

Herts Disability
Sports Foundation
Charity Number 1156034

Herts Disability Sports Foundation Trustees' Annual Report 2024/25



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Chair's Report – 2024/25



I am pleased to present the Chairman's Report for the Herts Disability Sport Foundation (HDSF), reflecting on our progress in creating a more inclusive and active Hertfordshire. Our mission remains steadfast: to provide and support others in providing opportunities in sport and physical activity that can be accessed by everyone, in a supportive environment, to improve physical health and wellbeing. Our vision is a world where everyone is valued equally, listened to, and included, with their quality of life improved through involvement in sport and physical activity opportunities. We exist to address the reality that disabled people still face significant barriers to being active. Our dedicated team of staff and volunteers, alongside our committed trustees, have demonstrated passion and determination to achieve our goals.

A key highlight of the year has been the **Bikes without Barriers Project**: This project has been a significant success, especially in schools across Dacorum, East Herts, St Albans, and Watford. After our training sessions, 94% of the children we worked with who couldn't previously ride a bike are now able to do so and 100% of the need for reconditioned bikes was met.

Financially, we have navigated challenging economic times thanks to the support of key funders. We are grateful for ongoing support from Herts County Council and grants from the Graham Rowlandson Foundation, The National Lottery Community Fund and many others, which enabled these projects to thrive. We continue to be resourceful in diversifying our income streams to ensure the sustainability of our vital services. The Board remains focused on HDSF long-term viability, ensuring that our operational plans are underpinned by robust financial management.

We look forward to the year ahead with optimism and determination, continuing our work to ensure truly equal access to sport and physical activity in Hertfordshire. And 2026 will be an exceptional year for disability sport in Hertfordshire with the launch of the No Limits 2026 campaign - the Hertfordshire Year of Disability Sport & Physical Activity, as a joint partnership between HDSF, Herts Sport & Physical Activity Partnership and the Activity Alliance.

Sadly, one of our valued Trustees - Alex Gournay – has recently passed away. Alex's contribution as a Trustee and friend of HDSF was greatly valued and we will miss his humour, knowledge of the disability community and Trusteeship, and his unswerving support for us to always be more than we are.



Patrick McGeough, Chair of Trustees

The Trustees have pleasure in presenting their report and financial statements for the period 1 April 2024 to 31 August 2025 – a total of 17 months. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the accounts. Herts Disability Sports Foundation (HDSF) is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission (No.1156034) on 6th March 2014. Its constitution is in accordance with the Charitable Incorporated Organisations (General) Regulations 2012 which provides trustees with limited legal liability and that trustees manage its affairs and exercise all its powers.

Objectives and Activities

The charity's objectives are to provide sports and physical activity opportunities, accessible to everyone, to improve conditions of life and advance mental and physical health and wellbeing. HDSF also aims to advance education in the form of training and development, promote volunteering, social inclusion, equality, and diversity. In setting out objectives and planning our activities, the Trustees have considered the Charity Commission's general guidance on public benefit. All income received by the charity has been applied to the provision of the charity's aims.

HDSF has a Board of Trustees who provide strategic direction and ensure that; the charity is doing what it has said it will do (objectives), is always acting for the benefit of the public and is a well-run and efficient organisation meeting its legal and financial requirements. We are required to submit an Annual Report with Annual Accounts and an Annual Return to the Charity Commission.

Why do we exist?

The Activity Alliance's Annual Disability and Activity Survey report 2023/24 (latest edition) provides an overview of disabled people's perceptions and experiences of sport and activity (1). At the time of the report there were estimated to be 16.8 million people with disabilities, accounting for 25% of the UK population in the financial year 2023/24 (2).

The Activity Alliance report identified key themes around physical activity;

- 40.8% of disabled adults were inactive compared to 20.7% of non-disabled people
- Three-quarters (76%) of disabled people say they want to be more active, compared to just over half (57%) of non-disabled people. This figure for disabled people has remained at a consistent level since the survey began in 2019.
- 43% of disabled people feel they have the chance to be as active as they desire, compared to 69% of non-disabled people. Again, this figure for disabled people has remained at a consistent level since the survey began in 2019.
- Although disabled people are most likely to say they prefer being active in outdoor spaces (parks, countryside, etc.), less than half of disabled people (48%) say it's easy for them to physically access outdoor spaces (compared to 78% of non disabled people).

The British Heart Foundation Physical Inactivity Report (3) identified that;

- doing regular physical activity can reduce the risk of coronary heart disease and stroke by as much as 35%,

- keeping physically active can also reduce the risk of early death by as much as 30%, and
- physical inactivity has a significant financial burden on the UK healthcare service, with the direct financial cost estimated to be as high as £1.2billion each year.

Guidelines issued by the UK Chief Medical Officer states that for good health benefits, 20 minutes of physical activity a day is recommended for children and young people with disabilities (4), with the level for those without disabilities set at 60 minutes per day (5). The most recent inclusion initiative from Youth Sport Trust has identified that only 17.2% of SEND children feel they have the opportunity to be active outside of school, compared to 39.2% of their nondisabled peers (6).

Within the school day, statistics on activity levels for SEND children and young adults is not clear; Youth Sport Trust includes data on SEND students in mainstream schools, but not in SEND schools. Of the data available (7), it is estimated that the number of active children in school (60+ minutes of activity per day) is broadly equivalent for children with a disability or long term health condition (49%) and those without (50%), but for both categories only half of children and young people are achieving the levels of activity in schools as recommended by the UK Chief Medical Officer.

The 2025 Youth Sport Trust report on PE and School Sport (8) includes further benefits of being physically active; improved learning and memory, wellbeing, self-belief and mental toughness, less loneliness and positive links to academic attainment. The same report quantifies the social return on investment of 60 minutes of physical activity per day to be £4,100 per child or young person.

Undoubtedly, there are many reasons why children, young adults and adults may be less active and feel they are unable to access regular physical activity. However, the research data clearly indicates that adults with long term health conditions or disabilities are less able to access physical activities, both in terms of quantity and choice of activity. For children and young adults, the statistics do not provide a clear picture but overall – all children are well below the recommended levels of activity to create a healthy lifestyle and associated benefits. Whilst HDSF has a focus on physical and learning disabilities, we aim to have a more holistic view on why people either cannot, or feel they cannot, access physical activity. Our remit is to improve access, whatever the barriers, in a supportive way with the individual leading our strategies.

But we do recognise that, particularly in certain sports, Hertfordshire is well served by many sports governing bodies who provide accessible opportunities which serve our community well.

Our role is to fill gaps in current provision; identify the need and develop a strategy where we, or other providers, can better meet that need. We aim to provide both conventional and adapted high quality physical activities for a range of users who have barriers to accessing mainstream provision, on whatever grounds. Wherever possible, we support and encourage existing clubs and organisations to make changes to provision to ensure greater access for all of our community; for better physical and mental health, as well as the joy of being part of a group developing confidence and life skills, and having fun.

Notes:

- (1) [Annual Disability and Activity Survey 2023-24 | Research | Activity Alliance](#)
- (2) [UK disability statistics: prevalence and life experiences \(House of Commons Library\) November 2025](#)
- (3) [BHF Physical Inactivity Report 2017](#)
- (4) [UK Chief Medical Officers' physical activity guidelines for disabled children and disabled young people: infographic \(publishing.service.gov.uk\)](#)
- (5) [UK Chief Medical Officers' Physical Activity Guidelines \(publishing.service.gov.uk\)](#)
- (6) [SEND Inclusion - Youth Sport Trust](#)
- (7) [Active Lives Children and Young People Survey Academic year 2024-25](#)
- (8) [PE and School Sport The Annual Report 2025](#)

HDSF in Summary

Providing sport and physical activity opportunities for all

Our Vision

Our vision is a world where everyone is valued equally, listened to and included. That quality of life can be improved through the involvement in sport and physical activity opportunities.

Our Mission

Our mission is to provide and to support others to provide opportunities in sport and physical activity that can be accessed by everyone, whether it be through participation, volunteering, coaching or education, in a supportive environment.

Our Values

We will always provide equal opportunities
We will always provide high quality and excellence in everything we do
We will always operate in an ethical way; being honest, reliable and trustworthy
We will always treat each person as an individual
We will never presume to judge others' behaviour or needs

HDSF Strategic Priorities (2023 – 2028)

Delivering Innovative, impactful programmes

- Commitment to local activities developed with the community, in targeted communities in Hertfordshire
- Build and sustain Stanborough development and delivery
- Expand and sustain the Bikes without Barriers programme

Facilitating Connections and Networks

- Developing and supporting networks between other service providers and the community
- Sharing our learning and expertise with others in Hertfordshire

Strengthening our Foundations

- Continuing our work to build a sustainable and resilient organisation with the people, resources and systems to fulfil our ambitions and future growth

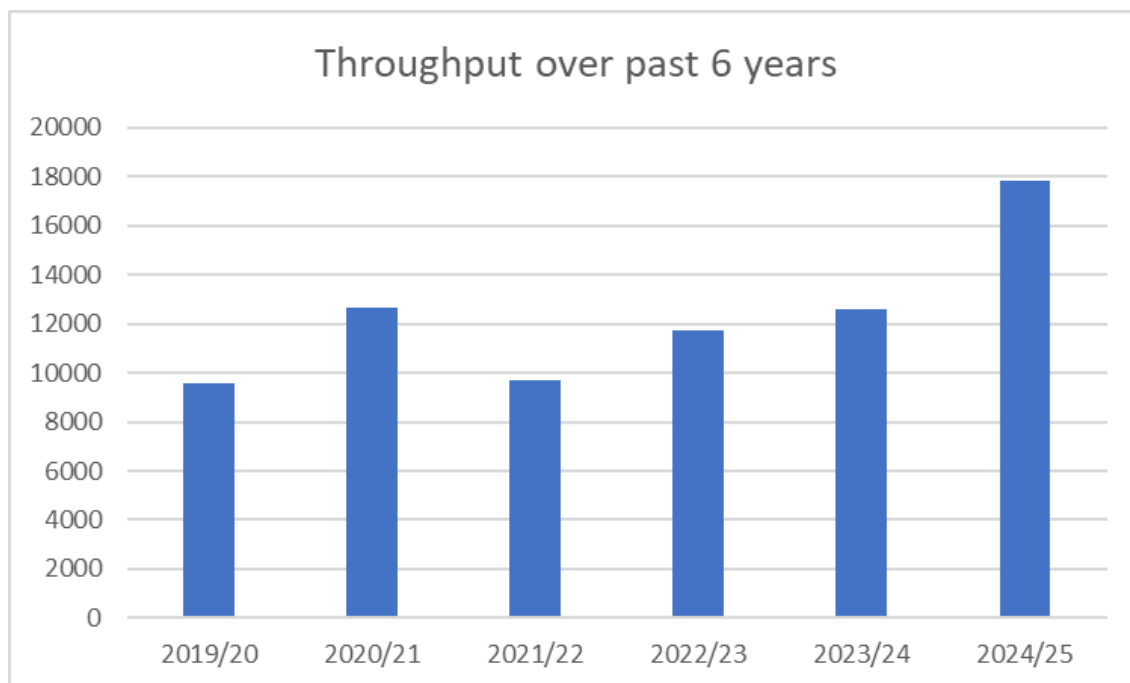
Achievements and Performance

Impact in 2024/25

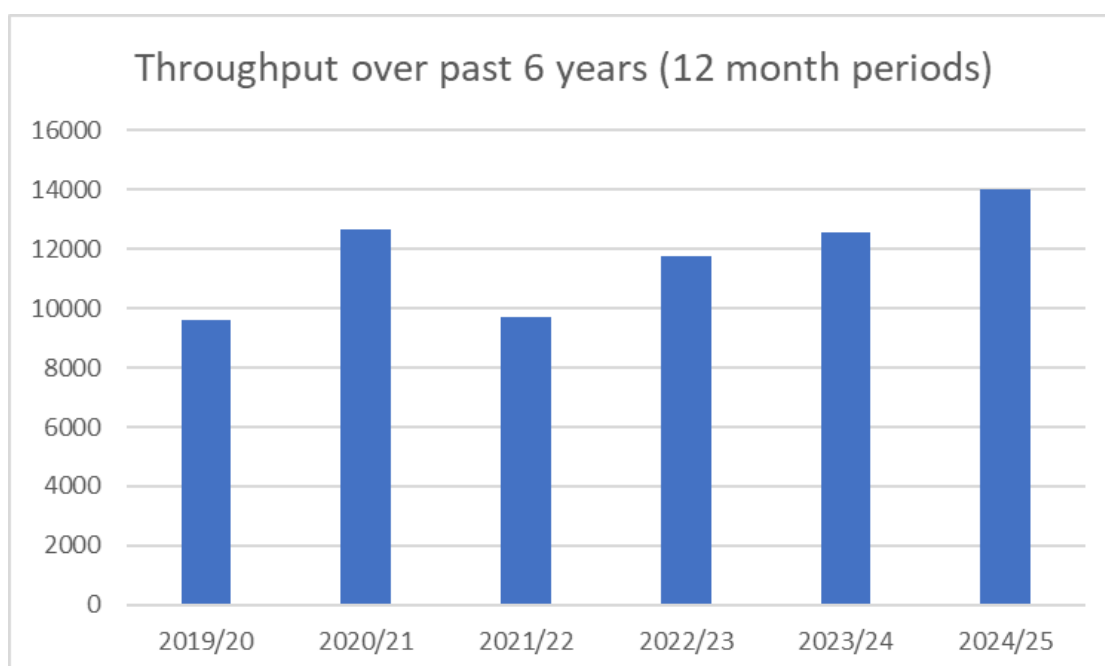
- We delivered 17,824 individual activity sessions across the 17 months of 24/25.
- 37% of the 1168 children we worked with in schools couldn't ride a bike – after our training session, 94% can now ride and the remaining 6% have been offered further free lessons
- 34% of the children we worked with in schools received a donated and refurbished bike – 393 young people
- A further 202 children had their own bikes fixed by our mechanics to make roadworthy
- Working with Herts County Council Virtual Schools, 220 additional refurbished bikes have been given to the community
- 16 Bike maintenance courses delivered in Family Centres across the county to enable families to support young people to ride
- Five special schools supported to deliver cycle training, boxercise, a week of water sports, an outdoor adventure week, archery and bell boating
- 3 large scale sporting events to provide opportunities and competitions for mainstream school children with SEND
- 5 new Trustees appointed, with the specialist skills required to complement the current Board
- 5 local sports clubs across Hertfordshire supported on their journey to become more inclusive and accessible to all
- HDSF Paralympic Roadshows delivered in 12 mainstream schools reaching 3110 children; enabling teachers to observe and learn about inclusive physical activities and sports, all children could take part in all activities and, where appropriate, children were signposted to inclusive and accessible groups and clubs
- HDSF was proud to receive the Hertfordshire High Sheriff Award for outstanding service to Disability Sport

Delivery throughput

The number of people attending sessions (throughput) has steadily increased over the last 4 years. The transition from mainly online services in 2020/21 has seen a steady improvement in attendances year on year, with a consistent increase in attendance for all areas of activity. Figures shown below for 2024/25 are for the period 1 April 24 to 31 August 25.



The numbers stated above relate to throughput – attendance at sessions over the full 17 month period. To allow comparison of 12 month periods, throughput figures for 1 April 2024 to 31 March 2025 are shown below.





The total throughput for 1 April 2024 to 31 March 2025 shows an overall increase in attendances in 2024/25; 12,571 in 23/24 compared to 14,025 in 24/25 (in the 12 months up to 31 March 2025). The total throughput figure for the full 17 months in 2024/25 stands at 17,824 which reflects the seasonal nature of HDSF delivery; 2 wheel cycling in schools, Roadshows and School Games events only take place during school term time so the figures for the last 5 months of 24/25 are lower due to the school summer holidays.

Stanborough Park

Activity sessions are delivered at a number of different locations across Hertfordshire, but regular sessions are held at Stanborough Park – currently on a Tuesday and Thursday. During term time this includes group fitness sessions, cycle rides on adapted bikes, water sports and boxercise. These sessions have become part of the weekly routine for many of our participants, with each of the activities providing a place for social interaction in a safe environment, and lots of fun.



We also have regular groups joining us at Stanborough for a range of activities – our stalwart group being Hertfordshire Day Services. We also have a number of Special Schools visiting Stanborough during term time; for small group guided cycling on either 2 wheel or adapted bikes, or water sports. This includes large scale school Sports Weeks in the summer – providing a celebration event through a wide range of activities on land and water; anything from paddle boarding to sailing, with a little help from the Hitchin District Scouts Afloat team.

This year we have expanded our community offer at Stanborough by welcoming a number of different groups including Isabel Hospice, Supported Activities Programme, Daylight Club, Care by Lily and Passport to Leisure.

On the Isabel Hospice visit four patients (and one carer) participated, with diagnoses including heart failure, pulmonary fibrosis, frailty, advanced cancer and dementia. They were supported by the physiotherapist, therapy assistant, and volunteers. A range of adapted bikes, trikes, and tandems enabled them to cycle round the lake on a gloriously sunny day, followed by refreshments in the café after. The feedback from the group was overwhelmingly positive, with patients reported a profound sense of achievement, enjoyment, and social connection. Some have since continued attending weekly cycling sessions with HDSF. Clinicians and community volunteers alike described the event as inspiring and have committed to making it a regular event.



Grant funding from Welwyn Hatfield Borough Council enabled us to purchase 2 new bellboats with specially adapted features in 2023/24. The remaining grant funding has enabled us to work with participants, boat seat manufacturers and boat paddle designers to develop seats and paddles for users with a variety of different needs. We hope these adaptations will become industry standard.

The manual hoist on the jetty in tandem with our adapted seats allows us to carry passengers with a range of individual needs – safely and with a lot of laughter - an opportunity not normally available in Hertfordshire.

Grants from Herts Sports & Physical Activity Partnership, British Paddle UK Funding and Hertfordshire High Sheriff have allowed us to develop our paddleboarding activities; making adaptations to the paddleboard equipment to address the needs of participants with disabilities. This has been a groundbreaking journey for both us and participants as we create safe, technically complex changes to the paddleboards – with support from equipment specialists and sport governing bodies. We hope to share these developments industry wide to improve access to paddleboarding for everyone.



“Paddle boarding is something I never thought I'd try as I didn't think it was possible. HDSF have managed to create a safe environment where I feel happy to explore different adaptations to enable me to give paddle boarding a go. HDSF encouraged and supported every single step it took to get me onto each of these boards. . I feel at one with the water which brings a sense of peace I didn't know I needed.” A new paddleboarder!



In the various school holidays across the year, we continue to offer sessions for adults and Home Educated students but add in more sessions for school age children which can be booked as individuals or groups. An important element is ensuring that at least some of our sessions can be accessed by siblings – our Doughnutting sessions are extremely popular with parents/carers looking for an event suitable for all of their children, whatever their level of needs.

New projects at Stanborough in 25/26 include the introduction of fishing on the lake and Saturday morning sessions for adapted and 2-wheel bike hire, which are suitable for families and friendship groups.

Schools

We offer a variety of different activities to both special and mainstream schools – raising awareness of paralympic sports and inclusive activities as well as targeted support.

As mentioned above, a number of special schools visit our base at Stanborough Park for larger scale events such as their Sports Week or for adventure activity days as part of their Year 6 calendar. We also visit special schools for inclusive cycle training and after school clubs.

All primary schools are able to book an HDSF Paralympic Roadshow; introducing new accessible activities to staff and pupils, inspiring everyone to take part in a sport and physical activity with our sports instructors and paralympic athletes. It's a day of fun and participation – focusing on activities such as wheelchair basketball and sitting volleyball, which are accessible to all pupils. In 2024/25, 4,055 children were able to take part in Schools Roadshows (all across the county) and a number of Herts Schools Games inclusive events.

As in previous years, a key focus in schools in 24/25 has been the continuation of our Learn to Ride in Schools programme - this year with the financial support of Letchworth Garden City Heritage Foundation, St Albans District Council, Dacorum Borough Council, British Cycling, Welwyn Hatfield Borough Council, Herts Community Foundation and the RO Group. The programme enables us to visit primary schools in the areas of deprivation to address the barriers the children in Years 5 & 6 face in learning to ride a bike; lack of a bike, a bike which isn't safe and/or doesn't work properly and specialist support for additional needs. Working with the Herts County Council Cycling Training we established these were areas of need which prevented some children from completing the Bikeability Level 2 training provided by HCC.



"I set my aspiration high in life, however, the quality of delivery by you and your team has exceeded my expectations. To see children who did not have the confidence to even 'give it a go' a matter of weeks ago and are now riding independently is just incredible." Headteacher

We visit schools to teach the children to ride bikes; for those who own a bike we do a thorough check on their condition, and our qualified mechanics carry out any repairs on the spot. Through organised bike donations we also source bikes which are checked and reconditioned by our qualified bike mechanics and then given to children in schools who don't own a bike. In 2024, we worked with 1,168 children in schools, 433 of which could not ride a bike – after our training session, 94% can now ride and the remaining 6% have been offered further free lessons. A total of 202 children had their own bikes fixed by our mechanics to make roadworthy and 393 children without a bike, received a donated and refurbished bike.



For those children unable to cycle after the school sessions, and any other children who cannot ride, we also offer 1 to 1 (Special Educational Needs) cycle lessons during the school holidays – delivered in partnership with HCC Cycle Training instructors. These lessons are provided as either a standalone or as part of the Herts Sport and Physical Activity Partnership (HSP) Happy Camps project in school holidays for children eligible for Free School Meals.

"This was an excellent session. I didn't know beforehand that I would also be taught how to teach my child to ride - I thought this was an absolutely brilliant idea. Both myself and my children loved the session. The trainers were absolutely excellent." Parent

Bikes

As well as adapted cycle hire and learn to ride sessions in schools, we also run a major recycling scheme for donated bikes; our trained bike mechanics refurbish the bikes, ready to provide to school children and identified target groups in the community, such as refugee groups and Virtual School students. Two key elements to the success of this scheme are bike donations and our own qualified mechanics enabling us to provide technical support and repairs on site and at our workshops in Baldock. This has also ensured that we have the technical set up, capacity and support to employ a Bike Mechanic Apprentice – recruitment for our next Apprentice is ongoing as we write this report.

Our thanks go out to the groups and organisations who have supported our bike donation events across the year; Habs Boys School, Hertford Rugby club, Herts County Council, Oakview School, St Albans Football Club and Tesco. Along with reuse centres including Stevenage, Ware, and Welwyn, who regularly provide us with bikes to refurbish, we were able to meet 100% of the need for reconditioned bikes in 24/25.



Community Sessions

In our 2023/24 report we set a target of developing new models of delivery to reach out to participants in the community – the projects in 23/24 were well received and attracted new participants but were not financially viable with attendance lower than our target. In 24/25 we approached this task through a number of different outreach projects.

In the winter season we have continued to offer Boxercise keep fit sessions in Hatfield and as demand grows, would hope to expand these into a number of limited venues.

As mentioned above, we have linked with a number of different community groups (such as Isabel Hospice, Care by Lily and Herts Vision Loss) and worked in partnership to identify or design sessions at Stanborough which meet their needs. This is an ongoing project which we plan to develop further in 2025/26, to partner with more organisations and develop a range of regular physical activities which adapt to the seasons and provide a satisfying and enjoyable experience for participants.

With the support of Herts Sports & Physical Activity Partnership we have been able to provide a number of small community grants (up to £500) to a number of local groups and clubs in Herts – this work will continue into 2025/26. As part of the award, grant recipients also receive ongoing support and advice from HDSF – to maximise the impact of the grant and identify additional means of making their club more accessible and inclusive. This has provided a significant opportunity for HDSF to link with organisations at the beginning of their journey to boost their membership in terms of inclusivity.

Of particular note, our work with a number of Lawn Bowling Clubs across the county has already expanded opportunities for participants in small numbers, but our club development programme working with Herts Indoor Bowls Association and the Activity Alliance is opening the eyes of many club coaches and volunteers to new possibilities. The grant awarded to WDBA means there is a source of disability bowls equipment already in the county to be borrowed by clubs for taster days and new bowlers who are at the start of their journey, before buying personalised equipment to support them. We are developing knowledge and skills

around accessible provision and raising expectations and aspirations for all those taking part. The award of community grants supports our work to increase our reach across the county but also to identify and support clubs who are meeting a need, and can share their strategy and success with other groups.

HDSF will continue to identify and progress opportunities for community outreach in 2025/26.

Partnerships

Herts Sport & Physical Activity Partnership (HSP) continues to be a major partner, with a service level agreement contracting HDSF services to Project Manage reviewing and recommending changes to accessible physical activity and sport provision in Hertfordshire, as well as providing support for our programmes across the county.

Our partnership with **Herts County Council (HCC) Cycle Training** team continues to develop – working together to raise the numbers of children in Hertfordshire who achieve Level 2 Bikeability, through extended training for additional needs or providing practical support with bike repairs, providing refurbished donated bikes or new helmets. The teams work together on not only 1-1 (Special Education Needs and Disabilities (SEND) training, but also schools learn to ride sessions which prepares children in schools in specific areas of deprivation to be ready for their Level 1 & 2 Bikeability, delivered by HCC.

We continue to work with **disability groups across the county** including day services, Supported Activities Programme, ROAR Dacorum Mencap, Inclusion Project and Passport to Leisure with sessions their members request, including fitness, bell boating and adapted cycling.

Training

A major factor in the success of HDSF is the training provided for both staff and volunteers. The internal promotion of our Senior Instructor added to the role responsibility for induction training and ongoing skills development for both staff and volunteers. This investment in 'in house' training will enable us to ensure that our high standards for delivery are maintained. First aid and safeguarding training continued for all team members throughout the year as refresher training is mandatory for both staff and volunteers. Staff and volunteers also undertook PAT Testing training (for standard products and bike mechanic equipment) , Neurodiversity training and Paddle Sports Instructor Training.

Staff have also attended a number of financial, staff management and project management courses to strengthen and develop existing skills, as well as consultancy support for fundraising from an independent adviser and The Cranfield Trust.

Summary of Grant funded projects

In 2024/25 we have successfully delivered 4 key projects (alongside our sessional activities).

Learn to Ride

Teaching children in targeted primary schools to ride bikes and, through bike donations, we recondition donated bikes which are given to children without suitable bikes. We also carry out repairs on the spot to ensure children with their own bikes are riding safely.

Funding received in 2024/25;

British Cycling £2,100

Graham Rowlandson Foundation £27,000

Letchworth Garden City Heritage Foundation £8,000

Quercus (Herts Community Foundation) £5,000

St Albans District Council £5,000

Welwyn Hatfield Borough Council £6,420

Funding of £5,000 was also carried forward from 2023/24 to complete activities for the 2023/24 academic year (up to mid July 24). The funding allows us to deliver the project in a number of different geographical areas across the county, targeting areas of deprivation. The Rowlandson Foundation also supports HDSF through expert knowledge and advice which has been enormously helpful.

Three grants for Learn to Ride received in 2024/25 (£8,000 from Letchworth Garden City Heritage Foundation, £5,000 from the Quercus grant programme and a further £13,500 from the Graham Rowlandson Foundation) have been designated as deferred funding as these relate to the 2025/26 programme beginning on 1 September 25.

Inclusive Paddleboarding

A project to innovate and develop adaptations for paddleboarding to make sessions delivered by HDSF and other providers more inclusive and available to as many disabled participants as possible.

Funding Received in 2024/25;

British Paddle UK £2,475

Hertfordshire High Sheriff Award £2,100

Herts Sport & Physical Activity Partnership £1,000

Although funding from the High Sheriff Award is unrestricted, it has contributed to this project. A total of £1,367 restricted funds is carried forward to 25/26 with further potential spend from the High Sheriff funding.

In 2024/25 HDSF hosted an inclusive Paddling Training Day for local instructors, to help other local paddle sports groups to feel equipped to support participants with disabilities within their sessions. In addition we delivered 5 taster sessions specifically aimed at participants with disabilities and their families. The remaining funds were spent on new equipment used to deliver modifications to standard paddleboards, making them more accessible.

Bikes without Barriers

A four year project which builds on the Learn to Ride project aims but expands them further to include other disadvantaged members of our community and support the development of skills to enable riders to be more independent in the community.

The National Lottery Community Fund £64,055 for the 2nd year of funding

The first year of funding has enabled us to employ a Bike Mechanic Apprentice, a full time Bike Mechanic, provide further targeted support for young learners identified in schools, provide adult cycle training and bike maintenance courses, refurbish donated bikes for disadvantaged adults (at no cost to the adults), and expand our adapted cycling programme. The funding has also enabled HDSF to improve organisational effectiveness in terms of impact measurement and evaluation. In 2024/25 we also introduced Saturday morning (adapted and 2 wheel) cycle hire at Stanborough once a month to encourage family participation and held 16 Bike maintenance courses delivered in Family Centres across the county to enable families to support young people to ride.

Community Projects

To support the delivery of activity sessions at a local level in the Hertfordshire community, to promote both physical and mental health.

Funding received in 2024/25;

Herts Sport & Physical Activity Partnership £6,884

Herts Sport & Physical Activity Partnership £10,000

The first project was to give work experience to a University Graduate, with the specific aim of giving real life sports development work experience in order to progress in the industry. We were delighted at the impact he made on HDSF's world and that he is now thriving in a development role with Hertfordshire FA, applying all the knowledge and experience of disability sport and physical activity from his time with HDSF.

Funding of £10,000 was received to award small community grants to local groups and clubs in Hertfordshire to improve accessibility to a variety of sporting and recreational activities. Seven grants were awarded in 2024/25 for a variety of equipment, training and taster sessions for a range of inclusive activities including; bowling, trampolining, sucker archery, cycling and football. A further 13 grant awards are planned in 2025/26 from funds (£6,551) carried forward.

Bell Boats

Funding to purchase 2 new Bell Boats, together with adaptations and adapted equipment.

Funding carried forward from 2023/24;

Welwyn Hatfield Community Fund £17,500

The 2 new Bell Boats were purchased in 2023/24 and launched in May 24. Funding of £4,420 was carried forward to 2024/25 to allow a number of supported seats and harnesses to be added to the boats, along

with the development of adapted paddles suitable for a variety of participants with additional needs. Work continues on these innovative adaptations, with £2,512 carried forward to 2025/26 to complete the project.

HDSF Van purchase

HDSF was fortunate to receive grant funding from **The Clothworkers Foundation** (£14,000) to support the purchase of a much needed replacement van.

Volunteers and Donations

HDSF appreciates the generosity of the community we work with. We have received an incredible number of donated 2-wheel bikes for our bike recycling scheme which have been given to young people and adults in need.

In 2024/25 we had 11 volunteers who supported the delivery of sessions both in schools and at Stanborough Park, plus 1 volunteer who assists significantly with all our grant applications, and 1 volunteer who helps with operational admin. Placing a monetary value on their contribution is impractical and cannot be measured reliably for accounting purposes, so this contribution is not included in the charity's accounts.

We have also had a number of individuals and organisations who kindly raised funds to support our work – many remain anonymous but particular thanks go to Abbie Edmonds and St Joseph's in the Park Parent Fellowship for their efforts and generosity.

Fundraising

In 2024/25 HDSF organised a fundraising event called 'Wheelathon' which took place in August 2025 raising funds of £2,758. Although the income generated was modest, this first event was our trial run of developing a fundraising event where our sessional participants and volunteers could take part in a safe and enjoyable environment to raise funds for 'their' charity. A second event will take place in August 2026 which we plan to expand to include corporate sponsorship and participation, to boost our funding sources.

HDSF uses the fundraising platforms for Give as You Live and Just Giving. Whilst returns are modest in 2024/25, we will continue to develop and build 'membership' of this scheme as it could represent a significant income. As the funds received from Give as You Live are effectively 'donated' by the companies linked with the scheme – they have been recorded as donations rather than fundraising.

Organisational Development

New roles created in 2023/24 were embedded into the organisational structure in 2024/25;

- Full time Bike Mechanic
- Part time Bike Mechanic Apprentice
- Part time Finance Officer.

New roles have been identified which would complement the current HDSF staffing structure, but with no additional new funding streams the Board have taken the decision not to appoint. All new appointments in 2023/24, except for the Finance Officer, were grant funded. Sourcing additional funding streams continues to be a significant priority to ensure the expansion of HDSF's capabilities, efficiency and long-term sustainability.

Training continues to be a priority as part of the ethos of HDSF – as noted above.

HDSF has continued to monitor the Sport England Tier 1 Code for Sports Governance as a benchmark for HDSF Governance. Whilst there is no 'test' of achievement, we have received very positive feedback on our activities and achievements from an external agent. We continue to monitor our performance against this standard biannually. In addition, the Trustees undertake an annual skills audit to ensure the Board have the skills and experience to support the organisational development of HDSF in the light of new priorities and external changes affecting Hertfordshire and charities nationally.

Funding from The National Lottery Community Fund has also supported HDSF to develop and improve skills in measuring impact by working with Triceratops Training to develop how we use data and language. The outcomes have been very positive and have included unexpected benefits in other functional areas, such as recruitment. It has also provided a base of knowledge which has supported our work in 24/25 with the Cranfield Trust (marketing) and a pro bono consultant providing advice on fundraising. The Board recognise that although The National Lottery grant funding will continue until August 2027, HDSF must have a strategy in place well in advance for which grant funded elements we wish to continue and if so, how they will be funded. The Strategic Plan for HDSF for 2025/26 will establish elements to be continued, cost of these elements including overheads and how this work will be funded. Alongside this strategy, work begun in 2024/25 on developing new funding streams, such as Corporate Teambuilding, continues to be a priority in 2025/26. The Senior Management Team, supported by the skills and experience of newly appointed Trustees, intend to launch this new initiative in 2025/26.

Financial Review

As stated in the Notes to the Accounts (2.a.), the Trustees took the decision in 2023/24 to change the financial year for HDSF to align with the academic year (1 September to 31 Aug), to be implemented in 2024/25. The Trustees considered that changing to the new financial year will not only improve clarity in the accounts but also greater transparency in reporting organisational performance against charitable and strategic objectives, as a number of HDSF projects and 40% of grant income (2024/25) are related to delivery in schools during the academic year. As a result, the annual report for 2024/25 has a financial period of 17 months in order to transition to the new financial year (beginning on 1 September 2025) compared to the 2023/24 report which covers a period of 12 months. For comparison purposes only, Note 11 to the accounts provides the figures for 2023/24 alongside the figures for the first 12 months of 2024/25 (1 April 24 to 31 March 25) and the last 12 months of 2024/25 (1 September 24 to 31 August 25) which will be of help in reviewing the 2025/26 figures.

The outcome for the financial period 1 April 24 to 31 August 2025 was a deficit of £70,530 (17 months) compared to a deficit of £28,008 in 2023/24. Significant challenges for HDSF in 2024/25 have been the reduction in grant funding (26% across the 17 month period) combined with increases in salary costs (due to increased staff numbers and cost of living increases forced by increases to the National Minimum Wage rates) and increased depreciation on fixed assets (mainly due to the purchase of a new van). Detailed analysis for the whole period of 2024/25 (17 months) and comparisons across 12 months are:

a. 2023/2024 (12 months) and 2024/25 (17 months).

Income from Donations & Legacies increased from £2,411 to £27,598 (a total of £13,598 excluding the donation of £14,000 for the purchase of the new van) which represents a significant increase across the period. In addition, several new unrestricted income generation programmes were developed in 2024/25; bike and wheelchair maintenance, supporting HCC departments through the supply of reconditioned bikes and accessories to their clients, central funding for support for children to learn to ride, corporate earned income and Gifts in Kind. At the time of writing, £43,000 has been secured through these income streams for 2025/26 with plans for further income generation in place. Grant funding reduced significantly in 2024/25, and the Board of Trustees understands the need to aggressively drive Grant funding to correct the current fall in this income line. Therefore, we have currently secured over £135,000 Grant funding for 2025/26 with further funding actively being pursued. This is the outcome of the strategic plan put in place to balance the finances of HDSF.

There is a relative increase in salary costs by 10% across the 17 month period (£173,002 in 2023/24, £269,731 in 2024/25). This is mainly due to full year costs of 2 new staff and a 3 month fixed term appointment (FTA).

b. Comparison of 1 April 2024 to 31 March 2025 (12 months) with 2023/24.

In line with the trends for the whole 17 month period, there was an increase in income from Donations and Legacies and a reduction in income from Grant funding in the first 12 months of 2024/25. Income from several new unrestricted income generation schemes continued to develop but combined with the reduction in grant funding, income in the first 12 months of 2024/25 was below 2023/24. The increase in salary costs due to the two new staff and 3 month FTA was offset against general support cost savings which reduced the increase in total expenditure in this period. The purchase of the new van in March 2025 (during the first 12 months of 2024/25) reduced

unrestricted funds by £14,000 (matched by grant funding of £14,000). The deficit in the first 12 months of 2024/25 was £50,337 compared to a deficit of £28,008 in 2023/24.

c. Comparison of 1 Sep 2024 to 31 Aug 2025 (12 months) with 2023/24.

Income from Donations and Legacies in the last 12 months of 2024/25 showed a significant increase on both 2023/24 and the first 12 months of 2024/25. Income from Grants remained broadly comparable to the first 12 months of the year and remained below the 2023/24 level. Income from several new unrestricted income generation schemes continued to develop and showed a modest increase on the first 12 months of 2024/25, contributing to total income of £237,916 in the last 12 months of 2024/25 – an increase of just over 1% on 2023/24. Despite the increase in salary costs (due to the two new staff and 3 month FTA) and increased depreciation due to the van purchase, total expenditure in the last 12 months of 2024/25 was just 2% more than 2023/24. The figures for 1 September 2024 to 31 August 2025 will support financial analysis for the Annual Report in 2025/26. The deficit in the last 12 months of 2024/25 was £30,390 compared to a deficit of £28,008 in 2023/24.

Overall, the Trustees recognise the changed landscape of grant funding (provided to meet delivery costs only and with fewer grant funders) and intend to bridge the gap through the new unrestricted income streams from bike and wheelchair maintenance, supporting HCC departments through the supply of reconditioned bikes and accessories to their clients, central funding for support for children to learn to ride, corporate earned income and Gifts in Kind. The level of income generated has increased over the 17 months of 2024/25, with a further £43,000 expected as a minimum in 2025/26.

The Trustees recognise that growing salary costs place a pressure on ensuring a balanced budget in 2025/26 and subsequent years (due to anticipated increases in the National Minimum Wage) and are focussed on the need to increase income streams to match this expenditure. However, they acknowledge that salary costs will continue to be an ongoing issue which could involve difficult decisions for the charity.

Reserves

The reserves level is monitored on a regular basis, (at least annually in accordance with the Financial Controls Policy), and is included in all financial forecasting. Trustees reviewed the Reserves policy in both April 2024 and March 2025 and confirmed a level of 4 months of normal operational costs plus projected potential redundancy costs. For 2024/25 the Reserves level was set at £85,000. General funds are £66,445 which is below this minimum reserve but, when taken with the Designated Fixed Assets Fund, totals £137,056. The Trustees are satisfied that the Reserves level should be met through a combination of General Reserves and the Designated Fixed Assets Fund. However, in future years the aim will be to increase the General Reserves to meet the Reserves level in full.

Risk Management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and at their meetings they carry out this duty and ensure appropriate controls are in place and any necessary action is taken to mitigate such risks. Risk Assessments for all venues and activities are in place and are regularly reviewed and updated – staff are regularly reminded of the contents and working practices are informed by their content. HDSF has policies for Safeguarding Adults at Risk and Child Protection which are based on

the Herts County Council model documents. Staff and volunteers (including Trustees) attend training on these policies at least annually and all staff and volunteers attend mandatory accredited safeguarding training on a regular basis. All staff and volunteer appointments are subject to a successful Enhanced DBS clearance – this was extended in 2023/24 to include Trustee appointments. Policies and procedures relating to risks from financial procedures, social media, conflicts of interest, data management (GDPR), staff recruitment and management and health & safety are in place and are reviewed on a regular timetabled basis.

Trustees additionally undertake a review of potential strategic and organisational risks at their annual Strategic meeting in May each year, based on plans for the years ahead, which are incorporated into the Risk Register and scheduled for discussion throughout the year.

Future Plans

In 2024/25 HDSF has focussed on impact measurement and evaluation, growing our social media presence and identifying the means of developing new income streams. Although unverifiable, we believe improvements to HDSF social media may have resulted in an increase in donations from local groups and private companies with staff charity committees. We will continue to raise our profile through practical steps such as HDSF signage on our two 'new to us' vans and have a strong focus on using the skills of our Trustees to develop the HDSF 'identity' across a number of mediums and audiences to increase our presence (and knowledge of what we can offer) to the Hertfordshire community. We are also delighted to announce that HDSF has been chosen as Charity of the Year by the Graham Rowlandson Foundation which will offer significant fundraising opportunities.

We will also use those skills to develop and deliver a successful Corporate Team Building package and potential Corporate Partnerships, as part of the strategic plan to develop funding streams to contribute to new projects and overheads. This exercise will be further supported by our membership of the Hertfordshire Chamber of Commerce (October 2025). In 2025/26 the Board will carry out a full review of all fundraising streams and use this data to create a long term Income Generation strategy, fit to continue and develop the work of HDSF over the coming years, with sufficient flexibility to adapt to changing circumstances.

In 2026, HDSF will be a major partner in the No Limits 2026 campaign - the Hertfordshire Year of Disability Sport & Physical Activity, working closely with Herts Sport & Physical Activity Partnership and the Activity Alliance. The year-long campaign aims to break down barriers and create lasting change in how disabled people access and experience sport and physical activity in Hertfordshire. The campaign is here to support and empower disabled people of all ages, backgrounds, and experiences to move more, and find new activities which suit them - making it easier to find, join, and enjoy sport and physical activity in Hertfordshire. Our involvement in this campaign will enable us to showcase HDSF activities and make the Hertfordshire disabled community more aware of what is available, especially through the ambassadors programme which already features one of our participant / volunteers.

Development of our activities at Stanborough will continue into 2025/26, expanding the variety of activities and sessions for individuals/families, in line with demand, to create a financially viable, diverse and original offer at Stanborough.

The National Lottery funded Bikes without Barriers project has moved into its third year and whilst funding will be in place until August 2027, the Board recognise the need to set plans in place well in advance for a project as large and successful as this has been. Alternative means of funding the project, along with

delivery priorities, are already under discussion at Board level with the intent to create a new business model for the programme priorities by mid 2026. This work will be supported by our recent successful grant application to the Garfield Weston Foundation for core funding of £30,000 per year across 2 years.

With the recruitment of 5 new Trustees in 2024/25, the Board have a wide range of skills and experience to support the development of HDSF in 2025/26 with continuity expected until at least 2028.

Structure, Governance and Management

HDSF is governed by a constitution, originally adopted 25th October 2013, under the name of Herts Sport & Wellbeing Foundation and the charity became a Charitable Incorporated Organisation (CIO) on 6th March 2014. The constitution was updated to reflect revisions to Trustee Terms of Office and submitted to the Charity Commission on 7th June 2019. Trustees now have a limit of two consecutive 3-year terms except the Chair and Treasurer, who may serve for 3 terms, although extensions may be approved in exceptional circumstances.

Of the 7 Trustees in office (at the time of writing the report), 6 are serving their first term of office and 1 is in their second term. HDSF ran 3 successful recruitment campaigns in 2024/25, based on Trustee skills audits, for 4 new Trustees (to replace those completing their terms in 2024/25) plus an additional Trustee to satisfy an identified skills gap - to ensure the effective performance of the Board. Following the loss of Alex Gournay from our Board (after the report period), the Trustees are reviewing the current composition of the Board and determining action needed.

As in 2023/24, HDSF continued to focus on Trustee training by successfully applying for and completing Herts Community Foundation's Better Boards training programme. In addition, HDSF runs internal training sessions on the work of HDSF – either a briefing on a specific aspect of our work or an external issue which impacts on our beneficiaries and/or our services. With the appointment of 5 new Trustees since December 2024, HDSF has also focussed on induction training relating to charity governance and familiarisation with HDSF programmes, services and beneficiaries.

Governance

Over the 17 months of this report, the Trustees carried out scheduled regular reviews of our standard policies for Risk, Redundancy, Financial Reserves, Trustee Expenses and Safeguarding.

The website for HDSF provides public access to all our key policies and the latest Annual Report.

HDSF does not employ professional fundraisers in any capacity and does not currently carry out any face-to-face fundraising. No complaints regarding fundraising were received for the period of this report. The Knights Templar School acts as the charity's registered address and provides accommodation to HDSF.

Statement of Trustee's Responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom accounting standards. The Charity Commission requires the

Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure for that period. In preparing these financial statements, the Trustees are required to;

- Select suitable accounting policies and then apply them consistently,
- Observe the principles in the Charities SORP 2019 (FRS102),
- Make judgements and estimates that are reasonable and prudent,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity to enable them, as a matter of good practice, to ensure that the financial statements comply with the Statement of Recommended Practice (SORP 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Statement FRS 102. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reference and Administration 1 April 2024 to 31 August 2025

Herts Disability Sports Foundation – Registered Charity No. 1156034

Chair - Patrick McGeough (appointed 18 Nov 2022, second term commenced Nov 25)

Trustees;

Tom Horey (appointed 14 Mar 2023)

Sherif Ibrahim (appointed 11 Dec 2024)

Simon Baker (appointed 11 Dec 2024)

Luke Randall (appointed 22 Jan 2025)

Maria Verdeille (appointed 22 Jan 2025)

Sarah Gibbs (appointed 4 June 2025)

Andrew Huggins (appointed 19 Sep 2023, resigned 10 May 24)

Niranjan Mendonca (appointed 18 Oct 2023, resigned 18 Sep 24)

Aihab Al Khoubaishi (appointed 14 Mar 2023, resigned 17 Dec 24)

Nicky Turnbull (appointed 21 Mar 2019, completed second term on 20 Mar 2025)

Maria Anastase (appointed 18 Oct 2017, completed third term on 18 October 2025)

Sarah Baldwin (appointed 18 Oct 2017, completed third term on 18 October 2025)

Alex Gournay (appointed 14 Mar 2023, decd.)

Charity Bank Accounts - Co-Operative Bank, PO Box 250, Skelmersdale, WN8 6W
- The Charity Bank Ltd, Fosse House, 182 High Street, Tonbridge, Kent, TN9 1BE

Independent Examiner - John Eke FCIE, Soarview, 4 Stable Court, Malborough, Devon, TQ7 3FB
(Appointed 7th November 2019)

Charity Registered Address - Knights Templar School, Park Street Baldock, Herts, SG7 6DZ

Contact Telephone No. - 01462 542498

Website – <https://hdsf.co.uk/>

The Trustees declare that they have approved the trustees' report on pages 3 to 25.

Signed on behalf of the charity's trustees.



Patrick McGeough

Date: 2nd March 2026

Chair of Trustee Board

HDSF Trustees would like to thank the HDSF staff and all of the following for their support over the last year:

AGM Auto Solutions
British Cycling
British Paddle UK
Cranfield Trust
Dacorum Borough Council
Graham Rowlandson Foundation
Hertfordshire Community Foundation
Hertfordshire County Council
Hertfordshire Cycle Training Team
Hertfordshire High Sheriff
Hertfordshire Reuse Centres
Herts Sport & Physical Activity Partnership
Hitchin District Scouts Afloat Team
Hitchin Inner Wheel group
Knights Templar School
Letchworth Garden City Heritage Foundation
New England Biolabs
Overbury plc
Paul's Bikes
Quercus
St Albans District Council
St Joseph's in the Park Parent Fellowship
British Cycling
Stanborough Park, GLL
The Barratt Foundation
The Clothworkers Foundation
The National Lottery Community Fund
Triceratops
University of Hertfordshire
Welwyn Hatfield Borough Council

And of course, all our volunteers and supporters!

Independent Examiner's Report to the Trustees of Herts Disability Sports Foundation Charity No. 1156034

I report to the trustees of Herts Disability Sports Foundation on my examination of the accounts of the charity for the 17 month period ending 31st August 2025.

Respective responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the financial statements in accordance with the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's accounts carried out under Section 145 of the 2011 Act; and in carrying out my examination I have followed the applicable Directions given by the Charity Commissioners under Section 145 (5) (b) of the Act.

Independent Examiner's Statement

The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a Fellow of the Association of Independent Charity Examiners.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records, or
- the accounts did not comply with the applicable requirements confirming the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give 'a true and fair' view which is not a matter considered as part of an independent examination.

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



Signed:

Date: 3rd March 2026

John Robert Eke
Fellow of the Association of Charity Independent Examiners
Soarview,
4 Stable Court,
Malborough,
Devon
Q7 3FB

Herts Disability Sports Foundation

Statement of Financial Activities and income and expenditure account

1 April 2024 to 31 August 2025

	1/4/24 to 31/8/25 (17 months)			2023/24 (12 months)			Notes
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds	2a
	£	£	£	£	£	£	
Income and endowments from:							
Donations & Legacies	13,598	14,000	27,598	2,411	0	2,411	3a
Charitable Activities	136,873	138,934	275,807	85,535	133,679	219,214	3b
Other trading activities	9	0	9	0	0	0	3c
Investments	0	0	0	0	0	0	3d
Other	2,827	2,130	4,957	13,107	0	13,107	3e
Total	153,307	155,064	308,371	101,054	133,679	234,733	
Expenditure on:							
Raising Funds	407	0	407	0	0	0	4a
Charitable Activities	210,246	168,248	378,494	131,123	131,617	262,741	4b
Other	0	0	0	0	0	0	
Total	210,653	168,248	378,901	131,123	131,617	262,741	
Net gains/(losses) on investments	0	0	0	0	0	0	
Net income/(expenditure)	(57,346)	(13,184)	(70,530)	(30,070)	2,062	(28,008)	
Transfers between funds	14,000	(14,000)	0	12,900	(12,900)	0	9
Other recognised gains/(losses):	0	0	0	0	0	0	
Net movement in funds	(43,346)	(27,184)	(70,530)	(17,170)	(10,838)	(28,008)	
Reconciliation of Funds							
Total funds brought forward	180,854	45,001	225,855	198,023	55,839	253,863	
Total funds carried forward	£137,508	£17,817	£155,325	£180,854	£45,001	£225,855	



Herts Disability
Sports Foundation
Charity Number 1156034

Herts Disability Sports Foundation

Balance Sheet as at 31 August 2025

	Total Funds 24/25 £	Total Funds 23/24 £	Notes
Fixed assets:			
Intangible Assets	0	0	
Tangible Assets	70,610	72,146	5
Heritage Assets	0	0	
Investments	0	0	
Total fixed assets	70,610	72,146	
Current assets:			
Stocks	0	0	
Debtors	19,049	20,122	6
Investments	0	0	
Cash at Bank and in hand	98,303	164,150	
Total current assets	117,352	184,272	
Liabilities:			
Creditors: Amounts falling due within one year	32,637	30,563	7
Net current assets or liability	84,715	153,710	
Total assets less current liabilities	155,325	225,855	
Creditors: Amounts falling due after more than one year	0	0	
Provision for liabilities	0	0	
Total net assets or liabilities	155,325	225,855	
The funds of the charity:			
Restricted Funds	17,817	45,001	8
General Funds	66,897	108,707	9
Designated Fixed Assets Fund	70,611	72,147	9
Total unrestricted funds	137,508	180,854	
Total charity funds	£155,325	£225,855	

These financial statements were approved by the Trustees on 2nd March 2026 and signed on its behalf by:

Patrick McGeough

(Chair)

HDSF Notes to Accounts – 1 April 2024 to 31 August 2025

Herts Disability Sports Foundation is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission, registered charity no. 1156034.

1. Basis of Accounting

These accounts have been compiled as accruals accounts in accordance with Charity Commission Guidance CC16b, CC15d and Charities Statement of Recommended Practice (SORP) 2019 (FRS102). The basis of accounting prior to 1 April 2021 was on a receipts and payments basis. The Trustees consider that there are no material uncertainties about HDSF's ability to continue as a going concern. The presentation and format comply with Charity Commission recommended practice.

2. Accounting Policies

a. Length of the 2024/25 Reporting Period

In 2023/24 the Trustees took the decision to change the financial year for HDSF to align with the academic year (1 September to 31 Aug), to be implemented in 2024/25, and this change was reported to the Charity Commission in January 2024 immediately after the 2023/24 Annual Report had been submitted.

A key part of HDSF's mission is to work with schools across Hertfordshire on a number of projects, many of which are grant funded, for the academic year. In 2023/24, 20% of total income and 33% of performance related grants and contracts income funded activities required to take place during the academic year, for 2024/25 18% and 40% respectively. The Trustees considered that changing to the new financial year will not only improve clarity in the accounts but also greater transparency in reporting organisational performance against charitable and strategic objectives.

The Trustees recognised that changing the accounting period would result in an Annual Report where figures for the current year (2024/25) are not directly comparable to previous years - as the accounting period is 17 months long, rather than the standard 12 months. For comparison purposes only, Note 11 to the accounts provides the SoFA figures for 2023/24 alongside the figures for the first 12 months of 2024/25 (1 April 24 to 31 March 25) and the last 12 months of 2024/25 (1 September 24 to 31 August 25).

In the detailed analysis of income and expenditure in paragraphs 3 and 4 of the Notes to Accounts, the figures for 2023/24 are for the 12 month period reported in the 2023 Annual Report and are therefore not directly comparable.

b. Grant Making Activities

In September 2024, HDSF entered into an agreement with Herts Sports & Physical Activity Partnership to manage and distribute grant funding of a total of £10,000 for Community Fund grants. By assuming this responsibility, HDSF was able to further its charitable objective to "to develop activities across the county offering local provision in sport and physical activity". The purpose of the grants is to fund improvements, such as equipment or training (up to £500 per grant), to expand accessible provision by local groups and clubs in Hertfordshire who provide physical and sporting activities. The award also includes advice and support from the HDSF Charity Director, on both the project and any other opportunities to improve accessibility within the club/organisation.

The Trustees consider that improving grass roots accessible club and group provision is an opportunity directly in line with HDSF charitable objectives; not only raising the standards of local provision but also raising the expectations of service users, club members and the community at large.

HDSF Trustees approved a Grant Awarding Policy to;

- appoint the Awards Panel
- set the award criteria (including exclusions)
- set financial controls and monitoring processes
- identify the risks relating to the grant awards and mitigating actions

Grants awarded in the reporting period have been designated as 'expenditure on charitable activities' in the SoFA and details of grants awarded in the financial period are at paragraph 4.b.i.

HDSF has not previously provided grants as part of its charitable activities and the Trustees do not intend to award grants from HDSF unrestricted funds now, or at any time in the future. However, if the opportunity to award grants funded by external sources arises, on the condition they will contribute to the achievement of HDSF's charitable objectives, the Board of Trustees will consider whether they will administer and manage the award of grants.

c. Income

Income from charitable trusts, grants and donations are recognised when there is evidence of entitlement, receipt is probable, and its amount can be measured reliably. Evidence of entitlement to grants is when a formal offer of funding is communicated in writing and when any terms and conditions are communicated in writing and can be met. If there is uncertainty in this respect, the income is not recognised and is treated as a deferred liability. Performance related grant income or contractual income which have conditions that specify the provision of particular goods or services to be provided by the charity, is treated as earned income from Charitable Activities.

Unrestricted funds are net incoming resources generated for expenditure on the general objects of the charity. Restricted funds are to be used in accordance with the restrictions placed by the donor. When donors impose restrictions on how that money should be spent and it is not spent in the year of receipt, the cash reserves at the end of the year include that restricted sum, to be spent in the following financial year.

HDSF has not received any income from Legacies, or Endowments. HDSF holds an interest earning bank account – the interest is recognised as income from investments. HDSF does not have any other forms of investment.

d. Expenditure

All expenditure is accounted for when a legal obligation for a specific item arises. As the organisation is not registered for VAT it is therefore not recoverable and is included in the expenditure where charged.

e. Taxation

The charity comes within the meaning of section 505 of the Income and Corporation Taxes Act 1988 and accordingly can claim relief from taxation in respect of income or capital gains received, to the extent that such income is applied exclusively for charitable purposes. Most income is either exempt, zero rated, or outside the scope with regard to VAT and any other income falls below the statutory threshold and therefore the organisation is not registered for VAT and no VAT is levied.

3. Income

a. Donations & Legacies

	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Grants	0	14,000	14,000	0	0	0
Donations	13,598	0	13,598	2,411	0	2,411
TOTAL Donations & Legacies	£13,598	£14,000	£27,598	£2,411	£0	£2,411

Donations in 2024/25 (£13,598 including Gift Aid) included £2,000 from the Staff Charity Committee at New England Biolabs, £1,500 from the North Thames Division of the Barratt Foundation and £300 from the Hitchin Inner Wheel Group. Fundraising was carried out on our behalf by Abbie Baldwin, (£850), St Joseph's in the Park Parent Fellowship (£460) and a bake sale at WSP (£217). HDSF directly raised funds via a raffle and ticket sales at the North Herts School Sports Partnership Dance event (£740) and our Wheelathon event in Aug 25 at Ridlins Running Track (£2,758) – both events are planned for 2026.

Online donations are received via JustGiving and other donations are received from East Herts Lottery and Charities Aid Foundation. Income from Give as you Live has been included as donations as they are effectively 'donated' by the companies linked with the scheme.

In 2025 we received a donation of 6 specialist cycle helmets from Overbury plc – suitable for schoolchildren with Sikh topknots to use during our school learn to ride sessions. The value of the helmets (£360) has been recognised as a gift in kind and included in donations.

A grant of £14,000 was received from the Clothworkers Foundation to support the purchase of a much needed new van for HDSF, the remaining £14,000 balance provided from HDSF unrestricted reserves. As this was not a performance related grant but was conditional on the purchase of a van, the income has been recognised as a restricted donation and is not included in performance related grants at paragraph 3b.

b. Charitable Activities

Income from charitable activities arises from the main activities undertaken by HDSF to meet our charitable objects.

	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Community, special schools, family groups, etc.	111,398	6,420.00	117,818	69,035	0	69,035
Policy development, partnerships, support for grant applications, etc.	23,375	0	23,375	16,500	5,000	21,500
Grants	2,100.00	132,514	134,614	0	128,679	128,679
Total	£136,873	£138,934	£275,807	£85,535	£133,679	£219,214

Grants (performance related);

	2024/25 Unrestricted	2024/25 Restricted	2024/25 Total	2023/24 Total
Charity/Foundation;	£	£	£	£
Learn to Ride project				
Hertfordshire Community Foundation	0	27,000	27,000	28,700
Hertfordshire Community Foundation	0	5,000	5,000	0
St Albans DC	0	5,000	5,000	4,280
Letchworth GC Heritage Foundation	0	8,000	8,000	2,118
British Cycling (Limitless Focus)	0	2,100	2,100	0
Welwyn Hatfield Borough Council	0	0	0	6,394
Dacorum Borough Council	0	0	0	5,000
			47,100	46,492
Inclusive Paddleboarding				
British Paddle UK Funding (Paddles Up)	0	2,475	2,475	0
Hertfordshire High Sheriff Award	2,100	0	2,100	0
Herts Sport & Physical Activity Partnership	0	1,000	1,000	0
			5,575	0
Bikes without Barriers project				
The National Lottery	0	64,055	64,055	69,687
Community Projects				
Herts Sport & Physical Activity Partnership	0	6,884	6,884	0
Herts Sport & Physical Activity Partnership	0	10,000	10,000	0
Bike Mechanic Apprenticeship				
Department for Education	0	1,000	1,000	0
Bell Boats project				
Welwyn Hatfield Borough Council	0	0	0	17,500
Total Grants	£2,100	£132,514	£134,614	£133,679

Two of the grants are deferred income from 2023/24; Hertfordshire Community Foundation (£5,000) and Letchworth Garden City Heritage Foundation (£8,000) – both performance related grants for delivery in the academic year 2024/25.

A performance related agreement with Welwyn Hatfield Borough Council for delivery of Learn to Ride 2024/25 (£6,420), deferred from 2023/24, has been recognised as restricted funding in Charitable Activities.

Three further grants for Learn to Ride received in 2024/25 (£8,000 from Letchworth Garden City Heritage Foundation, £5,000 from the Hertfordshire Community Foundation Quercus grant programme and a further £13,500 from Hertfordshire Community Foundation) have been treated as deferred income as these relate to the 2025/26 programme of delivery.

Income for policy development relates to a service level agreement contracting HDSF to Project Manage reviewing and recommending changes to accessible physical activity and sport provision in Hertfordshire. The sum of £23,375 relates to income for 2024/25 (£16,500) and accrued income of £6,875 for 1 April 2025 to 31 August 2025.

c. Other Trading Activities

	2024/25 Unrestricted	2024/25 Restricted	2024/25 Total	2023/24 Total
	£	£	£	£
Other Trading Activities	9	0	9	0

During 2024/25 a total of £9 was received for the sale of 2 bags with the HDSF logo, at the request of a participant.

d. Investments

HDSF does not hold any investments.

e. Other

	2024/25 Unrestricted	2024/25 Restricted	2024/25 Total	2023/24 Total
	£	£	£	£
Other Income	2,827	2,130	4,957	13,107

Unrestricted income was received in recognition of support for community events the Learn to Ride in Schools programme. Restricted income was received to purchase equipment for a community bowling club. Interest of £33 from the HDSF interest earning account has been included as unrestricted Other income.

4. Expenditure

a. Raising Funds

	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Fundraising expenses	407	0	407	0	0	0

All expenses relate to the Wheelathon event in August 2025; venue hire and refreshments for sale.

b. Charitable Activities

Summary

Totals	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Grants awarded	0.00	3,450	3,450	0	0	0
Staff costs and pension	136,899	132,832	269,731	58,181	114,821	173,002
General support costs	29,622	7,234	36,856	40,346	5,879	46,224
Other	43,725	24,732	68,457	32,596	10,918	43,514
Charitable Activities	£210,246	£168,248	£378,494	£131,123	£131,617	£262,741

i. Grants awarded by HDSF

	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Grants awarded by HDSF	0	3,450	3,450	0	0	0

Grants of up to £500 were awarded to; Zenith Trampoline Club, Hemel Hempstead Bowls Club, Herts Vision Loss, Headway Hertfordshire, Inclusive United, Watford & District Bowls Association and Borehamwood Day Services. Projects included sport specific equipment to improve accessibility and increase opportunities for participation, targeted sports taster sessions and increasing capacity for accessible clubs. No institution received more than one grant from the fund.

ii. Staff costs and pension

	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Total Gross Salary Payments	126,711	127,646	254,357	50,983	108,761	159,744
Employer's NI Contributions	4,856	4,123	8,979	5,178	3,863	9,042
Employer's Pension Contributions	5,332	1,064	6,396	2,020	2,197	4,217
TOTAL	£136,899	£132,832	£269,731	£58,181	£114,821	£173,002

In 2024/25 HDSF employed five full time members of staff for the whole period (compared to four in 2023/24); the Charity Operations Manager, Chief Operating Officer, Senior Instructor, Lead Instructor/Mechanic and Bike Mechanic/Instructor. An additional full time member of staff was employed on a fixed term appointment from September to November 2024.

Part time staff for the whole period were the Finance Officer, Bike Mechanic Apprentice, 5 Lead Instructors and 3 Assistant Instructors. In addition, the part time Bike Mechanic was employed from November 2023 to June 2024.

The Bike Mechanic/Instructor and Finance officer were appointed in January 24 and February 24 respectively and thus, full costs for their permanent employment were incurred in 2024/25 for the first time.

Restricted grants contributed to the salary costs (in part) of all staff except the Chief Operating Officer, Finance Officer and Assistant Instructors. No single employee received benefits of more than £60,000 during the period.

	2024/25		2023/24	
	No.	FTE	No.	FTE
Full Time	6	5.18	6	4.96
Part Time	11	1.70	8	1.16
Total	17	6.88	14	6.13

At the end of 2024/25 HDSF employs 5 full time staff and 8 part time staff, of whom 2 part time staff are employed on a seasonal basis.

The HDSF pension provider is NEST. Pension costs were as follows;

	2024/25	2023/24
	Total	Total
	£	£
Employee Pension Contributions	8,482	5,623
Employer Pension Contributions	6,361	4,217
Payments made	£14,843	£9,839

Pension costs in 2024/25 rose due to additional staff.

iii. General support Costs

	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Storage Costs	0	0	0	261	0	261
Direct cost of sales	7,902	732	8,634	5,649	2,919	8,568
General support costs	21,720	6,502	28,222	34,436	2,960	37,395
Total Support costs	£29,622	£7,234	£36,856	£40,346	£5,879	£46,224

Support costs were lower in 2024/25 than in previous years; in 2023/24 funds were used to complete groundworks for additional shipping containers as well as expenditure to support one employee through the Access to Work Scheme. The refund of Access to Work expenditure was not declared in the 2023/24 accounts as there was significant reasons to believe that the refund would not be realised. The full refund of £5,729 was received in 2024/25 and credited to general support costs.

Governance costs are included in support costs and relate to compliance with statutory requirements. Costs included meeting expenses (£337) and travel expenses (£1,055) in order to fulfil their Trustee duties, with travel expenses including the costs of an electric wheelchair accessible taxi for attendance at Trustee meetings and training. No Trustee received a payment or any other form of remuneration from HDSF.

iv. Other expenditure on charitable activities;

	2024/25			2023/24		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Insurance	7,035	0	7,035	4,044	0	4,044
Training & Equipment	7,155	24,732	31,887	12,859	10,918	23,777
Depreciation - see note 5a	29,535	0	29,535	15,693	0	15,693
Total Other costs	£43,725	£24,732	£68,457	£32,596	£10,918	£43,514

In 2024/25 HDSF invested in Cytech Level 3 Bike Mechanic Training for 2 members of staff (£2,500) as well as ongoing safeguarding, first aid and functional training for current and new staff and volunteers.

The purchase of a second shipping container in 2023/24 to function as bike workshops necessitated an investment in specialist equipment in 2024/25 to make the workshop functional (£1,348). Bike recycling for schools and other community groups involves a significant investment in bike replacement parts (£7,501) and where specified in grant funding agreements, purchase of cycle helmets to be 'given' to school children (£3,773).

Cycle helmets (£3,000) were purchased in 2024/25 for the 25/26 Learn 2 Ride project, to avoid a significant price increase in August 2025. This expenditure is not included in the 24/25 accounts but has been designated as payments for the next financial year and included as assets on the Balance sheet.

Depreciation increased significantly as a result of the purchase of a new van in 2025, and 1 shipping container and 2 bell boats purchased in 2023/24 (depreciation beginning in 2024/25). Insurance costs increased due to the new policy for 2 bell boats purchased in January 2024, cost of living increases and higher insurance rates for the new (to us) vans purchased in 2023/24 and 2024/25.

There have been no related party transactions in the reporting period that require disclosure.

5. Fixed Assets

a. Tangible Assets

	2024/25 (17 months)					2023/2024 (12 months)	
	Bikes	Other equipment	Plant & machinery	Motor vehicles	Total		Total
Cost	£	£	£	£	£	Cost	£
Opening Balance 1 April 24	5,900	15,914	41,337	8,995	72,146	Opening Balance 1 April 23	65,292
Additions	0	0	0	28,000	28,000	Additions	22,547
Closing Balance 31 August 25	5,900	15,914	41,337	36,995	100,146	Closing Balance 31 March 2024	87,839
Depreciation						Depreciation	
Opening Balance 1 April 24	0	0	0	0	0	Opening Balance 1 April 23	0
Charge for year	3,999	5,457	14,348	5,732	29,535	Charge for year	15,693
Closing Balance 31 August 25	3,999	5,457	14,348	5,732	29,535	Closing Balance 31 March 2024	15,693
Net book value						Net book value	
Opening Balance 1 April 24	5,900	15,914	41,337	8,995	72,146	Opening Balance 1 April 23	65,292
Closing Balance 31 August 25	£1,901	£10,457	£26,989	£31,264	£70,610	Closing Balance 31 March 2024	£72,146
Net book value						Net book value	
Opening Balance 1 April 24	5,900	15,914	41,337	8,995	72,146	Opening Balance 1 April 23	65,292
Closing Balance 31 August 25	£1,901	£10,457	£26,989	£31,264	£70,610	Closing Balance 31 March 2024	£72,146

Significant additions to assets include the purchase of a second hand van (£28,000) which was funded from a grant from The Clothworkers Foundation (£14,000) and general reserves (£14,000).

The organisation has the use of bikes and wheelchairs specifically adapted for disabled use. These can be both purchased, usually second hand, or donated to HDSF. No value is placed on these donations in the accounts. Purchases of items over £1,000 are treated as fixed assets in the year they are paid for and are depreciated. HDSF does not own or rent any land or buildings.

b. Depreciation

Type of fixed asset	Anticipated useful life	% Rate
Computer and other electrical equipment	3 years	33%
Sports and disability equipment	3 years	33%
Other Equipment	5 years	20%
New bikes (over £5,000)	5 years	20%
Plant & Machinery	5 years	20%
Motor vehicles purchased 2nd hand	5 years	20%

Items that cost more than £1,000 for a single item are treated as fixed assets. Equipment purchased new or second hand are depreciated over the remaining useful life in accordance with the above.

6. Current assets

Debtors	2024/25	2023/24
	£	£
Trade Debtors	2,316	18,677
Other Debtors	802	360
Prepayments	9,057	1,085
Accrued Income	6,875	0
Total	£19,049	£20,122

Trade Debtors relates to HDSF invoices issued (£2,316), all funds received by the end of September 2025. Other debtors are deposits held on contracts for storage containers with monthly rental fee and Gift Aid due (£442) for donations in 2024/25. Payments for Business and Vehicle insurance, computer software and road tax are recognised as prepayments, as well as the purchase of cycle helmets for 2025/26 (see para 4.b.v). Accrued income relates to income due for the period 1 April 25 to 31 August 25 for Project Management Services relating to a service level agreement (see para 3.b.)

7. Liabilities

a. Current Liabilities (amounts falling due within 1 year)

	2024/25	2023/24
	£	£
Trade creditors	2,901	6,409
Accruals	0	0
Taxation	2,345	3,450
Pension	900	843
Net wages	(9)	0
Deferred Income	26,500	19,420
Square Cash Clearing	0	441
Total	£32,637	£30,563

i. Trade Creditors	2024/25 Total	2023/24 Total
Trade Creditors	£2,901	£6,409

In 2024/25, £715 relates to an invoice not received by HDSF but paid once requested copy was received. All other trade creditor balances were received in August 2025 and cleared in September 2025.

ii. Accruals for taxation

August 25 taxation and National Insurance payments are accrued as they are not due to HMRC until September, following the year end.

	2024/25 Total	2023/24 Total
August 25 HMRC payment due September	£2,345	£3,450

b. Deferred income

As previously stated, three grants for Learn to Ride received in 2024/25 (£8,000 from Letchworth Garden City Heritage Foundation, £5,000 from the Hertfordshire Community Foundation Quercus grant programme and a further £13,500 from Hertfordshire Community Foundation) totalling £26,500 have been treated as deferred income as these relate to the 2025/26 programme of delivery.

8. Restricted Funds

	b/f 1 April 24	Income	Expenditure	Transfers	c/f 31 August 25
	£	£	£	£	£
Learn to Ride	5,000	53,520	58,520	0	0
Inclusive Paddleboarding	0	3,475	2,108	0	1,367
Bikes without Barriers	35,581	64,055	92,249	0	7,388
Community Projects	0	16,884	10,334	0	6,551
Bell Boats	4,420	0	1,908	0	2,512
Bike Mechanic	0	1,000	1,000	0	0
Apprenticeship	0	2,130	2,130	0	0
Equipment	0	2,130	2,130	0	0
Purchase of HDSF Van	0	14,000	14,000	0	0
	£45,001	£155,064	£182,248	£0	£17,817

Grant funding for the Learn to Ride project is based on delivery through the year (grant funding September to July). Funding for the Bell Boats was used to purchase 2 boats in 2023/24 and the remainder is being used in 2024/25 and 2025/26 to work with suppliers to develop and purchase adapted equipment, much of which is new to the market. Bikes without Barriers funding from The National Lottery Community Fund is provided on an annual basis from 1 September to 31 August. The carry forward for the Community Project (£6,551) will be awarded to grant recipients in 2025/26.

9. Total funds

2024/25

	B/f 1 April 2024	Surplus in Year	Transfer Restricted Funds	Transfer Unrestricted Funds	C/f 31 August 2025
	£	£	£	£	£
General Funds	108,707	(57,346)	0	15,535	66,897
Designated Fixed Assets Fund	72,147	0	14,000	(15,535)	70,611
Total Unrestricted Funds	180,854	(57,346)	14,000	0	137,508
Restricted Funds	45,001	(13,184)	(14,000)	0	17,817
Total Funds	£225,855	£(70,530)	£0	£0	155,325

Analysis of Total Funds

	Fixed Assets	Cash and bank	Debtors	Creditors	Total
	£	£	£	£	£
General funds	0	80,486	19,049	(32,637)	66,897
Designated Fixed Assets Fund	70,611	0	0	0	70,611
Total Unrestricted Funds	70,611	80,486	19,049	(32,637)	137,508
Restricted Funds	0	17,817	0	0	17,817
Total	£70,611	£98,303	£19,049	£(32,637)	£155,325

Transfers were made in 2024/25 in respect of fixed assets purchased with restricted funds of £14,000 and unrestricted funds of £14,000.

10. Independent Examination of Accounts

The 2024/25 accounts have been independently examined by John Eke, FCIE. He received a fee in this respect of £400.

11. SoFA – comparison of 2023/24 accounts with different 12 month periods in 2024/25

Herts Disability Sports Foundation									
Statement of Financial Activities for Comparative Purposes only									
	1/4/24 to 31/3/25 (12 months)			1/9/24 to 31/8/25 (12 months)			2023/24 (12 months)		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£	£	£	£
Income and endowments from:									
Donations & Legacies	8,678	14,000	22,678	12,316	14,000	26,316	2,411	0	2,411
Charitable Activities	89,652	109,644	199,297	105,160	102,976	208,136	85,535	133,679	219,214
Other trading activities	0	0	0	9	0	9	0	0	0
Investments	0	0	0	0	0	0	0	0	0
Other	1,639	2,130	3,769	1,325	2,130	3,455	13,107	0	13,107
Total	99,969	125,774	225,744	118,810	119,106	237,916	101,054	133,679	234,733
Expenditure on:									
Raising Funds	0	0	0	407	0	407	0	0	0
Charitable Activities	152,403	123,678	276,081	145,866	122,033	267,899	131,123	131,617	262,741
Other	0	0	0	0	0	0	0	0	0
Total	152,403	123,678	276,081	146,273	122,033	268,306	131,123	131,617	262,741
Net gains/(losses) on investments							0	0	0
Net income/(expenditure)	-52,433	2,096	-50,337	-27,464	-2,927	-30,390	-30,070	2,062	-28,008
Transfers between funds	14,000	-14,000	0	14,000	-14,000	0	12,900	-12,900	0
Other recognised gains/(losses):	0	0	0	0	0	0	0	0	0
Net movement in funds	-38,433	-11,904	-50,337	-13,464	-16,927	-30,390	-17,170	-10,838	-28,008
Reconciliation of Funds									
Total funds brought forward	180,854	45,001	225,855	150,972	34,744	185,715	198,023	55,839	253,863
Total funds carried forward	£142,421	£33,097	£175,518	£137,508	£17,817	£155,325	£180,854	£45,001	£225,855

Herts Disability Sports Foundation

Charity Number 1156034



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