

REGISTERED COMPANY NUMBER: 06653688 (England and Wales)
REGISTERED CHARITY NUMBER: 1127528

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
PRO:ACTION HERTFORDSHIRE**

Gary J Cansick & Co
Chartered Accountants
Janelle House
6 Hartham Lane
Hertford
Hertfordshire
SG14 1QN

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 14
Detailed Statement of Financial Activities	15 to 16

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Pro:Action Hertfordshire aims to act as a single point of contact for members and organisations working with and supporting children and young people between the ages of 11 and 19 years old, living in or near Hertfordshire. Members can access information, advice and guidance on a range of topics including legislation, compliance and sustainability.

The trustees extended services to children and young people by lowering the age supported to between the ages of 5 and 18 (plus 19- to 25-year-olds with learning difficulties and/or disabilities) in line with local services.

The trustees confirm that they have had due regard to the guidance on public benefit requirements as set out by the Charity Commission in January 2008 and amended in December 2011, when reviewing the charity's aims and objectives and in planning future activities.

We have identified the following strategic aims:

1. For children and young people in the county we aim to:
 - raise the quality of provision so that they know they will receive the best possible support from whichever organisation or group they engage with.
 - ensure that all providers in the county are meeting the Hertfordshire Safeguarding Children's Partnership (HSCP) requirements.
 - increase our support to improve their wellbeing and resilience.
2. For those working in the sector we aim to:
 - increase the opportunities for partnership working and, in this way increase engagement and support to young people.
 - support the development of knowledge, skills and understanding through quality training.
3. For ourselves we aim to:
 - increase our reach and impact as an organisation.
 - improve the measurement of our performance and impact.

Significant activities

Pro:Action Hertfordshire supports, represents and champions the many organisations and individuals across Hertfordshire who work with children and young people. Our vision is for "Every young person in Hertfordshire to access safe, high-quality opportunities and provision to enhance their growth, development and well-being."

Pro:Action was formed from the merger of two organisations that supported the voluntary youth work sector. Our membership now includes organisations from the voluntary, private and public sectors and covers the full range of children and young people's interests; sports, dance, youth, arts, play, faith-based organisations, uniformed groups, statutory organisations and many more.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

STRATEGIC REPORT

Achievement and performance

2020-21 was a difficult and turbulent year for the charity due to the Covid-19 Pandemic and the charity embedding the organisational changes made last year. As in previous years, our financial sustainability remains a priority as we navigate our revised funding strategy. A revised grant of £50,000 has been secured from Hertfordshire County Council, YC Hertfordshire (Hertfordshire County Council Services for Young People) and remains secure at this time. We have been able to successfully generate income from training projects and small-scale localised fundraising activity, which has enabled us to generate a small surplus.

The charity is now functioning smoothly with 3 part-time staff, who work solely from home following the termination of our office lease during the pandemic. They remain committed, passionate and professional in continuing to deliver our membership services, in the most adverse circumstances, navigating the pandemic and lockdown restrictions throughout the year. Our staff were flexibly furloughed as the business need demanded and our Chief Operating Officer (COO) remained contactable throughout the height of the lockdown period. We received CJRS funding, to cover employee costs, which has supported the charity financially during this unprecedented period.

Pro:Action continues to be held in high esteem across the county and the trustees are committed to seeing the organisation grow its impact and influence across the children and young people's sector in Hertfordshire.

As a membership organisation, our focus is to support our member groups, and this has continued following the lockdown period, supporting over 65 organisations to re-open and operate within the government restrictions. This in turn has assisted over 12,000 young people and children across Hertfordshire. The following statistics highlight some of our key areas of activity and performance.

Achievement statistics

Pro:Action continues to be the only sector-specific, infrastructure support organisation in the county, with a clear and defined membership offer based around our three key areas of Quality, Safeguarding and Wellbeing. Over the past year the team provided information, advice and guidance to our member organisations. Due to the pandemic much of this support has been by telephone or ICT systems such as Zoom enabling us to still provide an individual response to need, which remains a significant feature of our membership offer and underlines the importance of the relationship with our member groups, their staff and volunteers.

The diversity of our membership can be defined in the following ways:

- their main purpose or aims
- their organisation type or sector within which they operate
- the district or borough within which they operate

Communication & engagement

The most popular form of communication with our members has moved to Zoom, with a high level of traffic through email and telephone. Physical visits to settings have reduced significantly due to COVID-19, however we hope to re-introduce visits when guidance allows.

Our social media platforms of Twitter, Facebook, Instagram, and Linked In have been crucial tools to share key information, highlight legislative updates and maintain a presence in the sector. The organisation has one designated point of contact via email or phone, limiting duplication.

Most of our project work continues to focus on safeguarding, compliance and wellbeing, which is supported through the delivery of quality training, and information, advice and guidance.

We have seen an increase in queries regarding policies and procedures and we believe this is as a result of our focus on compliance and safeguarding. Our team continues to work closely with members to highlight the importance and need for policies and procedures to be fit for purpose in all member settings, which has been brought into sharp focus as a result of the pandemic.

We have now moved completely to an online DBS applications process which is now running smoothly and has made the process considerably faster for most members.

Training

83 (2020 - 261) individuals working with children and young people undertook training with Pro:Action during this year, which has reduced due to the restrictions during lockdown. Safeguarding continues to be the most sought-after training, with a rise in the need for Mental Health & Wellbeing awareness for the sectors workforce.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

We have expanded our membership training offer and are able to deliver most training through online learning methods, which worked well during the early part of 2021 for people who wanted to participate in training while furloughed.

We were also able to offer ELAS training courses which have been helpful for individuals as part of an induction process or as refresher training. These courses offered members the chance to learn at their own pace and online, therefore removing the need for face-to-face input.

Whilst online courses have been very useful during lockdown, we do recognise the need for face-to-face training to return when possible to support learning in difficult topics or areas that require oversight and demonstrated knowledge acquisition.

Our bespoke training packages continue to be rolled out and have enabled us to raise additional funds for the organisation. We continue to design and deliver bespoke content with key partners in order to expand our offer further.

Financial review

Principal funding sources

Pro:Action Hertfordshire would like to express its thanks to all its funders for their support, particularly YC Hertfordshire (Hertfordshire County Council Services for Young People) for its core funding to support, maintain and improve the infrastructure of Hertfordshire's Children and Young People's Voluntary and Community Sector.

Thanks also go to all the organisations and individual donors who contributed in the year, including:

- The Sylvia Adams Charitable Trust
- The David Wentworth Stanley Charitable Trust
- TTS Anthony Hornby Charitable Trust
- SGC Martial Arts Ltd
- M & S Burton

Funds structure

The charity holds funds as either restricted or unrestricted. Restricted funds are restricted income funds used for specific restricted projects in furtherance of the objects of the charity. Any deficit in a restricted fund is met by a transfer from the unrestricted funds of the charity.

Amounts within unrestricted funds can be set aside for a particular project and shown as a separate designated fund. The designation has an administrative purpose only and does not legally restrict the trustee's discretion to apply the fund.

Reserves policy

The Trustees aim to hold unrestricted funds at a level equal to three months' budgeted expenditure in order to maintain financial stability for beneficiaries, funders, supporters and employees. Budgeted expenditure for 2021-22 is £85,020 and therefore the target is £21,255. The level of reserves available at 31 March 2021 is £44,826 (2020 £36,240), should the need arise, to fund:

- fluctuations in income due to delayed receipt of statutory and contract payments
- unplanned but necessary expenditure

Going concern

The trustees believe the charity's financial resources are sufficient to ensure that the charity will continue as a going concern for the foreseeable future, being at least 12 months from the date of approval of the financial statements and have therefore prepared the financial statements on the going concern basis.

Principal risks and uncertainties

The principal risk that faces the charity continues to be funding. We continue to be reliant on core funding from Hertfordshire County Council which can only be guaranteed on an annual basis. As a much smaller organisation with fewer employees and without the running costs of premises, our funding requirements are significantly reduced, though we do have a funding gap.

We now need to raise c£20,000 per annum to bridge the gap. Though onerous, this funding gap is reducing year on year. The trustees, together with the team, are committed to raising these funds by exploring a wide range of funding streams.

The Covid-19 pandemic is another source of uncertainty with lockdown and social distancing measures having resulted in many small voluntary organisations having to close due to lack of funding. The impact of these restrictions on the voluntary youth sector and our children and young people should not be underestimated.

PRO:ACTION HERTFORDSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STRATEGIC REPORT

Future plans

The charity plans continuing the activities outlined above in the forthcoming years, subject to satisfactory funding arrangements.

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.

Pro:Action Hertfordshire is a company limited by guarantee, as defined by the Companies Act 2006, and was incorporated on 23 July 2008. It was registered as a charity on 14 January 2009. It is controlled by its governing document, a deed of trust, and its memorandum of association, which established the objects and powers of the charity.

Recruitment and appointment of new trustees

The trustees of the company consist of the chairman and 5 members, all of whom are members of the management committee. The maximum number of committee members shall be determined by the company in the Annual General Meeting (AGM) but, unless and until so fixed, there shall be no maximum number.

The minimum number of committee members shall be four. The committee shall have power at any time to appoint any person to be a committee member, either to fill a casual vacancy, or as an addition to the existing members. All trustees retire from office at the next AGM following their election. At the end of this period, they may seek re-election and shall be permitted to serve in consecutive three-year terms.

Organisational structure

The charity is managed by the trustees. Trustees meet five to six times a year. Committees and working groups are formed when appropriate, on a temporary basis. Since Covid-19 restrictions were introduced, trustee meetings have taken place remotely via Zoom and will continue to do so until such a time as it is safe to return to in-person meetings.

The COO and the Chairman of the Trustees communicate regularly with each other and the other Trustees by telephone or email to reach decisions on important matters arising between trustee meetings.

Responsibility for the day-to-day management of Pro-Action Hertfordshire lies with the COO with powers and responsibilities approved by the trustees.

Induction and training of new trustees

Trustees are provided with a full information pack on their appointment and are encouraged to attend training appropriate to their role.

Key management remuneration

The salary of the Chief Operating Officer has been set by reference to market rates for similar positions in the same sector.

Related parties

Trustees did not receive any remuneration, benefits or expenses during the year, nor were there any related party transactions. Note 13 in the notes to the financial statements refers to a prior year related party transaction.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06653688 (England and Wales)

Registered Charity number

1127528

Registered office

24 Castle Street
Hertford
Hertfordshire
SG14 1HP

PRO:ACTION HERTFORDSHIRE

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

Trustees

Ms L Hopson
R M Horwood
R L H Merton MBE
B G Plews (resigned 31.3.21)
Ms S E Purvis
Ms M Pynn
Mrs M S E Croft

Independent Examiner

Gary J Cansick & Co
Chartered Accountants
Janelle House
6 Hartham Lane
Hertford
Hertfordshire
SG14 1QN

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

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 17 December 2021 and signed on the board's behalf by:

Ms S E Purvis - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PRO:ACTION HERTFORDSHIRE

Independent examiner's report to the trustees of Pro:action Hertfordshire ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Gary J Cansick
ICAEW
Gary J Cansick & Co
Chartered Accountants
Janelle House
6 Hartham Lane
Hertford
Hertfordshire
SG14 1QN

21 December 2021

PRO:ACTION HERTFORDSHIRE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		3,502	-	3,502	5,733
Charitable activities					
Grants		85,205	-	85,205	132,432
Other trading activities	2	10,212	(65)	10,147	38,018
Investment income	3	-	-	-	2,745
Total		98,919	(65)	98,854	178,928
EXPENDITURE ON					
Raising funds	4	82,443	-	82,443	302,837
Charitable activities					
Grants		-	-	-	16
Other		7,890	-	7,890	7,556
Total		90,333	-	90,333	310,409
Net gains/(losses) on investments		-	-	-	(1,417)
NET INCOME/(EXPENDITURE)		8,586	(65)	8,521	(132,898)
RECONCILIATION OF FUNDS					
Total funds brought forward		36,240	1,719	37,959	170,857
TOTAL FUNDS CARRIED FORWARD		44,826	1,654	46,480	37,959

The notes form part of these financial statements

PRO:ACTION HERTFORDSHIRE**BALANCE SHEET
31 MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	9	133	-	133	2,487
CURRENT ASSETS					
Debtors	10	14,665	-	14,665	53,718
Cash at bank and in hand		74,208	1,654	75,862	53,907
		<u>88,873</u>	<u>1,654</u>	<u>90,527</u>	<u>107,625</u>
CREDITORS					
Amounts falling due within one year	11	(44,180)	-	(44,180)	(72,153)
NET CURRENT ASSETS		<u>44,693</u>	<u>1,654</u>	<u>46,347</u>	<u>35,472</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>44,826</u>	<u>1,654</u>	<u>46,480</u>	<u>37,959</u>
NET ASSETS/(LIABILITIES)		<u>44,826</u>	<u>1,654</u>	<u>46,480</u>	<u>37,959</u>
FUNDS	12				
Unrestricted funds				44,826	36,240
Restricted funds				<u>1,654</u>	<u>1,719</u>
TOTAL FUNDS				<u>46,480</u>	<u>37,959</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the 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 17 December 2021 and were signed on its behalf by:

S E Purvis - Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 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, with the exception of investments which are included at market value.

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A.

Income

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

Expenditure

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 50% on cost, 33% on cost and 20% on cost

Taxation

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

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

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

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

2. OTHER TRADING ACTIVITIES

	31.3.21	31.3.20
	£	£
Fundraising events	929	5,505
Pro:Action training	9,218	28,298
Memberships	-	4,215
	<u>10,147</u>	<u>38,018</u>

3. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Income from listed investments	-	2,636
Interest receivable - trading	-	109
	<u>-</u>	<u>2,745</u>

4. RAISING FUNDS

Investment management costs

	31.3.21	31.3.20
	£	£
Interest payable and similar charges	<u>48</u>	<u>130</u>

5. NET INCOME/(EXPENDITURE)

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

	31.3.21	31.3.20
	£	£
Depreciation - owned assets	2,354	4,606
Deficit on disposal of fixed assets	-	16
Independent Examiners Fee	<u>1,800</u>	<u>1,500</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

7. STAFF COSTS

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

	31.3.21	31.3.20
Employees	3	5

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

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	5,732	1	5,733
Charitable activities			
Grants	50,000	82,432	132,432
Other trading activities	31,357	6,661	38,018
Investment income	2,745	-	2,745
Total	89,834	89,094	178,928
EXPENDITURE ON			
Raising funds	172,257	130,580	302,837
Charitable activities			
Grants	16	-	16
Other	7,556	-	7,556
Total	179,829	130,580	310,409
Net gains/(losses) on investments	(1,417)	-	(1,417)
NET INCOME/(EXPENDITURE)	(91,412)	(41,486)	(132,898)
Transfers between funds	(8,185)	8,185	-
Net movement in funds	(99,597)	(33,301)	(132,898)
RECONCILIATION OF FUNDS			
Total funds brought forward	135,837	35,020	170,857
TOTAL FUNDS CARRIED FORWARD	36,240	1,719	37,959

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2020 and 31 March 2021	11,459
DEPRECIATION	
At 1 April 2020	8,972
Charge for year	2,354
At 31 March 2021	11,326
NET BOOK VALUE	
At 31 March 2021	133
At 31 March 2020	2,487

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade debtors	14,665	53,718

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade creditors	269	2,141
Social security and other taxes	1,756	2,718
Other creditors	1,075	15,169
Accrued expenses	41,080	52,125
	44,180	72,153

12. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	36,240	8,586	44,826
Restricted funds			
Core Skills MHFA	150	(65)	85
Other Programmes	1,569	-	1,569
	1,719	(65)	1,654
TOTAL FUNDS	37,959	8,521	46,480

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	98,919	(90,333)	8,586
Restricted funds			
Core Skills MHFA	(65)	-	(65)
TOTAL FUNDS	<u>98,854</u>	<u>(90,333)</u>	<u>8,521</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	135,837	(91,412)	(8,185)	36,240
Restricted funds				
Core Skills MHFA	14,472	(18,250)	3,928	150
Other Programmes	8,084	(10,027)	3,512	1,569
Young People Opportunities	12,464	(13,209)	745	-
	<u>35,020</u>	<u>(41,486)</u>	<u>8,185</u>	<u>1,719</u>
TOTAL FUNDS	<u>170,857</u>	<u>(132,898)</u>	<u>-</u>	<u>37,959</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	89,834	(179,829)	(1,417)	(91,412)
Restricted funds				
Core Skills MHFA	2,185	(20,435)	-	(18,250)
Other Programmes	83,929	(93,956)	-	(10,027)
Young People Opportunities	2,980	(16,189)	-	(13,209)
	<u>89,094</u>	<u>(130,580)</u>	<u>-</u>	<u>(41,486)</u>
TOTAL FUNDS	<u>178,928</u>	<u>(310,409)</u>	<u>(1,417)</u>	<u>(132,898)</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	135,837	(82,826)	(8,185)	44,826
Restricted funds				
Core Skills MHFA	14,472	(18,315)	3,928	85
Other Programmes	8,084	(10,027)	3,512	1,569
Young People Opportunities	12,464	(13,209)	745	-
	<u>35,020</u>	<u>(41,551)</u>	<u>8,185</u>	<u>1,654</u>
TOTAL FUNDS	<u>170,857</u>	<u>(124,377)</u>	<u>-</u>	<u>46,480</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	188,753	(270,162)	(1,417)	(82,826)
Restricted funds				
Core Skills MHFA	2,120	(20,435)	-	(18,315)
Other Programmes	83,929	(93,956)	-	(10,027)
Young People Opportunities	2,980	(16,189)	-	(13,209)
	<u>89,029</u>	<u>(130,580)</u>	<u>-</u>	<u>(41,551)</u>
TOTAL FUNDS	<u>277,782</u>	<u>(400,742)</u>	<u>(1,417)</u>	<u>(124,377)</u>

13. RELATED PARTY DISCLOSURES

The Process Business Ltd
A company under control of a trustee.

During the previous year the related party provided staff recruitment services at a below market value to help the charity recruit a new CEO, who has consequently left the charity, due to the restructuring process.

The decision to use the related party's company was made at a trustee meeting where the related party was absent.

The total invoice for this work was £NIL (2020 £4,725, it was estimated using the related party saved the charity over 50% of the usual cost).

PRO:ACTION HERTFORDSHIRE**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,502	5,733
Other trading activities		
Fundraising events	929	5,505
Pro:Action training	9,218	28,298
Memberships	-	4,215
	10,147	38,018
Investment income		
Income from listed investments	-	2,636
Interest receivable - trading	-	109
	-	2,745
Charitable activities		
Grants	85,205	132,432
Total incoming resources	98,854	178,928
EXPENDITURE		
Raising donations and legacies		
Rates and water	720	7,000
Insurance	237	3,036
Telephone	977	2,703
Postage and stationery	75	1,399
Sundries	928	431
Project Delivery	-	12,812
External tutors	1,390	21,831
Transport costs	-	1,373
Equipment and materials	27	2,052
Accreditation and certificates	-	1,254
Venue hire and refreshment	90	5,629
Marketing and website	390	3,665
Fundraising events	-	2,000
DBS costs	-	2,001
Staff recruitment cost	-	4,989
Staff training	524	1,444
Affiliations and subscriptions	35	615
Software	5,303	6,644
Depreciation of tangible fixed assets	2,354	4,605
	13,050	85,483
Other trading activities		
Wages	67,341	196,958
Carried forward	67,341	196,958

This page does not form part of the statutory financial statements

PRO:ACTION HERTFORDSHIRE**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	31.3.21 £	31.3.20 £
Other trading activities		
Brought forward	67,341	196,958
Social security	1,603	15,862
Pensions	401	4,404
	69,345	217,224
 Investment management costs		
Bank charges	48	130
 Support costs		
 Finance		
Loss on sale of tangible fixed assets	-	16
 Governance costs		
Accountancy fees	6,090	5,756
Independent examiners fee	1,800	1,800
	7,890	7,556
Total resources expended	90,333	310,409
Net income/(expenditure) before gains and losses	8,521	(131,481)
 Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	-	(1,417)
Net income/(expenditure)	<u>8,521</u>	<u>(132,898)</u>

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