

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

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
PRO:ACTION HERTFORDSHIRE**

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

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FOR THE YEAR ENDED 31 MARCH 2023**

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 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 31 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Pro:Action Hertfordshire aims to act as a single point of contact membership organisation for groups 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.

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

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 2023**

STRATEGIC REPORT

Achievement and performance

Training

This forms part of our income generation stream as we utilise our skills to provide training and consultancy to larger organisations outside of our membership who can afford to pay more.

This area of work has increased steadily over the year as we have developed assessment frameworks, designed and written content and explored partnerships. We now have a proven track record of delivering good quality training and inspection visit preparation, and this area of work has steadily expanded throughout the course of this funding cycle.

Performance Figures:

- Wren Academy - Stress and Anxiety Awareness Workshops (10 x 2 hours across 2 terms) (75 young people - Year 11)
- Wren Academy Trust - Transition Workshops (2 hours across - 2 terms) (120 young people - Year 6 & 7)
- Wren Academy - Coaching and Mentoring - on going weekly sessions throughout the academic year.
- Watford FC - Mental Health and Wellbeing Awareness in Sport Workshops (3 x 4 hours)
- Watford FC - Mental Health and Wellbeing Advocate
- Watford FC - Mental Health and Wellbeing - Youth
- Wodson Park Trust - Safeguarding Level 1 Training and Designated Safeguarding Lead Training
- Pirton Youth Club - Safeguarding Level 1 Training/Designated Safeguarding Lead Training/ Safer Image Sharing
- Big Top After School Club - Allergen Awareness online
- Stevenage Sporting Futures - Designated Safeguarding Lead Training
- Stevenage Riding for the Disabled - Safeguarding Level 1 Training
- Playskill - Safeguarding Level 1 Training/GDPR Training
- Step - Safeguarding Level 1 Training
- Level 2 Safeguarding Training - open course
- Sebby's Corner - Ukraine Appeal for Refugees - Safeguarding Level 1 Training
- Emergency First Aid at Work - 15 delegates
- Paediatric First Aid - 12 delegates

Our training offer now effectively accommodates the needs of our members, and we are able to respond more quickly to demand. Face to Face delivery has increased. However, some still prefer online options (either live or learner directed).

The demand for training has increased throughout the year and we are remaining flexible with our offer and meeting demand when requested, rather than providing a rolling training programme.

We have seen a large increase for safeguarding Training and Mental Health and Well Being Training and workshops.

Our range of courses are now advertised on our updated website, and we ask members to contact us when a training need arises. Where possible we join groups together or run specific sessions for individual member groups. This method continues to be flexible and effective for our members.

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

STRATEGIC REPORT

Achievement and performance

Communication & engagement

Our Social Media platforms Twitter/Linked In/Facebook/Instagram are now operating well and being managed by our Digital Media Volunteer.

The performance overview in this area shows good engagement and an increase in posts.

We remain on the UK Youth Innovators Panel and are still awaiting an update regarding the Quality Assurance schemes First Steps, and Safe Spaces, that have been reviewed for effectiveness.

Member Newsletters remain a feature of membership as need and demand requires. Content supports our members with day-to-day operation and information they need to be mindful of within their projects.

Between January and March this year, we have worked with a new website designer to address our website presence. The new look site is now fit for purpose, simple and professional. We hope this will encourage increased membership and engagement from the wider community.

Performance Figures:

- 250% increase in social media posts and 271% increase in social media engagement.
- Member Newsletters - 3
- New look website (publicly launched Apr 22)

Our suite of services launched last year that we deliver with the support of some of our key alliance partners, is now well underway and growing all the time.

Play Therapy Interventions, Coaching and Mentoring Programmes and Young People's Training are available alongside our Adult Training Programme, all of which supports both our current members and those external to our membership who can afford to pay more.

Since April 2022, we have been successfully delivering a growing wellbeing contract with The Wren Academy School in Barnet and Finchley and now provide coaching and mentoring services, pupil wellbeing workshops, parent/carer awareness workshops and a play therapy service.

As part of these programmes, we are currently working with the following alliance partners and hope to increase our offer as we finalise more programme details:

- The Ollie Foundation
- Forever Young People
- Limited Edition Training

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

STRATEGIC REPORT

Achievement and performance

Navigating our way through the Cost-of-Living Crisis/post Covid-19 Pandemic has been a huge challenge. It has had obvious implications for us as a charity but also for the members that we support, many of whom are volunteers.

We maintain regular contact with our members and their feedback advocates the need for us and that they feel supported. Sadly, there were a few casualties, and some projects have either merged with others or closed. However, as the year progressed, we have been working with new member groups who are reaching out to us for support in navigating new project start-ups.

Our training programmes have seen an increase in Course attendance throughout the year and whilst we still deliver some training online it is minimal as most groups are requesting Face to Face delivery.

The need for Mental Health and Wellbeing support has been unprecedented as had the request for Safeguarding Training and Policy Support and we have successfully supported our members with all their requests.

The diverse way in which our groups now operate requires us to remain flexible with our support offer and the way in which we deliver it. Our priorities remain limiting costs to our membership, whilst offering high quality services.

Despite researching funding opportunities all are relevant to direct delivery of projects/activities with Children and Young People and whilst we cannot apply as we do not reach the eligibility criteria, we do pass these opportunities on to our members. We are actively seeking any funding/grant opportunity to support our core costs.

This year our membership settled at 74, with 10 new members. Of the total, 10 are alliance partners.

Our alliance partners are larger organisations who share our aims and values in the support of children and young people. We regularly collaborate with our alliance partners enabling us to provide a wider offer to our membership.

We receive regular positive feedback from our members about our more personalised membership service, developed over the last 12 months. We feel that we have been even more responsive during another challenging year, where diversifying our practice has been an integral part of our success.

Our members continue to prefer 1 to 1 support on specific issues and to call upon us on demand - we have experienced a higher volume of member interaction post the pandemic, mostly seeking support and advice for Children and Young People and their staff and volunteers struggling with their mental health as a result of 'life returning to normal'.

It has been a pleasure for us as a team, to once again visit our member groups and physically engage in person.

All current members have completed our membership compliance requirements and we continue to work with members who have requested some form of support with their policies and procedures.

Support has included - policy templates, visits, FAQ sheets, DBS risk assessments, guidance on safe online use, Pre-Ofsted visits, full policy reviews and generic 1 to 1 telephone support.

We carried out a 10% random sample of members compliance documents and confirm that with some support all members audited have remained fully compliant, however guidance and recommendations can be given where needed.

Performance Figures:

- GBG/First Advantage registrations - 42 members (access to DBS checks)
- Pre-Ofsted visits - 3 members
- Start-up & Review of Policies and Procedures - 32 members
- Full Policy & Procedure Review - 15 members
- Specific Safeguarding guidance - 7 members
- Specific continued returning to setting COVID-19 advice - 3 members
- General IAG - 31 members

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

STRATEGIC REPORT

Financial review

Financial position

Finances continue to be a focus in Pro-Action's ability to deliver wider services to the voluntary youth sector and to remain a financially viable organisation. We identified a funding gap of c£16k for 2022-2023 and note that fundraising has remained challenging. Pro-Action's results for the year show a deficit of c£13.5k

Our income generating strategies for this funding cycle have been as follows:

- Easyfundraising - donations being made every time a supporter purchases goods online.
- Amazon Smile - donations on a percentage of eligible items purchased through Amazon.
- General online donations through our People's Fundraising page
- Unrestricted grant from the Sylvia Adams Charitable Trust
- Donation from retiring Trustee - Roger Merton
- Total raised to date c£7,025

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 donors who contributed in the year to our Christmas Raffle, Christmas Card Competition and Sponsored Walk including:

- Peoples Fundraising
- Amazon Smile
- Easy Fundraising
- Individuals who wish to remain anonymous

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 c£21k in order to maintain financial stability for beneficiaries, funders, supporters and employees. The level of reserves available on 31 March 2023 is £31,660 (2022 £45,298), 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 insufficient to ensure that the charity will continue as a going concern beyond March 2024. The trustees closely monitor the cash-flow and reserves on a monthly basis. Unless sufficient funding is secured for 2024 - 2025 to enable Pro:Action to operate solvently, then the trustees will take action to close the charity.

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 of c£20,000 per annum. The trustees, together with the team, continue to explore a wide range of funding streams.

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

STRATEGIC REPORT

Future plans

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

Plans for 2023:

- Charity Golf Tournament
- Quiz Night
- Seek relevant grant funding
- More face-to-face engagement with member groups
- YAMA event for young people
- Continue to develop the Wren Training Programme
- Continue to develop the Watford Youth Academy and Watford FC Training and approach other academies and clubs to generate income.
- Recruit new Trustees

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.

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.

PRO:ACTION HERTFORDSHIRE

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06653688 (England and Wales)

Registered Charity number

1127528

Registered office

24 Castle Street
Hertford
Hertfordshire
SG14 1HP

Trustees

Ms L Hopson
R L H Merton MBE (resigned 13.9.22)
Ms S E Purvis
Ms M Pynn (resigned 28.4.23)
Mrs M S E Croft
B W Flanagan

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 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 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

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

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

Date:

PRO:ACTION HERTFORDSHIRE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		2,599	-	2,599	1,359
Charitable activities					
Grants		55,000	-	55,000	61,977
Other trading activities	2	16,827	-	16,827	25,164
Investment income	3	720	-	720	-
Total		<u>75,146</u>	<u>-</u>	<u>75,146</u>	<u>88,500</u>
EXPENDITURE ON					
Raising funds	4	79,909	-	79,909	81,402
Other		<u>8,875</u>	<u>-</u>	<u>8,875</u>	<u>8,280</u>
Total		<u>88,784</u>	<u>-</u>	<u>88,784</u>	<u>89,682</u>
NET INCOME/(EXPENDITURE)		(13,638)	-	(13,638)	(1,182)
RECONCILIATION OF FUNDS					
Total funds brought forward		43,644	1,654	45,298	46,480
TOTAL FUNDS CARRIED FORWARD		<u><u>30,006</u></u>	<u><u>1,654</u></u>	<u><u>31,660</u></u>	<u><u>45,298</u></u>

The notes form part of these financial statements

PRO:ACTION HERTFORDSHIRE

**BALANCE SHEET
31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	9	323	-	323	516
CURRENT ASSETS					
Debtors	10	25,803	-	25,803	944
Cash at bank and in hand		35,313	1,654	36,967	53,060
		<u>61,116</u>	<u>1,654</u>	<u>62,770</u>	<u>54,004</u>
CREDITORS					
Amounts falling due within one year	11	(31,433)	-	(31,433)	(9,222)
NET CURRENT ASSETS		<u>29,683</u>	<u>1,654</u>	<u>31,337</u>	<u>44,782</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>30,006</u>	<u>1,654</u>	<u>31,660</u>	<u>45,298</u>
NET ASSETS		<u>30,006</u>	<u>1,654</u>	<u>31,660</u>	<u>45,298</u>
FUNDS	12				
Unrestricted funds				30,006	43,644
Restricted funds				<u>1,654</u>	<u>1,654</u>
TOTAL FUNDS				<u>31,660</u>	<u>45,298</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 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.

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 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 2023**

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.

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 2023

2. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Fundraising events	-	5,924
Pro:Action training	16,827	19,240
	<u>16,827</u>	<u>25,164</u>

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	720	-
	<u>720</u>	<u>-</u>

4. RAISING FUNDS

Finance costs

	31.3.23	31.3.22
	£	£
Interest payable and similar charges	12	20
	<u>12</u>	<u>20</u>

5. NET INCOME/(EXPENDITURE)

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

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	193	197
Independent Examiners Fee	1,800	1,800
	<u>1,993</u>	<u>1,997</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

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

7. STAFF COSTS

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

	31.3.23	31.3.22
Employees	3	3
	<u>3</u>	<u>3</u>

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

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

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,359	-	1,359
Charitable activities			
Grants	50,050	11,927	61,977
Other trading activities	25,164	-	25,164
Total	<u>76,573</u>	<u>11,927</u>	<u>88,500</u>
EXPENDITURE ON			
Raising funds	69,475	11,927	81,402
Other	8,280	-	8,280
Total	<u>77,755</u>	<u>11,927</u>	<u>89,682</u>
NET INCOME/(EXPENDITURE)	(1,182)	-	(1,182)
RECONCILIATION OF FUNDS			
Total funds brought forward	44,826	1,654	46,480
TOTAL FUNDS CARRIED FORWARD	<u>43,644</u>	<u>1,654</u>	<u>45,298</u>

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2022 and 31 March 2023	<u>6,491</u>
DEPRECIATION	
At 1 April 2022	5,975
Charge for year	<u>193</u>
At 31 March 2023	<u>6,168</u>
NET BOOK VALUE	
At 31 March 2023	<u>323</u>
At 31 March 2022	<u>516</u>

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

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade debtors	25,444	585
Other debtors	359	359
	<u>25,803</u>	<u>944</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade creditors	269	1,583
Social security and other taxes	2,462	1,751
Other creditors	282	75
Accrued expenses	28,420	5,813
	<u>31,433</u>	<u>9,222</u>

12. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	43,644	(13,638)	30,006
Restricted funds			
Core Skills MHFA	85	-	85
Other Programmes	1,569	-	1,569
	<u>1,654</u>	<u>-</u>	<u>1,654</u>
TOTAL FUNDS	<u>45,298</u>	<u>(13,638)</u>	<u>31,660</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	75,146	(88,784)	(13,638)
	<u>75,146</u>	<u>(88,784)</u>	<u>(13,638)</u>
TOTAL FUNDS	<u>75,146</u>	<u>(88,784)</u>	<u>(13,638)</u>

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

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	44,826	(1,182)	43,644
Restricted funds			
Core Skills MHFA	85	-	85
Other Programmes	1,569	-	1,569
	<u>1,654</u>	<u>-</u>	<u>1,654</u>
TOTAL FUNDS	<u>46,480</u>	<u>(1,182)</u>	<u>45,298</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	76,573	(77,755)	(1,182)
Restricted funds			
Restricted Fund	11,927	(11,927)	-
	<u>88,500</u>	<u>(89,682)</u>	<u>(1,182)</u>
TOTAL FUNDS	<u>88,500</u>	<u>(89,682)</u>	<u>(1,182)</u>

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

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	44,826	(14,820)	30,006
Restricted funds			
Core Skills MHFA	85	-	85
Other Programmes	1,569	-	1,569
	<u>1,654</u>	<u>-</u>	<u>1,654</u>
TOTAL FUNDS	<u>46,480</u>	<u>(14,820)</u>	<u>31,660</u>

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

12. MOVEMENT IN FUNDS - continued

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 £	Movement in funds £
Unrestricted funds			
General fund	151,719	(166,539)	(14,820)
Restricted funds			
Resticted Fund	11,927	(11,927)	-
TOTAL FUNDS	<u>163,646</u>	<u>(178,466)</u>	<u>(14,820)</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

PRO:ACTION HERTFORDSHIRE**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	2,599	1,359
Other trading activities		
Fundraising events	-	5,924
Pro:Action training	16,827	19,240
	16,827	25,164
Investment income		
Deposit account interest	720	-
Charitable activities		
Grants	55,000	61,977
Total incoming resources	75,146	88,500
EXPENDITURE		
Raising donations and legacies		
Insurance	1,123	1,214
Telephone	1,004	685
Postage and stationery	-	89
Sundries	221	228
External tutors	3,838	3,877
Equipment and materials	56	7
Venue hire and refreshment	64	68
Marketing and website	1,280	1,498
Fundraising events	-	179
Affiliations and subscriptions	35	35
Software	4,247	4,467
Depreciation of tangible fixed assets	193	197
	12,061	12,544
Other trading activities		
Wages	65,429	66,885
Social security	1,396	1,569
Pensions	1,011	384
	67,836	68,838
Finance costs		
Bank charges	12	20
Support costs		
Governance costs		
Accountancy fees	7,075	6,480
Carried forward	7,075	6,480

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 2023**

	31.3.23 £	31.3.22 £
Governance costs		
Brought forward	7,075	6,480
Independent examiners fee	1,800	1,800
	<u>8,875</u>	<u>8,280</u>
Total resources expended	<u>88,784</u>	<u>89,682</u>
Net expenditure	<u>(13,638)</u>	<u>(1,182)</u>