

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023
FOR
HEADWAY HERTFORDSHIRE LIMITED**

Menzies LLP
Richmond House
Walkern Road
Stevenage
Hertfordshire
SG1 3QP

HEADWAY HERTFORDSHIRE LIMITED

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FOR THE YEAR ENDED 31ST MARCH 2023

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HEADWAY HERTFORDSHIRE LIMITED**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31ST MARCH 2023**

Trustees	G P Bell V Molloy B St Leger A Beric N Baines S Woodward M H Ferguson J Goulde (appointed 21/3/23)
Company secretary	A Beric
Registered office	Suite 3a 30 Bancroft Hitchin Hertfordshire SG5 1LA
Registered company number	04341309 (England and Wales)
Registered charity number	1094046
Independent examiner	Menzies LLP Richmond House Walkern Road Stevenage Hertfordshire SG1 3QP
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent

HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Chairman's Foreword

I am delighted to comment on the ongoing success of Headway Hertfordshire which, through our dedicated staff, volunteers and trustees continues to provide valuable services to our clients. We remain adaptable to ever changing needs and we are pleased to be able to offer innovative solutions and flexibility in our approach. We are able to respond fast when a need is identified and we foster strong ongoing relationships with our clients to help them and their families achieve their goals and desired outcomes.

Like many small charities, our main challenge is to ensure we have a strong pipeline of funding through grants and donations. We want to have confidence we can continue to provide our current portfolio of services but also to develop and grow so we can offer additional services where needed. Our targeted fundraising does give us a level of financial security but we know we need to maintain and improve upon this position.

Every year our strategic funding has been complemented by a whole host of initiatives and events, which are only possible with the involvement of people from across the county.

In making my comments I want to offer a note of heartfelt gratitude to everyone associated with Headway Hertfordshire. Through a blend of Zoom and in person meetings we have been able to optimise our client facing time. The following are headlines of our achievements:


- Our brilliant volunteers put in 955 hours of their time to help in a variety of ways
- Our team did 638 hours of training to improve their knowledge and skills
- We made 751 phone calls and sent 391 texts plus 1226 contacts via email or letter
- We accepted 108 from 111 referrals and signposted 381 to other services
- Via Zoom we held:
 - o 16 workshops, 122 attendances, 13 participants
 - o 43 events, 31 carers
 - o 27 Client Support Events with 123 participants
 - o 27 seated yoga classes with 162 attendances, 14 participants
 - o 15 Carer Education Classes across 85 events, 21 participants
- Face-to-face we held:
 - o 44 face to face assessment for clients
 - o 260 sessions with 27 clients
 - o 9 groups, 1644 attendances, 144 participants
- 264 sessions to 49 client or carers, 2 x students in placements, 1 x just qualified. (Mix of face to face, zoom, telephone)
- Family Service - 28 packs sent out, 1 event - 15 participants
- Social Events - 13 events, 242 clients
- SALT - 6 workshops for 6 clients
- Physio - 10 sessions for 2 clients

HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

We have continued to maintain excellent relationships with local stakeholders, Hertfordshire County Council, MIND and the Stroke Association. We have welcomed back a previous trustee and have interest from potential new trustees and our current board of trustees adds value with the wealth of skills and knowledge they bring.

I remain committed to Headway Hertfordshire and confident of another successful year ahead. I feel certain we will meet the challenge of maintaining a strong funding stream and I am looking forward to helping the charity develop and grow.

DocuSigned by:

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G P Bell
Chair of Trustees
October 2023

HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023****Objectives and activities****Objectives and aims****Background**

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

- o Anxiety, depression, loss of motivation, difficulty controlling anger, and impulsivity
- o Problems with memory, attention and concentration, low tolerance of noisy or stressful environments, loss of insight and initiative.
- o Loss of co-ordination, muscle rigidity, paralysis, epilepsy, difficulty in speaking, loss of sight, smell or taste, fatigue, and sexual problems.
- o Relationship difficulties with family and friends, which can be placed under immense strain. Relatives report that the ten most difficult problems are personality changes, slowness, poor memory, irritability, bad temper, tiredness, depression, tension and anxiety, rapid mood changes, and threats of violence.
- o Longer term impacts on their ability to return to their previous level of function and quality of life. This includes their ability to attain, or retain, employment or education.

Members of the Hertfordshire ABI Steering Group estimate that 5000 people suffer a traumatic or acquired brain injury in the county every year. Of these, approximately 2500 would fall within the remit of our work.

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

Relieve persons who are over 18 and resident in Hertfordshire who have suffered a brain injury, their families, carers and other related professionals by the provision of such information, service and facilities as the trustees from time to time determine.

Headway Hertfordshire's Vision

Currently, Headway Hertfordshire works with approximately 270 people each year and our aim is to expand our reach a support more people in the years ahead.

To achieve our aim we will:

- o Look to activate chargeable services wherever possible whilst being understanding of our clients' unique situations, ability to pay and the timings of any financial contribution.
- o Make our charity more attractive to new investors and sponsors, showing them clearly the difference we make to people's lives who are affected by a brain injury.
- o Develop our approach to driving and maximizing our fundraising channels.
- o Improve our visibility and become known as the organisation of choice in Hertfordshire for those with a brain injury who need expert support, education and encouragement.
- o Develop and launch new services that reflect the identified needs of our clients and will include a Family support programme, a Physiotherapy programme and a SALT (Speech And Language Therapy) programme.

We will, of course, focus on having policies and procedures that meet any relevant legislative changes and enhance our service delivery quality standards.

Our vision statement:

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

Our mission statement:

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

HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

Objectives and activities

Objectives and aims (continued)

Our core values and purposes:

Professional

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

Friendly

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

Client focused

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

Respectful

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

Public benefit

The trustees have complied with the duty in section 4 of the Charities Act 2011 and have regard to the public benefit guidance as issued by the Charity Commission as shown in the objectives above.

We have referred to the guidance on public benefit when reviewing our aims and objectives and in planning our future activities in particular, the Trustees consider how planned activities will contribute to the aims and objectives that they have set.

This public benefit statement forms the basis for all judgements regarding operational reports to the Board meetings, in order to be reassured that the facilities and services currently managed by the charity continue to meet these criteria. At these meeting, the Financial Controller also presents the quarterly financial position including taking account of any restricted funds and the Charity's status as a going concern.

Financial review

Financial position

During 2022/23 the charity made a deficit of £50,982. A deficit of £92,631 was made in 2021/22.

The total funds as at the year end 31st March 2023 were £57,038 (2022: £108,020).

Reserves policy

The board of trustees determined that the reserves should be maintained at a level which ensures that Headway Hertfordshire's core activity could continue during a period of unforeseen difficulty. The trustees examined the charities requirements for reserves in the light of main risks to the organisation and established a policy whereby the unrestricted funds, not committed, should be three months of expenditure. The board of trustees reviews their reserves policy annually. Current unrestricted reserves held cover the reserves policy.

HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

Structure, governance and management

Governing document

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

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

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law. Under the arrangements agreed at the last AGM, trustees can serve for three terms of three years.

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

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

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

In the 2022/23 financial year no board members resigned. F. Anwar has been retained by the board as a special advisor on brain injury matters. One new trustee joined the board (J. Goulde). The board otherwise remained stable with a strong expertise across a broad set of skills.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

Structure, governance and management**Organisational structure**

At the start of 2022/23 Headway Hertfordshire employed ten staff (a full time chief executive, three support coordinators (one full and two part time) four occupational therapists (one full time and three part time), a part time office manager, a finance manager for one day a week. Their work was supported by a core team of six freelance counsellors and 10 excellent volunteers.

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

Our service delivery model

Post the Pandemic our delivery model has evolved to create a mix of virtual and face-to-face interactions with our clients and carers. We continue to risk assess the best way to meet each individual client's needs to create the best mix of face-to-face meetings either at a client's home, in community group settings, through virtual communications such as Zoom and by email and telephone.

- o Referrals to Headway Hertfordshire can be made by health or social service professionals, family members or clients themselves.

- o After initial triage by our office manager, initial referrals go to our support coordinators, following discharge from acute or community NHS treatment or care or through self-referrals from our website or a local GP, Link workers, Community Navigators or a Social Worker via social prescribing

- o Our support coordinators provide information and advice, including self-help materials about brain injury and how to cope with the various effects, understanding the care pathway in Hertfordshire and how to access relevant statutory and voluntary sector services.

- o We signpost to speech therapists and physiotherapists, Hertfordshire's NHS Acquired Brain Injury team and local voluntary organisations, throughout the county.

- o We provide counselling via face to face, telephone or Zoom calls to clients and or carers, where required and if funding is available.

- o Regular contact calls are made via telephone or Zoom by our support coordinators or our pastoral care volunteer where clients and/or carers require 1:1 support.

- o We run both virtual and face to face rehabilitation group sessions for clients which provide a break for carers. Sessions include exercises to improve memory and reduce stress through art, music and physical activities.

- o We run regular Carers' Education Groups via Zoom conference calls to help carers understand brain injuries and the effects this may have on their loved one.

- o We offer peer support activities, throughout the county. These are facilitated our support coordinators supported by volunteers, many of whom have lived experience or have had a brain injury themselves and take place in a variety of community settings

- o Approximately 30% of clients, working directly with our occupational therapists (OTs) , will be supported onto our HABIT programme, which is designed to help people with a brain injury understand their injury, deal with the affects and prepare for work, training, volunteering or other meaningful activity.

- o Our OTs undertake cognitive and mood assessments, using ACE, COPM and LIKERT scales and cognitive screening to check suitability/ motivation. They help clients signed up to the HABIT programme to set goals and score their achievements via either virtual group sessions or face to face enhanced 1-2-1 meetings.

- o Our OTs support user-led training and peer support work and provide education about brain injury and its effects and rehabilitation workshops - e.g. dealing with fatigue, memory and life skills development.

- o Clients on the HABIT programme are supported to access meaningful occupation e.g. volunteering, paid employment, training or physical activities.

HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023


Structure, governance and management

Risk management

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

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

Approved by order of the board of trustees on 18-Oct-2023 and signed on its behalf by:

DocuSigned by:

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G P Bell - Trustee

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

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

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

DocuSigned by:

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 S L Cuzner FCA

Menzies LLP
 Richmond House
 Walkern Road
 Stevenage
 Hertfordshire
 SG1 3QP

Date: 18-Oct-2023
 Date:

HEADWAY HERTFORDSHIRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	201,775	64,575	266,350	203,710
Other trading activities	4	7,018	-	7,018	6,787
Investment income	5	665	-	665	21
Total		209,458	64,575	274,033	210,518
EXPENDITURE ON					
Charitable activities	6				
Cost of charitable activities		270,823	54,192	325,015	303,149
NET INCOME/(EXPENDITURE)		(61,365)	10,383	(50,982)	(92,631)
RECONCILIATION OF FUNDS					
Total funds brought forward		90,768	17,252	108,020	200,651
TOTAL FUNDS CARRIED FORWARD		29,403	27,635	57,038	108,020

The notes form part of these financial statements

HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)**STATEMENT OF FINANCIAL POSITION
31ST MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
CURRENT ASSETS					
Debtors	10	2,222	-	2,222	30,805
Cash at bank		38,038	27,635	65,673	88,883
		40,260	27,635	67,895	119,688
CREDITORS					
Amounts falling due within one year	11	(10,857)	-	(10,857)	(11,668)
NET CURRENT ASSETS		29,403	27,635	57,038	108,020
TOTAL ASSETS LESS CURRENT LIABILITIES		29,403	27,635	57,038	108,020
NET ASSETS		29,403	27,635	57,038	108,020
FUNDS	13				
Unrestricted funds				29,403	95,606
Restricted funds				27,635	12,414
TOTAL FUNDS				57,038	108,020

The charitable company is entitled to exemption from audit under Section 479A of the Companies Act 2006 relating to subsidiary charitable companies for the year ended 31st March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements


HEADWAY HERTFORDSHIRE LIMITED (REGISTERED NUMBER: 04341309)

STATEMENT OF FINANCIAL POSITION - continued
31ST MARCH 2023

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

The financial statements were approved by the Board of Trustees and authorised for issue on 18-Oct-2023 and were signed on its behalf by:

DocuSigned by:


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G P Bell - Trustee

The notes form part of these financial statements

HEADWAY HERTFORDSHIRE LIMITED**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023****1. STATUTORY INFORMATION**

Headway Hertfordshire Limited is an incorporated charity registered in England and Wales. The charity registration number, together with the principal address, can be found within the reference and administrative details on page 1.

2. ACCOUNTING POLICIES**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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

Critical accounting estimates and judgements

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

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

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

Fund accounting

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

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

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

HEADWAY HERTFORDSHIRE LIMITED**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023****2. ACCOUNTING POLICIES - continued****Pension costs and other post-retirement benefits**

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

3. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	41,216	37,642
Grants	225,134	166,068
	266,350	203,710

4. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Contributions - workshops	373	228
Training	1,700	1,700
Counselling	1,910	3,245
Memberships	480	570
Peer support	2,555	1,044
	7,018	6,787

5. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	665	21

HEADWAY HERTFORDSHIRE LIMITED**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023****6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs £	Totals £
Cost of charitable activities	323,911	1,104	325,015

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

8. STAFF COSTS

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

	2023	2022
Administration and support	9	9

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	185,460	18,250	203,710
Other trading activities	6,787	-	6,787
Investment income	21	-	21
Total	192,268	18,250	210,518
EXPENDITURE ON			
Charitable activities			
Cost of charitable activities	187,094	116,055	303,149
NET INCOME/(EXPENDITURE)	5,174	(97,805)	(92,631)

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	90,432	110,219	200,651
TOTAL FUNDS CARRIED FORWARD	<u>95,606</u>	<u>12,414</u>	<u>108,020</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	80	23,136
Accrued income	2,142	7,669
	<u>2,222</u>	<u>30,805</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	4,313	7,115
Social security and other taxes	5,150	4,553
Other creditors	1,394	-
	<u>10,857</u>	<u>11,668</u>

12. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023 £	2022 £
Within one year	4,560	2,708
Between one and five years	18,240	-
In more than five years	4,560	-
	<u>27,360</u>	<u>2,708</u>

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023

13. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General funds	55,157	(33,419)	21,738
Edward Gostling Foundation	2,500	(2,500)	-
HCC	30,111	(29,711)	400
League of Friends	-	4,200	4,200
Mr and Mrs Smith	3,000	(3,000)	-
The Follett Trust	-	750	750
The Shanly Foundation	-	2,315	2,315
	<u>90,768</u>	<u>(61,365)</u>	<u>29,403</u>
Restricted funds			
Edward Gostling Foundation	3,750	-	3,750
Clothworkers Foundation	219	(219)	-
East Herts Council - support worker costs	1,047	(1,047)	-
HCC - family project pilot	-	5,982	5,982
HCC - support coordinator	-	10,812	10,812
Hospital Saturday fund	-	1,755	1,755
NHDC	4,838	(3,338)	1,500
SCT	1,000	-	1,000
The Shanly Foundation	2,162	-	2,162
HCF training	4,236	(3,562)	674
	<u>17,252</u>	<u>10,383</u>	<u>27,635</u>
TOTAL FUNDS	<u>108,020</u>	<u>(50,982)</u>	<u>57,038</u>

HEADWAY HERTFORDSHIRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023

13. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	47,399	(80,818)	(33,419)
Edward Gostling Foundation	15,000	(17,500)	(2,500)
Garfield Weston	20,000	(20,000)	-
HCC	99,784	(129,495)	(29,711)
James Tudor Foundation	5,000	(5,000)	-
League of Friends	8,400	(4,200)	4,200
Mr and Mrs Smith	-	(3,000)	(3,000)
Sir Jules Thorn	2,000	(2,000)	-
Tesco Groundworks	1,125	(1,125)	-
The Follett Trust	750	-	750
The Shanly Foundation	2,500	(185)	2,315
Watford and Three Rivers	7,500	(7,500)	-
	209,458	(270,823)	(61,365)
Restricted funds			
BLCF	2,000	(2,000)	-
Clothworkers Foundation	-	(219)	(219)
East Herts Council - support worker costs	-	(1,047)	(1,047)
HCC - family project pilot	9,200	(3,218)	5,982
HCC - festive grant	400	(400)	-
HCC - support coordinator	20,375	(9,563)	10,812
HCC - warm spaces	3,500	(3,500)	-
Hospital Saturday fund	2,000	(245)	1,755
NHDC	1,500	(4,838)	(3,338)
Postcode Places	25,000	(25,000)	-
HCF training	600	(4,162)	(3,562)
	64,575	(54,192)	10,383
TOTAL FUNDS	274,033	(325,015)	(50,982)

HEADWAY HERTFORDSHIRE LIMITED**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2023****13. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General and designated funds	90,432	5,174	95,606
Restricted funds			
Restricted funds	110,219	(97,805)	12,414
TOTAL FUNDS	<u>200,651</u>	<u>(92,631)</u>	<u>108,020</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General and designated funds	192,268	(187,094)	5,174
Restricted funds			
Restricted funds	18,250	(116,055)	(97,805)
TOTAL FUNDS	<u>210,518</u>	<u>(303,149)</u>	<u>(92,631)</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023 (2022 - None).