant funding for RSNs on their behalf as most are not constituted organisations with no bank account so are not eligible to apply. The prime source of grants this quarter has been HSF (Household Support Fund). Our key strategic aim in applying for these funding pots, as well as creating supporting resources, is to keep awareness high, about rural disadvantaged people,amongst the statutory bodies.

We are now a partners in HCC (Herts County Council) 'Cost of Living Response Group' and gave a presentation on rural issues. This was very well received by the meeting of 35 participants from commissioning and statutory and voluntary service providers. Leading to HCC convening a Rural Task & Finish Group which we helped lead.

We completed a second round of Household Support Funding this year which has delivered another £9k of grants and reached 1,400 beneficiaries. This in an increase of 500 over the previous funding round which we attribute to the effect of the cost-of-living crisis on rural families with children as this was the group with the largest growth area of need. Families in 12 villages across the county were helped.

Village Halls Advisory Service
Our Village Halls and Community Buildings Consortium continues to thrive and requires increased demands for support. We held two Consortium meeting with 31 and 25 participants respectively and had input on Energy Contracts from Utility Aid, Recruiting Volunteers from Communities First Volunteer Centres.

In total over the 12 months we received 215 requests for help from 83 different Halls involving 335 requests for information about 43 different topic areas. The most popular topics have been Committee, Trustee and Governance issues, Governing documents, Banks and banking, Energy and Climate Change, Fire regulations/H&S issues, Electrical, Safety & Inspections, Disaster/Resilience planning, Hiring, Flooring maintenance/repair and Defra Grants.

Our Countywide Annual Conference was held on 20th March during Village Halls Week when we embraced the theme of Energy Efficiency and Net Zero. Held online, the event attracted 40 participants including 30 Committee members representing 20 Halls. We had presentations from Utility Aid, ACRE, Stagg Architects (Go Green Design Guide), ARC Energy, Heating Save, Sustainable Herts, East Herts Council plus Consortium members Hunsdon, Flamstead, Kimpton, Little Berkhamsted and Colney Heath Halls.

In partnership with East Herts Council Public Health we have facilitated the involvement of 6 Village Halls in a Healthy Hub Rural Outreach initiative. Each Hall has received a banner, leaflets and posters for display to create better access to healthy living information for rural people.

Rural Affordable Housing
We completed a housing needs survey and delivered a draft report in Much Hadham in East Herts. The Survey achieved a 28% response rate with 224 returns. We have worked with a Community Land Trust and commenced a Survey in Ashwell (North Herts) funded by the parish council who are looking to explore options for affordable housing following the formation of a CLT within the village.

We gave a presentation to Barley Parish Council (North Herts Council)) in conjunction with a registered provider who agreed that we should conduct a survey in the parish. We are negotiating funding for the survey.

We have delivered a CLH training session for prospective self-builders in Letchworth Garden City in conjunction with Eastern Community Homes. We are continuing our support of Letchworth Garden City Heritage Foundation in their aspiration to deliver community-led housing and delivered a successful seminar for potential members of a community group (in conjunction with Eastern Community Homes).

A previous survey in Kimpton in N Herts has yielded two potential sites for affordable homes. Planning permission is in place for 10 units in Graveley in N Herts pursuant to our Survey. Our Flamstead Survey received a return rate of 30% with 29 households reporting housing need. We received an unprecedented 50% return online through use of QR codes, social media marketing and supporting publicity from the Parish. We delivered our report with a recommendation of 12 affordable units for the community.

Community Transport
Tewin Community Transport Minibus continues to provide a vital service for the elderly, vulnerable and lonely in the village. We have 8 regular users and a further 6 who use the Minibus when special trips are arranged to Garden Centres for example. Working with the Steering Group which comprises Minibus Users we have slowly implemented measures to increase numbers and are benefitting from the involvement of one Parish Councillor. Numbers of Users have increased slightly but due to the district council withdrawing all community transport funding the future is bleak without additional grants. A £6k grant secured from the National Lottery Awards4All has helped sustain the Project.

Covid Recovery Ethnically Diverse (CRED) — Year 3
The project's emphasis continued to change and adjust and adapt to the findings in years 1 and 2. The team concentrated on ensuring that the Ethnic Minorities people and groups had a better understanding on what services were available for people who lcame from familair backgrounds and more importantly what were the pathways for them to access public and charities' services. The feeling of mistrust and experiences of public health and care sectors continues to be barriers for the communities.

The team made significant progress to ensure that services were appropriate and relevant through regular briefings, network meetings and attending many local community activities sessions. The community groups are in the main volunteer led and English not their first language. We made good progress with our advocacy and support services at the health and care forums raising awareness of the gaps and the need for consistent communication but there remains a need for information in different languages.

Attended, and presented at over 168 meetings and supported 147 Ethnic Minorities groups with their capacity building, funding opportunities and to widen their networks.

The team visited GP practices as part of their raising awareness of ethnically diverse people.

Communications remain key and our use effective communication channels through various social mediums such as Facebook, WhatsApp, Newsletters, and the Website, and producing 7 bi-monthly newsletters.

3 Community focused events were prepared for delivery in the new financial year, planned for Stevenage, Harlow and Watford. These will encourage communities to network with health service providers and look at their own solutions for Health Inequalities, whilst celebrating the diverse cultures.

Community Garden St Albans
The small band of garden volunteers continue to make the one acre of garden accessible and open to all. The community groups are well established and have repeatedly told us that the space without constraints is vital to the health and wellbeing and working with other diverse people and interests are a little gem in
St Albans.

The interactions between the diverse community groups and the garden volunteers who provide weekly maintenance and support is a model of excellence for community cohesion and impacted on health and wellbeing together with firm social friendships within the project and beyond.

The site experiences a number of anti-social activities out of hours that led to a GoFundMe campaign to bolster the security and replace lost tools.

We thank the project leads and following groups: Food Smiles; St Albans Beekeepers; HAWA; Disability Centre; Czech and Slovakia; Woodcraft Social groups and many others plus the fantastic group of garden volunteers.

Play Area Scheme based in HMP The Mount
Our service has touched the lives of over 4,500 children.

Going forward, the service is under review as funding from the major funder Children in Need's ceased. We are looking at streamlining delivery and bolstering volunteer involvement. We have delivered this service since 1998.

Financial review

Income decreased from £369,029 to £347,576 in the year to 31 March 2024

As our expenditure is tightly controlled, we have a difference in fund balances showing a small profit overall of £464 for the financial year.

The grants from Hertfordshire Community Foundation, in partnership with Hertfordshire County Council were secured to help our rural communities to access funding for the Rural Support networks to support their work from the Household Support Fund. Our key strategic aim in applying for these funding pots is to keep awareness high about rural disadvantaged people, amongst the statutory bodies.

Our CRED (Covid Recovery Ethnically Diverse) project ensured that people from ethnic communities were supported to the next stage of having their issues and barriers heard by the new Integrated Care Services and encourage them to share their own solutions to the health inequalities present in their communities.

The financial support from the numerous funders both public and trusts helped us to deliver the infrastructure services for the small community groups and charities.

Investment policy

Under the Memorandum and Articles of Association, the Charity has the power to invest in any way that the Trustees wish.

The Trustees, having regard to liquidity requirements have operated a policy of keeping funds in an interest-bearing account with The Charities Official Investment Fund (COIF).

Risks policy

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 designed to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact of the Charity should those risks materialise.
- A key element in the management of financial risk is the setting of a reserves policy and its regular review by the Trustees.

Reserves policy

After review by the Trustees, the policy has been amended.

The trustees have considered the minimum level of reserves (that is those funds that are freely available) that the Charity ought to hold. Reserves are needed to bridge the funding gaps between spending and receiving resources from grants and other income. Reserve will be held to cover 3 months operating costs to include staff wages, rent liabilities. Payments to cover potential redundancy costs will be held outside the reserves.

The reserves may be spent on bridging operating costs only where we have received written confirmation of new funding.
This policy will be reviewed on a bi-annual basis.

For the forthcoming year reserves will be set at: £23,000 * 3 Months = £69,000

Structure, governance and management

The charity is a company limited by guarantee governed by its Memorandum and Articles of Association dated 22 January 1999 and amended to extend its area to surrounding districts on 26 August 2005. It is registered as a charity with the Charity Commission. Anyone over the age of eighteen can become a member of the Company.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

A.F. Alexander
J. Dawson
J. Deards
S. Fenton
M. Lambe (Resigned 31 March 2024)
C.P.H. Tombs (Retired 31 December 2023)

Recruitment and appointment of trustees

As set out in the Articles of Association the Trustees are selected from individual members of the representatives of the member organisations and from communities of interest on an annual basis. All members are circulated with invitations to nominate Trustees prior to the AGM advising them of retiring trustees and requesting nominations for the AGM. When considering co-opting Trustees, the Board has regard to the requirements for any specialist skills needed because of the Trustees' Skills Audit.

New Trustees undergo an orientation to brief them on their legal obligations under Charity and Company Law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the Strategy and Forward Planning and other recent performance of the Charity. During the induction they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational structure

The Board of Trustees administers the Charity. The Board meet bi-monthly. The Trustees appoint the Chief Executive Officer to manage the day-to-day operations of the Charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within the terms of the delegation approved by the Trustees, for operational matters including finance and employment.

We are pleased to have appointed Kevin Poulton to the role of CEO in October 2023. His blend of business and community experience we feel will help take CDA Herts into a new and exciting phase. Also, we would like to thank Kate Belinis for continuing to support and advise the board during 2023.

The trustees' report was approved by the Board of Trustees.

Allison Alexander

A.F. Alexander
Trustee

Date: 6th.September 2024

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

I report to the trustees on my examination of the financial statements of Community Development Action Hertfordshire (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of I.C.A.E.W., 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 that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements 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 financial statements 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).

HB Accountants

HB Accountants
Chartered Accountants
28 Plumpton House
Plumpton Road
Hoddesdon
Hertfordshire
EN11 0LB

Dated: 1/10/24

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Income and endowments from:							
Donations and legacies	3	6,810	730	7,540	3,766	-	3,766
Charitable activities	4	46,522	260,184	306,706	38,065	317,340	355,405
Other trading activities	5	5,195	1,169	6,364	5,845	-	5,845
Investments	6	8,819	846	9,665	3,571	442	4,013
Other income	7	17,765	-	17,765	-	-	-
Total income		85,111	262,929	348,040	51,247	317,782	369,029
Expenditure on:							
Charitable activities	8	75,513	272,063	347,576	79,810	302,028	381,838
Total expenditure		75,513	272,063	347,576	79,810	302,028	381,838
Net income/(expenditure)		9,598	(9,134)	464	(28,563)	15,754	(12,809)
Transfers between funds		(1,066)	1,066	-	29,771	(29,771)	-
Net movement in funds		8,532	(8,068)	464	1,208	(14,017)	(12,809)
Reconciliation of funds:							
Fund balances at 1 April 2023		122,735	83,565	206,300	121,527	97,582	219,109
Fund balances at 31 March 2024		131,267	75,497	206,764	122,735	83,565	206,300

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	**13**		841		-
Current assets					
Debtors	**14**	5,248		33,702	
Cash at bank and in hand		209,193		180,738	
		214,441		214,440	
Creditors: amounts falling due within one year	**15**	(8,518)		(8,140)	
Net current assets			205,923		206,300
Total assets less current liabilities			206,764		206,300
The funds of the charity					
Restricted income funds	**17**		75,497		83,565
Unrestricted funds			131,267		122,735
			206,764		206,300

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on .....*thc*.....

Allison Alexander

A.F. Alexander

Trustee

Company registration number 03712283 (England and Wales)

1 Accounting policies

Charity information

Community Development Action Hertfordshire is a private company limited by guarantee incorporated in England & Wales.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies (continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	3,334	730	4,064	510	-	510
Membership fees	3,476	-	3,476	3,256	-	3,256
	6,810	730	7,540	3,766	-	3,766

4 Charitable activities

	2024	2023
	£	£
Core grant	46,522	38,065
Grants receivable under contracts	260,184	317,340
	306,706	355,405
Analysis by fund		
Unrestricted funds	46,522	38,065
Restricted funds	260,184	317,340
	306,706	355,405

5 Other trading activities

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2024	2024	2024	2023
	£	£	£	£
Consultancy fees	4,606	927	5,533	3,500
Other income	589	242	831	2,345
Other trading activities	5,195	1,169	6,364	5,845

6 Investments

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Interest receivable	8,819	846	9,665	3,571	442	4,013

7 Other income

	Unrestricted funds 2024	Unrestricted funds 2023
	£	£
Other income (HMRC CredIt)	17,765	-

8 Charitable activities

	2024	2023
	£	£
Staff costs	136,373	188,840
Travel and other staff costs	511	4,675
Office expenses	1,429	2,650
Other expenses	5,932	3,438
Training and professional fees	9,927	41,294
Premises expenses	2,750	1,032
Repairs and maintenance	1,006	4,032
	157,928	245,961
Grant funding of activities (see note 9)	47,797	23,716
Share of support costs (see note 10)	138,071	107,361
Share of governance costs (see note 10)	3,780	4,800
	347,576	381,838
Analysis by fund		
Unrestricted funds	75,513	79,810
Restricted funds	272,063	302,028
	347,576	381,838

9 Grants payable

	2024	2023
	£	£
Grants to institutions:		
Various rural community organisations	8,500	23,716
Hong Kongers, Watford	5,000	-
Herts Asian Women's Association	2,500	-
Dhamma Nikethanaya Buddist Cultural Centre	4,000	-
Steel Pan In Motion	1,000	-
Sri Guru Singh Sabha Gurdwara Watford	4,000	-
Future Cross	4,997	-
Leeanna's Wish	5,000	-
Hong Kongers, Bishops Stortford	5,000	-
Chapel of Glory	5,000	-
One Vision	1,000	-
Watford African Carribean Association	1,000	-
Veterans Support Group	800	-
	47,797	23,716

-

9 Grants payable (continued)

10 Support costs

	Support costs	Governance costs	2024	Support costs	Governance costs	2023
	£	£	£	£	£	£
Staff costs	103,762	-	103,762	69,654	-	69,654
Travel and other staff costs	871	-	871	3,633	-	3,633
Office expenses	4,550	-	4,550	5,143	-	5,143
Other expenses	1,026	-	1,026	2,591	-	2,591
Subscriptions	5,923	-	5,923	6,070	-	6,070
Fees	1,607	-	1,607	1,205	-	1,205
Premises expenses	20,332	-	20,332	14,288	-	14,288
Repairs and maintenance	-	-	-	4,777	-	4,777
Accountancy	-	3,780	3,780	-	4,800	4,800
	138,071	3,780	141,851	107,361	4,800	112,161
Analysed between						
Charitable activities	138,071	3,780	141,851	107,361	4,800	112,161

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

12 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Chief Executive	1	1
Senior managers	3	3
Project workers	6	9
Support	1	-
Total	11	13

Employment costs	2024 £	2023 £
Wages and salaries	215,719	228,591
Social security costs	16,278	17,902
Other pension costs	8,138	12,001
	240,135	258,494

There were no employees whose annual remuneration was more than £60,000.

13 Tangible fixed assets

	Fixtures and fittings
	£
Cost	
Additions	841
At 31 March 2024	841
Carrying amount	
At 31 March 2024	841

14 Debtors

	2024	2023
Amounts falling due within one year:	£	£
Trade debtors	2,403	33,702
Prepayments and accrued income	2,845	-
	5,248	33,702

15 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	4,570	-
Trade creditors	168	1,145
Accruals and deferred income	3,780	6,995
	8,518	8,140

16 Retirement benefit schemes

	2024	2023
Defined contribution schemes	£	£
Charge to profit or loss in respect of defined contribution schemes	8,138	12,001

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

17 Restricted funds

	Movement in funds				Movement in funds				
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£	£	£	£	£
HMP The Mount Play Area	18,298	44,397	(42,820)	-	19,875	29,035	(35,544)	-	13,366
HCC: Community Information Champions	9,599	38,813	(30,811)	-	17,601	-	(11,094)	-	6,507
HTC: Connecting Communities	10,893	-	(8,290)	(2,603)	-	-	-	-	-
Kickstart	(34)	-	34	-	-	-	-	-	-
HCC: CRED 2 and ICB: CRED AF	-	40,000	(23,004)	-	16,996	112,182	(106,306)	-	22,872
HCF: Mobile Advice Clinic	5,000	-	(3,493)	(1,507)	-	-	-	-	-
HCF: Rural Household Support	-	10,000	(10,000)	-	-	-	-	-	-
HCC: Coronation Grants	600	11,000	(8,100)	-	3,500	-	(3,000)	-	500
HCC Locality Budget: Rural support	1,500	-	(1,500)	-	-	-	-	-	-
CDA Community Garden	345	2,000	(2,380)	-	(35)	4,102	(1,094)	-	2,973
Clarion Futures: Digital inclusion	1,478	5,682	(40)	-	7,120	7,500	(10,003)	-	4,617
OPCC: Jobs Pathway and Rocknplace	4,046	30,242	(31,403)	-	2,887	-	(3,953)	1,066	-
NHS Charities Trust: Covid Recovery BAME	11,674	100,000	(90,818)	(20,856)	-	-	-	-	-
Herts Welcomes Refugees	15	22,300	(21,751)	(564)	-	28,800	(29,775)	-	(975)
HCC: Health Watch Herts	14,168	-	(14,168)	-	-	-	-	-	-
HCF: Household Support	10,000	-	(4,400)	-	5,600	-	(2,500)	-	3,100
EHDC: Digital Inclusion	5,000	(1,704)	(3,250)	-	46	4,392	(2,048)	-	2,390
HCF: Covid Messaging	5,000	-	(759)	(4,241)	-	-	-	-	-
HCF: VCFSE Alliance	-	1,000	(1,000)	-	-	-	-	-	-
EHDC: Healthy Hub	-	-	-	-	-	4,800	(3,300)	-	1,500
MHSP: Suicide Prevention	-	-	-	-	-	50,000	(44,097)	-	5,903
Tewin PC: Transport	-	2,500	(3,916)	-	(1,416)	6,991	(3,350)	-	2,225
Rural Affordable Housing	-	10,500	(159)	-	10,341	14,600	(15,472)	-	9,469
Village Halls Consortium	-	1,052	-	-	1,052	527	(527)	-	1,052
	97,582	316,430	(305,053)	(29,771)	83,565	263,104	(272,063)	1,066	75,497

18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
Redundancy reserve fund	23,516	-	-	(23,516)	-
General funds	99,219	85,111	(75,513)	22,450	131,267
	122,735	85,111	(75,513)	(1,066)	131,267

Previous year:	At 1 April 2022	Incoming resources	Resources expended	Transfers	At 31 March 2023
	£	£	£	£	£
Redundancy reserve fund	30,156	-	-	(6,640)	23,516
General funds	91,371	51,247	(79,810)	36,411	99,219
	121,527	51,247	(79,810)	29,771	122,735

19 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
At 31 March 2024:			
Tangible assets	841	-	841
Current assets/(liabilities)	130,426	75,497	205,923
	131,267	75,497	206,764

	Unrestricted funds 2023	Restricted funds 2023	Total 2023
	£	£	£
At 31 March 2023:			
Current assets/(liabilities)	122,735	83,565	206,300
	122,735	83,565	206,300

20 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

England & Wales - Charity number 1075224

Accounts

Charity registration number 1075224

Company registration number 03712283 (England and Wales)

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	A.F. Alexander J. Dawson J. Deards S. Fenton M. Lambe C.P.H. Tombs	(Appointed 11 January 2023)
Chief Executive	K. Belinis DL	
Company Secretary	J. Collins	
Charity number	1075224	
Company number	03712283	
Registered office	Unit 2 Mead Lane Industrial Estate Merchant Drive Hertford SG13 7BH	
Independent examiner	HB Accountants 28 Plumpton House Plumpton Road Hoddesdon Hertfordshire EN11 0LB	
Bankers	Yorksire Bank plc 7 Gold Street Northampton Northamptonshire NN1 1EN	

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

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COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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 2019).

Objectives and activities

To promote any charitable purposes for the benefit of the community in the geographical County of Hertfordshire and surrounding areas by assisting the work of statutory authorities and voluntary organisations engaged in advancing education, furthering health, relieving poverty, distress or sickness, or in pursuing any other charitable purposes.

To promote and organise co-operation in the achievements of said purposes and to that end bring together Council representatives of the authorities and organisations engaged in the furtherance of the said purposes within the geographical County of Hertfordshire and surrounding areas.

Established in January 1966, CDA Herts is the Rural Community Charity (RCC) for Hertfordshire. CDA Herts aims to be the leading independent County Charity for the sustainable development of rural and urban communities across Hertfordshire and a strategic partner in the development of the County's Voluntary and Community Sector and public agencies.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The Board:

- Discussed and agreed on how the Charity needed to adapt to achieve optimum impact with its' delivery of the Covid recovery initiatives.
- The Board and staff attended a facilitated Away Day in May 2022 to develop the strategy and aligned each project/ service to demonstrate best social value for the people and groups targeted.
- Agreed the vision, mission, and values to be embedded in all the projects.
- Nominated Board Governance Champion maintained the code of practice.
- The Board and staff met in January 2023, to agree Business Development Plans to adapt and implement sustainable initiatives.

The Board also wishes to thank all the funders, sponsors, especially Herts County Council: Adult Care Services and Public Health, Herts CCG, Integrated Care Services, Herts Community Foundation, ACRE and Defra, Children in Need, PACT, Office of Police and Crime Commissioner and many of our colleagues and partners who share our vision and mission. We also thank partners who are members and the many individuals who believe and support the work we do. We are proud to be part of the strategic plan to reduce health inequalities especially in our ethnically diverse and rural communities.

Our activities and focus for this year have been to provide Advisory services, infrastructure support and work in partnership to reduce health inequalities, isolation, loneliness and ensure that communications between public and voluntary sectors are appropriate and relevant for the rural and ethnic minorities people living and working across the county.

Rural Life Projects:

We have continued advocacy with public agencies to include rural proofing within their services no matter how difficult the logistics are to manage due to geography and time taken to deliver services compared to service delivery in urban areas where the reach is higher and easier to logistically deliver.

Digital Inclusion

We are very proud of our engagement, support and encouragement of local Digital Volunteers, which was key in ensuring that the project developed further and became more sustainable via continued grant funding support of £7.5k from Clarion Futures Digital.

The classes were delivered in 4 Rural Village Halls, which were hosted weekly Digital Inclusion 'Drop In' Sessions in Little Hadham, Datchworth, Bennington and Tewin, all in East Herts.

The service delivered:

- 85 'Drop In' Digital Inclusion 2-hour sessions
- 1,280 hours of individual Digital support & advice provided
- 640 Digital Leaner attendances in total
- 1,810 hours of Digital Volunteers time given In Kind, equivalent value of £18.1k
- 6 Digital Champions formally trained, assisted by 28 local Digi-Buds volunteers

Feedback:
"I liked the company of other people on the course. I have learned a lot about my phone and tablet. The coffee and cakes were amazing."

Digital infrastructure
We have continued to meet with 'Connected Counties' on a regular basis but with very little progress towards greater rural broadband coverage. This has been attributed to the delays and changes to the Government's broadband funding programmes to target rural communities. Internet access remains an issue for many Village Halls, and we are very pleased to be working with the University of Hertfordshire Masters' student towards a Village Halls Connectivity Survey which will be launched in July 2023.

Rural Support Networks

- Supported 57 active Rural Support Networks (RSN) and their 1000 volunteers with advice, information, training, resources, and funding. These are informal groups of volunteers helping the local vulnerable, elderly, and lonely.
- Provided fortnightly health and community news bulletins which the designated Community Information Champions (CICs) for each RSN disseminate locally to thousands of people.
- Held 3 Network Meetings attended by 12 CICs volunteers, Citizens Advice, Adult Care Services, Herts Healthy Hubs, Farming Community Network (FCN) and Mind.
- Amalgamated the RSN meetings with our Rural Loneliness Forum which provides opportunities for discussions about access to services and rural outreach between service providers and rural volunteers who support and signpost those in need of services.
- Secured funding for RSNs to support their work from Household Support Fund, 30 grants worth £15k, Platinum Jubilee Year and Festive Funding to 24 grantees worth £11k. The funding aims are to bring communities together to celebrate addressing isolation and loneliness and helping community cohesion. Plus, we co-ordinated the distribution of Hertfordshire based Small Acts of Kindness Winter Bags of Kindness.
- In total 34 villages with 4,320 beneficiaries were supported to address families in need caused by the cost-of-living crisis.

Village Halls and Community Buildings

Our Village Halls and Community Buildings Advisory Service was exceptionally busy this last year.

- We received and dealt with 207 requests for information, advice and support involving 67 different topics/issues from 90 different Village Halls and Community Buildings.
- We organised 4 network meetings attended by 87 and 3 training webinars on Safeguarding, UKGDPR and Energy saving with Utility Aid attended by 45.
- We launched Hertfordshire's first countywide Village Halls and Community Buildings Consortium.
- We promoted ACRE initiatives including Queens Platinum Jubilee Village Halls Fund, Village Halls Week 2023 and provided 122 Information Sheets and Model Documents.
- We provided advice about health & safety, low carbon, grants, energy saving and reducing costs, VAT, drink licensing, governance, Trustee and parish Council issues, business rates, building security, building surveying services, car parks, Electric car charging points and access to pro bono legal advice.
- We worked with University of Hertfordshire to create a Pro Bono Legal Service for Village Halls. This provides legal advice on issues with the aim to either resolve the matter or advise where further legal help is needed.
- 27 Village Halls participated in and benefitted from our rural funding initiatives.
- We referred 15 Village Halls to Utility Aid resulting in 11 new or renewed cheaper energy contracts.

- We referred 12 Village Halls to Low Carbon Workspaces resulting in 5 Grants totalling £26k for carbon reduction schemes seeing an increase in Village Hall Solar Poly Voltaic schemes in Herts.
- We organised a Training Webinar focussed on Safeguarding (during Safeguarding Week) and UKGDPR attended by 15 Village Halls.
- We supported and advised 8 Village Halls setting up Warm Spaces.

Community Led Housing

Back in 2017 we carried out a housing needs survey in Wilstone. Nearly six years later six high quality rental homes have been completed for Dacorum Borough Council for local people. The houses include solar panels and car charging points and with affordable energy consumption and make a great contribution to the village.

We continue to promote community led housing in Hertfordshire through our membership of Eastern Community Homes for the East of England region.

We have welcomed English Rural Housing Association into our North Herts Partnership, who along with settle Housing Association have been exploring affordable housing provision with half a dozen parishes in the area.

We still face the challenge of finding appropriate and affordable land to develop affordable housing where we know that housing is needed. With Hertfordshire house process up to 16 times average salaries and rents sky rocketing, market housing is often out of reach.

Health Projects:

Covid Recovery Ethnically Diverse (CRED) – year 2

The project's emphasis changed to adjust and adapt to the findings in year 1. The team concentrated on ensuring that the Ethnic Minorities people and groups had a better understanding on what services were available for people who looked like them and more importantly what were the pathways for them to access public and charities' services. The feeling of mistrust and experiences of public health and care sectors continues to be barriers for the communities.

The team made significant progress to ensure that services were appropriate and relevant through regular briefings, network meetings and attending many local community activities sessions. The community groups are in the main volunteer led and English not their first language. We made good progress with our advocacy and support services at the health and care forums raising awareness of the gaps and the need for consistent communication but there remains a need for information in different languages.

In turn working directly with the communities, attended, and presented at over 124 meetings and supported 44 Ethnic Minorities individuals to connect with health social prescribers. We also supported groups with their capacity building, funding opportunities and to widen their networks.

One of the gaps found, was to find the right connector within Primary Care Networks in order to develop relationships and to raise awareness of our work. The team visited GP practices as part of their raising awareness of ethnically diverse people.

Communications remain key and our use effective communication channels through various social mediums such as Facebook, WhatsApp, Newsletters, and the Website, and producing 7 bi-monthly newsletters.

Celebrating CRED's Communities Day Event

In October, we successfully hosted our first county wide Celebrating Communities Day Event creating a wonderful day filled with culture and diversity! The county-wide event open to all ethnically diverse communities and was well attended by approximately 250 people from various ethnic groups and organisations in the public and voluntary sectors and well supported by Mayors District/Borough councils. The feedback received was very positive.

Feedback left on labels for our "tree of life":

- *"Did very well. Let's go bigger. Well done"*
- *"I love our community".*
- *"Thank you for an amazing day!"*
- *"Great day and learnt a lot. Lovely to meet new people".*

Atrial Fibrillation project in Stevenage with local Primary Care Network

The team worked in partnership with Integrated Care Services Health Inequalities and two Primary Care Networks. The focus for holding community led event proved to be successful in raising awareness of Atrial Fibrillation patients aged 45-55 from ethnic communities. Clinical staff were on hand to provide free blood pressure and health checks together with the GP talking about preventative care and regular check-ups. The three-community based events, was attended by 60 patients provided clinical colleagues the opportunity to follow up with them.

Feedback from patients to question on "how did you find the event?"

- *Very informative/Very useful, GP was great at answering questions/Very useful, knowledge and time to meet people/My questions answered to my satisfaction*

Community Garden St Albans

The small band of garden volunteers continue to make the one acre of garden accessible and open to all. The community groups are well established and have repeatedly told us that the space without constraints is vital to the health and wellbeing and working with other diverse people and interests are a little gem in St Albans.

The interactions between the diverse community groups and the garden volunteers who provide weekly maintenance and support is a model of excellence for community cohesion and impacted on health and wellbeing together with firm social friendships within the project and beyond.

We thank the project leads and following groups: Food Smiles; St Albans Beekeepers; HAWA; Disability Centre; Masorti Synagogue; Czech and Slovakia; Woodcraft; Social groups and many others plus the fantastic group of garden volunteers.

Social Justice Projects:

Jobs Pathway year 2

Jobs Pathway supported the most marginalised, excluded people across Hertfordshire to find hope, purpose, training and employment. Coproduction with service users led to Jobs Pathway Enterprise that enabled people to setup their own businesses.

The mission of Jobs Pathway was 'for-people'. We worked with refugees, people in contact with the criminal justice system, people experiencing poor mental health, addiction, homelessness, deprivation. All our service users experienced multiple barriers to positive futures.

The pandemic impact was far greater than doors being closed. Many marginalised people found themselves even more isolated. Jobs Pathway developed into much more than a recruitment service. Through listening, coaching, mentoring, linking up services, we enabled many people to find hope, purpose and take positive steps forward. Some service users experienced acute mental health issues. Jobs Pathway worked closely with other agencies and ensured safeguarding.

Jobs Pathway was holistic, person-centred, and not time bound. The bespoke service was resource intensive. New regional contracts commissioned by Probation Services for education, training and employment services and market changes meant the project was not financially viable and the service closed in March 2023.

The High Sheriff gave us a highly prestigious award and grant to acknowledge how we liaised and worked with employers and agencies working in the criminal justice system to support ex-offenders and those with complex needs to enter the labour market with intensive support and guidance.

Play Area Scheme based in HMP The Mount

After a very long absence of two years due to the Covid pandemic we moved into our newly designated play area room in March 2022 to the delight of the families who missed the service. Our service has touched the lives of over 2880 children.

The prison had major refurbishment due Covid restrictions, which has impacted on the number of visitor tables by over 50% which in turn has reduced the number of families visiting each session. Some families are still keen to keep to their own "bubbles" and reluctant to allow their children to mix with other children.

We have had a review of play equipment and resources are allowed to be taken to the visit hall tables for whole family engagement. However, the children have an option to play in the designated area play with other children and the staff and volunteers always there to provide individual support with their learning and play.

We work with our key partner PACT (Prison Advice Care Trust) to deliver Family themed days which are always a great success.

Going forward, the service is under review as the major funder Children in Need's funding priorities has changed. We are looking at other funding sources to ensure that we are in a good position to continue to deliver the much-needed family services in the Prison. We have delivered this service since 1998.

Financial review

Income increased from £317,201 to £369,029 in the year to 31 March 2023

The grants from Hertfordshire Community Foundation, in partnership with Hertfordshire County Council were secured to help our rural communities to access funding for the Rural Support networks to support their work from the Household Support Fund, Platinum Jubilee Year Funding and Festive Funding. Our key strategic aim in applying for these funding pots is to keep awareness high, about rural disadvantaged people, amongst the statutory bodies.

Our CRED (Covid Recovery Ethnically Diverse) project ensured that people from ethnic communities were supported to the next stage of having their issues and barriers heard by the new Integrated Care Services in July 2022.

The financial support from the numerous funders both public and trusts helped us to deliver the infrastructure services for the small community groups and charities.

As our expenditure also increased we have a difference in fund balances showing a loss overall of £12,809

The trustees have considered the minimum level of reserves (that is those funds that are freely available) that the Charity ought to hold. Reserves are needed to bridge the funding gaps between spending and receiving resources from grants and other income. Reserves should also cover the extent of CDA Herts' financial liabilities. The trustees therefore consider that £20,000 is adequate as the minimum level of reserves at the end of this year.

Under the Memorandum and Articles of Association, the Charity has the power to invest in any way that the Trustees wish.

The Trustees, having regard to liquidity requirements have operated a policy of keeping funds in an interest-bearing account with The Charities Official Investment Fund (COIF).

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 designed to mitigate those risks identified in the plan;
The implementation of procedures designed to minimise any potential impact of the Charity should those risks materialise;
A key element in the management of financial risk is the setting of a reserves policy and its regular review by the Trustees.

Structure, governance and management

The charity is a company limited by guarantee governed by its Memorandum and Articles of Association dated 22 January 1999 and amended to extend its area to surrounding districts on 26 August 2005. It is registered as a charity with the Charity Commission. Anyone over the age of eighteen can become a member of the Company.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

A.F. Alexander	
J. Dawson	
J. Deards	
S. Fenton	(Appointed 11 January 2023)
M. Lambe	
C.P.H. Tombs	
J.B. Collins	(Retired 31 January 2023)
R.T.N. Bali	(Retired 24 October 2022)

As set out in the Articles of Association the Trustees are selected from individual members of the representatives of the member organisations and from communities of interest on an annual basis. All members are circulated with invitations to nominate Trustees prior to the AGM advising them of retiring trustees and requesting nominations for the AGM. When considering co-opting Trustees, the Board has regard to the requirements for any specialist skills needed because of the Trustees' Skills Audit.

New Trustees undergo an orientation to brief them on their legal obligations under Charity and Company Law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the Strategy and Forward Planning and other recent performance of the Charity. During the induction they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

The Board of Trustees administers the Charity. The Board meet bi-monthly. The Trustees appoint the Chief Executive Officer to manage the day-to-day operations of the Charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within the terms of the delegation approved by the Trustees, for operational matters including finance and employment.

The trustees' report was approved by the Board of Trustees.

A Alexander

A.F. Alexander
Trustee

Date: 6/11/2023

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

I report to the trustees on my examination of the financial statements of Community Development Action Hertfordshire (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of I.C.A.E.W., 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 that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements 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 financial statements 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 financial statements to be reached.

HB Accountants

HB Accountants
Chartered Accountants
28 Plumpton House
Plumpton Road
Hoddesdon
Hertfordshire
EN11 0LB

Dated: 7/11/23

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Current financial year

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Income from:					
Donations and legacies	3	3,766	14,052	17,818	21,887
Charitable activities	4	38,065	303,288	341,353	293,057
Other trading activities	5	5,845	-	5,845	2,196
Investments	6	3,571	442	4,013	61
Total income		51,247	317,782	369,029	317,201
Expenditure on:					
Charitable activities	7	79,810	302,028	381,838	353,250
Net (outgoing)/incoming resources before transfers		(28,563)	15,754	(12,809)	(36,049)
Gross transfers between funds		29,771	(29,771)	-	-
Net income/(expenditure) for the year/ Net movement in funds		1,208	(14,017)	(12,809)	(36,049)
Fund balances at 1 April 2022		121,527	97,582	219,109	255,158
Fund balances at 31 March 2023		122,735	83,565	206,300	219,109

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Prior financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:				
Donations and legacies	3	21,887	-	21,887
Charitable activities	4	39,065	253,992	293,057
Other trading activities	5	2,196	-	2,196
Investments	6	59	2	61
Total income		63,207	253,994	317,201
Expenditure on:				
Charitable activities	7	63,917	289,333	353,250
Net (outgoing)/incoming resources before transfers		(710)	(35,339)	(36,049)
Net income/(expenditure) for the year/ Net movement in funds		(710)	(35,339)	(36,049)
Fund balances at 1 April 2021		122,237	132,921	255,158
Fund balances at 31 March 2022		121,527	97,582	219,109

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Debtors	12	33,702		4,235	
Cash at bank and in hand		180,738		231,051	
		214,440		235,286	
Creditors: amounts falling due within one year	13	(8,140)		(16,177)	
Net current assets			206,300		219,109
Income funds					
Restricted funds	14		83,565		97,582
Unrestricted funds					
Designated funds	15	23,516		30,156	
General unrestricted funds		99,219		91,371	
			122,735		121,527
			206,300		219,109

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 6/11/23.....

A.F. Alexander
Trustee

Company registration number 03712283

1 Accounting policies

Charity information

Community Development Action Hertfordshire is a private company limited by guarantee incorporated in England & Wales.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies (continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2023	2023	2023	2022
	£	£	£	£
Donations	510	-	510	1,250
Other grants receivable	-	14,052	14,052	18,174
Membership fees	3,256	-	3,256	2,463
	3,766	14,052	17,818	21,887

4 Charitable activities

	2023	2022
	£	£
Core grant	38,065	39,065
Grants receivable under contracts	303,288	253,992
	341,353	293,057
Analysis by fund		
Unrestricted funds	38,065	39,065
Restricted funds	303,288	253,992
	341,353	293,057

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Consultancy fees	3,500	-
Other income	2,345	2,196
Other trading activities	5,845	2,196

6 Investments

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Interest receivable	3,571	442	4,013	59	2	61

7 Charitable activities

	2023	2022
	£	£
Staff costs	188,840	190,352
Travel and other staff costs	4,675	2,673
Office expenses	2,650	4,488
Other expenses	3,438	73
Training and professional fees	41,294	36,222
Premises expenses	1,032	-
Repairs and maintenance	4,032	3,918
	245,961	237,726
Grant funding of activities (see note 8)	23,716	7,400
Share of support costs (see note 9)	107,361	104,416
Share of governance costs (see note 9)	4,800	3,708
	381,838	353,250
Analysis by fund		
Unrestricted funds	79,810	63,917
Restricted funds	302,028	289,333
	381,838	353,250

8 Grants payable

	2023	2022
	£	£
Grants to institutions:		
Various rural community organisations	23,716	7,400

-

9 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	69,654	-	69,654	63,213	-	63,213
Travel and other staff costs	3,633	-	3,633	2,735	-	2,735
Office expenses	5,143	-	5,143	4,338	-	4,338
Other expenses	2,591	-	2,591	1,801	-	1,801
Subscriptions	6,070	-	6,070	5,750	-	5,750
Fees	1,205	-	1,205	-	-	-
Premises expenses	14,288	-	14,288	25,498	-	25,498
Repairs and maintenance	4,777	-	4,777	1,081	-	1,081
Accountancy	-	4,800	4,800	-	3,708	3,708
	107,361	4,800	112,161	104,416	3,708	108,124
Analysed between						
Charitable activities	107,361	4,800	112,161	104,416	3,708	108,124

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Chief Executive	1	1
Senior managers	3	3
Project workers	9	10
Support	-	2
Total	13	16

Employment costs	2023 £	2022 £
Wages and salaries	228,591	225,654
Social security costs	17,902	15,646
Other pension costs	12,001	12,265
	258,494	253,565

There were no employees whose annual remuneration was more than £60,000.

12 Debtors

Amounts falling due within one year:	2023 £	2022 £
Trade debtors	33,702	3,544
Prepayments and accrued income	-	691
	33,702	4,235

13 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	1,145	4,276
Accruals and deferred income	6,995	11,901
	8,140	16,177

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds				
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£	£	£	£
HMP The Mount Play Area	22,182	42,124	(46,008)	18,298	44,397	(42,820)	-	19,875
HCC: Covid Information Champions	15,760	39,600	(45,761)	9,599	38,813	(30,811)	-	17,601
HTC: Connecting Communities	12,088	1,000	(2,195)	10,893	-	(8,290)	(2,603)	-
Kickstart	997	10,350	(11,381)	(34)	-	34	-	-
HCC: CRED 2 and ICB: CRED AF	1,682	-	(1,682)	-	40,000	(23,004)	-	16,996
HCF: Mobile Advice Clinic	5,000	-	-	5,000	-	(3,493)	(1,507)	-
HCF: Rural Household Support	7,500	-	(7,500)	-	10,000	(10,000)	-	-
HCC: Coronation Grants	-	4,500	(3,900)	600	11,000	(8,100)	-	3,500
HCC Locality Budget: Rural support	1,500	-	-	1,500	-	(1,500)	-	-
CDA Community Garden	856	1,310	(1,821)	345	2,000	(2,380)	-	(35)
Clarion Futures: Digital inclusion	5,000	-	(3,522)	1,478	5,682	(40)	-	7,120
HCF: Covid Grant	1,282	-	(1,282)	-	-	-	-	-
OPCC: Jobs Pathway and Rocknplace	12,368	21,200	(29,522)	4,046	30,242	(31,403)	-	2,885
NHS Charities Trust: Covid Recovery BAME	42,328	49,625	(80,279)	11,674	100,000	(90,818)	(20,856)	-
Herts Welcomes Refugees	4,378	11,035	(15,398)	15	22,300	(21,751)	(564)	-
HCC: Health Watch Herts	-	48,750	(34,582)	14,168	-	(14,168)	-	-
HCF: Household Support	-	2,000	(2,000)	10,000	-	(4,400)	-	5,600
EHDC: Digital Inclusion	-	10,000	-	5,000	(1,704)	(3,250)	-	46
HCF: Covid Messaging	-	7,500	(2,500)	5,000	-	(759)	(4,241)	-
HCF: VCFSE Alliance	-	5,000	-	-	1,000	(1,000)	-	-
Tewin PC: Transport	-	-	-	-	2,500	(3,916)	-	(1,416)
Rural Affordable Housing	-	-	-	-	10,500	(159)	-	10,341
Village Halls Consortium	-	-	-	-	1,052	-	-	1,052
	132,921	266,694	(296,433)	97,582	317,782	(302,028)	(29,771)	83,565

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021	Transfers	Balance at 1 April 2022	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Redundancy reserve fund	32,140	(1,984)	30,156	(6,640)	23,516
	32,140	(1,984)	30,156	(6,640)	23,516

16 Analysis of net assets between funds

	Unrestricted funds 2023	Restricted funds 2023	Total 2023	Unrestricted funds 2022	Restricted funds 2022	Total 2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Current assets/(liabilities)	122,735	83,565	206,300	121,527	97,582	219,109
	122,735	83,565	206,300	121,527	97,582	219,109

17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

England & Wales - Charity number 1075224

Accounts

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A Company Limited by Guarantee and not having a Share Capital)

Company No 3712283

Registered Charity No 1075224

REPORT AND

FINANCIAL STATEMENTS FOR THE YEAR

1 APRIL 2021 TO 31 MARCH 2022



Azets Audit Services
5 Yeomans Court
Ware Road
Hertford
Herts SG13 7HJ

CDAHerts
bringing together people and communities

INDEX TO THE REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

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1-16	Report of the Trustees
17	Independent Examiner's Report
18	Statement of Financial Activities
19	Balance Sheet
20-29	Notes to the Financial Statement

This is a Company Limited by Guarantee, conducting projects of a social nature within Hertfordshire and surrounding areas. It is the Rural Community Council representing Hertfordshire. The income of the Charity for 2021/22 is **£317,201**

The Trustees' Annual Report

The report follows the order set out in the 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). The Trustees are appointed at the Annual General Meeting.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and in our plans for future periods. The Trustees consider how planned activities contribute to the aims and objectives set.

The report refers to "a *risk management statement*" which identifies the major risks and the action taken to mitigate them. This is reviewed each year by the Board. The Charity's objects, aim, strategy and major activities undertaken are reviewed in the *objectives and activities* section. Note the *reserves policy* includes an explanation of the minimum level of reserves, the reserves held and the Charity's plans for its reserves.

The report concludes with a statement of the Trustees' responsibilities in relation to the financial statements.

The accounts

The Statement of Financial Activities (SOFA) reports the charitable activities as a single line with an expanded analysis in the notes on pages 20-29. For comparison, the results for the year 2020/21 are included.

Report of the Trustees for the year ended 31 March 2022

The Trustees are pleased to present their report together with the financial statements of the Charity for the year ending 31 March 2022.

Reference and administrative details

Charity number: 1075224

Company number: 3712283

Principal Office: The Castle, Hertford. SG14 1HR

Directors and Trustees

The Directors of the Charity are its Trustees for the purpose of Charity Law and throughout this report are collectively referred to as the Trustees.

The Trustees serving during the year and since the year end were as follows:

	Appointed
Tap Bali	17 September 2003
Chris Tombs	10 November 2006 (Chair to 14 September 2022)
Christine Nairn	20 November 2009 (retired June 2021)
Mary Lambe	01 August 2019
John Dawson	15 July 2019
Allison Alexander	19 February 2020 (Chair from 15 September 2022)
Jodie Deards	30 June 2021

Chief Executive Officer	Kate Belinis DL
Company Secretary	John Collins

Independent Examiner: Azets Audit Services, 5 Yeomans Court, Ware Road, Hertford. SG13 7HJ

Banker:
Yorkshire Bank Plc, 7 Gold Street, Northampton. NN1 1EN

Structure, Governance and Management

Governing Document
Community Development Action Hertfordshire (CDA Herts) is a Company Limited by Guarantee governed by its Memorandum and Articles of Association dated 22 January 1999 and amended to extend its area to surrounding districts on 26 August 2005. It is registered as a Charity with the Charity Commission. Anyone over the age of eighteen can become a member of the Company and there are currently 70 members.

Appointment of Trustees
As set out in the Articles of Association the Trustees are selected from individual members of the representatives of the member organisations and from communities of interest, annually.

All members are circulated with invitations to nominate Trustees prior to the AGM advising them of the retiring Trustees and requesting nominations for the AGM. When considering co-opting Trustees, the Board has regard to the requirements for any specialist skills needed because of the Trustees' Skills Audit.

Trustee induction and training
New Trustees undergo an orientation to brief them on their legal obligations under Charity and Company Law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the Strategy and Forward Planning and recent financial performance of the Charity. During the induction they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation
The Board of Trustees administers the Charity. The Board meets bi-monthly. The Trustees appoint the Chief Executive Officer to manage the day-to-day operations of the Charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within terms of the delegation approved by the Trustees, for operational matters including finance and employment.

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 designed to mitigate those risks identified in the plan; and
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise
- A key element in the management of financial risk is the setting of a reserves policy and its regular review by Trustees.

Objects and activities
The objects of the Charity as set out in the Memorandum of Association are:

- To promote any charitable purposes for the benefit of the community in the geographical County of Hertfordshire and surrounding areas by assisting the work of statutory authorities and voluntary organisations engaged in advancing education, furthering health, relieving poverty, distress, or sickness, or in pursuing any other charitable purposes.

- To promote and organise co-operation in the achievements of the said purposes and to that end bring together Council representatives of the authorities and organisations engaged in the furtherance of the said purposes within the geographical County of Hertfordshire and surrounding areas.

Established in January 1966, CDA Herts is the Rural Community Charity (RCC) for Hertfordshire. Now in its 56th year, CDA Herts aims to be the leading independent County Charity for the sustainable development of rural and urban communities across Hertfordshire and a strategic partner in the development of the County's Voluntary and Community Sector and public sector agencies.

The Board:
- Discussed and agreed on how the Charity needed to adapt to achieve optimum impact with its' delivery of the covid recovery initiatives
- Developed and scoped the staff survey on the impact of working from home and potential hybrid working. The feedback was overwhelming in favour of the option of hybrid working and 100% staff felt the charity supported them throughout the period of home working
- Received regular briefings on the state of the sector together with the weekly then monthly updates from the Herts Strategic Co-ordinating Group, which helped with their decision-making process on adaptability and flexibility of services
- Nominated Governance Champion completed the process for adherence to the Code of Governance
- Continued with recruitment of Trustees with targeted skills to fill the skills and industry gaps, especially in health and was successful with the recruitment of a new Health Champion
- Reviewed the Forward Plan and agreed with the overarching themes
- Strategic planning day to be arranged in early 2022 with all trustees and staff
- Thanked Christine Nairn for her long service as an active Trustee and her legacy in the development of the Community Garden in St Albans since 2011.

The Board are grateful to the staff and volunteers who overcame the new working environments of home based and occasionally office visits, adapted to virtual meetings, support services via telephone (a medium neglected in the past as most correspondences were electronic) and continued with the business at hand. Without their commitment and enthusiasm to deliver services, CDA Herts would be in a different place.

The Board also wants to thank all the funders, sponsors, especially Herts County Council: Adult Care Services and Public Health, Herts CCG, Herts Community Foundation, Children in Need, PACT, Office of Police and Crime Commissioner and many of our colleagues and partners in our shared vision and mission. We were proud to be part of the strategic plan to reduce health inequalities especially in our ethnically diverse and rural communities.

What is it we do?	Activities	Impact of services delivered
Rural Life support	**Village Halls Networks:** • East Herts • North Herts • St Albans, Hertsmere & Welwyn Hatfield • Dacorum & Three Rivers Membership grew to 236 throughout the 12 months. 110 Village Halls and Community Buildings individually supported. Annual Conference reached fifty-seven participants. Fifty-seven different topics of support covered. Surveys undertaken into Internet coverage, Defibrillator provision, Fire Servicing, Heating sources, Waste collection, Dementia Friends. We have referred 12 Halls to Low Carbon Workspaces for carbon reducing grants. We have referred 15 Halls to Utility Aid for energy supply advice.	Our countywide Advisory Service is invaluable in supporting Hall Management Trustees in their governance, licensing, health & safety, and compliance role ensuring that they can provide excellent, safe, legal, and appropriate community facilities, especially in rural areas. The importance of this service has increased immeasurably since lockdown when we have provided daily advice to dozens of Halls in negotiating the challenges of re-opening safely and legally for the benefit of their villages. We have provided direct support and advice to 110 Village Halls and Community Buildings through email with some telephone calls. We guided and informed 225 community halls and buildings through a plethora of changes to Covid measures ensuring they were covid secure and compliant and all times. We have held 8 Village Hall Network Zoom support meetings for our 4 Networks. These resulted in 146 attendances. The number of meetings has reduced because we have amalgamated all groups into one Network thus improving coverage, information, and peer support. The East Herts Consortium plans to become Countywide from the next AGM in November We organised the Annual Village Halls Conference in November which was a hybrid event in Little Hadham Village Hall and live streamed on Zoom with fifty-six participants who enjoyed engaging presentations by supportive partners and members of the network. Information, advice, and support has increased exponentially over this year and especially since Halls have reopened. The demand for information and advice has grown with the growth in activity of the Networks with peer support particularly strong and increasing.

	Community Energy Network = 85 members Network activity has been limited this year due to other priorities and Covid. However, we have undertaken one Zoom Meeting, attended the Herts Climate Change Partnership and strengthened ties with Sustainable Herts East Herts Council's Project to install Electric Vehicle Charging Points in Village Hall Car Parks has made very slow progress and has only targeted those Halls on publicly owned land which are a small minority. We have strengthened our partnership with Utility Aid and have started receiving a useful commission for our work in creating referrals and promoting the service. **Our Autumn Rural Support Network Survey** showed that most RSNs were still active supporting local vulnerable and elderly people with volunteers. RSNs continued their work throughout the year with 2000 volunteers helping 2000+ people covering 180 villages and hamlets **40 Covid Information Champions** (CIC) supported with 50 Bulletins. **472 Bags of Kindness** distributed through 30 RSNs.	Supported by UH, Local Government Sustainability Officers, Transition Towns, Climate Change groups and individuals concerned with environmental and resource issues. Information exchange and debate on key topics, provided support for Herts Sustainability Conference and members of Herts Climate Change Partnership. Have maintained close contact with Community Works the lead agency for Eastern New Energy and we are working closely investigating opportunities for funding concerning Renewable Energy/Low-cost Housing/Community Building initiatives. This work has been supported by one a further remote Intern from the USA and one Environmental Management Masters Student from UH. This is now providing a small income stream and is set to grow following a relaunch of our Partnership with USA. This year we have seen ten new Halls sign up for improved Tariffs and cheaper energy although the fuel crisis has created great uncertainty and huge rises in the costs for Halls. The Pandemic has meant that the Rural Issues Network and the Farmers' Cafes have again not been able to meet, and our main rural focus has been on our work supporting Rural Support Networks which sprang up in response to Coronavirus and the lockdown helping the elderly, vulnerable and isolated. This work underlined the amazing strength and resilience of rural communities to help each other, and the sheer number of volunteers and people helped has played a huge role in the public health response but overlooked by our local authorities. We produced weekly Covid Updates which were sent to our Covid Information Champions helping to encourage uptake in vaccinations and safe behaviour as well as informing. We provided a valuable link for isolated rural communities with Public Health

	35 Festive Funding grants totalling £4,000 were given to local groups and Village Halls to bring warmth and comfort to 600 people.	information and maintained a regularly updated website information resource. We accessed funding and resources through Herts Community Foundation and Herts County Council to assist RSNs in their work. This activity saw an increase in awareness for rural isolation and need in Hertfordshire.
	£9,000 of Household Support Fund was received and distributed to 20 RSNs to support local people in fuel and food poverty. **Rural Loneliness Forum** Numbers = 46 members **Rural Proofing** is an essential process which examines and mitigates for rural communities in service delivery commissioning. Our work with HCC has led to a change in emphasis with service delivery contracts required to prioritise and report on the locations delivered to and not just the numbers of people helped.	For the first time we applied for and received Household Support Fund to enable rural people in food and fuel poverty to be supported. We formed this network to address issues of poor service provision, to improve commissioning processes and engagement with rural communities. Help connect service providers with Village Halls/Hubs/Social prescribing networks. Signs of progress with activity at Little Hadham VH, Citizens Advice and Carers in Herts. One meeting this year enabled service providers to stay connected and provide updates on their year of covid activity which saw a huge rise in remote support changing the way they will operate in the future. Herts County Council has responded to our repeated requests for improved rural service delivery of commissioned services.
	Broadband and Digital Infrastructure Joined the DIZ Our Survey suggests 50% of Village Halls do not even have a landline. UH and CDA to undertake a countywide Survey.	We continue to raise awareness of poor broadband and mobile coverage in rural areas. A Village Hall Internet access Survey was undertaken. We joined the Digital Innovation Zone (DIZ) a cross district partnership with Epping and have raised awareness of rural need. We have been in discussion with UH about them undertaking a countywide survey into Village Hall internet. We are working with HCC Gigabit programme to improve rural coverage.
	Affordable Housing Partners: North Herts District Council, Dacorum Borough Council, Hastoe and Settle Housing	We continue to contribute to community led housing through our membership of Eastern Community Homes (ECH). Locally, Stevenage Borough Council are supporting ECH, and we have been

	Associations **Rural Digital Inclusion** As the Covid Pandemic social restrictions measures began to ease last summer, we had a window of opportunity to commence our Rural Digital Inclusion Programme. We have assisted in setting up weekly 'Drop In' IT support sessions at 3 local Village Halls: Little Hadham, Datchworth, Bennington. The sessions have become a regular activity for all those taking part and provide a welcoming and supportive learning opportunity for local people seeking digital help & IT advice.	collaborating with them to develop ideas for bringing forward community led schemes in the Borough. We appreciate the continued support of our rural affordable housing partnerships in Dacorum and North Herts through the local authorities and our housing association partners, Hastoe and Settle Housing Associations. We have been working hard in both Boroughs to promote rural housing and courtesy of English Rural Housing Association, have delivered two training webinars, targeted at educating parish councillors and others about the benefit of rural affordable housing. Videos of each can be viewed via our web Rural Affordable page. Work is well underway on site in Wilstone to deliver six homes by Dacorum Borough Council following a housing needs survey of Tring Rural parish conducted by us in 2017. The tenants will benefit from the provision of air source heat pumps and solar panels, cutting both energy costs and carbon emissions. In the year we have assisted in the delivery of: ● 66 X 2hr weekly 'Drop In' Digital Inclusion sessions ● 990hrs of Digital support & advice provided ● 71 individual Digital Learners received Digital support & advice ● 495 Digital Learner attendances in total ● Average age of Digital learners 75 to 80 ● 1,263 hours of Digital Volunteers time given In Kind, equivalent to a monetary value of over £12.5k ● 4 Digital Champions trained and assisted by 22 local Digi-Buds Digital learners are assigned a Digital Champion or Digital Buddy (local volunteers) to help & assist them with their specific digital and IT queries. There is no expectation for learners to attend each week and they can simply

		quickly visit when they need some advice or want to be shown how to do something on a mobile phone, tablet, or PC / laptop.
Projects	**Community Garden in St Albans**	Community cohesion remains key to the lives of the local people who access and maintain their own designated plots and share stories and services provided. The friendships formed are truly inspirational. This year we celebrated the Garden's 10th anniversary and 20 volunteers received certificates of thanks and appreciation from the Vice Lord Lieutenant and the Mayor of St Albans. The tea party held on a glorious June afternoon was a memorable event with the solid team of volunteers' doing guided tours. We said a fond farewell to Christine and John Nairn. The garden would have not been so developed, cared for, or placed in such an enviable position without their mega hard work, diligence and bringing people and groups together. We are forever grateful for their friendship, kindness, support, and generosity of their time and resources.
	Play Area based in HMP The Mount	We continued to provide activities for the children, but no physical contact was allowed, nor any movement away from the designated seating plan. These restrictions were harsh for the children as any breaches of rules resulted in the visit being terminated. Sadly, after a brief period the prison decided to not allow our activity packs to be distributed due to a small child drawing on the furniture with a crayon. The children then had nothing to entertain them until we resumed our service. Our service resumed in March 2022. Strict covid secure rules meant that we were limited with the items of play that was accessible for the children. All items used were strictly kept within individual family bubbles and not shared.

		Total hours per week spent on sessions is 9 instead of 20. Sessional staff reduced their hours due to the sessions only lasting one hour and a handful of volunteers have retired due to the delivery of split sessions in a day. This may change in the future. Numbers have dropped significantly (average of 5 per session). It has been an incredibly positive return; however, we do need to open the play area properly to give the families the full benefit of our service. Mums and Dads still had no time to talk 'privately' as the children were with them the whole time.
	All4One in Barnet	The project ended in December 2021 after a difficult period when covid and lockdowns disenabled us to delivering the agreed interventions for the young people. The partnership with the Pupil Referral School, Family Lives and Sporting Inspirations was invaluable and we continue to work together for young people and their families.
	Covid Recovery Ethnically Diverse people We were commissioned by Herts Clinical Commissioning Group (CCG) and Herts County Council (HCC) with funding from NHS Charities Trust (Captain Sir Tom Moore) to provide a focussed support for ethnic diverse communities in Herts. The project's aim is to address health disparities and inequalities faced and experienced by ethnic diverse individuals and communities across Herts and started in April 2021, splitting into West and East Herts. Recruited 3 staff members from diverse ethnic	• Met over 100 organisations that have ranged from statutory and non-statutory services, voluntary sector, grassroot organisations to charities • Engaged with over 50 ethnic diverse groups and communities • Supported 25 individuals who were either referred into our project by other service providers or have contacted us directly for support and information • The team have attended and presented at over 190 events • More importantly, the team have supported 74 ethnic diverse community groups • The team have used these opportunities to raise awareness of the community's needs, challenges, and barriers

	heritage. **Reconnecting Hertford** Hertford Town Council commissioned us to deliver this project to unite people, communities, groups, and organisations throughout the town. **Jobs Pathway**	The project was slightly redesigned with the overall aim to support and help local people, volunteers and groups build stronger connections in developing peoples' sense of community belonging throughout the town post pandemic. A significant element of the project is to work with the elected Town Councillors in identifying those groups & projects within their respective ward communities, which could benefit from some guidance and advice. This has resulted in our offer to support various community groups and organisations across the town with a range of new challenges / activities which they are looking to take on for the future, but also to help some to regain their core activities and operations to levels previously enjoyed pre Covid. Support ranges from assistance in seeking specific funding routes for new ventures and community projects, through to helping groups to become more sustainable. Assisted 14 Hertford based community groups, organisations and projects including the setting up of a new community garden, which was previously derelict allotments. Starting a vital recruitment service for ex-offenders and employers during 18 months of a health pandemic and lockdowns, may appear to be too ambitious and a foolish venture. However, our commitment to our target group and the increasing hardships facing people who want to make significant changes to their chaotic lifestyles' by seeking employment and getting some stability with lives was worth the risk and hard work. We are grateful to the support of many employers and support providers and our Project Manager who against massive barriers, managed to support ten referrals into job taster sessions, gaining meaningful and relevant training and not being homeless.

Core services	**Comms and social media**	We have increased our reach to 850+ with similar number of followers. Social media traffic has improved and raised awareness of diverse relevant topics.
	Consultancy	Better Boards training to 3 charities and support provided to access workforce development grants with Herts Community Foundation.
	Infrastructure support	Herts Equality Council Herts Welcomes Refugees BAME groups and communities
	Kickstart Scheme	We are delighted to take part with this well-funded DWP scheme. We employed two different young people with differing aspirations. We wish them well in their chosen career paths and hope that they remember their time with us was a good foundation to reaching their potential.
	Strategic Forums	**Voluntary People's Assistance Cell** continued to meet frequently to address gaps/issues/concerns on health inequalities especially the vaccine rollout and low take up from the Black and Asian communities. The framework is working well as all continue to adjust and adapt our services to meet the new and old needs. **Herts Health BAME Network** and webinars to raise awareness, hear people's voices and concerns working together with health and social care professionals and local authorities and public health. **Integrated Care Services and the new VCFSE (Voluntary Community Faith Social Enterprise) Alliance.** We delivered two designated webinars for rural and Black Asian Minority Ethnic people and groups in raising awareness of the new NHS framework and the closure of clinical commissioning groups in July 2022.
	Queen's Green Canopy Platinum Jubilee.	We were delighted to participate in the planting of trees in celebration of the Queen's Platinum Jubilee. We were grateful for the donation of trees from Herts County Council and East Herts District Council. The Lord Lieutenant

		and Mayor of Hertford planted two trees in Hertford Castle Moat Garden and the Vice Chairman of Herts County Council helped us to plant ten trees in our Community Garden.

Some testimonials:

Covid Recovery Ethnic Diverse (CRED):

"Firstly, and most importantly, on behalf of the BIHCA in Hertfordshire members of the community and committee I would like to thank you for support Bosnia and Hercegovina Association with fund from Hertfordshire Community Foundation. We Hope to create and hold more events and will be after long Covid-19 recovery beneficial for community. Once again, thank you for showing support for small Charity organisations such as BIHCA." **Bosnia and Herzegovina Community Association Hertfordshire (BIHCA), Dzemal Paratusic**

"I will start by saying that I am very honoured to have this opportunity and team Ngorli appreciates it too since this will help to enhance what we are doing in our community. It was great joy when I had an email from Louise Marron (HCF) that I have another chance to apply, and Mercy Bwomono (CRED) also said there was an opportunity for Ngorli CIC. I was over the moon and did not sleep that night making sure I complete the application form, so it was ready to be sent off first thing in the morning. The application process was easy and straightforward. The programme will make a world of difference to Ngorli CIC as we are growing over the years and our services to the community are getting bigger so this programme will enhance our expertise so we can continue delivering our service to the required standards as well as form new connections and partnerships." **Ngorli CIC, Rhoda Amezado**

"I have found that working with the CRB BAME team has been so useful. Rushna has supported me with clients and given me lots of support and information to overcome the cultural barriers. I look forward to our continued communications to improve the relationships and knowledge we can give to out BAME clients. Also, the CRB teams support in promoting the benefits of Social Prescribing within the local community. **Helen Beasley – GP link worker for the St Albans & Harpenden PCN.**

Rushna and Naomi - just wanted to let you know how much of a support you both have been regarding our work in Hertsmere around community engagement. I really feel that I have benefitted from your help and advice, and this has certainly contributed to some of the relationships that we have built with groups in the local area over the last 6 months. This was especially the case with the Borehamwood Islamic Society in Borehamwood, as we continue to engage with them and have helped them deliver new projects including an exercise session for ladies, and they have used their Mosque as a pop up Covid vaccination location to especially target young men from the Moslem community as this was one of our difficult to reach groups.
I look forward to continuing our relationship and working together as we move into the important recovery stage. **David Golding Community Engagement Officer, Hertsmere BC**

"The Covid Recovery Ethnic Diverse Project (CRED) has been really valuable for W3RT CVS in ensuring that our messages are shared with the diverse communities across Watford and Three Rivers. The regular bulletins have allowed us to share messages with those communities with information about a range of topics including funding. This has then allowed us to increase the number of funding recipients who come from or represent ethnically diverse communities. Additionally, the project has allowed us to signpost other local organisations to the project so they can also engage with ethnically diverse communities." **Alex Murray W3RT CVS Lead**

Digital Inclusion:

"The welcoming atmosphere of all volunteers and their patience and encouragement to a nervous OAP was wonderful."
"I liked the company of other people on the course. I have learned a lot about my phone and tablet. The coffee and cakes were amazing".

"This cannot be improved. It was excellent"

Jobs Pathway:

"I've been so grateful for Sue at Jobs Pathway for her help and guidance in getting me back into employment. Sue was so helpful in guiding me in developing my CV. On top of this, she was also an advocate for me with potential future employers and helped find me the right part time jobs (yes two!) to help me pursue my passions. Thank you, Sue! **A client.**

Community Garden:

As I mentioned we had a gathering of about thirty people last Sunday as our Sunday school children together with teachers and some parents enjoyed a morning of discovery, planting and making organic bird feeders.
They each planted sunflowers and look forward to seeing them grow. For some children it was an opportunity to see how vegetables grow for the first time and others shared knowledge of how their families are growing their own. The Sunday School enjoyed the morning so much they have decided to fundraise for their own raised bed. Thank you to the CDA for giving our Synagogue the opportunity to do this. **Volunteer Lauren.**

Rural Services: "The service and support that CDA Herts offers is first class and invaluable. We are only a small Association with a newly formed Committee, which inherited little paperwork and no handover guidance. We have been working to resurrect a dormant Association of 15+ years and to promote the use of our hall. There have been numerous hurdles, but CDA and the ACRE information have been our bible and you have been our friend to guide us to where we are today. Also, throughout the pandemic your updates on Gov. Guidance, as it applies to halls, has been very useful and the sharing of information on services and resources is very helpful. Thank you. Your support is very much appreciated. **Wendy McLean, Rucklers Lane Community Association**

"Ours is a tiny but normally well used village hall, private use rather than community organised activities. Throughout the pandemic your updates on guidance as it applies to halls has been very useful. Also, the sharing of information on services and resources is very helpful."
Margaret McHugh, The Iron Room Tring

"Since joining I have found the discussion and information very valuable in challenging some of the things that we do to see if they can be improved on, but the Covid Guidance and support has been particularly useful to us. In particular the risk assessment information and supporting information. The use of Zoom has been useful in saving the need to travel and given our wide geographical spread I would like to see this continue." **Mike Wallis Chair of Trustees, Potten End Village Hall**

"My thanks to you and your colleagues for all your previous meetings, their minutes, and other important news items that you circulate to us month by month. You provide an essential link to both news and regulations that affect the day-to-day running of our community halls, as well as a backup source of information whenever required. Thanks for all your hard work in these difficult times."
John Bailey, Thorley Centre Manager

Our plans and work going forward:

Covid Recovery Ethnic Diverse's focus for Year Two:

- Based on evidence from our findings, the most overarching identified need is **Capacity Building** and **Community Space**. We will facilitate meaningful connections between communities and service providers so that communities can continue to access support and information needed for sustainability. We recommend using the ABCD (Asset Based Community Development) engagement
- **Social Prescribing** - with the imminent implementation of the Integrated Care Systems (ICS), it is important that the communities are kept informed and updated on the forthcoming changes on how social care will be delivered. We will work closely with the recently formed Voluntary, Community, Faith, and Social Enterprise (VCFSE) Alliance, and continue to work with GP's and PCN's Link Workers and HCN
- We are keen to keep inequalities conversations alive and on-going and not lose the momentum as so much work has gone into bridging the inequality gaps and influencing whole-system changes
- Learning from community's experiences - we will continue engaging with the community and being the community's voice and working with agencies to improve the health and wellbeing of ethnic diverse individuals and communities

Reconnecting Hertford: continued support to small groups and helping to address their infrastructure needs to build friendships and community cohesion.

Community Champions: for rural and marginalised groups and working in partnership with Community Help Herts.

Jobs Pathway Enterprise: Going forward we are reaching out to refugees and ethnic diverse people to learn about self-employment and social enterprise. The initial approach with IVAR (Institute of Voluntary Action Research) is providing invaluable insights on best next steps for those in need especially the Afghan and substance misuse clients.

Rural Services: demands continue to increase especially those facing fuel and food poverty coupled with mental health and untreated health issues. The need for local targeted support is going to reach new levels of need as the cost of living sky rockets and people unable to pay their energy bills, transport for day to day to living. Support services have become even more vital in 2022 as cost of living including fuel and food together with serious mental health and loss of wellbeing and our role as enablers and being the voice for the communities.

Advocacy: we remain true to our determination to enable and empower people and communities whose vocies have been marginalised in both rural and urban areas across the county.

Stragetic Forums: we will continue to use our position at the "top table" to raise awareness and issues facing rural, ethnic diverse and those facing poverty and hardships in 2022 and beyond. We do this with renewed energy and determination as funding reduces which will prevent us from delivering targeted services to people lviving and working across the County.

Our thanks to following funders and sponsors:

Projects	Funders, sponsors and supporters
Community Garden St Albans	Highfield Park Trust Oaklands College Garden volunteers Big Lottery's 25th Anniversary Celebration of volunteers Community groups and their friends and supporters Colney Heath Parish Council
Jobs Pathway	Office of Police and Crime Commissioner Emmaus HACRO Training providers Employers
Rural services: Rural Life services Community Transport Village Halls Advisory Affordable Housing Community Energy Village Connector	ACRE and Defra Clarion Futures East Herts Council and Councillors Hertfordshire County Council: Adult Care Services and Transport Hertfordshire County Councillors Locality Budgets Hertfordshire Community Foundation:
Play Area Scheme	PACT Children in Need HACRO HMP The Mount Donations
All4One in partnership Pavilion School, Family Lives, Sporting Inspirations	John Lyons Trust Pavilion School staff
Membership	Parish and Town Councils, community groups and individuals
Donations	Individuals

We have made financial investments and support with

Cirican	ACRE consultancy Network, this year has been in hiberation due to lack of opportunity for national programmes.
New River Community Rail Partnership	Hertfordshire County Council, East Herts Council, Broxbourne Borough Council, Hertford Town Council, Ware Town Council, Greater Anglia, Community Rail Network, Lea Valley Park. We hold the Chair for this Partnership.

Investment powers and policy

Under the Memorandum and Articles of Association, the Charity has the power to invest in any way the Trustees wish.

The Trustees, having regard to liquidity requirements have operated a policy of keeping funds in an interest-bearing account with The Charities Official Investment Fund (COIF). The invested funds held on deposit at the end of the year totalled £151,642 at an average interest rate of 0.012%.

Reserves policy

The Trustees have considered the minimum level of reserves (that is those funds that are freely available) that the Charity ought to hold. Reserves are needed to bridge the funding gaps between spending and receiving resources from grant and other incomes. Reserves should also cover the

extent of CDA Herts' financial liabilities.

The Trustees therefore consider that £20,000 is adequate as the minimum level of reserves as of 31 March 2022.

The actual reserves on 31 March 2022 were £87,403 (excluding designated reserves of £34,124) which is £67,403 over the minimum. In calculating reserves, the Trustees have excluded from the total funds the Restricted funds.

Trustees' responsibilities in relation to the financial statements

The Trustees (who are also Directors of Community Development Action Hertfordshire for the purposes of Company Law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements that give a true and fair view of the situation of the Charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP 2015 (FRS 102).
- make sound judgements and estimates that are reasonable and prudent.
- state whether applicable UK Accounting Standards have been followed, subject to any material 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 maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity and enables them to ensure that the financial statements comply with The Companies Act 2006. The Trustees 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.

As far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's independent examiner is unaware; and
- The Trustees have taken all steps that they ought to have taken to make them aware of any relevant audit information and to establish that the independent examiner is aware of that information.

Allison Alexander.

Allison Alexander
Chair: Board of Directors/Trustees

7/10/22.

Date:

Independent Examiner's Report to the Trustees of Community Development Action Hertfordshire

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 18 to 29

Responsibilities and basis of report

As the charity 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 company'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 confirm that I am qualified to undertake the examination because I am a member of the ICAEW, 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 that in any material respect:

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.

Azets Audit Services

Date: 28/10/2022

Azets Audit Services
Alison Nayler BSc FCA
5 Yeomans Court
Ware Road
Hertford
Hertfordshire
SG13 7HJ

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
Statement of Financial Activities for the year ended 31 March 2022
(Incorporating the Income and Expenditure account)

	Note	Unrestricted £	Restricted £	2022 Totals £	2021 Totals £
Income and endowments from:					
Donations and legacies	**2**	55,739	207,360	263,099	270,312
Charitable activities	**3**	7,409	43,432	50,841	22,845
Investment Income		59	2	61	298
Total Income	**12**	63,207	250,794	314,001	293,455
Resources expended					
Charitable activities	**17**	63,917	286,136	350,053	183,846
Total Resources expended	**12**	63,917	286,136	350,053	183,846
Net incoming/outgoing resources before transfers		(710)	(35,342)	(36,052)	109,609
Transfers		-	-	-	-
Net movement of funds		(710)	(35,342)	(36,052)	109,609
Reconciliation of funds:					
Total funds brought forward		122,237	132,921	255,158	145,549
Total funds carried forward		121,527	97,579	219,106	255,158

The company has no recognised gains or losses other than the net incoming resources for the year.

The notes on pages 20 to 29 form part of these financial statements

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
Balance Sheet as at 31 March 2022

	Note	2022 £	2022 £	2021 £
Fixed Assets				
Tangible Fixed Assets	8		-	-
Current Assets				
Debtors	9	4,235		21,504
Investments at COIF	10	151,642		201,625
Cash at Bank and in hand		79,409		42,189
		235,286		265,318
Current Liabilities				
Creditors falling due within one year	11	16,177		10,160
Net Assets			219,109	255,158
Financed by				
Unrestricted Funds				
General Fund	12	87,403		90,097
Designated Fund	12	34,124		32,140
			121,527	122,237
Restricted Funds	12		97,582	132,921
			219,109	255,158

The Directors consider that the Company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act ("the Act") and members have not required the Company to obtain an audit for the year in question in accordance with section 476 of the Act. The Directors acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at 31 March 2021 and of its results for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements were approved and authorised for issue by the Board and were signed on its behalf on .....

A Alexander 07/10/22 14/10/22

Allison Alexander
Chair

Board Member

The notes on pages 20 to 29 form part of the financial statements

1 Accounting Policies

General information

Community Development Action Hertfordshire is a company limited by guarantee incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is The Castle, Hertford, SG14 1HR. The nature of the charity's operations and principal activities are to be an advocate for communities in Hertfordshire.

Basis of Accounts

The charity constitutes a public benefit entity as defined by FRS 102. The Financial Statements have been prepared in accordance with 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in UK and Republic of Ireland (FRS 102), and the Companies Act 2006. The financial statements meet the requirements of the Companies Act 2006 and applicable accounting statements so far as these requirements are appropriate.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, the amount can be measured reliably and it is probable that the income will be received.

Investment income is bank interest earned in the period. Sundry receipts, including donations, are recorded on a receivable basis. Grant income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Tax

The Company is a registered Charity, registration number 1075224 and in consequence it is exempt from taxation on income arising from and expended on its charitable activities.

Expenditure
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Grants and donations are charged to the Statement of Financial Activities once they are approved for payment by the Directors.

Costs that are directly attributable are allocated on a charitable activity basis and support costs then added. Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where central administration and office support costs cannot be directly attributed to particular headings, they are apportioned to the charitable activities on a reasonable and consistent basis.

Pension costs
The Company operates a defined contribution scheme. Contributions are expensed as they become payable. The assets of the scheme are held separately from those of the Company in an independently administered Fund. Contributions payable by the Company amounted to £19,667 (2020/21: £13,882). All contributions were paid in the year.

Fixed Assets and Depreciation
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is calculated to write off the cost, less estimated residual values, of equipment, fixtures and fittings, over their estimated useful lives at 20% per annum on a straight line basis.

Current Asset Investments
Current Asset Investments are stated at the lower of cost and net realisable value and are made in accordance with the companies memorandum and articles of association.

Debtors receivable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Fund Accounting
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Fund Accounting (cont.)
Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. The charity has decided to allocate some of the unrestricted funds as designated for the purpose of covering potential future redundancy costs.

Investments at COIF
Investments at COIF are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

Going Concern
The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Judgements and key sources of estimation uncertainty
Due to the simple operations of the entity, the trustees do not consider there to be any key accounting judgements or estimates that have a material impact on the financial statements.

Financial Instruments
The Charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liablities of the Charity and their measurmenet as follows.

Financial Assets
Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial insturments

Cash at bank is classified as a basic financial instrument and is measured at face value

Financial Liabilities
Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost.

Leases

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the leases asset are consumed.

2 Donations and legacies	2021/22 Unrestricted	2021/22 Restricted	2021/22 Totals	2020/2021 Totals
Donations	1,250	-	1,250	3,818
Grants	54,489	207,360	261,849	167,428
	55,739	207,360	263,099	171,246
Total 2020/21	52,591	217,721	270,312	

3 Charitable activities	2021/22 Unrestricted	2021/22 Restricted	2021/22 Totals	2020/21 Totals
Sale of goods and services	7,409	43,432	50,841	22,845
Total 2020/21	22,845	-	22,845	

4 Governance costs	2021/22	2020/21
Independent Examiner's remuneration		
Independent exam	3,708	3,000
Taxation services	-	-
Accounts preparation fee	-	-
Professional fees		
Payroll services	1,042	1,087
	4,750	4,087

5 Analysis of grants	2021/22	2020/21
Grants to individuals	-	-

6 Staff costs	2021/22	2020/21
Salaries & NI	233,898	116,427
Pension costs	19,667	13,881
	253,565	130,308

The average number of full and part time employees during the period was 15.5 (2020/21: 12) and No employee earned £60,000 or greater during the period 2021/22 and 2020/21.

7 Trustees' remuneration and expenses

The trustees neither received nor waived any remuneration during the year for their work (2020/21: £nil).

The trustees received no employee benefits during the year under review (2020/21: £nil).

No expenses were reimbursed during the year under review (2020/21: £nil).

8 Tangible fixed assets

	2021/22 Fixtures & fittings £	2020/21 Fixtures & fittings £
Fixed assets at 1 April 2021	4,068	4,068
Additions/disposals	-	-
As at March 2022	4,068	4,068
Depreciation at 1 April 2021	4,068	4,068
Charge for the year	-	-
As at March 2022	4,068	4,068
Net book value at 31 March 2021 and 2022	-	-

9 Debtors

	2021/22	2020/21
Trade debtors	3,544	16,980
Payments in advance	691	4,524
Other Debtors	-	-
	4,235	21,504

10 Investments

All investments are held in The Charities Official Investment Fund Charities Deposit Fund.

11 Creditors

	2021/22	2020/21
Accruals	11,901	9,500
Trade Creditors	4,276	660
	16,177	10,160

12 Funds summary

	Funds b/fwd £	Incoming Resources £	Outgoing Resources £	Transfers £	Funds c/fwd £
Unrestricted funds					
General	90,097	63,207	(65,900)		87,404
Designated	32,140			1,984	34,124
Subtotal	122,237	63,207	(65,900)	1,984	121,528
Total	122,237	63,207	- 65,900	1,984	121,528
Restricted funds	132,921	253,994	(287,350)	(1,984)	97,581
	255,158	317,201	- 353,250	-	219,109

The specific purposes for which the funds are to be applied are as follows:

Unrestricted funds represent the core funding for the purpose of being a voice and advocate for communities in Hertfordshire.

Designated funds have been set aside for the purpose of covering potential future redundancy costs.

Restricted funds specifically cover the 16 projects as set out in Note 17

13 Analysis of net assets between funds

	Current Assets £	Current Liabilities £	Total £
Unrestricted fund			
General	103,580	16,177	87,403
Designated	34,124		34,124
Restricted fund	97,582		97,582
	235,286	16,177	219,109

14 Related party transactions

There are no related party transactions during the period (2020/21: £ nil).

15 Financial instruments

The carrying amounts of the charity's financial instruments are as follows:

Financial assets

	2021/22	2020/21
Debt instruments measured at amortised cost:		
Trade debtors	3,544	16,980
Cash	79,409	42,189
	82,953	59,169

Financial liabilities

Measured at amortised cost:		
Creditors	4,276	9,500
Accruals	11,901	660
	16,177	10,160

16 Financial commitments

The following operating lease payments are committed to being paid:

	2021/22	2020/21
Within one year	202	7,821
Between two and five years	-	-
	202	7,821

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
Funds for the year April 2020 to 31 March 2021

Note 18	Community Garden	Play Area HMP	Herts Welcomes Refugees	Covid Champions	Hertford Town Council	Kickstart	Herts CHN	Mobile Advice Clinic	Rural Support Networks	Herts Valley CCG	HCC Locality Budget	Clarion Futures	HCF Emergency	NHSE Sickle Cell	Jobs Pathway	Covid Recovery BAME	2020/21 Total Restricted	2020/21 Unrestricted	2020/21 Total
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Brought Forward 1 April 2020	721	23,422	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**24,142**	**121,407**	**145,549**
Income																	**-**		
ACRE Grant	-	-	-	-	-	-											**-**	39,077	39,077
HMP Grant	-	17,333	-	-	-	-											**17,333**	-	17,333
HCC Grant	-	-	-	32,500	-	-					1,500						**34,000**	-	34,000
BBC Children in Need	-	28,858	-	-	-	-											**28,858**	-	28,858
Hertford Town Council	-	-	-	-	15,000	-											**15,000**	-	15,000
Rural Affordable Housing	-	-	-	-	-	-											**-**	18,331	18,331
HertsCommunity Foundation	-	-	-	-	-	-		5,000	7,500				5,000	-	-	-	**17,500**	- 843	16,657
Other Grants			15,482			2,148	3,150			7,000		5,000		10,000	18,000	43,500	**104,280**	12,660	116,940
Membership	750	-	-	-	-	-											**750**	2,580	3,330
Sundry Receipts	-	-	-	-	-	-											**-**	3,630	3,630
Interest		66	-	-	-	-											**66**	232	298
Total Income	750	46,257	15,482	32,500	15,000	2,148	3,150	5,000	7,500	7,000	1,500	5,000	5,000	10,000	18,000	43,500	217,787	75,668	293,455
Expenses																			
Salaries	-	35,544	9,602	9,679	-	1,143								5,728	4,844		66,540	49,888	116,428
Redundancy	-	-	-	-	-	-											-	-	-
Pensions	-	3,348	-	-	-	-									210		3,558	10,324	13,882
Other Staff costs	-	555	102	-	-	8								40	573		1,278	972	2,250
Office costs	-	574	-	861	291	-				18			62		5	1,172	2,983	6,196	9,179
Other costs	615	-	-	1,200	-	-								1,812			3,627	1,020	4,647
ACRE Subscription	-	-	-	-	-	-											-	4,850	4,850
Fees	-	-	-	-	-	-				4,800			3,156				7,956	-	7,956
Rent Rates Insurance	-	1,000	-	-	-	-											1,000	20,654	21,654
Audit Fee	-	-	-	-	-	-											-	3,000	3,000
Management	-	6,475	1,400	5,000	2,621	-	3,150			500			500	2,420			22,066	- 22,066	-
Accommodation charge	-	-	-	-	-	-											-	-	-
	-		-	-	-			-	-	-	-	-	-	-	-	-	-	-	-
Total expenses	615	47,496	11,104	16,740	2,912	1,151	3,150	-	-	5,318	-	-	3,718	10,000	5,632	1,172	109,008	74,838	183,846
Net Movement	135	(1,239)	4,378	15,760	12,088	997	-	5,000	7,500	1,682	1,500	5,000	1,282	-	12,368	42,328	108,779	830	109,609
Transfers	-	-	-		-	-											-	-	-
Carried Forward 31 March 2021	**856**	**22,183**	**4,378**	**15,760**	**12,088**	**997**	**-**	**5,000**	**7,500**	**1,682**	**1,500**	**5,000**	**1,282**	**-**	**12,368**	**42,328**	**132,921**	**122,237**	**255,158**

Restricted funds
Community Garden - The fund relates to the development and maintenance to the community garden in St Albans

Play Area - The fund relates to the operation of the Play Area based in HMP The Mount

Herts Welcomes Refugees - Host organsition for staff

Covid Information Champion (CIC) - supporting Rural Support Networks which sprang up in response to Covid and the lockdown helping the elderly, vulnerable and isolated.

Hertford Town Council Reconnecting Hertford communities

Rural Support Network (RSN) - response to Covid and the lockdown helping the elderly, vulnerable and isolated.

Herts Valley CCG - supporting rural groups

NHSE Sickle Cell - setting up a Peer support group

Jobs Pathway - recruitment agency for ex-offenders grant from Office of Police and Crime Commissioner

Covid Recovery BAME - addressing health inequalities through social prescribing, advocacy and capacity building

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
Funds for the year April 2021 to 31 March 2022

Note 17	Community Garden	Health Equalities Partnership Programme	East Herts	Covid Information	Festive Grants	Play Area HMP	Herts Welcomes Refugees	Herts Community Foundation	CIC	Hertford Town Council	Kickstart	Mobile Advice Clinic	Rural Support Networks	NA Social Prescribing	Herts Valley VCCG	HCC Locality Budget	Clarion Futures	HCF Emergency	Jobs Pathway	Covid Recovery BAME	2021/22 Total Restricted	2021/22 Unrestricted	2021/22 Total
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Brought Forward 1 April 2021	856					22,183	4,378		15,760	12,088	997	5,000	7,500		1,682	1,500	5,000	1,282	12,368	42,328	**132,922**	**122,236**	**255,158**
Income																					-		
ACRE Grant																					-	39,065	39,065
HMP Grant																					-		-
HCC Grant		48,750			4,500				39,600												**92,850**		92,850
Grant from Tudor Trust																					-		-
BBC Children in Need						27,455															**27,455**		27,455
Donations																					-	1,250	1,250
Rurtal Affordable Housing																					-	9,698	9,698
Other Grants			7,500	5,000			11,035	10,000		1,000	10,350			2,000					18,000	49,625	**114,510**	5,726	120,236
Membership																					-	2,463	2,463
Sundry Receipts	1,310					14,667															**15,977**	4,946	20,923
Interest						2															**2**	58	60
Total Income	1,310	48,750	7,500	5,000	4,500	42,124	11,035	10,000	39,600	1,000	10,350	-	-	2,000	-	-	-	-	18,000	49,625	**250,794**	63,206	314,000
Expenses																					-		
Salaries		22,342				35,322	12,743		22,906		11,287								19,531	56,238	**180,369**	53,529	233,898
Redundancy																					-		-
Pensions		1,479				3,234													1,323	3,947	**9,983**	9,684	19,667
Other Staff costs	10	313				548	92				94						72		342	1,752	**3,223**	2,735	5,958
Office costs																			126	1,467	**1,593**	4,338	5,931
Other costs and grants	1,811	644	2,500		3,400				14,855	2,195			6,681	1,750	1,200		2,850		2,000	6,875	**46,761**	4,132	50,893
ACRE subscrition																					-	4,500	4,500
Rent,rates and insurance																					-	25,498	25,498
Independent Examiners Fee																					-	3,708	3,708
Management		9,804			500	6,907	2,563		8,000				819	250	482		600	1,282	3,000	10,000	**44,207**	(44,207)	-
Accomodation charge																					-		-
Total expenses	1,821	34,582	2,500	-	3,900	46,011	15,398	-	45,761	2,195	11,381	-	7,500	2,000	1,682	-	3,522	1,282	26,322	80,279	**286,136**	63,917	350,053
Net Movement	(511)	14,168	5,000	5,000	600	(3,887)	(4,363)	10,000	(6,161)	(1,195)	(1,031)	-	(7,500)	-	(1,682)	-	(3,522)	(1,282)	(8,322)	(30,654)	- **35,342**	(711)	(36,053)
Carried Forward 31 March 2022	**345**	**14,168**	**5,000**	**5,000**	**600**	**18,296**	**15**	**10,000**	**9,599**	**10,893**	- **34**	**5,000**	**-**	**-**	**-**	**1,500**	**1,478**	**-**	**4,046**	**11,674**	**97,580**	**121,525**	**219,105**

Note 19

Restricted Funds in Notes 17 and 18 Description

Community Garden	Development and maintenance of the community garden in St Albans
Health Equality Partnership Proç	Intregrated Care Services Workforce
East Herts	Rural Digital Inclusion
Covid Information Champion	Covid and vaccination Updates
Festive Grants	HCC for small groups to celebrate jubilee
Play Area HMP	Play Area Scheme based in HMP The Mount
Herts Welcomes Refugees	County wide for refugees and asylum seekers
Herts Community Foundation	Rural Household Support
Covid Champions	Covid Information Champions
Hertford Town Council	Reconnecting Hertford
Kickstart	Programme for getting young people into work
Mobile Advice Clinic	Justice Bus with University of Herts and Herts Domestic Abuse Helpline
Rural Support Networks	Covid recovery support for rural communities
NA Social Prescribing	BAME consultation
Herts Valley CCG	Covid Rural Support Network
HCC Locality Budgets	HCC Councillors rural support
Clarion Futures	Rural Digital Inclusion
HCFECF	Hertsfordshire Community Foundation Covid Grant
Jobs Path	Jobs Pathway project funded by Office Police and Crime Commissioner
Covid Recovery BAME	Tackling health inequalities for Black Asian Minority Ethnic

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE

England & Wales - Charity number 1075224

Accounts

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A Company Limited by Guarantee and not having a Share Capital)

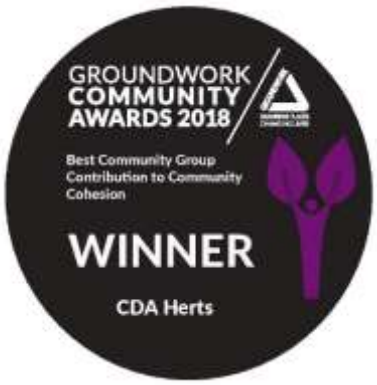
Company No 3712283

Registered Charity No 1075224

REPORT AND

FINANCIAL STATEMENTS FOR THE YEAR

1 APRIL 2020 TO 31 MARCH 2021



Azets Audit Services
5 Yeomans Court
Ware Road
Hertford
Herts SG13 7HJ

CDAHerts
bringing together people
and communities

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A Company Limited by Guarantee)
Trustees Report

INDEX TO THE REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

Pages

1-16	Report of the Trustees
17	Independent Examiner's Report
18	Statement of Financial Activities
19	Balance Sheet
20-29	Notes to the Financial Statement

This is a Company Limited by Guarantee, carrying out projects of a social nature within Hertfordshire and surrounding areas. It is the Rural Community Council representing Hertfordshire. The income of the Charity for 2020/21 is **£293,455**

The Trustees' Annual Report

The report follows the order set out in the 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). The Trustees are appointed at the Annual General Meeting.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and in our plans for future periods. In particular the Trustees consider how planned activities contribute to the aims and objectives set.

The report refers to "a *risk management statement*" which identifies the major risks and the action taken to mitigate them. This is reviewed each year by the Board. The Charity's objects, aim, strategy and major activities undertaken are reviewed in the *objectives and activities* section. Note the *reserves policy* includes an explanation of the minimum level of reserves, the reserves held and the Charity's plans for its reserves.

The report concludes with a statement of the Trustees' responsibilities in relation to the financial statements.

The accounts

The Statement of Financial Activities (SOFA) reports the charitable activities as a single line with an expanded analysis in the notes on pages 20-29. For comparison, the results for the year 2019/20 are included.

Report of the Trustees for the year ended 31 March 2021

The Trustees are pleased to present their report together with the financial statements of the Charity for the year ending 31 March 2021.

Reference and administrative details

Charity number: 1075224

Company number: 3712283

Principal Office: The Castle, Hertford. SG14 1HR

Directors and Trustees

The Directors of the Charity are its Trustees for the purpose of Charity Law and throughout this report are collectively referred to as the Trustees.

The Trustees serving during the year and since the year end were as follows:

	Appointed
Tap Bali	17 September 2003
Chris Tombs	10 November 2006 (Chair November 2008)
Christine Nairn	20 November 2009 (Vice Chair January 2021)
Mary Lambe	01 August 2019
John Dawson	15 July 2019
Allison Alexander	19 February 2020
Nilesh Joshi	03 July 2019 (resigned 31 March 2021)

Chief Executive Officer	Kate Belinis DL
Company Secretary	John Collins

Independent Examiner: Azets Audit Services, 5 Yeomans Court, Ware Road, Hertford. SG13 7HJ

Banker:
Yorkshire Bank Plc, 7 Gold Street, Northampton. NN1 1EN

Structure, Governance and Management

Governing Document
Community Development Action Hertfordshire (CDA Herts) is a Company Limited by Guarantee governed by its Memorandum and Articles of Association dated 22 January 1999 and amended to extend its area to surrounding districts on 26 August 2005. It is registered as a Charity with the Charity Commission. Anyone over the age of 18 can become a member of the Company and there are currently 70 members.

Appointment of Trustees
As set out in the Articles of Association the Trustees are selected from individual members of the representatives of the member organisations and from communities of interest, annually.

All members are circulated with invitations to nominate Trustees prior to the AGM advising them of the retiring Trustees and requesting nominations for the AGM. When considering co-opting Trustees, the Board has regard to the requirements for any specialist skills needed because of the Trustees' Skills Audit.

Trustee induction and training
New Trustees undergo an orientation to brief them on their legal obligations under Charity and Company Law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the Strategy and Forward Planning and recent financial performance of the Charity. During the induction they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events

where these will facilitate the undertaking of their role.

Organisation
The Board of Trustees administers the Charity. The Board meets bi-monthly. The Chief Executive Officer is appointed by the Trustees to manage the day to day operations of the Charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within terms of the delegation approved by the Trustees, for operational matters including finance and employment.

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 designed to mitigate those risks identified in the plan; and
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise
- A key element in the management of financial risk is the setting of a reserves policy and its regular review by Trustees.

Objects and activities
The objects of the Charity as set out in the Memorandum of Association are:

- To promote any charitable purposes for the benefit of the community in the geographical County of Hertfordshire and surrounding areas by assisting the work of statutory authorities and voluntary organisations engaged in advancing education, furthering health, relieving poverty, distress or sickness, or in pursuing any other charitable purposes.

- To promote and organise co-operation in the achievements of the said purposes and to that end bring together Council representatives of the authorities and organisations engaged in the furtherance of the said purposes within the geographical County of Hertfordshire and surrounding areas.

Established in January 1966, CDA Herts is the Rural Community Council (RCC) for Hertfordshire. Now in its 55th year, CDA Herts aims to be the leading independent County Charity for the sustainable development of rural and urban communities across Hertfordshire and a strategic partner in the development of the County's Voluntary and Community Sector and public sector agencies.

The Board:

- Discussed and agreed how the Charity would adapt to the Covid-19 health crisis and the impact on the delivery of services
- Worked with the CEO, who made the working environment changes for the staff and volunteers, who were home based from mid- March 2020. During the summer months and before the second lockdown, the staff continued to be home based until the lockdown guidelines allowed them to come into the office as it made and deemed Covid-Secure
- Reviewed the Code of Governance to ensure the charity was adhering to the 7 principles
- Nominated a Champion for the review Governance Code, which was worked in

clusters for this year and the following year
- Continued with recruitment of Trustees with targeted skills to fill the skills and industry gaps
- Reviewed Forward Plan and agreed with the overarching themes

The Board are grateful to the staff and volunteers who overcame the new working environments of home based and occasionally office visits, adapted to virtual meetings, support services via telephone (a medium neglected in the past as most correspondences were electronic) and carried on with business at hand. Without their commitment and enthusiasm to deliver services, CDA Herts would be in a different place.

The Board also wishes to thank our colleagues and partners in the shared vision and mission to deliver services into unchartered territory but developed new ways of working as a collective team across the public and charities sectors.

What is it we do?	Areas covered	Impact of services delivered
Rural services	**Village Halls Networks:** • East Herts; • North Herts; • St Albans, Hertsmere & Welhat; • Dacorum & Three Rivers Membership grew from 150 to 220 throughout the 12 months	Our countywide Advisory Service is invaluable in supporting Hall Management Trustees in their governance, licensing, health & safety and compliance role ensuring that they can provide excellent, safe, legal and appropriate community facilities, especially in rural areas. The importance of this service has increased immeasurably since lockdown when we have provided daily advice to dozens of Halls in negotiating the challenges of re-opening safely and legally for the benefit of their villages. We have provided direct support and advice to 125 Village Halls and Community Buildings mainly through email with some telephone calls. We have held 18 Village Hall Network Zoom support meetings for our 4 Networks. These resulted in 249 attendances. We organised the Annual Village Halls Conference in December on Zoom with 43 participants who enjoyed presentations by members of the network.
	Community Energy Network = 85 members **We were invited and**	Supported by Uni of Herts, Local Government Sustainability Officers, Transition Towns, Climate Change groups and

	attended an East Herts Council meeting to launch a new Project addressing Environmental Sustainability in the Rural Context engaging Farmers. **East Herts Council also engaged our support and advice in a Project to install Electric Vehicle Charging Points in Village Hall Car Parks.**	individuals concerned with environmental and resource issues. Information exchange and debate on key topics, provided support for Herts Sustainability Conference and members of Herts Climate Change Partnership. Have maintained close contact with Community Works the lead agency for Eastern New Energy and we are working closely investigating opportunities for funding concerning Renewable Energy/Low cost Housing/Community Building initiatives. This work has been supported by 2 Environmental Studies Interns from the USA
	We have developed our partnership with Utility Aid and are in discussion regarding a Group Green Energy Deal for Herts Village Halls and Community Buildings.	This is now providing a small income stream and is set to grow following a relaunch of our Partnership with UA
	80 Rural Support Networks with 2000 volunteers helping 2000+ people covering 180 villages and hamlets **40 Covid Information Champions, 140 Bags of Kindness and £4,000 in small grants distributed.**	The Pandemic has meant that Rural Issues Network and Farmers' Cafes have not met since March 2020 but our main focus has been on our work supporting Rural Support Networks which sprang up in response to Coronavirus and the lockdown helping the elderly, vulnerable and isolated. This work underlined the amazing strength and resilience of rural communities to help each other and the sheer number of volunteers and people helped has played a huge role in the public health response but largely overlooked by our local authorities.
	Rural Loneliness Forum Numbers = 46 members	We formed this network to address issues of poor service provision, to improve commissioning processes and engagement with rural communities. Help connect service providers with Village Halls/Hubs/Social prescribing

		networks. Signs of progress with activity at Little Hadham VH, Citizens Advice and Carers in Herts. HCC taking an interest.
	Broadband and Digital Infrastructure	We are working with the Phone Co-op to develop an offer which will help to bring superfast broadband to many Village Halls to help them become Digital Hubs.
Projects	**Community Garden in St Albans** **Groups X 7** **People X 120 plus** **Volunteers X 45 plus** **New groups: Catalyst Housing, New Directions and Beaver group**	Community cohesion remains key to the lives of the local people who access and maintain their own designated plots and share stories and services provided. Volunteers are the quintessence of the garden and in return they were grateful for the opportunity to be able to maintain the garden and being outdoors with friends and colleagues during the health pandemic 105 saplings, a gift from The Woodland Trust, were planted and we look forward to their growth. Two bug hotels were built and the mould was transformed into meadow of flowers and shrubs. Food Smiles harvested a whooping 565kg of produce for members.
	Covid Information Champions in partnership with Herts CVS and Volunteer Centre: Community Help Herts	Commissioned by Herts County Council – Adult Care Services and Public Health to ensure that communities and residents were in receipt of trusted messages to combat the spurious social media. Over 300 champions were recruited and they continue to be a valuable resource for public health and the targeted groups and people.
	Jobs Pathway – recruitment agency	Project started in January and valuable connections made with the Project Board partners: HACRO and Emmaus and Police and Crime Commission Officer. Introductions made with new and potential employers and Local

	Play Area Scheme based in HMP The Mount and working in partnership with PACT (Prison Advice Care Trust)	Enterprise Partnership. The service was closed mid-March 2020 due to Covid restrictions. This has been the most difficult time and situation for the families, staff and volunteers. The Prison has endeavoured to ensure that services could resume but they had to ensure that their environment was safe for visitors. The designated area after 21 years has been replaced by the Prison's Purple service of video booths for the prisoners to keep in contact with their families. We are looking forward to developing the new area and welcoming the families back in 2021. We are grateful to Children in Need being understanding and not reducing or withdrawing their grant.
	All4One in Barnet	Working in partnership with the Pupil Referral School, Family Lives and sporting Inspirations to deliver mentoring and coaching Y10 boys and girls to develop life skills, structured classes to form better relationships both at home and at school and beyond. Delivered 2 webinars for the parents and Family Lives have provided 15 bespoke support for the parents. Face to face support for the young people were stopped Covid impacted on the school's operational activities.
	Affordable Housing Partners: North Herts District Council, Dacorum Borough Council, Hastoe and Settle Housing Associations	Commissioned and delivered 2 Housing Needs Surveys. 11 affordable units delivered by partners following earlier surveys (Holwell & Great Gaddesden) One of 6 East of England partners on the newly formed Eastern Community Homes. Our Rural Housing Enabler is now an accredited Community-led Housing adviser.

	Village Connector in East Herts **5 Village Halls with 1200 beneficiaries** **Village Connectors X 20 within above communities**	Building on the capacity building and social prescribing project with Little Hadham, we delivered 600 hours of bespoke practical support and advice with 5 designated village halls.
	Community Transport - Tewin	We continue to support and guidance and after 4 years, we are pleased that the steering group continue to deliver this valuable service for the older people.
Core services	**Comms and social media**	We have increased our reach to 850+ with similar number of followers. Social media traffic has improved and raised awareness of diverse relevant topics.
	Consultancy	Better Boards training to 3 charities
	Infrastructure support	GATE (Gypsy And Traveller Empowerment) Herts Equality Council Herts Welcomes Refugees BAME groups and communities
	Kickstart Scheme	We are delighted to take part with this well-funded DWP scheme as we recruited a young person who has shown how to make best use of digital technology and social media and a great team player.
	Strategic Forums	New Voluntary and Partners Assistance Cell (VPAC) consisted of several key players in the health and social sector and public bodies. This new way of working was successful as each one of us, stepped in and stepped up to support the services needed under Operation Sustain and Shield. The framework is working well as all of continue to adjust and adapt our services to meet the new and old needs.

Some testimonials:

Jobs Pathway “I found working with you excellent, you were quick and professional and went above and beyond to get to know the candidate’s strengths and weaknesses and supporting him through the process. I would definitely refer to you again”.

Nicola Woodard, Senior Social Worker, HCC

Rural Services

A particularly difficult year for Village Halls across the country due to the Covid pandemic.CDA has been particularly helpful in providing advice and clarity on the steps required by village halls to comply with the requirements of government legislation, which during the last nearly two years has changed regularly. The opportunity to discuss other hall's responses during the regular on-line forums has been particularly useful. **Chris Poole, High Wych Memorial Hall**

I am writing on behalf of the Sawbridgeworth Young People's Recreational Centre to Tim and CDA for all your support during the difficult Covid period. It has been especially helpful to get regular advice from CDA/ACRE on opening/reopening our Centre. The EHCBVH meetings have also been very useful in pointing us to ways of saving money and making our Centre more energy efficient etc. Keep up the good work! **Councillor David Royle (Independent), Secretary SYPRC, Young People and Schools Champion, Footpaths and Open Spaces Champion, Sawbridgeworth Town Council**

Ours is a tiny but normally well used village hall, mainly private use rather than community organised activities. Throughout the pandemic your updates on guidance as it applies to halls has been very useful. Also, the sharing of information on services and resources is very helpful.
Margaret McHugh, The Iron Room Tring

During the Covid pandemic, Barkway Village Hall has benefited from the advice supplied on methods of operation. Having a coordinated means for village halls to gather and share information is to the advantage of this select group of community treasures. It is reassuring to know our hall does not need to operate in isolation. **Tom Wornham, Chair Barkway Village Hall**

Although I am not a big contributor to this group, I do appreciate the hard work that goes into it.
Jason Ruben, Bayford Village Hall

It has been wonderful to hear from other village communities in this way through the Zoom Meetings. Well done all involved.
Ken Newstead, Clerk, Brent Pelham-Meesden Parish Council

Since joining I have found the discussion and information very valuable in challenging some of the things that we do to see if they can be improved on but the Covid Guidance and support has been particularly useful to us. In particular the risk assessment information and supporting information. The use of Zoom has been useful in saving the need to travel and given our wide geographical spread I would like to see this continue. **Mike Wallis Chair of Trustees, Potten End Village Hall**

Your updates and guidance have been more than useful. We were all so unsure how to start opening up and it seemed so complicated. Your guidance and resources made it so much easier. You were also very helpful and quick to answer some of our individual challenges too. A big thank you. **Karen Tonge, Great Gaddesden Parish Hall**

The Nora Grace Hall in Tring have found the updates, especially after changes in Govt Covid guidance, very useful. Also, the sharing of info on suppliers is valuable.
Vivianne Child, Tring Together Nora Grace Hall

It's very early days for me in the group but I have already had great support for Little Berkhamsted Hall. Thanks for all your hard work.
Derek Standbrook, Little Berkhamsted Village Hall

Superb support as always. Great facilitation to share insights between village halls. Could feel a vulnerable and lonely job as chairperson with Tim and a good Team! Thankyou
Jennie Shaw, Chair Aldbury Memorial Hall

Rural Services continued:

The trustees of the Colney Heath Village Hall would have really struggled to get through the Covid pandemic over the last 15 months without the advice and support from CDA.
The guidance on the ever-changing restrictions has been measured and helpful. The conferences with other halls attending has proved an excellent forum for sharing information.
Your prompt and insightful responses to our specific queries have been greatly appreciated.
And above all the empathetic support you have provided to us has been invaluable - it would have been a lonely and alarming place without you and CDA.
John Clemow, FWR Consulting, Secretary 4ColneyHeath and CH Village Hall a CIO, Co-Editor The Coal Post, Chair of CH Boissy Twinning Association, CH & District History Society and CH Community Support Group

Thank you so much for all that you have done for us over the last 12 months. It has been a particularly difficult time during the Covid pandemic to keep up with all the rules and regulations that have been coming out of Government and the guidance provided by yourself and CDA Herts has been invaluable. I don't know what we would have done without you! Thank you also for arranging the very useful consortium meetings of the local Village Halls. Good and interesting speakers have been provided and it is always a very good forum for networking and swapping ideas.
Harry Bott, Trustee Benington Village Hall.

On behalf of the Stanstead Abbotts Parish Hall trustees, I would like to express my thanks and gratitude for your help and guidance through the last 18 months or so. You and your team have been able to provide us with links to both CDA Herts and ACRE publications highlighting the regulations relevant to the running of our village halls, without which I suspect we might not have taken the steps necessary to re-open when we did. **Andrew Day**

The mentors over our 3-year journey have been CDA Herts and East Herts Council to which Little Hadham is truly indebted. Without CDA's constant steerage, support and advice I strongly believe I would not have been able to remain in my position as Chairman.
Jan Williamson, Little Hadham Village Hall

Many thanks to Tim and all at CDA Herts for all the advice and support over the past year which has been and continues to be so challenging. The meetings are so informative on a range of relevant and interesting subjects. Being online they are also very accessible. It is also very reassuring to be part of a network and I really value the exchange of information with other members. Thank you all so much. **Wendy Ball, Bookings Secretary Bedmond Village Hall**

My thanks to you and your colleagues for all your previous meetings, their minutes, and other important news items that you circulate to us month by month.
You provide an essential link to both news and regulations that affect the day-to-day running of our community halls, as well as a backup source of information whenever required. Thanks for all your hard work in these difficult times. **John Bailey, Thorley Centre Manager**

More than pleased to say thanks to you for hosting the meetings so well and through them it's enabled Fleetville Community Centre to benefit from the experience of other community centres, particularly in how others have managed through the pandemic. **Peter Jones**

Just a note on behalf of the T & M Greg Trust, who own and manage Westmill Village Hall, to express our thanks to you and your team at CDA Herts for the excellent service you provide. This has been particularly valuable regarding updates and support through the Covid times. Tim has personally done a great job for us which is much appreciated - thank you.
Michael McRae, Trustee For and on behalf of the T & M Greg Trust

Rural Services continued:

On behalf of Hertford Heath Village Hall, I would like to thank you and your team for your help over the last, very trying, months. Without which, I personally, would not have known which way to turn. Your guidance to the relevant links of ACRE etc regarding steps to re- opening we're invaluable. But not only the last months, we would like to thank you for all the previous years of information you share with us all. **Glow Pead, Chair - Hertford Heath Village Hall**

On behalf of Bramfield Village Hall I would like to thank you and your team at CDA for all your help and advice especially through lockdown. Your help and advice and links to Acre guidelines have been invaluable and enabled us to follow the advice and keep safe during this difficult time. **Cheryl Jackson**

A big thank you to and your team for the continued support and guidance that you provide. Our Committee is a Charity formed of a group of local volunteers who provide their time and efforts for free. It's always reassuring for us to be able to call on you for the help we require to enable the cost efficient and smooth operation of our Village Hall.
Paul Plail, Secretary, Essendon Village Hall

Northchurch Social Centre have been incredibly grateful for the support that the CDA group offers during the last couple of years. Just knowing that that this friendly service is available to guide us has been a comfort as we navigate these unprecedented times. **Linzi Wesley**

We have found the Covid 19 support and guidance offered by yourself and CDA Herts invaluable over the past year. With the ever-changing rules and regulations and sometimes very confusing guidance, it has been reassuring to have you there to clarify things for us with regards to the use of halls. In addition to this, your initial recommendation with regards to using Utility Aid and ongoing support throughout our relationship with them has been really useful and very much appreciated. A big thank you from us for all that you have done to support us through what has been a very difficult year. **Lisa Edwards, Assistant to the Parish Clerk Bovingdon Parish Council**

A wholehearted thank you for the invaluable support that you have given Flamstead Village Hall over the last, very challenging twelve months, in your role of Village Hall Adviser at CDA Herts. We would not have been able to navigate our way through the ever-changing Government's Covid-19 Regulations and Guidance without your help. I am sure that you have given many extra hours advising us village hall managers, as well as chairing, and acting as secretary of, our Network meetings on Zoom – always patient and often with a sense of humour. In addition to all that, wearing your Community Services hat, you readily agreed to advise a community charity, that I am involved with, on a property-related problem.
Jane Lutman, Chairman Flamstead Village Hall Management Committee

As a brand-new committee, we have found CDA invaluable in helping us find out about our responsibilities and things we were unaware of. They have pointed us in the right direction and given us access to lots of helpful fact sheets from ACRE, which have helped get us set up correctly. Regular meetings with other volunteers in the area has been really helpful to us, and we look forward to continuing with these in the future. **Jacqui Pattison, Pinehurst Community Centre**

I just wanted to say how helpful and practical your advice has been during the last 12 months. The Covid updates have been particularly helpful as have the regular zoom meetings to talk over issues.
Debbie Fitzsimons, Markyate Parish Council

Rural Services continued:

On behalf of Datchworth village hall I would like to convey our very grateful thanks for the fabulous support we have received from CDA, and in particular from Tim. The last 18 months or so have been difficult for all businesses especially with the ever-changing rules and regulations. Tim has been invaluable in steering us all through the do's and don'ts of hall closures, openings, re-closing and so on. It is re-assuring to know that our interpretation of the rules has been reviewed by Tim and that we are all doing the best we can. The EHDC Village Halls network meetings are invaluable and we all look to Tim for his words of wisdom regarding the myriad of issues we all face in running village halls. They are informative and a great opportunity to network with others. Membership fees for CDA are the best value and long may the organisation continue. Thank you.
Pat Perry, Secretary to Village Hall Committee

In 2011 a group of village hall representatives met to discuss the problems faced by volunteer committees and others in the running of community buildings. At that meeting were representatives from CDA who offered advice, assistance and support to the fledgling 'Village Halls Network'.

In December 2021 the 'Village Halls Network', now the ' Village Halls & Community Buildings Consortium' will celebrate its 10th anniversary. Throughout those 10 years CDA have been an integral part of ensuring that the organisation became the success it is today.

From a once district council supported group through to the independent organisation it has become, the consortium has been able to rely on CDA not only for advice and research but also for the secretarial services so essential for the smooth running of such an operation.

Through the links to ACRE, and with its own in-house expertise and network of contacts, CDA has proved invaluable to the members of the consortium which has now spread to other areas of Hertfordshire.

Throughout the 'pandemic' CDA has remained operational and supportive organising ZOOM conferencing for committee and general meetings; providing access to the important advisory information so essential to our members in dealing with the unknown ramifications of shut down or partial closure.

On behalf of the consortium, and independently as a Trustee of Cottered Village Hall, I and my team wish to thank CDA and particularly Tim Hayward-Smith for their service and support without which I am sure we would not have come through the past year quite so unscathed.

John Harwood-Bee, Chairman East Herts Village Halls & Community Buildings Consortium.

Our plans and work going forward:

Covid Recovery for Black Asian and Minority Ethnic residents:
Commissioned by Herts CCG and Herts CC and funding from NHS Charities Trust (Colonel Tom Major) to provide focussed support to BAME people and communities. Covid has highlighted the health disparities and inequalities suffered, in many cases in silence and for a long period of time.

The staff recruited from BAME heritage will be working in partnership with public agencies and charities to enable people to access available services such as social prescribing, advocacy and most important capacity building.

Additional staff to join the team but work alongside with Healthwatch Herts and NHS Integrated Care Systems to address health inequalities.

We are now a key stakeholder and presenter with the statutory sectors' determination to address

health and inequalities and influence the systems as advocated by the staff.

Community Resilience: sadly this was put on hold but as restrictions were lifted in 2021, we are scoping the project and connections both old and new into this exciting new partnership with Hertford Town Council.

Community Champions: for rural and marginalised groups and working in partnership with Community Help Herts.

Jobs Pathway: develop further relationships with employers across industries, link with Manchester University Intern scheme, referrals from agencies and provision of intensive professional and moral support to clients.

Rural Services: remains a key element of our services. The impact of Covid-19 was significant as it reduces services which were accessible to practically nil but without the support of local people's civic kindness, we will contiune to support them to help others in need.

Advocacy: we remain true to our determination to enable and empower people and communities whose vocies have been marginalised in both rural and urban areas across the county.

Our thanks to following funders and sponsors:

Projects	**Funders, sponsors and supporters**
Community Garden St Albans	Highfield Park Trust Oaklands College Plants Man, Brian Gibson (volunteer) Premier Foods St Albans Landscape and Arboriculture Officer Waitrose Community Matters
Jobs Pathway Recruitment Agency	Office of Police and Crime Commissioner Emmaus HACRO Training providers Employers
Rural services: Rural Life services Community Transport Village Halls Advisory Affordable Housing Community Energy Village Connector	ACRE and Defra East Herts Council and Councillors Hertfordshire County Council: Adult Care Services and Transport Hertfordshire County Councillors Locality Budgets Hertfordshire Community Foundation
Play Area Scheme	Children in Need HACRO HMP The Mount PACT (Prison Advice Care Trust)
All4One in partnership Pavilion School, Family Lives, ProAction	John Lyons Trust
Membership	Parish and Town Councils, community groups and individuals
Donations	Individuals

We have made financial investments and support with

Cirican	ACRE consultancy Network
New River Community Rail Partnership	Hertfordshire County Council, East Herts Council, Broxbourne Borough Council, Hertford Town Council, Ware Town Council, Greater Anglia, Community Rail Network, Rye House Karting Raceway, Lea Valley Park, Volunteer Centre Broxbourne & East Herts

Investment powers and policy

Under the Memorandum and Articles of Association, the Charity has the power to invest in any way the Trustees wish.

The Trustees, having regard to liquidity requirements have operated a policy of keeping funds in an interest-bearing account with The Charities Official Investment Fund (COIF). The invested funds held on deposit at the end of the year totalled £201,635 at an average interest rate of 0.012%.

Reserves policy

The Trustees have considered the minimum level of reserves (that is those funds that are freely available) that the Charity ought to hold. Reserves are needed to bridge the funding gaps between spending and receiving resources from grant and other incomes. Reserves should also cover the extent of CDA Herts' financial liabilities.

The Trustees therefore consider that £20,000 is adequate as the minimum level of reserves as of 31 March 2021.

The actual reserves on 31 March 2021 were £90,097 (excluding designated reserves of £32,140) which is £70,097 over the minimum. In calculating reserves, the Trustees have excluded from the total funds the Restricted funds.

Trustees' responsibilities in relation to the financial statements

The Trustees (who are also Directors of Community Development Action Hertfordshire for the purposes of Company Law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP 2015 (FRS 102).
- make sound judgements and estimates that are reasonable and prudent.
- state whether applicable UK Accounting Standards have been followed, subject to any material 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 maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity and enables them

to ensure that the financial statements comply with The Companies Act 2006. The Trustees 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.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's independent examiner is unaware; and
- The Trustees have taken all steps that they ought to have taken to make them aware of any relevant audit information and to establish that the independent examiner is aware of that information.



Chris Tombs
Chair: Board of Directors/Trustees

29/9/21

Date:

Independent Examiner's Report to the Trustees of Community Development Action Hertfordshire

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021which are set out on pages 18-29.

Responsibilities and basis of report

As the charity 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 company'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 confirm that I am qualified to undertake the examination because I am a member of the ICAEW, 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 that in any material respect:

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.

Azets Audit Sevices

Date :…2/11/2021……..

Azets Audit Services
Alison Nayler BSc FCA
5 Yeomans Court
Ware Road
Hertford
Hertfordshire
SG13 7HJ

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
Statement of Financial Activities for the year ended 31 March 2021
(Incorporating the Income and Expenditure account)

	Note	Unrestricted £	Restricted £	2021 Totals £	2020 Totals £
Income and endowments from:					
Donations and legacies	2	52,591	217,721	270,312	171,246
Charitable activities	3	22,845	-	22,845	17,437
Investment Income		232	66	298	1,002
Total Income	12	75,668	217,787	293,455	189,685
Resources expended					
Charitable activities	17	74,838	109,008	183,846	274,319
Total Resources expended	12	74,838	109,008	183,846	274,319
Net incoming/outgoing resources before transfers		830	108,779	109,609	(84,634)
Transfers		-	-	-	-
Net movement of funds		830	108,779	109,609	(84,634)
Reconciliation of funds:					
Total funds brought forward		121,407	24,142	145,549	230,183
Total funds carried forward		122,237	132,921	255,158	145,549

The company has no recognised gains or losses other than the net incoming resources for the year.

The notes on pages 20 to 29 form part of these financial statements

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
Balance Sheet as at 31 March 2021

	Note	2021 £	2021 £	2020 £
Fixed Assets				
Tangible Fixed Assets	8		-	-
Current Assets				
Debtors	9	21,504		27,960
Investments at COIF	10	201,625		121,127
Cash at Bank and in hand		42,189		9,100
		265,318		158,187
Current Liabilities				
Creditors falling due within one year	11	10,160		12,638
Net Assets			255,158	145,549
Financed by				
Unrestricted Funds				
General Fund	12	90,097		90,317
Designated Fund	12	32,140		31,090
			122,237	121,407
Restricted Funds	12		132,921	24,142
			255,158	145,549

The Directors consider that the Company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act ("the Act") and members have not required the Company to obtain an audit for the year in question in accordance with section 476 of the Act. The Directors acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at 31 March 2021 and of its results for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements were approved and authorised for issue by the Board and were signed on its behalf on ...29/9/21

Chris Tombs
Chairman

Board Member

The notes on pages 20 to 29 form part of the financial statements

1 Accounting Policies

General information

Community Development Action Hertfordshire is a company limited by guarantee incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is The Castle, Hertford, SG14 1HR. The nature of the charity's operations and principal activities are to be an advocate for communities in Hertfordshire.

Basis of Accounts

The charity constitutes a public benefit entity as defined by FRS 102. The Financial Statements have been prepared in accordance with 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in UK and Republic of Ireland (FRS 102), and the Companies Act 2006. The financial statements meet the requirements of the Companies Act 2006 and applicable accounting statements so far as these requirements are appropriate.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, the amount can be measured reliably and it is probable that the income will be received.

Investment income is bank interest earned in the period. Sundry receipts, including donations, are recorded on a receivable basis. Grant income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Tax

The Company is a registered Charity, registration number 1075224 and in consequence it is exempt from taxation on income arising from and expended on its charitable activities.

Expenditure
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Grants and donations are charged to the Statement of Financial Activities once they are approved for payment by the Directors.

Costs that are directly attributable are allocated on a charitable activity basis and support costs then added. Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where central administration and office support costs cannot be directly attributed to particular headings, they are apportioned to the charitable activities on a reasonable and consistent basis.

Pension costs
The Company operates a defined contribution scheme. Contributions are expensed as they become payable. The assets of the scheme are held separately from those of the Company in an independently administered Fund. Contributions payable by the Company amounted to £13,882 (2019/20: £14,626). All contributions were paid in the year.

Fixed Assets and Depreciation
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is calculated to write off the cost, less estimated residual values, of equipment, fixtures and fittings, over their estimated useful lives at 20% per annum on a straight line basis.

Current Asset Investments
Current Asset Investments are stated at the lower of cost and net realisable value and are made in accordance with the companies memorandum and articles of association.

Debtors receivable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Fund Accounting
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Fund Accounting (cont.)
Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. The charity has decided to allocate some of the unrestricted funds as designated for the purpose of covering potential future redundancy costs.

Investments at COIF
Investments at COIF are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

Going Concern
The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Judgements and key sources of estimation uncertainty
Due to the simple operations of the entity, the trustees do not consider there to be any key accounting judgements or estimates that have a material impact on the financial statements.

Financial Instruments
The Charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liablities of the Charity and their measurmenet as follows.

Financial Assets
Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial insturments

Cash at bank is classified as a basic financial instrument and is measured at face value

Financial Liabilities
Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost.

Leases

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the leases asset are consumed.

2 Donations and legacies	2020/21 Unrestricted	2020/21 Restricted	2020/21 Totals	2019/2020 Totals
Donations	2,580	-	2,580	3,818
Grants	50,011	217,721	267,732	167,428
	52,591	217,721	270,312	171,246
Total 2019/20	71,299	99,947	171,246	

3 Charitable activities	2020/21 Unrestricted	2020/21 Restricted	2020/21 Totals	2019/0 Totals
Sale of goods and services	22,845	-	22,845	17,437
Total 2019/20	17,437	-	17,437	

4 Governance costs	2020/21	2019/20
Independent Examiner's remuneration		
Independent exam	3,000	3,000
Taxation services	-	-
Accounts preparation fee	-	-
Professional fees		
Payroll services	1,087	1,359
	4,087	4,359

5 Analysis of grants	2020/21	2019/20
Grants to individuals	-	-

6 Staff costs	2020/21	2019/20
Salaries NI & Provision for Redundancies	116,427	159,685
Pension costs	13,881	14,626
	130,308	174,311

The average number of full and part time employees during the period was 12 (2019/20: 12) and No employee earned £60,000 or greater during the period 2020/21 and 2019/20.

7 Trustees' remuneration and expenses

The trustees neither received nor waived any remuneration during the year for their work (2019/20: £nil).

The trustees received no employee benefits during the year under review (2019/20: £nil).

No expenses were reimbursed during the year under review (2019/20: £nil).

8 Tangible fixed assets

	2020/21 Fixtures & fittings £	2019/20 Fixtures & fittings £
Fixed assets at 1 April 2020	4,068	4,068
Additions/disposals	-	-
As at March 2021	4,068	4,068
Depreciation at 1 April 2020	4,068	4,068
Charge for the year	-	-
As at March 2021	4,068	4,068
Net book value at 31 March 2020 and 2021	-	-

9 Debtors

	2020/21	2019/20
Trade debtors	16,980	20,937
Payments in advance	4,524	7,023
Other Debtors	-	-
	21,504	27,960

10 Investments

All investments are held in The Charities Official Investment Fund Charities Deposit Fund.

11 Creditors

	2020/21	2019/20
Accruals	9,500	9,500
Trade Creditors	660	3,138
	10,160	12,638

12 Funds summary

	Funds b/fwd £	Incoming Resources £	Outgoing Resources £	Transfers £	Funds c/fwd £
Unrestricted funds					
General	90,317	75,668	(74,838)	(1,050)	90,097
Designated	31,090			1,050	32,140
Subtotal	121,407	75,668	(74,838)	-	122,237
Total	121,407	75,668	- 74,838	-	122,237
Restricted funds	24,142	217,787	(109,008)	-	132,921
	145,549	293,455	- 183,846	-	255,158

The specific purposes for which the funds are to be applied are as follows:

Unrestricted funds represent the core funding for the purpose of being a voice and advocate for communities in Hertfordshire.

Designated funds have been set aside for the purpose of covering potential future redundancy costs.

Restricted funds specifically cover the 16 projects as set out in Note 17

13 Analysis of net assets between funds

	Current Assets £	Current Liabilities £	Total £
Unrestricted fund			
General	100,257	10,160	90,097
Designated	32,140		32,140
Restricted fund	132,921		132,921
	265,318	10,160	255,158

14 Related party transactions

There are no related party transactions during the period (2019/20: £ nil).

15 Financial instruments

The carrying amounts of the charity's financial instruments are as follows:

Financial assets

	2020/21	2019/20
Debt instruments measured at amortised cost:		
Trade debtors	16,980	20,937
Cash	42,189	9,100
	59,169	30,037

Financial liabilities

Measured at amortised cost:		
Creditors	9,500	9,500
Accruals	660	3,138
	10,160	12,638

16 Financial commitments

The following operating lease payments are committed to being paid:

	2020/21	2019/20
Within one year	7,821	10,428
Between two and five years	-	7,821
	7,821	18,249

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
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Note 17	Community Garden Project	Bovingdon Play Area	HWF	CIC	NHB	KS	HCHN	MAC	RSN	HVCCG	HCG Loc	Clarion	HCFECF	Sickle Cell	Jobs Path	BAME	2020/21 Total Restricted	2020/21 Unrestricted	2020/21 Total
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Brought Forward 1 April 2020	721	23,422	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**24,142**	**121,407**	**145,549**
Income																	**-**		
ACRE Grant	-	-	-	-	-	-											**-**	39,077	39,077
HMP Grant	-	17,333	-	-	-	-											**17,333**	-	17,333
HCC Grant	-	-	-	32,500	-	-					1,500						**34,000**	-	34,000
BBC Children in Need	-	28,858	-	-	-	-											**28,858**	-	28,858
Hertford Town Council	-	-	-	-	15,000	-											**15,000**	-	15,000
Rural Affordable Housing	-	-	-	-	-	-											**-**	18,331	18,331
HertsCommunity Foundation	-	-	-	-	-	-		5,000	7,500				5,000	-	-	-	**17,500**	- 843	16,657
Other Grants			15,482			2,148	3,150			7,000		5,000		10,000	18,000	43,500	**104,280**	12,660	116,940
Membership	750	-	-	-	-	-											**750**	2,580	3,330
Sundry Receipts	-	-	-	-	-	-											**-**	3,630	3,630
Interest		66	-	-	-	-											**66**	232	298
Total Income	750	46,257	15,482	32,500	15,000	2,148	3,150	5,000	7,500	7,000	1,500	5,000	5,000	10,000	18,000	43,500	217,787	75,668	293,455
Expenses																			
Salaries	-	35,544	9,602	9,679	-	1,143								5,728	4,844		66,540	49,888	116,428
Redundancy	-	-	-	-	-	-											-	-	-
Pensions	-	3,348	-	-	-	-									210		3,558	10,324	13,882
Other Staff costs	-	555	102	-	-	8								40	573		1,278	972	2,250
Office costs	-	574	-	861	291	-				18			62		5	1,172	2,983	6,196	9,179
Other costs	615	-	-	1,200	-	-								1,812			3,627	1,020	4,647
ACRE Subscription	-	-	-	-	-	-											-	4,850	4,850
Fees	-	-	-	-	-	-				4,800			3,156				7,956	-	7,956
Rent Rates Insurance	-	1,000	-	-	-	-											1,000	20,654	21,654
Audit Fee	-	-	-	-	-	-											-	3,000	3,000
Management	-	6,475	1,400	5,000	2,621	-	3,150			500			500	2,420			22,066	- 22,066	-
Accommodation charge	-	-	-	-	-	-											-	-	-
	-		-	-	-			-	-	-	-	-	-	-	-	-	-	-	-
Total expenses	615	47,496	11,104	16,740	2,912	1,151	3,150	-	-	5,318	-	-	3,718	10,000	5,632	1,172	109,008	74,838	183,846
Net Movement	135	(1,239)	4,378	15,760	12,088	997	-	5,000	7,500	1,682	1,500	5,000	1,282	-	12,368	42,328	108,779	830	109,609
Transfers	-	-	-	(3,636)	-	-											-	-	-
Carried Forward 31 March 2021	**856**	**22,183**	**4,378**	**12,124**	**12,088**	**997**	**-**	**5,000**	**7,500**	**1,682**	**1,500**	**5,000**	**1,282**	**-**	**12,368**	**42,328**	**132,921**	**122,237**	**255,158**

Restricted funds
Community Garden Project - The fund relates to the development and maintenance to the community garden in St Albans

Bovingdon Play Area - The fund relates to the operation of the Play Area at Bovingdon Prison

HWF - Relates to the Co-ordinator of the Herts Welcomes Syrian Families

Covid Information Champion (CIC) - supporting Rural Support Networks which sprang up in response to Coronavirus and the lockdown helping the elderly, vulnerable and isolated.

New Homes Bonus (NHB) - Hertford Community Resilience Project

Rural Support Network (RSN) - response to Coronavirus and the lockdown helping the elderly, vulnerable and isolated.

Herts Valley Clinical Commission Group (HVCCG)

Sickle Cell - NHS Grant related to Sickle Cell

Jobs Path - Jobs Pathway scheme Criminal Justice Innovation Project.

BAME - Herts Equality Council grant for Black Asian and Minority Ethnic People

COMMUNITY DEVELOPMENT ACTION HERTFORDSHIRE
(A company limited by guarantee)
Funds for the year April 2019 to 31 March 2020

Note 18

	GATE	Community Garden Project	Bovingdon Play Area	Herts Welcomes Families	Gypsy and Travellers Community	Big Lottery grant for GATE	2019/20 Total Restricted	2019/20 Unrestricted	2019/20 Total
		£	£	£		£	£	£	£
Brought Forward 1 April 2019	1,838	410	29,050	496	13,748	26,289	**71,831**	**158,353**	**230,184**
Income									
ACRE Grant	-	-		-			-	38,677	38,677
HMP Grant	-	-	21,100	-			21,100		21,100
HCC Grant	-	-	-	-			-	10,000	10,000
Grant from Tudor Trust	30,000	-	-	-			30,000	-	30,000
BBC Children in Need	-	-	26,270	-			26,270	-	26,270
Donations	-	-	-	-	-	-	-	1,705	1,705
Rurtal Affordable Housing	-	-	-	-	-	-	-	18,804	18,804
Other Grants	3,000	1,227	-	8,350	-	10,000	22,577	-	22,577
Membership	-	-	-	-			-	2,113	2,113
Sundry Receipts	-	-	-	-			-	17,437	17,437
Interest	-		192	-			192	810	1,002
Total Income	33,000	1,227	47,562	8,350		10,000	100,139	89,546	189,685
Expenses									
Salaries	13,593	-	36,338	7,418		24,979	82,328	69,636	151,964
Redundancy	-	-	1,869	258		-	2,127	5,549	7,676
Pensions	205	-	3,281	-		611	4,097	10,529	14,626
Other Staff costs	666	150	853	451	2,404	3,218	7,742	5,245	12,987
Office costs	452		292	10	397		1,151	6,021	7,172
Other costs	17,192	766	557	20	8,647	393	27,575	13,285	40,860
ACRE subscrition							-	6,500	6,500
Rent,rates and insurance	594		2,000				2,594	19,266	21,860
Audit Fee	-	-	-	-		-	-	3,150	3,150
Management + Consultancy fee	1,700	-	8,000	689	2,300	-	12,689	(12,689)	-
Accomodation charge	436	-	-			7,088	7,524	-	7,524
Total expenses	34,838	916	53,190	8,846	13,748	36,289	147,827	126,492	274,319
Net Movement	(1,838)	311	(5,628)	(496)	(13,748)	(26,289)	(47,688)	(36,946)	(84,634)
									-
Carried Forward 31 March 2020	**-**	**721**	**23,422**	**-**	**-**	**-**	**24,143**	**121,407**	**145,550**