

THE ADD-VANCE ADHD AND AUTISM TRUST

England & Wales · Charity number 1158968

Details

Other names	ADD-VANCE
Status	Registered
Legal form	CIO
Registered	2014-10-24
Register	View on the Charity Commission register

Contact

Address	Foundation House 2-4 Forum Place Fiddlebridge Lane Hatfield Hertfordshire AL10 0RN
Phone	01727833963
Email	Herts@add-vance.org
Website	www.add-vance.org

Activities

Objects: 1. TO RELIEVE THE NEEDS OF AND TO PROMOTE AND PROTECT THE HEALTH OF CHILDREN AND YOUNG PEOPLE WITH ATTENTION DEFICIT HYPERACTIVITY DISORDER (ADHD) AND/OR AUTISM SPECTRUM DISORDERS (ASD) AND THEIR FAMILIES.2. THE PROMOTION OF SOCIAL INCLUSION AMONG PARENTS AND THEIR CHILDREN WHO ARE SOCIALLY EXCLUDED FROM SOCIETY AS A RESULT OF HAVING ADHD AND/OR ASD AND HELP THEIR INTEGRATION INTO SOCIETY.3. TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN ALL AREAS RELATING TO ADHD AND/OR ASD IN PARTICULAR BUT NOT EXCLUSIVELY BY PROVIDING TRAINING COURSES, PRACTICAL ADVICE AND INFORMATION.

Activities: SUPPORTING AND TRAINING INDIVIDUALS AND FAMILIES OF CHILDREN AND YOUNG PEOPLE WHO HAVE NEURODIVERSE CONDITIONS SUCH AS ADHD AND/OR AUTISM. WORKING WITH FAMILIES AND PROFESSIONALS TO CHANGE PERCEPTIONS AND INCREASE UNDERSTANDING.ACTIVITIES INCLUDE TRAINING, COACHING, SUPPORT, GUIDANCE AND INFORMATION

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability
- **Who:** Children/young People

Geography

- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£390,081	£367,683	-	-
2024-03-31	£338,621	£318,933	-	-
2023-03-31	£336,363	£306,834	-	-
2022-03-31	£239,426	£220,997	-	-
2021-03-31	£215,814	£192,263	-	-

Trustees

Name	Role	Appointed
Elizabeth West	Chair	2020-06-30
Dr Ketan Bhatt		2025-06-19
Dr Rebecca Hunt		2023-11-28
Lucy Joanne Marangos		2023-07-18
Nicholas Dilworth		2025-09-30
Pamela Anne Clifton Reitemeier		2021-09-14

THE ADD-VANCE ADHD AND AUTISM TRUST

England & Wales - Charity number 1158968

Accounts

The logo consists of a large white circle with a thick dark blue border and a thinner light blue border. Inside the circle, the text 'ADD-vance' is written in a bold, blue, sans-serif font.

ADD-vance

The ADHD and Autism Trust

**IMPACT &
TRUSTEE REPORT
2024-25**

IMPACT REPORT 2024-25



A MESSAGE FROM OUR CEO DEBBIE WOOD

I am delighted to be able to share our most recent impact report with you. This past year has been one of the most exciting and challenging yet for ADD-vance. In a time where health and welfare services are stretched beyond capacity, and waiting lists are growing, ADD-vance has been a lifeline to parents and carers of neurodivergent children and young people in Hertfordshire. We have created new courses for children and young people, supporting them to understand their unique brains, we have continued to grow the Hertfordshire Neurodiversity Support Hub developing this with our the local commissioning teams, and we have had the privilege of hearing positive stories from families who have benefitted from ADD-vance.

Throughout the year our team of Coaches, Trainers and Support Hub Workers have used their knowledge, skills and lived experience to support professionals, parents, carers, children and young people to understand, embrace and celebrate neurodivergence. Our aim is to enable every neurodivergent child and young person in Hertfordshire to have the opportunity to thrive.

This report highlights our growth and development over the year, alongside a small sample of the feedback from parents, carers and young people, who are at the heart of all we do. I hope you enjoy finding out more about all we have achieved this year.

Warmest wishes

Debbie

IMPACT SNAPSHOT

1.9k

Helpline calls
answered

7.7k+

Parents, Carers &
Professionals
trained

11.9k+

Social
followers

1 IN 7 PEOPLE

It is estimated that around 1 in 7 people – **15%** of the UK population – are neurodivergent.

*The Donaldson Trust 2024 & NHS England



ADD-vance

ABOUT US

Founded in 1996, ADD-vance is passionate about understanding, embracing and celebrating neurodiversity. As a dedicated group of professionals, who also happen to be parents of neurodivergent children, we exist to enable neurodivergent individuals to thrive, at home, at school and in the workplace. We want to increase understanding, provide support and change perceptions of these complex neurological conditions, so as to improve well-being and reduce social isolation.

Our Values

Expertise by Experience – our credibility and passion comes from having walked a similar path.

We collaboratively **Empower and Equip** families to help neurodivergent children and young people to thrive.

We **Celebrate** the unique strengths that come from being able to 'think differently'.

We are **Approachable**, offering compassionate, non-judgmental support and understanding

What we did last year...

"so nice and kind"

NEURODIVERSITY SUPPORT HUB

Helpline and Support service for Parents, Carers and Professionals in Hertfordshire

The Neurodiversity Support Hub Service offers advice, signposting and guidance. No diagnosis is necessary to access the Hub, and the team are on hand all year-round, Monday to Friday 9am to 1pm. We offer extra hours and evening appointments in term time to address the additional number of calls that we have.

1.9k

Helpline calls answered

89.8% of which were from parent carers

In partnership with Angels Support Group, the Hub is able to offer a limited number of 1:1 specialist support hours. Available for families where their needs are more complex. This extra help enables families to navigate the challenges of parenting neurodivergent children.

99%

of callers recommend the Hub to others

"I no longer felt alone"

"It was great to have a safe non judgemental supportive space to talk to someone who understands the struggle of a neurodiverse parent, parenting neurodiverse children"

"a very valuable 6 weeks"

What we did last year...

COURSES

Understanding Autism & ADHD: 6 Week Interactive Parent Courses

Offering a deep understanding of Autism and ADHD, our courses empower parents and carers to support their neurodivergent children, giving them strategies and practical tools. With a small-group, interactive format, each session is tailored to the unique circumstances of the participants.

Alongside expert guidance, these sessions offer valuable opportunities to connect with other parents, share experiences, and build peer-to-peer support networks. Our courses are designed to support different age ranges, dads, and parents of girls.

241

Parents trained in Hertfordshire over 23 courses

Parents on our courses describe the understanding they gain as being a lightbulb moment for them in their parenting journey and feel like a weight has been lifted from their shoulders as they discover they are not alone.

"It's been an excellent course, the trainer's combination of personal experience, accepting manner for where everyone is at that moment in time, offering compassion and tools and clearly very knowledgeable and experienced in training"

What we did last year...

WORKSHOPS

"experts in their field"

Workshop Training Programme for Parents and Carers

Covering a wide range of topics from Understanding ADHD/Autism to deep dives on issues such as Anxiety, Sensory Processing, Eating Difficulties and many more. The workshops help parents and carers navigate the SEND journey.

The programme is a highly flexible and accessible option for support. Parents and carers do not need to attend live and can re-watch the workshop in their own time and pace.

5,373

Parents supported through our workshop programme

"Great webinar – lots of information in bite size nuggets and tonnes of advice for taking forward"

"This workshop was perfect for my situation and really enlightening"

"I picked up so many ideas to try which I'm sure will be an enormous help, thank you so much"

What we did last year...

COACHING

"so helpful and empowering"

Our team of specialist coaches work with parents and carers of children and young people.

Helping families to understand everyone's individual needs and find ways to improve communication and family dynamics. We provide a confidential and professional service, with a healthy dose of parental experience thrown in.

All of our coaches have first-hand personal experience of living with neurodivergent conditions. In a nutshell – coaching moves parents from where they are now to where they want to be.

115

Parents and carers accessed the coaching service

"Our coach's warmth and understanding, together with her knowledge and experience have inspired me to do the best I can for my daughter"

"My parenting skills have improved and I feel I understand my daughter better and can support her more effectively now"

What we did last year...

SUPPORT GROUPS

Free online support groups for parents and carers in Hertfordshire

Regular Support Groups provide an opportunity for parents and carers to meet other local parents to discuss individual concerns with our specialist ADD-vance coaches. We offer a range of different groups including:

- Parents and carers of Primary School Aged Children
- Parents and carers of Secondary School Aged Children
- Parents and carers of 16-25 year olds
- Topic specific sessions on issues such as PDA and Sleep

"Sometimes it helps just to talk with others who really "get it"

256

Individuals attended one of the 36 online support groups that were run during school term time

Our Facebook group is a confidential, online space for parents, carers and others involved in the care of neurodivergent children and young people in Hertfordshire. The aim is to be a safe place within which parents can exchange locally based information and offer peer support and advice to other members who are walking a similar path.

8,536

Facebook Private ADD-vance Parents, Carers & Professionals group
Hertfordshire based members

What we did last year...

SPECIALIST SERVICES

"very sensitive and kind"

EHCP support

Our EHCP and SEN (Special Educational Needs) support service is offered by IPSEA trained advisors who have a particular expertise in understanding the needs of Autistic and/or ADHD pupils and how best to support them. The service helps parents and carers to navigate the SEN processes, especially within local schools.

Qb Check

The Qb Check uses objective data to measure the three core traits of ADHD: inattention, hyperactivity and impulsivity. This data can then be used to support ADHD diagnosis and treatment. The QbCheck is available for children, young people and adults aged 7-60 years. It is not a diagnosis by itself, but can be used as part of the assessment process. It is a 15-20 minute test.

Sleep service

Our online Specialist Sleep Coaches work with families to improve the sleep of a neurodivergent child/young person. Issues addressed include:

- Difficulty getting to sleep or staying asleep
- Waking early or sleeping in
- Nightmares/terrors/sleep walking /restless legs
- Lacking energy throughout the day, despite sleeping an appropriate amount of time
- Suddenly falling asleep at inappropriate times.

59

**Referrals
for support**

32

**Individuals
attended a check
with ADD-vance**

24

**Referrals
for support**

What we did last year...

"fantastic and helpful "

UNDERSTANDING MY ADHD AND AUTISM

Courses and 1:1 support for children and young people aged 7 to 16.

Our transformative 6-week course is designed to empower ADHD and Autistic children and young teens. Through interactive sessions, participants explore what ADHD or Autism means to them, identify strategies to support their well-being, articulate their needs, and celebrate their uniqueness.

For young people who are unable to access group support we have a 1:1 programme of coaching sessions, focusing on their specific needs, with building self-esteem at the heart of the programme.

150

Children & young people attended one of our courses

16

Young people were supported through our 1:1 work

Children and young people on our courses tell us they love finding out more about their ADHD and Autistic brains, especially their strengths and being with like-minded people (including our trainers). They come away with ideas for how to support and advocate for themselves and feeling more comfortable with who they are.

"I would recommend it because it helps you to understand a lot more about ADHD (or Autism) and it made me feel more comfortable and confident about myself"

What we did last year...

PROFESSIONALS

"thoughtful & informative"

Workshops for Professionals Working with Neurodivergent Children and Young People

Sessions equip staff with both understanding and practical ideas to help them promote inclusion for children and young people in their care. We run training for a wide variety of organisations throughout the UK including: education settings across all age groups, Health and Social Care Providers; Sports Clubs and Coaches and groups such as the Scouts.

Through the upskilling of professionals we believe we can help create successful inclusive environments, inspire confidence, increase opportunity and enable Neurodivergent Children and Young People to thrive.

1,776

Professionals trained over 37 workshops

"Best ADHD training I have been on"

"Brilliant training session. So much useful and practical information. Thank you very much"

"...the resources and strategies are things I can easily take back to my school for colleagues to use with students"

What we did last year...

"insightful and impactful"

WORKPLACE TRAINING

Neurodiversity awareness raising courses for employers and staff teams.

Our training is informative, interactive and focused on real life solutions for creating more inclusive workplaces. We aim to increase knowledge and understanding of how the brains of neurodivergent individuals work differently and we suggest ways to attract and retain the strengths of neurodivergent talent.



274

Individuals trained in businesses and organisations

"An extremely informative, insightful and impactful webinar ... I can't recommend ADD-vance enough if you are looking at providing neurodiversity awareness workshops" – RO Group

**"Just spoken to one of my debt advisors in the corridor and he said, "it was the best training course he'd been on while at CA", and he will have done a lot!"
– Citizens Advice Watford**

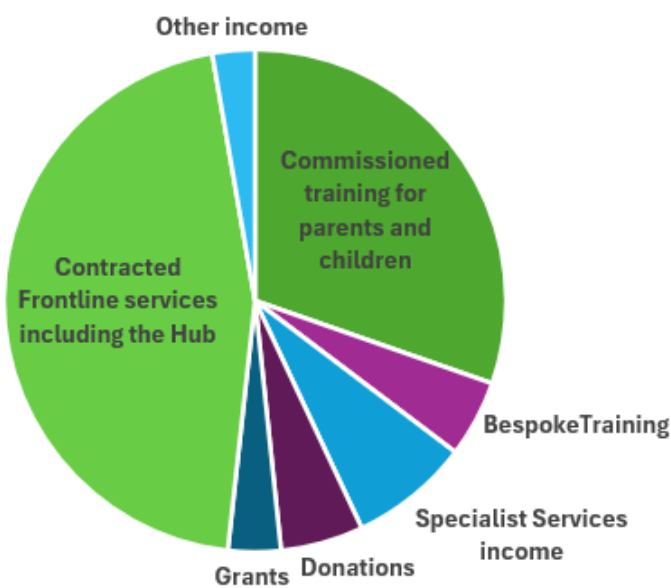
"This service is vital"

What we did last year...

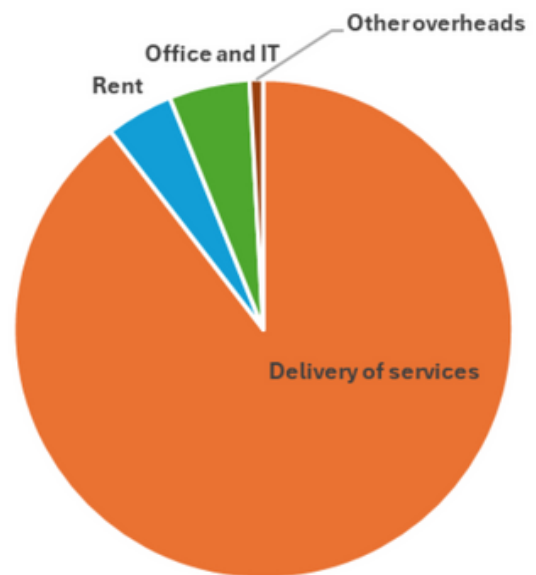
FINANCE

ADD-vance's income and expenditure in 2024-25 looked like this:

**Income:
£390,081**



**Expenditure:
£367,674**



Our UN Sustainable Development Goals:

3 GOOD HEALTH AND WELL-BEING



Good health and wellbeing of neurodivergent families is at the heart of all our services and is the founding principal of our charity

10 REDUCED INEQUALITIES



In all areas of life, we are passionate about understanding, embracing and celebrating difference and the benefits that inclusion can bring

13 CLIMATE ACTION



Protecting our planet isn't optional, we are continually striving to reduce our carbon footprint whilst increasing our impact with neurodivergent families and individuals

And finally

THANK YOU

With grateful thanks
to everyone who has
supported us this year



ADD-vance is uniquely staffed entirely by parent carers of neurodivergent children. Our lived experience gives us the authenticity to offer advice and support from a first hand perspective. We are very grateful to our Trustees, Trainers, Coaches, Support Hub Staff and Office Team. We couldn't have done it without you!

THANK YOU TO ALL OUR FUNDERS AND DONORS

Hertfordshire County Council
Hertfordshire Community NHS Trust
Hertfordshire Community Foundation
Rowlandson Foundation
Hertsmere Mayor's Charity of the Year
St Albans Cathedral
JustFriends

Eutopia Search
Tuesday Club
St Albans Sixer
Potters Bar WI
All aboard
Eisai Europe Ltd
University of Hertfordshire

And our individual fundraisers and donors

Charity's Details

Charity Name: The ADD-vance ADHD and Autism Trust

Charity Registration number: 1158968

Charity Principal Address: Foundation House,
2-4 Forum Place, Fiddlebridge Lane,
Hatfield, Herts AL10 0RN

Trustee Details:

- Elizabeth West - Chair
- Andrew Taylor - Treasurer
- Pamela Reitemeier - Secretary
- Zoe Middleton - resigned 16th July 2024
- Lucy Marangos
- Dr Rebecca Hunt

Name of chief executive - Deborah Wood (CEO)

The Objectives of ADD-vance are:

1. To relieve the needs of and to promote and protect the health of children and young people with Attention Deficit Hyperactivity Disorder (ADHD) and/or Autism Spectrum Disorder (ASD) and their families.
2. The promotion of social inclusion among parent carers and their children who are socially excluded from society as a result of having ADHD and/or ASD and help their integration into society.
3. To advance the education of the general public in all areas relating to ADHD and/or ASD in particular but not exclusively by providing training courses, practical advice and information.

Summary of the main activities- in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

In addition to the core services of the Neurodiversity Support Hub (previously helpline), Parent Carer Training Courses, Parent Carer Workshops, Specialist Parent Carer Coaching, Qb Checks, Parent Carer Support Groups, Facebook Support Groups and Training for Professionals, ADD-vance was able to:

- continue to work in partnership with Hertfordshire Community Trust (HCT) to offer support with Speech and Language services in Schools
- alongside The Assessment Team continue to offer free ASD / ADHD assessments to on average one family per month who met their criteria for free assessments

- be recommissioned by Herts County Council (HCC) to continue to provide the Neurodiversity Support Hub Pilot service
- work in partnership with Angels Support Group to provide 1:1 support for more vulnerable families who call the support hub
- Continue to offer a bespoke Sleep Service to parents and carers
- Offer employers bespoke training to improve inclusivity in the workplace by starting a project 'Neurodiversity in the Workplace'
- Re-instated the parent workshops alongside Hertfordshire PALMS (Positive behaviour, autism, learning disability and mental health service)

Details of the activities for the year are in the report above

Public Benefit

Trustees have full regard to the guidance issued by the Charity Commission on public benefit and continue to ensure, through regular monitoring and evaluation of data that the services devised and delivered meet the guidance.

The main activities continue to focus on the needs of families to support their children and young people who have ADHD and/or autism and other co-existing neurodivergent conditions.

As awareness of neurodivergent conditions increases within society, ADD-vance has seen the need for employers to have additional training around creating neurodivergent inclusive workplaces. Therefore, the charity has developed a suite of training resources that can be delivered to employers around best practice when recruiting, employing and supporting neurodivergent employees.

ADD-vance has continued to offer support to schools and professionals throughout the year and is offering face-to-face training and support services alongside its online offerings.

ADD-vance has regard to the reduction in public finance, the impact of this on our services as well as the statutory services available locally and the need to fill gaps through our charitable objectives and increase in services made available. This year ADD-vance was able to access funding from grants as well as various fundraising activities.

The Trustees are mindful of maintaining and increasing services within the funding challenges facing all charities and the need to raise funds and donation levels on an annual basis. This year we were very grateful to received grants and donations from a wide variety of sources which enabled us to maintain the majority of our work as we continued to grow and develop, despite the cost-of-living crisis .

The ADD-vance Chief Executive reports, at each Trustee meeting, the activities being undertaken by the operational team, allowing the Trustees to ensure all the activities

undertaken are in line with our Objectives, as stated above, and are in line with the Charities Commission guidance.

Policy on Social investment

ADD-vance has continued to invest in the Team and continues to recognise the strengths of employing parent carers and neurodivergent individuals in all areas of our work. Currently all people employed or contracted are parent carers demonstrating our recognition of knowledge and life experience that these people bring as well as their qualifications and professionalism in areas such as teaching, social working, psychology, training and coaching. In addition, our office support team and our Trustees also have parent carer and family member representation.

ADD-vance continues to support a programme of Continuous Personal Development at all levels to maintain the value of continuous learning and updating from current research. We continue to have strong relationships with local colleges and universities and work in partnership to enhance graduate and post-graduate research through research opportunities being advertised on our Facebook page. This in turn can help to shape future provision for families when students graduate and work within the community.

We rent our office premises from the Hertfordshire Community Foundation – a local charity that we are able to contribute towards by renting from an organisation that heavily invests in local charities and not for profits.

This year we replaced a significant proportion of our office furniture, all of which was recycled items that we were able to save from landfill and were purchased from locally.

Contribution made by volunteers

ADD-vance continues to value greatly the contribution of volunteers at all levels of our work from fundraisers to event organisers and those who support us on an ad hoc basis in the office. Examples of how we utilised volunteers included running online workshops, supporting us on a weekly basis in the office, using their skills to support the running of our Facebook group and updating our training materials. We also use volunteers to help with our social media and our website.

As part of our commitment to the voluntary sector, we continually look to recruit more volunteers that we can use in a variety of roles within the team depending upon the skills they are able to offer us and their availability within office hours.

As a follow on from the Building Effectiveness Course run by Hertfordshire Community Foundation, ADD-vance continues to benefit from mentoring from a local business director.

This is in addition to the support offered to the team by the Trustees outside of their meetings, to enhance the services offered.

Review of the Financial Position

Despite an uncertain economic climate, including the cost-of-living crisis, ADD-vance continued to benefit from generous individual giving and strong demand for the educational offerings available from the Charity for parents and carers as well as professionals.

At the end of the period, prudent management of finances and the surplus in funds has left the charity with £22.3k this year whilst retaining £75k for reserves.

Reserves Policy

ADD-vance has a reserves policy for the purposes of good stewardship and financial management. Through this policy and process we are able to:

- demonstrate the charity's sustainability and capacity to manage unforeseen financial difficulties;
- assist in strategic planning, for example, considering how new projects or activities will be funded;
- inform the budget and risk management, and enable cash flow;
- give confidence to funders.

As a minimum, our reserves policy necessitates providing for future costs for 6 months to cover salaries and all overheads, which are estimated to be £75k.

This level of reserves will cover the effects of a major interruption in the flow of work or income, or in the case of winding down providing notice to the staff and preparing to handover, premises and broadband plus other identified risks.

The Charity Reserves of £75k cover these future costs plus other identified risks.

Explanation of any uncertainties about the charity going forward

The Trustees have no uncertainties about the charity continuing as a going concern. Income and expenditure are monitored throughout the year and given the economic climate, they are pleased that the charity was able to report a small surplus plus an increase in service provision.

Going forward we will be working closely with Herts County Council, the NHS and other partner organisations to diversify our income streams and our service provision. Alongside this we will continue to be looking at gaps in provision where Trusts and Foundations may be appropriate funders to pilot and implement new services.

Investment Policy

ADD-vance does not require an Investment Policy for finances. The Trustees have agreed the movement of some funds from a current account to an interest paying account to maximise use of the reserves.

Principal risks facing the charity

The principal risk facing ADD-vance is a lack of reliable ongoing funding sources. The number of parent carer courses and workshops funded by Herts County Council (HCC) are agreed annually, with ADD-vance having no guarantee of ongoing commissioning of these, making budgeting and financial planning a challenge. However, during this financial year we were able to secure 23 courses and 81 workshops from HCC.

Being able to continue to move our services online following the pandemic a few years ago has been of benefit to the charity and its service users however, this has also increased competition for resources as both local and national organisations have done the same. Competition for scarce resources and high levels of demand for services has increased the risk of being unable to access sufficient funding to maintain all our services. This risk is being mitigated by looking to diversify both our service provision and our income sources throughout the next year.

Charity structure and details of how it is managed

ADD-vance is overseen by the Board of Trustees, with the CEO commissioned by the Trustees to undertake all day-to-day management and operation of the organisation. The Charity employs a range of part time staff to work on the Support Hub, with a small proportion of the work sub-contracted to Angels Support Group. The office team undertakes the day-to-day administration and has oversight of all the other support offers. Coaches and Trainers are self-employed and commissioned by the charity to provide frontline services.

Recruitment of new Trustees

When recruitment of a new Trustee is identified by the Board of Trustees, adverts are placed on appropriate forums and candidates are interviewed by one of the Trustees and the ADD-vance CEO. Interviews take place ideally in the ADD-vance office so that the candidate has a chance to meet other team members and have a brief introduction into how we work, or online via Zoom if this is not possible. Selection is discussed with the Board of Trustees and once a decision is agreed upon the new Trustee is appointed formally at the Trustee Board meeting and an induction process instigated.

The procedure for Induction of a new Trustee is a straightforward checklist followed by the Trustee and the support staff in the office. All the Trustees are notified of any local or Charities Commission Trustee training available for trustees.

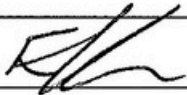
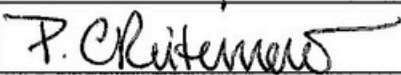
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	-	None
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Declarations

The Trustees declare that they have approved the trustee's report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ELIZABETH WEST	PAMELA CLIFTON REITEMEIER
Position (eg Secretary, Chair etc	CHAIR	SECRETARY
Date	13/1/2026.	19/1/2026

Paxton

Balance Sheet as at 31/03/2025

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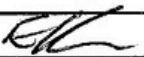
Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 21/05/2025

	Total funds	Prior year funds
Fixed assets		
Intangible assets	0	0
Tangible assets	0	0
Heritage assets	0	0
Investments	0	0
<i>Total fixed assets</i>	0	0
Current assets		
Stocks	0	0
Debtors	98,426	7,878
Investments	77,006	75,000
Cash at bank and in hand	150,464	203,320
<i>Total current assets</i>	325,895	286,199
Creditors: amounts falling due within one year	135,356	118,057
<i>Net current assets/(liabilities)</i>	190,539	168,142
<i>Total assets less current liabilities</i>	190,539	168,142
Creditors: amounts falling due after more than one year	0	0
Provisions for liabilities	0	0
Total net assets or liabilities	190,539	168,142
Funds of the charity:		
Endowment funds	0	0
Restricted income funds	70	70
Unrestricted funds	190,469	168,072
Revaluation reserve	0	0
Total charity funds	190,539	168,142

Signed by one or two trustees
on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	ELIZABETH WEST	13/01/2026
	PAMELA CLIFTON RETENEYER	19/01/2026

Paxton

Charity Commission SOFA Report as at 31/03/2025

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Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 21/05/2025

	Unrestricted funds	Restricted Income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	20,422	0	0	20,422	17,743
Charitable activities	355,640	12,013	0	367,653	316,427
Other trading activities	0	0	0	0	0
Investments	2,006	0	0	2,006	4,451
Separate material item of income	0	0	0	0	0
Other	0	0	0	0	0
Total	378,068	12,013	0	390,081	338,621
Expenditure on:					
Raising funds	258	0	0	258	410
Charitable activities	355,412	12,013	0	367,425	318,523
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
Total	355,670	12,013	0	367,683	318,933
Net income/(expenditure) before investment gains/(losses)	22,398	0	0	22,398	19,689
Net gains/(losses) on investments	0	0	0	0	0
Net income/(expenditure)	22,398	0	0	22,398	19,689
Extraordinary items	0	0	0	0	0
Transfers between funds	0	0	0	0	0
Net Movement in Funds	22,398	0	0	22,398	19,689
Reconciliation of Funds					
Total funds brought forward	168,072	70	0	168,142	
Total funds carried forward	190,469	70	0	190,539	

SIGNATURE	PRINT NAME	DATE dd/mm/yyyy
	ELIZABETH LEE	13/01/2026
P.C. Reitemeier	PAMELA CLIFTON REITEMEIER	19/01/2026

Paxton

Charity Commission Statement of Cash Flows to 31/03/2025

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Charity no. 1158968

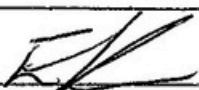
The ADD-vance ADHD and Autism Trust

Printed: 07/08/2025

	Total funds £	Prior year funds £
Cash flows from operating activities:		
<i>Net cash provided by (used in) operating activities</i>	22,398	19,689
Cash flows from investing activities:		
<i>Net cash provided by (used in) investing activities</i>	0	0
Cash flows from financing activities:		
<i>Net cash provided by (used in) financing activities</i>	0	0
<i>Change in cash and cash equivalents in the reporting period</i>	22,398	19,689
Cash and cash equivalents at the beginning of the reporting period	0	0
Cash and cash equivalents at the end of the reporting period	0	0

Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) for the reporting period (as per the statement of financial activities)	22,398	19,689
Adjustments for:		
Net cash provided by (used in) operating activities	22,398	19,689

SIGNATURE	PRINT NAME	DATE dd/mm/yyyy
	ELIZABETH WEST	13/01/2026
P.C. Reitemeier	PAMELA CLIFTON REITEMEIER	19/01/2026

SECTION 1 – TRUSTEES ANNUAL REPORT

SECTION 2 – ACCOUNTS

Statement of Financial Activities (SOFA)	}
Balance Sheet	} signed by 2 Trustees
Cash Flow	}

SECTION 3 - Notes to the Accounts

ADD-vance – Year 1 April 2024 – 31 March 2025

1 BASIS OF PREPARATION

- 1.1 Basis of accounting** - These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value, and in accordance with: FRS 102; Financial Reporting Standard 102: Accounting and Reporting by Charities, issued 16 July 2014. The charity constitutes a public benefit entity as defined by FRS 102.
- 1.2 Going concern** - There are no material uncertainties, events or conditions which cast doubt on the charity's ability to continue as a going concern.
- 1.3 Change in accounting policy** - There are no changes in Accounting policy.
- 1.4 Changes in accounting estimates** - There are no changes in Accounting Estimates.
- 1.5 Material prior year errors** - There are no material prior year errors identified in the accounts.

2 POLICIES

2.1 Income - This standard list of accounting policies has been applied by the charity.

Recognition of income - Income is included in the Statement of Financial Activities (SoFA) when: the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Grants and donations - Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax reclaims on donations and gifts - Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants - This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions

Income from interest, royalties and dividends - This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities liability recognition

Liability recognition - Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs - Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Redundancy cost - The charity made no redundancy payments during the reporting period.

Deferred income – Includes prepayments for; Hub support services, Family Coaching, Workshops which will be delivered in 25/26 and Grants and other Income for projects which will be undertaken in 25/26.

Creditors - The charity has creditors which are measured at settlement amounts.

Provisions for liabilities - No provision for liabilities have been included in the accounts.

2.3 Assets

Intangible fixed assets - The charity has no intangible fixed assets.

Debtors - Debtors are measured on initial recognition at settlement amount.

Current asset investments - The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value.

3 INCOME AND EXPENSES REPORT :

Please see Income and Expenditure Report on next page:

The ADD-vance ADHD and Autism Trust						
Charity no. 1158968						
Income and Expenditure Report for Year ended 31 March 2025						
	Unrestricted	Restricted	Endowment	Year Total	Last Year	
Income						
Donations and Legacies	20,422			20,422	17,743	
Charitable Activities	355,640	12,014		367,654	316,428	
Investments	2,006			2,006	4,451	
Total Income	378,068	12,014	-	390,082	338,622	
Expenses						
Raising Funds	258			258	410	
Charitable Activities						
Training, Coaching & other Support Services	113,903	119		114,022	101,813	
Gross Staff Salaries	192,792	9,800		202,591	180,752	
Staff Training	1,282			1,282	2,231	
Employers NI contributions	8,536	531		9,067	7,051	
Employers Pension contributions	3,684	138		3,822	3,390	
Rent	15,277	756		16,033	13,605	
Telephone, Broadband, Zoom	3,834			3,834	2,117	
Insurances	1,033			1,033	890	
Printing, Postage & Stationery	2,724			2,724	1,454	
IT Costs	3,815	8		3,823	2,028	
Subscriptions	751			751	738	
Event Costs	87	373		460	-	
DBS checks	1,032			1,032	547	
Equipment Purchases	5,653			5,653	931	
Other expenses	1,010	289		1,299	977	
Total Charitable Activities	355,413	12,014	-	367,426	318,524	
Total Expenses	355,671	12,014	-	367,684	318,934	
Surplus (Deficit)	22,398	0	-	22,398	19,688	

4 STAFF COSTS

	2024/25	2023/24
Salaries (incl Holidays)	202,591	180,752
Pensions	3,822	3,390
Employer NI	9,067	7,051
Total	215,480	191,193

Total remuneration – no employees received salary and benefits in the reporting period of more than £60,000.

Average Head Count FTE

2024/25	2023/24
7.3	6.4

5 DEFINED CONTRIBUTION PENSION SCHEME

The amount of contributions recognised in the SOFA as an expense is £3,822.

The ADD-vance ADHD and Autism Trust						
Charity no. 1158968						
Income and Expenditure Report for Year ended 31 March 2025						
		Unrestricted	Restricted	Endowment	Year Total	Last Year
Income						
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Total Income		378,068	12,014	-	390,082	338,622
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IT Costs		3,815	8		3,823	2,028
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Average Head Count FTE

2024/25	2023/24
7.3	6.4

5 DEFINED CONTRIBUTION PENSION SCHEME

The amount of contributions recognised in the SOFA as an expense is £3,822.

8 DEBTORS & PREPAYMENTS

Analysis of Debtors & Prepayments	2024/25	2023/24
Trade Debtors	£95,904	£5,415
Prepayments & Accrued Income	£2,522	£2,463
Total	£98,426	£7,878

9 ANALYSIS OF CREDITORS

Creditors due within 1 year	2024/25	2023/24
Trade Creditors	£5,634	£2,270
Accruals & deferred income	£126,754	£113,021
Taxation & social security	£3,037	£2,766
Total	£135,425	£118,067

10 CASH AT BANK AND IN HAND

	2024/25	2023/24
Cash at bank	£150,463	£203,320

11 MOVEMENT OF FUNDS

Charity Commission Movement of Funds Report

Paxton

Page 1 of 1

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 21/05/2025

Month = March 2025

<u>Fund name</u>	<u>Fund balances b/fwd</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Gains and losses</u>	<u>Fund balances c/fwd</u>
General fund	168,072	378,068	-355,670	0	0	190,469
Advisors	70	0	0	0	0	70
<u>Business Dev</u>	<u>0</u>	<u>12,013</u>	<u>-12,013</u>	<u>0</u>	<u>0</u>	<u>0</u>
Totals	168,142	390,081	-367,683	0	0	190,539

12 TRUSTEE REMUNERATION & BENEFITS

None of the Trustees have been paid remuneration or received any other benefits from the charity.

No Trustee expenses have been incurred.

There have been no related party transactions during the period

13 INDEPENDENT EXAMINERS REPORT (see attached PDF)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

THE ADD-VANCE ADHD AND AUTISM TRUST

On accounts for the year ended

31st March 2025

Charity no
(if any)

1158968

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission 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 qualified member of The Chartered Institute of Management Accountants.

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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

Date:

24/11/2025

Name:

SIMON SMITH

Relevant professional qualification(s) or body

The Chartered Institute of Management Accountants

(if any):

Address:

83 GARRON WAY

WREYTH

MOETS ALL ODE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

ADD-vance

The ADHD and Autism Trust

Please get in touch if you'd like to find out more:

herts@add-vance.org

01727 833963

www.add-vance.org



[advance_adhd_and_asd](https://www.instagram.com/advance_adhd_and_asd)



[ADD-vance - ADHD & Autism Trust](https://www.facebook.com/ADD-vance-ADHD-Autism-Trust)



[@VanceAdd](https://twitter.com/VanceAdd)

Registered Charity No. 1158968

Foundation House, 2-4 Forum Place, Fiddlebridge Lane, Hatfield, AL10 0RN

THE ADD-VANCE ADHD AND AUTISM TRUST

England & Wales - Charity number 1158968

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2023

To 31 March 2024

Charity name: The ADD-vance ADHD and Autism Trust

Charity registration number: 1158968

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Objectives of ADD-vance are: 1. To relieve the needs of and to promote and protect the health of children and young people with Attention Deficit Hyperactivity Disorder (ADHD) and/or Autism Spectrum Disorder (ASD) and their families. 2. The promotion of social inclusion among parent carers and their children who are socially excluded from society as a result of having ADHD and/or ASD and help their integration into society. 3. To advance the education of the general public in all areas relating to ADHD and/or ASD in particular but not exclusively by providing training courses, practical advice and information.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	In addition to the core services of the Helpdesk, Parent Carer Training Courses, Parent Carer Workshops, Specialist Parent Carer Coaching, Qb Checks, Parent Carer Support Groups, Facebook Support Groups and Training for Professionals, ADD-vance was able to: • continue to work in partnership with Hertfordshire Community Trust (HCT) to offer support with Speech and Language services in Schools • alongside The Assessment Team continue to offer free ASD / ADHD assessments to on average one family per month who met their criteria for free assessments • work in partnership with the University of Hertfordshire to deliver Lunch and Learn seminars during Neurodiversity Celebration Week • be recommissioned by Herts County Council (HCC) to continue to pilot the Neurodiversity Support Hub Pilot service increasing the

		number of call handlers from three to five at any one time • Continue to offer a bespoke Sleep Service to parents and carers • Offer employers bespoke training to improve inclusivity in the workplace by starting a project 'Neurodiversity in the Workplace' • Re-instated the parent workshops alongside Hertfordshire PALMS (Positive behaviour, autism, learning disability and mental health service)
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have full regard to the guidance issued by the Charity Commission on public benefit and continue to ensure, through regular monitoring and evaluation of data that the services devised and delivered meet the guidance. The main activities continue to focus on the needs of families to support their children and young people who have ADHD and/or autism and other co-existing neurodivergent conditions. As awareness of neurodivergent conditions increases within society, ADD-vance has seen the need for employers to have additional training around creating neurodivergent inclusive workplaces. Therefore the charity has developed a suite of training resources that can be delivered to employers around best practice when recruiting, employing and supporting neurodivergent employees. ADD-vance has continued to offer support to schools and professionals throughout the year and is offering face-to-face training and support services alongside its online offerings. ADD-vance has regard to the reduction in public finance, the impact of this on our services as well as the statutory services available locally and the need to fill gaps through our charitable objectives and increase in services made available. This year ADD-vance was able to access funding from grants as well as various fundraising activities. The Trustees are mindful of maintaining and increasing services within the funding challenges facing all charities and the need to raise funds and donation levels on an annual basis. This year we were very grateful to received grants and donations from a wide variety of sources which enabled us to maintain the majority of our work as we continued to grow and develop, despite the cost of living crisis . The ADD-vance Chief Executive reports, at each Trustee meeting, the activities being undertaken by the operational team, allowing the Trustees to ensure all the activities undertaken are in line

		with our Objectives, as stated above, and are in line with the Charities Commission guidance.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	ADD-vance has continued to invest in the Team and continues to recognise the strengths of employing parent carers and neurodivergent individuals in all areas of our work. Currently 34 out of 35 people employed or contracted are parent carers demonstrating our recognition of knowledge and life experience that these people bring as well as their qualifications and professionalism in areas such as teaching, social working, psychology, training and coaching. In addition, our office support team and our Trustees also have parent carer and family member representation. ADD-vance continues to support a programme of Continuous Personal Development at all levels to maintain the value of continuous learning and updating from current research. We continue to have strong relationships with local colleges and universities and work in partnership to enhance graduate and post-graduate research through research opportunities being advertised on our Facebook page. This in turn can help to shape future provision for families when students graduate and work within the community. We rent our office premises from the Hertfordshire Community Foundation – a local charity that we are able to contribute towards by renting from an organisation that heavily invests in local charities and not for profits. This year we replaced a significant proportion of our office furniture, all of which was recycled items that we were able to save from landfill, and were purchased from another local charity.
Contribution made by volunteers	Para 1.38	ADD-vance continues to value greatly the contribution of volunteers at all levels of our work from fundraisers to event organisers and those who support us on an ad hoc basis in the office. Examples of how we utilised volunteers included running online workshops, supporting us on a weekly basis in the office, using their skills to support the running of our Facebook group and updating our training materials. We also use

		volunteers to help with our social media and our website. As part of our commitment to the voluntary sector, we continually look to recruit more volunteers that we can use in a variety of roles within the team depending upon the skills they are able to offer us and their availability within office hours. As a follow on from the Building Effectiveness Course run by Hertfordshire Community Foundation, ADD-vance continues to benefit from mentoring from a local business director. This is in addition to the support offered to the team by the Trustees outside of their meetings, to enhance the services offered.
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In the past 12 months, ADD-vance has supported and trained 11,464 parents, carers and professionals involved in the care of neurodivergent children and young people These include: • 1,720 (1,335: 2022/23) individual telephone calls to the helpdesk (an increase of 29%) where advice was given and followed up with an email. 5% (4%: 2022/23)) of these calls were from professionals, whilst 95% (96% : 2022/23) were directly from parent carers seeking support. Feedback from the helpline was comprehensively positive with 99.1% of callers reporting that they would recommend the service to other people • Membership / Subscriptions to our database grew by over 10% to 4,114,(3,724: 2022/23) parent carer members and 533 (476:2022/23) professional members by 31st March 2023, with an average of 1-2 new members each day. • 126 (147: 2022/23) families accessed our coaching service, with around 480 (560 : 2022/23) hours of specialist ADHD and ASD family coaching offered to parent carers by our team of self-employed coaches. • 36 (39 2022/23) families accessed 'drop-in' sessions. • 85 (100 2022/23) individuals completed a QbCheck™ and received a comprehensive report from our assessors • 19 (23 : 2022/23) families received professional support with their EHCP (Education Health & Care Plan) applications.

		• 218 (186 : 2022/23) families attended support groups which ran throughout the year online during school termtime. • 73 (105 :2022/23) workshops for parents and carers on a range of issues around Autism and ADHD commissioned via HCC, with an additional 7 (8 :2022/23) being offered via other funding sources. The average number of attendees and views for each of our workshops was again 87 this year (87:2022/23) and therefore around 7,656 attendances occurred, (although it is acknowledged that some parents attended more than one workshop). • 287 (326:2022/23) families attended a six-week training course delivered by ADD-vance specialist trainers who are experts by experience as well as qualified trainers. • Membership of the ADD-vance closed Facebook page reached 7,948 (7,041: 2022/23) at the end of March 2023 and our smaller Spectrum Girls Facebook group had 1,456 (1,250:2022/23) members. All membership requests and postings are monitored to ensure that participants live or work in Hertfordshire and that the groups remain supportive. • 113 (87 2022/23) workshops / training courses were presented to professionals including school staff, statutory support teams, health workers and other voluntary organisations The education and support offered through training, support groups and the other services listed above help parents and carers to feel less isolated, stronger and well supported in their pursuit of helping their child to reach their full potential. Parents, carers and professionals are also more confident in working with schools and other services to identify and pursue the right support.
--	--	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

--	--	--

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite an uncertain economic climate, including the cost-of-living crisis, ADD-vance continued to benefit from generous individual giving and strong demand for the educational offerings available from the Charity for parents and carers as well as professionals. At the end of the period, prudent management of finances and the surplus in funds has left the charity with £19.6k this year whilst retaining £75k for reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	ADD-vance has a reserves policy for the purposes of good stewardship and financial management. Through this policy and process we are able to: • demonstrate the charity's sustainability and capacity to manage unforeseen financial difficulties; • assist in strategic planning, for example, considering how new projects or activities will be funded; • inform the budget and risk management, and enable cash flow; • give confidence to funders.
Amount of reserves held	Para 1.22	As a minimum, our reserves policy necessitates providing for future costs for 6 months to cover salaries and all overheads, which are estimated to be £75k. This level of reserves will cover the effects of a major interruption in the flow of work or income, or in the case of winding down providing notice to the staff and preparing to handover, premises and broadband plus other identified risks. The Charity Reserves of £75k cover these future costs plus other identified risks.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Trustees have no uncertainties about the charity continuing as a going concern. Income and expenditure are monitored throughout the year and given the economic climate, they are pleased that the charity was able to report a small surplus plus an increase in service provision.

		Going forward we will be working closely with Herts County Council, the NHS and other partner organisations to diversify our income streams and our service provision. Alongside this we will continue to be looking at gaps in provision where Trusts and Foundations may be appropriate funders to pilot and implement new services.
--	--	--

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Principle sources of funding have been through: • Grants from Herts County Council • Pilot project funding through the NHS and Herts County Council • Funding via DSPLs • Funding via HCT • Funding directly from schools, businesses and other organisations • One-off grants from charitable Trusts • Generous donations from individuals towards the work of the charity • Individual funding for Qb Checks and Private Coaching • Donations and fundraising activities throughout the year towards all other support services for parents We did not receive any income from outside the UK and operated predominantly within Hertfordshire in England.
Investment policy and objectives including any social investment policy adopted	Para 1.46	ADD-vance does not require an Investment Policy for finances. The Trustees have agreed the movement of some funds from a current account to an interest paying account to maximise use of the reserves.
A description of the principal risks facing the charity	Para 1.46	The principal risk facing ADD-vance is a lack of reliable ongoing funding sources. The number of parent carer courses and workshops funded by Herts County Council (HCC) are agreed annually, with ADD-vance having no guarantee of ongoing commissioning of these, making budgeting and financial planning a challenge. However, during this financial year we were able to secure 25 courses and 73 workshops from HCC. Being able to continue to move our services online following the pandemic a few years ago has been of benefit to the charity and its service users however, this has also increased competition for resources as both local and national organisations have done the same. Competition for scarce resources and high levels

		of demand for services has increased the risk of being unable to access sufficient funding to maintain all our services. This risk is being mitigated by looking to diversify both our service provision and our income sources throughout the next year.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of Charitable Incorporated Organisation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	ADD-vance is a Charitable Incorporated Organisation using the Charities Commission scheme and Constitution. We maintain a list of trustees and their details.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	When recruitment of a new Trustee is identified by the Board of Trustees, adverts are placed on appropriate forums and candidates are interviewed by one of the Trustees and the ADD-vance CEO. Interviews take place ideally in the ADD-vance office so that the candidate has a chance to meet other team members and have a brief introduction into how we work, or online via Zoom if this is not possible. Selection is discussed with the Board of Trustees and once a decision is agreed upon the new Trustee is appointed formally at the Trustee Board meeting and an induction process instigated.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The procedure for Induction of a new Trustee is a straightforward checklist followed by the Trustee and the support staff in the office. All the Trustees are notified of any local or Charities Commission Trustee training available for trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The ADD-vance CEO is commissioned by the Trustees to undertake all day-to-day management and operation of the organisation. There are financial limits for the ADD-vance CEO to operate within at her own discretion, and finances are reviewed at all the trustee meetings held every two months as well as by a monthly Finance Committee. The Trustees agree any changes to pay, including National Minimum Wage, which follow legislation as a minimum. The Trustees also agree any major expenditure. Trustees meet with the Finance Manager, as needed, to discuss changes and improvements to accounting and reporting.

Reference and Administrative details

Charity name	The ADD-vance ADHD and Autism Trust
Other name the charity uses	ADD-vance
Registered charity number	1158968
Charity's principal address	Foundation House 2-4 Forum Place Fildlebridge Lane Hatfield Herts AL10 0RN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Nick Dilworth	Chair / Trustee	Resigned Nov 2023	Board of Trustees
2	Dr Laurence Hasson	Trustee	Resigned June 2023	Board of Trustees
3	Laura Walker	Trustee	Resigned June 2023	Board of Trustees
4	Elizabeth West	Chair /Trustee	Chair from Nov 2023	Board of Trustees
5	Zoe Middleton	Trustee		Board of Trustees
6	Pamela Reitemeier	Trustee		Board of Trustees
7	Andrew Taylor	Trustee / Treasurer		Board of Trustees
8	Dr Rebecca Hunt	Trustee	Joined Nov 2023	Board of Trustees
9	Lucy Marangos	Trustee	Joined July 2023	Board of Trustees
10				
11				
12				
13				
14				
15				
16				
17				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Deborah Wood Chief Executive Officer

Exemptions from disclosure

Reason for non-disclosure of key personnel details

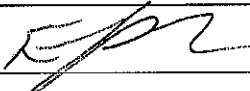
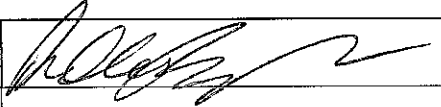
N/A

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ELIZABETH WEST	ANDREW TAITLER
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE

DATE : 07/10/24 07/10/24

Date

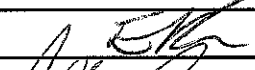
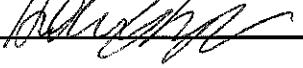
Charity no. 1158968

The ADD-vance ADHD and Autism Trust

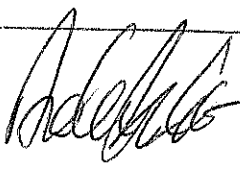
Printed: 13/06/2024

	Total funds	Prior year funds
Fixed assets		
Intangible assets	0	0
Tangible assets	0	0
Heritage assets	0	0
Investments	0	0
<i>Total fixed assets</i>	0	0
Current assets		
Stocks	0	0
Debtors	7,878	10,983
Investments	75,000	75,386
Cash at bank and in hand	203,320	220,607
<i>Total current assets</i>	286,199	306,975
Creditors: amounts falling due within one year	118,057	158,522
<i>Net current assets/(liabilities)</i>	168,142	148,453
<i>Total assets less current liabilities</i>	168,142	148,453
Creditors: amounts falling due after more than one year	0	0
Provisions for liabilities	0	0
Total net assets or liabilities	168,142	148,453
Funds of the charity:		
Endowment funds	0	0
Restricted income funds	70	70
Unrestricted funds	168,072	148,383
Revaluation reserve	0	0
Total charity funds	168,142	148,453

Signed by one or two trustees
on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	ELIZABETH WEST	07/10/2024
	ANDREW TABOR	07/10/2024

	Unrestricted funds	Restricted Income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	17,743	0	0	17,743	50,979
Charitable activities	308,567	7,860	0	316,427	284,998
Other trading activities	0	0	0	0	0
Investments	4,451	0	0	4,451	386
Separate material item of income	0	0	0	0	0
Other	0	0	0	0	0
Total	330,761	7,860	0	338,621	336,363
Expenditure on:					
Raising funds	410	0	0	410	306
Charitable activities	310,662	7,860	0	318,523	306,529
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
Total	311,072	7,860	0	318,933	306,834
Net income/(expenditure) before investment gains/(losses)	19,689	0	0	19,689	29,528
Net gains/(losses) on investments	0	0	0	0	0
Net income/(expenditure)	19,689	0	0	19,689	29,528
Extraordinary items	0	0	0	0	0
Transfers between funds	0	0	0	0	0
Net Movement in Funds	19,689	0	0	19,689	29,528
Reconciliation of Funds					
Total funds brought forward	148,383	70	0	148,453	
Total funds carried forward	168,072	70	0	168,142	

	<u>SIGNATURE</u>	<u>NAME</u>	<u>DATE</u>
1.		ELIZABETH WEST	7/10/24
2.		ANDREW TAKER	7/10/24

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 13/06/2024

	Total funds £	Prior year funds £
Cash flows from operating activities: <i>Net cash provided by (used in) operating activities</i>	19,689	29,528
Cash flows from investing activities: <i>Net cash provided by (used in) investing activities</i>	0	0
Cash flows from financing activities: <i>Net cash provided by (used in) financing activities</i>	0	0
<i>Change in cash and cash equivalents in the reporting period</i>	19,689	29,528
Cash and cash equivalents at the beginning of the reporting period	0	0
Cash and cash equivalents at the end of the reporting period	0	0

Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) for the reporting period (as per the statement of financial activities)	19,689	29,528
Adjustments for: Net cash provided by (used in) operating activities	19,689	29,528

SIGNATURE

NAME / DATE

1.  ELIZABETH WEST
7/10/24

2.  ANDREW TAYLOR
7/10/24

SECTION 1 – TRUSTEES ANNUAL REPORT

SECTION 2 – ACCOUNTS

Statement of Financial Activities (SOFA)	}
Balance Sheet	} all 3 to be signed by 2 Trustees
Cash Flow	}

SECTION 3 - Notes to the Accounts

ADD-vance – Year 1 April 2023 – 31 March 2024

1 BASIS OF PREPARATION

- 1.1 Basis of accounting** - These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value, and in accordance with: FRS 102; Financial Reporting Standard 102: Accounting and Reporting by Charities, issued 16 July 2014. The charity constitutes a public benefit entity as defined by FRS 102.
- 1.2 Going concern** - There are no material uncertainties, events or conditions which cast doubt on the charity's ability to continue as a going concern.
- 1.3 Change in accounting policy** - There are no changes in Accounting policy.
- 1.4 Changes in accounting estimates** - There are no changes in Accounting Estimates.
- 1.5 Material prior year errors** - There are no material prior year errors identified in the accounts.

2 POLICIES

2.1 Income - This standard list of accounting policies has been applied by the charity.

Recognition of income - Income is included in the Statement of Financial Activities (SoFA) when: the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Grants and donations - Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax reclaims on donations and gifts - Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants - This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions

Income from interest, royalties and dividends - This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities liability recognition

Liability recognition - Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs - Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg staff costs by the time spent.

Redundancy cost - The charity made no redundancy payments during the reporting period.

Deferred income – Includes prepayments for Helpline Hub support services of £71.4k, prepayments for Coaching of £14.5k, Workshops which will be completed in 24/25 of £11k and £14k of Grants and other Income for projects which will be undertaken in 24/25.

Creditors - The charity has creditors which are measured at settlement amounts.

Provisions for liabilities - No provision for liabilities have been included in the accounts.

2.3 Assets

Intangible fixed assets - The charity has no intangible fixed assets.

Debtors - Debtors are measured on initial recognition at settlement amount.

Current asset investments - The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value.

3 STATEMENT OF FINANCIAL ACTIVITIES (SOFA) Details

Please see SOFA Report on next page:

Charity Commission SOFA Details Report

Paxton

Page 1 of 1

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 13/06/2024

March 2024

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Year Total</u>	<u>Last Year</u>
S01 Donations and legacies					
General donations	8,245	0	0	8,245	37,553
Just Giving	9,309	0	0	9,309	11,679
Easyfundraising	189	0	0	189	164
Gift Aid Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,582</u>
	17,743	0	0	17,743	50,978
S02 Charitable activities (inc.)					
Training Professionals	36,885	0	0	36,885	28,875
Training Parents	79,756	0	0	79,756	83,735
Training Other	2,889	0	0	2,889	3,432
Coaching General	20,775	0	0	20,775	24,860
Coaching Commission	2,580	0	0	2,580	1,740
EHCP services	295	0	0	295	730
Grants	11,012	7,860	0	18,872	15,836
Staff training	1,775	0	0	1,775	449
Qb Check Service	19,083	0	0	19,083	22,403
Speech & Language Therapy	7,320	0	0	7,320	7,200
Support Services Income	<u>126,198</u>	<u>0</u>	<u>0</u>	<u>126,198</u>	<u>95,739</u>
	308,568	7,860	0	316,428	284,999
S04 Investments					
Savings a/c interest	<u>4,451</u>	<u>0</u>	<u>0</u>	<u>4,451</u>	<u>386</u>
	4,451	0	0	4,451	386
S08 Raising funds					
Fundraising costs	316	0	0	316	198
Publicity costs	<u>94</u>	<u>0</u>	<u>0</u>	<u>94</u>	<u>108</u>
	410	0	0	410	306
S09 Charitable activities					
Support Groups costs	1,700	0	0	1,700	1,700
Training Salaries	56,873	0	0	56,873	56,004
Training Venue Hire	1,376	0	0	1,376	1,317
Training Resources	1,413	0	0	1,413	1,000
Training Travel costs	882	0	0	882	809
Training Bookings costs	76	0	0	76	0
Training Development Work	2,125	0	0	2,125	1,902
Training Monitoring&Evaluation	511	0	0	511	480

Training Other costs	101	0	0	101	45
Coaching Salaries	14,468	0	0	14,468	20,170
Coaching Admin costs	0	0	0	0	17
Coaching Clinical Sup.	750	0	0	750	600
Coaching Reports	1,150	0	0	1,150	1,425
Gross Office Staff Salaries	171,280	6,050	0	177,331	157,818
General travel costs	0	0	0	0	422
General volunteer expenses	0	0	0	0	120
Staff Training	2,231	0	0	2,231	3,388
NI - Employer's Contributions	6,934	117	0	7,051	6,034
Pension contr.employer expense	3,343	47	0	3,390	6,034
Holiday pay expense	3,421	0	0	3,421	3,220
Rent	13,065	540	0	13,605	13,864
Insurances	890	0	0	890	432
Telephone/Broadband/VOIP	1,543	0	0	1,543	1,499
Zoom Licenses	574	0	0	574	504
Postage	0	0	0	0	2
Stationery	309	0	0	309	297
Printing/photocopying	417	0	0	417	434
Printer lease costs	728	0	0	728	745
General office expenses	176	0	0	176	306
Office refreshments	0	0	0	0	42
HR & Recruitment Costs	0	0	0	0	889
Business Development	283	483	0	766	1,537
IT costs	1,980	48	0	2,028	1,817
Subscription costs	738	0	0	738	184
Data protection fees	35	0	0	35	0
DBS checks	547	0	0	547	813
Equipment purchases	356	575	0	931	1,280
Sundries	0	0	0	0	30
QbCheck fees	5,003	0	0	5,003	4,851
QbCheck facilitator	8,200	0	0	8,200	9,857
QbCheck equipment	50	0	0	50	0
Support Services costs	1,035	0	0	1,035	2,187
Speech & Language Therapy	6,100	0	0	6,100	5,550
Helpdesk service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-2</u>
	310,663	7,860	0	318,524	306,531

4 STAFF COSTS

	2023/24	2022/23
Salaries & Wages	177,331	157,818
Pensions	3,390	2,942
Other (Holiday & Employer NI)	10,472	9,254
Total	191,193	170,014

Total remuneration – no employees received salary and benefits in the reporting period of more than £60,000.

Average Head Count FTE

2023/24	2022/23
6.4	5.2

5 DEFINED CONTRIBUTION PENSION SCHEME

The amount of contributions recognised in the SOFA as an expense is £3,390.

6 BALANCE SHEET Details**Charity Commission Balance Sheet Details****Paxton****Page 1 of 1****Charity no. 1158968****The ADD-vance ADHD and Autism Trust****Printed: 13/06/2024****March 2024**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Year Total</u>	<u>Last Year</u>
B07 Debtors					
Prepaid expenses	483	0	0	483	469
Debtors control a/c	5,415	0	0	5,415	9,239
Accrued Income	<u>1,980</u>	<u>0</u>	<u>0</u>	<u>1,980</u>	<u>1,275</u>
	7,878	0	0	7,878	10,983
B08 Investments					
Savings account	<u>75,000</u>	<u>0</u>	<u>0</u>	<u>75,000</u>	<u>75,386</u>
	75,000	0	0	75,000	75,386
B09 Cash at bank and in hand					
Bank current account	32,594	12,014	0	44,608	220,607
Bank notice account	<u>158,712</u>	<u>0</u>	<u>0</u>	<u>158,712</u>	<u>0</u>
	191,306	12,014	0	203,320	220,607
B11 Creditors (due within one year)					
Creditors control a/c	-2,340	70	0	-2,270	-4,128
HMRC liabilities control	-1,690	0	0	-1,690	-2,431
HMRC Liabilities Control ENIC	-1,076	0	0	-1,076	-1,491
Pension contributions control	-696	0	0	-696	0
Holiday Payable	-410	0	0	-410	-511
Accrued expenses	-1,065	0	0	-1,065	-1,410
Deferred income	<u>-98,836</u>	<u>-12,014</u>	<u>0</u>	<u>-110,850</u>	<u>148,551</u>
	-106,113	-11,944	0	-118,0567	158,522
B18 Restricted income funds					
Retained surplus	0	70	0	70	70
	0	70	0	70	70
B19 Unrestricted funds					
Retained surplus	168,072	0	0	168,072	148,383
	168,072	0	0	168,072	148,383

7 INVESTMENT ASSETS

Current Asset Investments	2023/24	2022/23
Cash & cash equivalents	£75,000	£75,386
Total	£75,000	£75,386

8 DEBTORS & PREPAYMENTS

Analysis of Debtors & Prepayments	2023/24	2022/23
Trade Debtors	£5,415	£9,239
Prepayments & Accrued Income	£2,463	£1,744
Others	£0	£0
Total	£7,878	£10,983

9 ANALYSIS OF CREDITORS

Creditors due within 1 year	2023/24	2022/23
Trade Creditors	£2,270	£4,128
Accruals & deferred income	£113,021	£150,472
Taxation & social security	£2,766	£3,922
Other Creditors	£0	£0
Total	£118,057	£158,522

10 CASH AT BANK AND IN HAND

	2023/24	2022/23
Cash at bank	£203,320	£220,607

11 MOVEMENT OF FUNDS

Charity Commission Movement of Funds Report

Paxton

Page 1 of 1

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 13/06/2024

Month = March 2024

<u>Fund name</u>	<u>Fund balances brought forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Gains and losses</u>	<u>Fund balances carried forward</u>
General fund	148,383	330,761	-311,072	0	0	168,072
Advisors	70	0	0	0	0	70
<u>Business Dev</u>	<u>0</u>	<u>7,860</u>	<u>-7,860</u>	<u>0</u>	<u>0</u>	<u>0</u>
Totals	148,453	338,621	-318,933	0	0	168,142

12 TRUSTEE REMUNERATION & BENEFITS

None of the Trustees have been paid remuneration or received any other benefits from the charity.

No Trustee expenses have been incurred.

There have been no related party transactions during the period

13 INDEPENDENT EXAMINERS REPORT (see attached PDF)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

THE ADD-VANCE ADHD AND AUTISM TRUST

On accounts for the year
ended

31st March 2024

Charity no
(if any)

1158968

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2024**.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission 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 qualified member of the Chartered Institute of Management Accountants.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

23/9/2024

Name:

SIMON SMITH

Relevant professional
qualification(s) or body

Chartered Institute of Management Accountants

(if any):

Address:

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None

THE ADD-VANCE ADHD AND AUTISM TRUST

England & Wales - Charity number 1158968

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2022

To 31 March 2023

Charity name: The ADD-vance ADHD and Autism Trust

Charity registration number: 1158968

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Objectives of ADD-vance are: 1. To relieve the needs of and to promote and protect the health of children and young people with Attention Deficit Hyperactivity Disorder (ADHD) and/or Autism Spectrum Disorder (ASD) and their families. 2. The promotion of social inclusion among parent carers and their children who are socially excluded from society as a result of having ADHD and/or ASD and help their integration into society. 3. To advance the education of the general public in all areas relating to ADHD and/or ASD in particular but not exclusively by providing training courses, practical advice and information.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	In addition to the core services of the Helpdesk, Parent Carer Training Courses, Parent Carer Workshops, Specialist Parent Carer Coaching, Qb Checks, Parent Carer Support Groups, Facebook Support Groups and Training for Professionals, ADD-vance was able to: • complete the pilot project in partnership with Step 2 Skills - Neurodiversity Employment Support Project with excellent outcomes for the individuals who engaged with the project • continue to work in partnership with Hertfordshire Community Trust (HCT) to offer support with Speech and Language services in Schools • alongside The Assessment Team continue to offer free ASD / ADHD assessments to on average one family per month who met their criteria for free assessments • work in partnership with Potential Kids to continue the ADD-vance Young Ambassadors Project, creating new materials

		for young people to understand their conditions and offer them support and understanding of neurodiversity and run workshops • work in partnership with the University of Hertfordshire to deliver Lunch and Learn seminars during Neurodiversity Celebration Week • be recommissioned by Herts County Council (HCC) to continue to pilot the telephone hub support service increasing the number of call handlers to three at any one time • begin offering a bespoke Sleep Service to parents and carers • offer a short term financial / benefits awareness and support project to help families to maximise their income and be aware of their entitlements
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have full regard to the guidance issued by the Charity Commission on public benefit and continue to ensure, through regular monitoring and evaluation of data that the services devised and delivered meet the guidance. The main activities continue to focus on the needs of families to support their children and young people who have ADHD and/or autism and other co-existing neurodiverse conditions. However, we are also seeing an increase in demand for support for adults and young people who have received a diagnosis in their teenage years or later in life. Trustees have agreed that the ADD-vance team should continue to develop partnership projects to meet this identified need as it will benefit both our current service user base and expand the benefit to the public. ADD-vance has continued to offer support to schools and professionals throughout the year and is offering face-to-face training and support services alongside its online offerings. ADD-vance has regard to the reduction in public finance, the impact of this on our services as well as the statutory services available locally and the need to fill gaps through our charitable objectives and increase in services made available. This year ADD-vance was able to access funding from grants as well as various fundraising activities. The Trustees are mindful of maintaining and increasing services within the funding challenges facing all charities and the need to raise funds and donation levels on an annual basis. This year we were very grateful to received grants and donations from a wide variety of sources which enabled us to maintain the majority of our work as we moved out of the pandemic. The ADD-vance Chief Executive reports, at each

		Trustee meeting, the activities being undertaken by the operational team, allowing the Trustees to ensure all the activities undertaken are in line with our Objectives, as stated above, and are in line with the Charities Commission guidance.
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Additional Information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	ADD-vance has continued to invest in the Team and continues to recognise the strengths of employing parent carers in all areas of our work. Currently 29 out of 30 people employed or contracted are parent carers demonstrating our recognition of knowledge and life experience that these people bring as well as their qualifications and professionalism in areas such as teaching, social working, psychology, training and coaching. In addition, our office support team and our Trustees also have parent carer and family member representation. ADD-vance continues to support a programme of Continuous Personal Development at all levels to maintain the value of continuous learning and updating from current research. We continue to have strong relationships with local colleges and universities and work in partnership to enhance graduate and post-graduate research through research opportunities being advertised on our Facebook page. This in turn can help to shape future provision for families when students graduate and work within the community. We rent our office premises from the Hertfordshire Community Foundation – a local charity that we are able to contribute towards by renting from an organisation that heavily invests in local charities and not for profits. We hold our financial reserves in the Hampshire Trust who themselves have a Corporate Social Responsibility approach that “recognises the importance of supporting the communities and environments that we live and work in.”
Contribution made by volunteers	Para 1.38	ADD-vance continues to value greatly the contribution of volunteers at all levels of our work from fundraisers to event organisers and those who support us on an ad hoc basis in the office. Examples of how we utilised volunteers included running online workshops, supporting us from time to time in the office, using their skills to

		support the running of our Facebook group and updating some of our training materials. As part of our commitment to the voluntary sector, we continually look to recruit more volunteers that we can use in a variety of roles within the team depending upon the skills they are able to offer us and their availability within office hours. This is in addition to the support offered to the team by the Trustees outside of their meetings, to enhance the services offered.
--	--	--

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In the past 12 months, ADD-vance has supported over 8,000 (6,500:2021/22) families of neurodivergent children through all its services. These include: • 1,335 (735:2021/22) individual telephone calls to the helpdesk (an increase of 82%) where advice was given and followed up with an email, suggesting tips and tools to support the families and signposting for additional support. 4%(10%:2021/22) of these calls were from professionals asking for guidance with families that they were supporting, whilst 96% (90%:2021/22) were directly from parent carers seeking support. • Membership / Subscriptions to our database grew by over 11% to 3,724 (3,341: 2021/22) parent carer members and 476 (473:2021/22) professional members by 31st March 2022, with an average of 1-2 new members each day. The benefits of this type of membership are that families are the first to become aware of new services, courses and workshops available and therefore are able to book early to access the support and learning that these services offer. • 147 (178:2021/22) families accessed our coaching service, with around 560 (670:2021/22) hours of specialist ADHD and ASD family coaching offered to parent carers by our team of self-employed coaches. • 39 (63 2021/22) families accessed drop-in sessions where short, sharp coaching interventions were offered. These sessions were made available free at the point of access due to extra funding in the several DSPL (Delivering Special Provision Locally) areas. • 100 (66:2020/21) individuals completed a QbCheck™, a check (with a report) which supports families in understanding how likely

		a diagnosis of ADHD would be made by a clinician. These were mainly completed on site in our offices or some in schools locally • 23 (20:2021/22) families received professional support with their EHCP (Education Health & Care Plan) applications. • 186 (145:2021/22) families attended support groups which ran throughout the year online during school termtime. To ensure relevance for those attending, we divided the groups into age ranges. • 105 (119:2021/22) workshops for parents and carers on a range of issues around Autism and ADHD commissioned via HCC, with an additional 8 (9:2021/22) being offered via other funding sources. All our workshops were delivered via Zoom with the recording made available for up to 7 days and participants emailed copies of handouts. • The average number of attendees and views for each of our workshops was 87 (61:2021/22) and therefore around 9,800 attendances occurred, (although it is acknowledged that some parents attended more than one workshop). • 326 (283:2021/22) families attended a six-week training course delivered by ADD-vance specialist trainers who are experts by experience as well as qualified trainers. These 26 courses (25:2021/22) not only educate parent carers on the impact of neurodiverse conditions, but also build peer support networks amongst parent carers who are navigating the pathways surrounding ADHD and Autism. • Membership of the ADD-vance closed Facebook page reached 7,041 (6,132:2021/22) at the end of March 2022 and our smaller Spectrum Girls Facebook group had 1,250 (1,065:2021/22) members. All membership requests and postings are monitored to ensure that participants live or work in Hertfordshire and that the groups remain supportive. • 87 (28:2021/22) workshops / training courses were presented to professionals including school staff, statutory support teams, health workers and other voluntary organisations • 1,090 (910: 2021/22) people booked into the ADD-vance and University of Hertfordshire Lunch and Learn events during Neurodiversity Celebration Week The education and support offered through training, support groups and the other services listed above help parents and carers to feel less isolated, stronger and well supported in their pursuit of helping their child to reach their full potential. Parents, carers and professionals are
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		also more confident in working with schools and other services to identify and pursue the right support.
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Additional Information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The continuing impact of Covid 19 affected many of the plans to return to face-to-face work. However, throughout the year ADD-vance was able to significantly increase its online activities, maintain the helpdesk service - and following the success of the pilot in August and September 2021 - to work closely with Herts County Council and other partner agencies who have agreed to extend the hub pilot until the end of April 2024, and from August we were able to expand this service to have 3 helpline operators at any one time. Fundraising and encouraging an increased level of donation continue to be an essential part of our planning for future programmes. This year we have been able to deliver many of our free services from a combination of charitable giving and the delivery of paid-for services which then, in turn, support the free services as a consequence. We have not worked with a professional fundraiser and do not anticipate doing so in the near future, nor do we work with a commercial participator.
Performance of fundraising activities against objectives set	Para 1.41	At the start of the year Trustees again acknowledged that ADD-vance may need to utilise some reserves as the economic situation following the pandemic is still uncertain. Fortunately, throughout the year, alongside an increase in funding from Hertfordshire County Council for training, coaching and our helpdesk, we were able to access various funding options from charitable trusts. These included Hertfordshire Community Foundation, The Childwick Trust, The Light Fund, St Albans Fund for the future and a generous legacy, plus ADD-vance benefitted from substantial gifts from both individuals and other fundraising groups. In addition to this we were commissioned to run additional six-week courses and workshops, all of which supported the infrastructure of the charity and resulted in a surplus of £29.7k this year. Going forward we are aware that pressure on the resources available from Trusts and Foundations as well as from individual giving will

		increase, as will our need to utilise our resources even more efficiently to ensure the longevity of the charity. We continued to use fundraising opportunities such as Amazon Smile, Give as you live, CAF, Easy Fundraising and used a text donations facility to increase our unrestricted funding. Unfortunately, towards the end of the year Amazon closed their support for offer for charities via Smile in favour of another system for a smaller number of charities.
Investment performance against objectives	Para 1.41	N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite an uncertain economic climate, including the cost-of-living crisis, ADD-vance continued to benefit from generous individual giving and strong demand for the educational offerings available from the Charity for parents and carers as well as professionals. At the end of the period, prudent management of finances and the surplus in funds has left the charity with £148.6k of which £60k is for reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	ADD-vance has a reserves policy for the purposes of good stewardship and financial management. Through this policy and process we are able to: • demonstrate the charity's sustainability and capacity to manage unforeseen financial difficulties; • assist in strategic planning, for example, considering how new projects or activities will be funded; • inform the budget and risk management, and enable cash flow; • give confidence to funders.
Amount of reserves held	Para 1.22	As a minimum, our reserves policy necessitates providing for future costs for 6 months to cover salaries and all overheads, which are estimated to be £60k. This level of reserves will cover the effects of a major interruption in the flow of work or income, or in the case of winding down providing notice to the staff and preparing to handover, premises and broadband plus other identified risks. The Charity Reserves of £60k cover these future costs plus other identified risks.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Trustees have no uncertainties about the charity continuing as a going concern. Income and expenditure are monitored throughout the year and given the economic climate and the impact of a global pandemic, they are pleased that the charity was able to report a small surplus plus an increase in service provision. Going forward we will be working closely with Herts County Council and other partner organisations to diversify our income streams

		and our service provision. Alongside this we will continue to be looking at gaps in provision where Trusts and Foundations may be appropriate funders to pilot and implement new services.
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Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Principle sources of funding have been through: • Grants from Herts County Council for Parent Carer Courses • Grants from Herts County Council for Parent Carer Workshops • Funding via DSPLs for coaching fees for individual families • Funding via HCT for Speech and Language support • Funding directly from schools, businesses and other organisations for training teaching and professional staff • One-off grants from charitable Trusts • Generous donations from individuals towards the work of the charity • Individual funding for Qb Checks and Private Coaching • Donations and fundraising activities throughout the year towards all other support services for parents We did not receive any income from outside the UK and operated predominantly within Hertfordshire in England.
Investment policy and objectives including any social investment policy adopted	Para 1.46	ADD-vance does not require an Investment Policy for finances. The Trustees have agreed the movement of some funds from a current account to an interest paying account to maximise use of the reserves.
A description of the principal risks facing the charity	Para 1.46	The principal risk facing ADD-vance is a lack of reliable ongoing funding sources. The number of parent carer courses and workshops funded by Herts County Council (HCC) are agreed annually, with ADD-vance having no guarantee of ongoing commissioning of these, making budgeting and financial planning a challenge. However, during this financial year we were able to secure 26 courses and 105 workshops from HCC. Being able to continue to move our services online following the pandemic has been of benefit to the charity and its service users however, this has also increased competition for resources as both local and national organisations have done the same. Competition for scarce resources and high levels of demand

		for services has increased the risk of being unable to access sufficient funding to maintain all our services. This risk is being mitigated by looking to diversify both our service provision and our income sources throughout the next year. A further risk to the charity is that following the pandemic there is a very different environment within the Grants and Trusts that we can apply to, with many focusing on immediate basic needs (food and shelter) rather than promoting and protecting health and well being, social inclusion and education of the public, thus potentially reducing the options for funding sources for our projects.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of Charitable Incorporated Organisation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	ADD-vance is a Charitable Incorporated Organisation using the Charities Commission scheme and Constitution. We maintain a list of trustees and their details.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	When recruitment of a new Trustee is identified by the Board of Trustees, adverts are placed on appropriate forums and candidates are interviewed by one of the Trustees and the ADD-vance CEO. Interviews take place ideally in the ADD-vance office so that the candidate has a chance to meet other team members and have a brief introduction into how we work, or online via Zoom if this is not possible. Selection is discussed with the Board of Trustees and once a decision is agreed upon the new Trustee is appointed formally at the Trustee Board meeting and an induction process instigated.

Additional Information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The procedure for Induction of a new Trustee is a straightforward checklist followed by the Trustee and the support staff in the office. All the Trustees are notified of any local or Charities Commission Trustee training available for trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The ADD-vance CEO is commissioned by the Trustees to undertake all day-to-day management and operation of the organisation. There are financial limits for the ADD-vance CEO to operate within at her own discretion, and finances are reviewed at all the trustee meetings held every two months as well as by a monthly Finance Committee. The Trustees agree any changes to pay, including National Minimum Wage, which follow legislation as a minimum. The Trustees also agree any major expenditure. Trustees meet with the Finance Officer, as needed, to discuss changes and improvements to accounting and reporting.
Relationship with any related parties	Para 1.51	ADD-vance continues to maintain close links with NHS, Education and Social Care services locally. Maintaining partnership arrangements with other charitable organisations providing

		help/information both locally and Nationally (eg National Autistic Society, ADHD Foundation etc) are paramount to our position within the national agenda for improvement in services and understanding for these lifelong disability groups. Working with CAMHS, Herts Community NHS Trust, PALMS and Hertfordshire County Council and being involved in their training programmes for families is essential to a long-term partnership and joined-up approach to our work.
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Reference and Administrative details

Charity name	The ADD-vance ADHD and Autism Trust
Other name the charity uses	ADD-vance
Registered charity number	1158968
Charity's principal address	Foundation House 2-4 Forum Place Fildlebridge Lane Hatfield Herts AL10 0RN

Names of the charity trustees who manage the charity

	Trustee name	Office (If any)	Dates acted If not for whole year	Name of person (or body) entitled to appoint trustee (If any)
1	Nick Dilworth	Chair / Trustee		Board of Trustees
2	Dr Laurence Hasson	Trustee		Board of Trustees
3	Laura Walker	Trustee		Board of Trustees
4	Elizabeth West	Trustee		Board of Trustees
5	Zoe Middleton	Trustee		Board of Trustees
6	Pamela Reitemeier	Trustee		Board of Trustees
7	Andrew Taylor	Trustee	From June 2022	Board of Trustees
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted If not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Deborah Wood Chief Executive Officer

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ANDREW TAYLOR	ELIZABETH WEST
Position (eg Secretary, Chair, etc)	FINANCE	CHAIR
Date	29 / 11 / 2023	

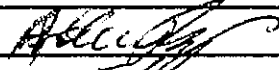
Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 05/10/2023

	Total funds	Prior year funds
Fixed assets		
Intangible assets	0	0
Tangible assets	0	0
Heritage assets	0	0
Investments	0	0
<i>Total fixed assets</i>	0	0
Current assets		
Stocks	0	0
Debtors	10,983	17,141
Investments	75,386	50,000
Cash at bank and in hand	220,607	77,150
<i>Total current assets</i>	306,975	144,290
Creditors: amounts falling due within one year	158,522	25,366
<i>Net current assets/(liabilities)</i>	148,453	118,925
<i>Total assets less current liabilities</i>	148,453	118,925
Creditors: amounts falling due after more than one year	0	0
Provisions for liabilities	0	0
Total net assets or liabilities	148,453	118,925
Funds of the charity:		
Endowment funds	0	0
Restricted income funds	70	0
Unrestricted funds	148,383	118,925
Revaluation reserve	0	0
Total charity funds	148,453	118,925

Signed by one or two trustees
on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	ANDREW TAYLOR	29/11/2023
	ELIZABETH WEST	29/11/2023

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 05/10/2023

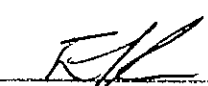
	Total funds £	Prior year funds £
Cash flows from operating activities: <i>Net cash provided by (used in) operating activities</i>	29,528	18,429
Cash flows from investing activities: <i>Net cash provided by (used in) investing activities</i>	0	0
Cash flows from financing activities: <i>Net cash provided by (used in) financing activities</i>	0	0
<i>Change in cash and cash equivalents in the reporting period</i>	29,528	18,429
<i>Cash and cash equivalents at the beginning of the reporting period</i>	0	0
<i>Cash and cash equivalents at the end of the reporting period</i>	0	0

Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) for the reporting period (as per the statement of financial activities)	29,528	18,429
Adjustments for: Net cash provided by (used in) operating activities	29,528	18,429

SIGNATURE NAME DATE

1.  ANDREW TAYLOR 29/11/2023

2.  ELIZABETH WEST 29/11/2023

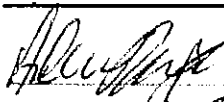
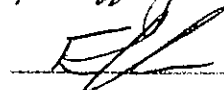
Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 05/10/2023

	Unrestricted funds	Restricted Income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	50,979	0	0	50,979	50,338
Charitable activities	257,795	27,203	0	284,998	189,001
Other trading activities	0	0	0	0	0
Investments	386	0	0	386	87
Separate material item of income	0	0	0	0	0
Other	0	0	0	0	0
Total	309,159	27,203	0	336,363	239,426
Expenditure on:					
Raising funds	306	0	0	306	54
Charitable activities	282,833	23,695	0	306,529	220,943
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
Total	283,139	23,695	0	306,834	220,997
Net income/(expenditure) before investment gains/(losses)	26,021	3,508	0	29,528	18,429
Net gains/(losses) on investments	0	0	0	0	0
Net income/(expenditure)	26,021	3,508	0	29,528	18,429
Extraordinary items	0	0	0	0	0
Transfers between funds	3,438	-3,438	0	0	0
Net Movement in Funds	29,458	70	0	29,528	18,429
Reconciliation of Funds					
Total funds brought forward	118,925	0	0	118,925	
Total funds carried forward	148,383	70	0	148,453	

SIGNATURE NAME DATE

1.  ANDREW AYLER 29/11/2023
2.  ELIZABETH WEST 29/11/2023

SECTION 1 – TRUSTEES ANNUAL REPORT

SECTION 2 – ACCOUNTS

Statement of Financial Activities (SOFA)	}
Balance Sheet	} all 3 to be signed by 2 Trustees
Cash Flow	}

SECTION 3 - Notes to the Accounts

ADD-vance – Year 1 April 2022 – 31 March 2023

1 BASIS OF PREPARATION

- 1.1 Basis of accounting** - These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value, and in accordance with: FRS 102; Financial Reporting Standard 102: Accounting and Reporting by Charities, issued 16 July 2014. The charity constitutes a public benefit entity as defined by FRS 102.
- 1.2 Going concern** - There are no material uncertainties, events or conditions which cast doubt on the charity's ability to continue as a going concern.
- 1.3 Change in accounting policy** - There are no changes in Accounting policy.
- 1.4 Changes in accounting estimates** - There are no changes in Accounting Estimates.
- 1.5 Material prior year errors** - There are no material prior year errors identified in the accounts.

2 POLICIES

2.1 Income - This standard list of accounting policies has been applied by the charity.

Recognition of income - Income is included in the Statement of Financial Activities (SoFA) when: the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Grants and donations - Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax reclaims on donations and gifts - Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants - This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions

Income from interest, royalties and dividends - This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Charity Commission SOFA Details Report

Paxton

Page 1 of 1

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 07/09/2023

March 2023

	Unrestricted	Restricted	Endowment	Year Total	Last Year
S01 Donations and legacies					
General donations	37,553	0	0	37,553	41,150
Virgin Money Giving	0	0	0	0	6,494
Just Giving	11,679	0	0	11,679	2,576
Easyfundraising	164	0	0	164	118
Gift Aid Income	1,582	0	0	1,582	0
	50,978	0	0	50,978	50,338
S02 Charitable activities (Inc.)					
Training Professionals	28,875	0	0	28,875	6,750
Training Parents	83,735	0	0	83,735	84,030
Training Other	3,432	0	0	3,432	1,097
Coaching General	24,860	0	0	24,860	29,833
Coaching Commission	1,740	0	0	1,740	1,485
EHCP services	730	0	0	730	645
Grants	15,836	0	0	15,836	3,824
Staff training	449	0	0	449	0
Help Desk Services	0	0	0	0	13,297
Qb Check Service	22,403	0	0	22,403	15,031
Speech & Language Therapy	7,200	0	0	7,200	9,413
Support Services Income	68,535	27,203	0	95,739	23,597
	257,795	27,203	0	284,999	189,002
S04 Investments					
Savings a/c interest	386	0	0	386	87
	386	0	0	386	87
S08 Raising funds					
Fundraising costs	198	0	0	198	54
Publicity costs	108	0	0	108	0
	306	0	0	306	54
S09 Charitable activities					
Support Groups costs	1,700	0	0	1,700	1,525
Training Salaries	56,004	0	0	56,004	45,771
Training Venue Hire	1,317	0	0	1,317	0
Training Resources	1,000	0	0	1,000	0
Training Travel costs	809	0	0	809	40
Training Development Work	1,077	825	0	1,902	925
Training Monitoring & Evaluation	480	0	0	480	460
Training Other costs	45	0	0	45	0
Coaching Salaries	20,170	0	0	20,170	22,260
Coaching Admin costs	17	0	0	17	0
Coaching Clinical Sup.	500	100	0	600	650
Coaching Reports	1,425	0	0	1,425	1,075
Gross Office Staff Salaries	137,758	20,060	0	157,818	89,186
General travel costs	0	422	0	422	262
General volunteer expenses	120	0	0	120	0
Staff Training	3,118	270	0	3,388	1,195
NI - Employer's Contributions	4,821	1,214	0	6,034	2,075
Pension contr. employer expense	2,614	328	0	2,942	1,789
Holiday pay expense	3,220	0	0	3,220	4,241
Rent	13,864	0	0	13,864	12,437
Insurances	432	0	0	432	380
Telephone/Broadband/VOIP	1,330	169	0	1,499	512
Zoom Licences	504	0	0	504	569
Postage	2	0	0	2	0
Stationery	297	0	0	297	260
Printing/photocopying	434	0	0	434	448
Printer lease costs	745	0	0	745	1,065
General office expenses	272	34	0	306	117
Office refreshments	42	0	0	42	0
HR & Recruitment Costs	889	0	0	889	17
Business Development	1,412	125	0	1,537	924
Website	0	0	0	0	90
IT costs	1,667	150	0	1,817	1,613
Subscription costs	184	0	0	184	175
Data protection fees	0	0	0	0	35
DBS checks	813	0	0	813	736
Equipment purchases	1,280	0	0	1,280	1,570
Sundries	30	0	0	30	0
QbCheck fees	4,851	0	0	4,851	4,028
QbCheck facilitator	9,857	0	0	9,857	5,900
Support Services costs	2,187	0	0	2,187	0
Speech & Language Therapy	5,550	0	0	5,550	8,575
Helpdesk service	-2	0	0	-2	10,038
	282,835	23,697	0	306,531	220,943
S17 Transfers between funds					
Transfers between funds	-3,438	3,438	0	0	0
	-3,438	3,438	0	0	0

6 BALANCE SHEET details

Charity Commission Balance Sheet Details

Paxton

Page 1 of 1

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 07/09/2023

March 2023

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Year Total</u>	<u>Last Year</u>
B07 Debtors					
Prepaid expenses	469	0	0	469	432
Debtors control a/c	9,239	0	0	9,239	15,809
Accrued Income	1,275	0	0	1,275	900
	10,983	0	0	10,983	17,141
B08 Investments					
Savings account	75,386	0	0	75,386	50,000
	75,386	0	0	75,386	50,000
B09 Cash at bank and in hand					
Bank current account	220,607	0	0	220,607	77,150
	220,607	0	0	220,607	77,150
B11 Creditors (due within one year)					
Creditors control a/c	-4,198	70	0	-4,128	-2,477
HMRC liabilities control	-2,431	0	0	-2,431	-1,701
HMRC Liabilities Control ENIC	-1,491	0	0	-1,491	0
Pension contributions control	0	0	0	0	-465
Holiday Payable	-511	0	0	-511	-359
Accrued expenses	-1,410	0	0	-1,410	-720
Deferred income	-148,551	0	0	-148,551	-19,644
	-158,592	70	0	-158,522	-25,366
B18 Restricted income funds					
Retained surplus	0	70	0	70	0
	0	70	0	70	0
B19 Unrestricted funds					
Retained surplus	148,383	0	0	148,383	118,925
	148,383	0	0	148,383	118,925

7 INVESTMENT ASSETS

Current Asset Investments	2022/23	2021/22
Cash & cash equivalents	£75,386	£50,000
Total	£75,386	£50,000



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

The ADD-vance ADHD and Autism Trust

On accounts for the year
ended

31st March 2023

Charity no
(if any)

1158968

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2023

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission 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 qualified member of [insert name of CIMA applicable listed body]]. ~~Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

20/11/2023

Name:

SIMON SMITH

Relevant professional
qualification(s) or body

Chartered Institute of Management Accountants

(If any):

--

Address:

83 WARREN WAY
WELWYN
HERTFORDSHIRE AL6 0DL

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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THE ADD-VANCE ADHD AND AUTISM TRUST

England & Wales - Charity number 1158968

Accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1 April 2021

To 31 March 2022

Charity name: The ADD-vance ADHD and Autism Trust

Charity registration number: 1158968

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Objectives of ADD-vance are: 1. To relieve the needs of and to promote and protect the health of children and young people with Attention Deficit Hyperactivity Disorder (ADHD) and/or Autism Spectrum Disorders (ASD) and their families. 2. The promotion of social inclusion among parents and their children who are socially excluded from society as a result of having ADHD and/or ASD and help their integration into society 3. To advance the education of the general public in all areas relating to ADHD and/or ASD in particular but not exclusively by providing training courses, practical advice and information
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	In addition to the core services of the Helpdesk, Parent Training Courses, Parent Workshops, Specialist Parent Coaching, Qb checks, Parent Support Groups, Facebook Support Groups and Training for Professionals, ADD-vance was able to • work in partnership with Step 2 Skills to launch our Neurodiversity Employment Support Project in October • work in partnership with Hertfordshire Community Trust to offer support with Speech and Language services in Schools • alongside the Assessment Team to offer free ASD / ADHD assessments to on average one family per month who met their criteria for free assessments • work in partnership with Potential Kids to launch the ADD-vance Young Ambassadors Project, creating new materials for young people to understand their conditions and offer them support and understanding of neurodiversity

		• work in partnership with the University of Hertfordshire to deliver Lunch and Learn seminars during Neurodiversity Celebration Week • be commissioned by Herts County Council (HCC) to pilot a telephone hub support service for 2 months during the Summer / Autumn of 2021
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have full regard to the guidance issued by the Charity Commission on public benefit and continue to ensure, through regular monitoring and evaluation of data that the services devised and delivered meet the guidance. The main activities continue to focus on the needs of families to support their children and young people who have ADHD and/or autism and other co-existing neurodiverse conditions. However, we are also seeing an increase in demand for support for adults and young people who have received a diagnosis in their teenage years or later in life. Trustees have agreed that the ADD-vance team should develop partnership projects to meet this identified need as it will benefit both our current service user base and expand the benefit to the public. ADD-vance has continued to offer support to schools and professionals throughout the year, and following the restrictions of Covid 19 being lifted, has begun offering some face to face training and support services alongside it's online offerings. ADD-vance has regard to the reduction in public finance, the impact of this on our services as well as the statutory services available locally and the need to fill gaps through our charitable objectives and increase in services made available. This year ADD-vance was able to access funding from grants as well as various fundraising activities The Trustees are mindful of maintaining and increasing services within the funding challenges facing all charities and the need to raise funds and donation levels on an annual basis. This year many of the 'normal' fundraising activities were prevented – however, we were very grateful to received grants and donations from a wide variety of sources which enabled us to maintain the majority of our work throughout the pandemic. The ADD-vance Chief Executive reports at each trustee meeting the activities being undertaken by the operational team, allowing the trustees to ensure all the activities undertaken are in line with our Objectives, as stated above, and are in line with the Charities Commission guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	ADD-vance has continued to invest in the Team and continues to recognise the strengths of employing parent carers in all areas of our work. Currently 24 out of 25 people employed or contracted are parent carers demonstrating our recognition of knowledge and life experience that these people bring as well as their qualifications and professionalism in areas such as teaching, social working, psychology, training and coaching. In addition, our office support team and our trustees also have parent carer representation. ADD-vance continues to support a programme of Continuous Personal Development at all levels to maintain the value of continuous learning and updating from current research. We continue to have strong relationships with local colleges and universities and work in partnership to enhance graduate and post-graduate research through research opportunities being advertised on our Facebook page. This in turn can help to shape future provision for families when students graduate and work within the community. Our current Landlord is Hertfordshire Community Foundation – a local charity that we are able to contribute towards by renting our premises from an organisation that heavily invests in local charities and not for profits. We hold our financial reserves in the Hampshire Trust who themselves have a Corporate Social Responsibility approach that “recognises the importance of supporting the communities and environments that we live and work in.”
Contribution made by volunteers	Para 1.38	ADD-vance continues to value greatly the contribution of volunteers at all levels of our work from fundraisers to event organisers and those who support us on an ad hoc basis. Despite the lockdowns due to the pandemic we were able to utilise volunteers in a variety of roles throughout the year. Examples of this included running online workshops, supporting us from time to time in the office when the lockdowns allowed, using their skills to support the running of our Facebook group and updating some of our training materials. As part of our commitment to the voluntary sector, we continually look to recruit more

		volunteers that we can use in a variety of roles within the team depending upon the skills they are able to offer us and their availability within office hours. This is in addition to the support offered to the team by the Trustees outside of their meetings, to enhance the services offered
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In the past 12 months, ADD-vance has supported over 6,500 (4,400:2020/21) families of neurodiverse children through all its services. These include: • 735 (639:2020/21) individual telephone calls to the helpdesk (an increase of 15%) where advice was given and followed up with an email, suggesting tips and tools to support the families and signposting for additional support. 10% (20%:2020/21) of these calls were from professionals asking for guidance with families that they were supporting, whilst 90% (80%:2020/21) were directly from parents seeking support. • Membership / Subscriptions to our database grew by over 19% to 3,341 (2,955:2020/21) parent members and 473 (424:2020/21) professional members by 31st March 2022, with an average of 1-2 new members each day. The benefits of this type of membership are that families are the first to become aware of new services, courses and workshops available and therefore are able to book early to access the support and learning that these services offer. • 178 (76:2020/21) families accessed our coaching service, with around 670 (315:2020/21) hours of specialist ADHD and ASD family coaching offered to parents by our team of self-employed coaches. • 63 (108 2020/21) families accessed drop-in sessions where short sharp coaching interventions were offered. These sessions were made available free at the point of access due to extra funding in the several DSPL areas. • 66 (24:2020/21) individuals completed a QbCheck™, a check which supports families in understanding how likely a diagnosis of ADHD would be made by a clinician. Having increased the number of team members qualified to run the checks and despite the lockdowns, we were able to run a similar number of checks to previous years (2019) • 20 (21:2020/21) families received

		professional support with their EHCP (Education Health Care Plan) applications. • 145 (170:2020/21) families attended support groups which ran throughout the year online during school termtime. To ensure relevance for those attending, we divided the groups into age ranges. • 119 (60:2020/21) workshop for parents and carers on a range of issues around Autism and ADHD commissioned via HCC, with an additional 9 (20:2020/21) being offered via other funding sources. All our workshops were delivered via Zoom with the recording made available for up to 7 days and participants emailed copies of handouts. • The average number of attendees and views for each of our workshops was 61 (48:2020/21) and therefore around 6,900 attendances occurred, (although it is acknowledged that some parents attended more than one workshop). • 283 (528:2020/21) families attended a six week training course delivered by ADD-vance specialist trainers who are experts by experience as well as qualified trainers. These 25 courses (48:25020/21) not only educate parents on the impact of neurodiverse conditions, but also build peer support networks amongst parents who are navigating the pathways surrounding ADHD and Autism. • Membership of the ADD-vance closed Facebook page reached 6,132 (5,171:2020/21) at the end of March 2021 and our smaller Spectrum Girls Facebook group had 1,065 (864:2020/21) members. All membership requests and postings are monitored to ensure that participants live or work in Hertfordshire and that the groups remain supportive. • 28 workshops / training courses were presented to professionals including school staff, statutory support teams, health workers and other voluntary organisations • 910 people booked into the ADD-vance and University of Hertfordshire Lunch and Learn events during Neurodiversity Celebration Week • 17 individuals cases were completed following input from the Employment Support Service The education and support offered through training, support groups and the other services listed above help parents and carers to feel less isolated, stronger and well supported in their pursuit of helping their child to reach their full potential. Parents, carers and professionals are also more confident in working with schools and
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		other services to identify and pursue the right support.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The continuing impact of Covid 19 and ongoing lockdowns affected many of the plans to return to face to face work. However, throughout the year ADD-vance was able to significantly increase its online activities, maintain the helpdesk service - and following the pilot in August and September - to work closely with Herts County Council and other partner agencies who have agreed to extend the hub pilot until the end of April 2023, expanding it to have 2 -3 helpline operators at any one time. Additionally, during the relaxation of the rules during the summer period, ADD-vance was able to re-introduce face to face Qb checks and maintained the option of hybrid working for the office staff where roles allowed. New work included the Employment Advisors project and increased partnership working with a wide range of both statutory and voluntary partners. Fundraising and encouraging an increased level of donation continue to be an essential part of our planning for future programmes. This year we have been able to deliver many of our free services from a combination of charitable giving and the delivery of paid-for services which then, in turn, support the free services as a consequence. We have not worked with a professional fundraiser and do not anticipate doing so in the near future, nor do we work with a commercial participator.
Performance of fundraising activities against objectives set	Para 1.41	At the start of the year Trustees again acknowledged that ADD-vance may need to utilise some reserves, especially in the light of Covid 19 and the ongoing unknown impact of this virus on the charity. Fortunately, throughout the year, alongside an increase in funding from Hertfordshire County Council for training, coaching and our helpdesk, we were able to access various funding options from charitable trusts. These included Hertfordshire Community Foundation, St Albans Abbey, Childwick Trust, and we were the grateful recipients of fundraising efforts by the St Albans Post box toppers, plus ADD-vance benefitted from substantial gifts from both individuals and

		other fundraising groups. In addition to this we were commissioned to run additional six week courses and workshops, all of which supported the infrastructure of the charity and resulted in a surplus of £18.4k this year. Going forward we are aware that pressure on the resources available from Trusts and Foundations as well as from individual giving will increase, as will our need to utilise our resources even more efficiently to ensure the longevity of the charity. We continued to use fundraising opportunities such as Amazon Smile, Give as you live, CAF, Easy Fundraising and used a text donations facility to increase our unrestricted funding. Virgin Money giving closed in November 2021, so ADD-vance moved their online fundraising system to Just Giving
Investment performance against objectives	Para 1.41	N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite an uncertain economic climate, coupled with the ongoing effects of a global pandemic, ADD-vance continued to benefit from generous individual giving and strong demand for the educational offerings available from the Charity for parents and carers as well as professionals. At the end of the period, prudent management of finances and the surplus in funds has left the charity with £118.9k of which £45k is for reserves
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	ADD-vance has a reserves policy for the purposes of good stewardship and financial management. Through this policy and process we are able to: • demonstrate the charity's sustainability and capacity to manage unforeseen financial difficulties; • assist in strategic planning, for example, considering how new projects or activities will be funded; • inform the budget and risk management, and enable cash flow; • give confidence to funders.
Amount of reserves held	Para 1.22	As a minimum, our reserves policy necessitates providing for future costs for 6 months to cover salaries and all overheads, which are estimated to be £45k. This level of reserves will cover the effects of a major interruption in the flow of work or income, or in the case of winding down providing notice to the staff and preparing to handover, premises and broadband plus other identified risks. The Charity Reserves of £45k cover these future costs plus other identified risks.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Trustees have no uncertainties about the charity continuing as a going concern. Income and expenditure are monitored throughout the year and given the economic climate and the impact of a global pandemic, they are pleased that the charity was able to report a small surplus plus an increase in service provision. Going forward we will be working closely with Herts County Council and other partner organisations to diversify our income streams and our service provision. Alongside this we will

		continue to be looking at gaps in provision where Trusts and Foundations may be appropriate funders to pilot and implement new services.
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Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Principle sources of funding have been through • Grants from Herts County Council for Parent Courses • Grants from Herts County Council for Parent Workshops • Funding via DSPLs for coaching fees for individual families • Funding via HCT for Speech and Language support • Funding from DWP for the Neurodiversity Employment Support Project • Funding directly from schools for training teaching staff • Fundraising from groups such as St Albans Post box Toppers • One off grants from charitable Trusts such as the Childwick Trust • Generous donations from individuals towards the work of the charity • Individual funding for Qb Checks and Private Coaching • Donations and fundraising activities throughout the year towards all other support services for parents We did not receive any income from outside the UK and operated predominantly within Hertfordshire in England
Investment policy and objectives including any social investment policy adopted	Para 1.46	ADD-vance does not require an Investment Policy for finances. The trustees have agreed the movement of some funds from a current account to an interest paying account to maximise use of the reserves
A description of the principal risks facing the charity	Para 1.46	The principal risk facing ADD-vance is a lack of reliable ongoing funding sources. The number of parent courses and workshops funded by Herts County Council (HCC) are agreed annually, with ADD-vance having no guarantee of ongoing commissioning of these, making budgeting and financial planning a challenge. However, during this financial year we were able to secure 25 courses and 114 workshops (with a further 105 for next financial year) from HCC. Being able to move our services online throughout the pandemic and ongoing has been of benefit to the charity and its service users however, this has also increased competition for

		resources as both local and national organisations have done the same. Competition for scarce resources and high levels of demand for services has increased the risk of being unable to access sufficient funding to maintain all our services. This risk is being mitigated by looking to diversify both our service provision and our income sources throughout the next year. A further risk to the charity is that following the pandemic there is a very different environment within the Grants and Trusts that we can apply to, with many focusing on immediate basic needs (food and shelter) rather than overall wellbeing, thus potentially reducing the options for funding sources for our projects.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of Charitable Incorporated Organisation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	ADD-vance is a Charitable Incorporated Organisation using the Charities Commission scheme and Constitution. We maintain a list of trustees and their details.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	When recruitment of a new Trustee is identified by the board of trustees, adverts are placed on appropriate forums and candidates are interviewed by one of the Trustees and the ADD-vance CEO. Interviews take place ideally in the ADD-vance office so that the candidate has a chance to meet other team members and have a brief introduction into how we work, or on line via Zoom if this is not possible. Selection is discussed with the board of trustees and once a decision agreed upon the new trustee is appointed formally at the trustee meeting and an induction process instigated.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The procedure for Induction of a new trustee is a straightforward checklist followed by the trustee and the support staff in the office. All the trustees are notified of any local or Charities Commission training available for trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The ADD-vance CEO is commissioned by the trustees to undertake all day-to-day management and operation of the organisation. There are financial limits for the ADD-vance CEO to operate within at her own discretion, and finances are reviewed at all the trustee meetings held every two months. The trustees agree any changes to pay, including National Minimum Wage, which follow legislation as a minimum. The trustees also agree any major expenditure. Trustees meet with the Finance Officer, as needed, to discuss changes and improvements to accounting and reporting.
Relationship with any related parties	Para 1.51	ADD-vance continues to maintain close links with NHS, Education and welfare services locally. Maintaining partnership arrangements with other charitable organisations providing help/information both locally and Nationally (eg National Autistic Society, ADHD Foundation etc)

		are paramount to our position within the National agenda for improvement in services and understanding for these lifelong disability groups. Working with CAMHS, Herts Community NHS Trust, PALMS and Hertfordshire County Council and being involved in their training programmes for families is essential to a long term partnership and joined-up approach to our work.
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Reference and Administrative details

Charity name	The ADD-vance ADHD and Autism Trust
Other name the charity uses	ADD-vance
Registered charity number	1158968
Charity's principal address	Foundation House 2-4 Forum Place Filddlebridge Lane Hatfield Herts AL10 0RN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Nick Dilworth	Chair / Trustee		Board of Trustees
2	Dr Laurence Hasson	Trustee		Board of Trustees
3	Laura Walker	Trustee		Board of Trustees
4	Elizabeth West	Trustee		Board of Trustees
5	Zoe Middleton	Trustee		Board of Trustees
6	Pamela Reitemeier	Trustee	Appointed 14 th September 2021	Board of Trustees
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Deborah Wood Chief Executive Officer

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

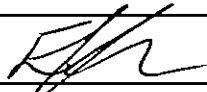
Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

ELIZABETH WEST	
----------------	--

Position (eg Secretary,
Chair, etc)

CHAIR	
-------	--

Date

6.1.2023

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 22/08/2022

	Total funds	Prior year funds
Fixed assets		
Intangible assets	0	0
Tangible assets	0	0
Heritage assets	0	0
Investments	0	0
<i>Total fixed assets</i>	0	0
Current assets		
Stocks	0	0
Debtors	17,141	20,390
Investments	50,000	30,000
Cash at bank and in hand	77,150	80,809
<i>Total current assets</i>	144,290	131,199
Creditors: amounts falling due within one year	25,366	30,704
<i>Net current assets/(liabilities)</i>	118,925	100,496
<i>Total assets less current liabilities</i>	118,925	100,496
Creditors: amounts falling due after more than one year	0	0
Provisions for liabilities	0	0
Total net assets or liabilities	118,925	100,496
Funds of the charity:		
Endowment funds	0	0
Restricted income funds	0	0
Unrestricted funds	118,925	100,496
Revaluation reserve	0	0
Total charity funds	118,925	100,496

Signed by one or two trustees
on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	LIZ WEST	6/1/2023
PC. Reitemeier	P.C. REITEMEIER	5/1/2023

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 22/08/2022

	Total funds £	Prior year funds £
Cash flows from operating activities:		
<i>Net cash provided by (used in) operating activities</i>	<u>18,429</u>	<u>23,551</u>
Cash flows from investing activities:		
<i>Net cash provided by (used in) investing activities</i>	<u>0</u>	<u>0</u>
Cash flows from financing activities:		
<i>Net cash provided by (used in) financing activities</i>	<u>0</u>	<u>0</u>
<i>Change in cash and cash equivalents in the reporting period</i>	18,429	23,551
Cash and cash equivalents at the beginning of the reporting period	<u>0</u>	<u>0</u>
Cash and cash equivalents at the end of the reporting period	<u>0</u>	<u>0</u>

Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) for the reporting period (as per the statement of financial activities)	<u>18,429</u>	<u>23,551</u>
Adjustments for:		
Net cash provided by (used in) operating activities	<u>18,429</u>	<u>23,551</u>

x  6.1.2023

x P.C. Reitemeier 5.1.2023

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 22/08/2022

	Unrestricted funds	Restricted Income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	50,338	0	0	50,338	34,367
Charitable activities	165,404	23,597	0	189,001	181,061
Other trading activities	0	0	0	0	0
Investments	87	0	0	87	387
Separate material item of income	0	0	0	0	0
Other	0	0	0	0	0
Total	215,829	23,597	0	239,426	215,814
Expenditure on:					
Raising funds	54	0	0	54	0
Charitable activities	197,346	23,597	0	220,943	192,263
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
Total	197,400	23,597	0	220,997	192,263
Net income/(expenditure) before investment gains/(losses)	18,429	0	0	18,429	23,551
Net gains/(losses) on investments	0	0	0	0	0
Net income/(expenditure)	18,429	0	0	18,429	23,551
Extraordinary items	0	0	0	0	0
Transfers between funds	0	0	0	0	0
Net Movement in Funds	18,429	0	0	18,429	23,551
Reconciliation of Funds					
Total funds brought forward	100,496	0	0	100,496	
Total funds carried forward	118,925	0	0	118,925	

X  6.1.2023

X P.C. Reitemeier 5.12.2023

SECTION 1 – TRUSTEES ANNUAL REPORT

SECTION 2 – ACCOUNTS

Statement of Financial Activities (SOFA)	}
Balance Sheet	} all 3 to be signed by 2 Trustees
Cash Flow	}

SECTION 3 - Notes to the Accounts

ADD-vance – Year 1 April 2021 – 31 March 2022

1 Basis of preparation

- 1.1 Basis of accounting** - These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value, and in accordance with: FRS 102; Financial Reporting Standard 102: Accounting and Reporting by Charities, issued 16 July 2014. The charity constitutes a public benefit entity as defined by FRS 102.
- 1.2 Going concern** - There are no material uncertainties, events or conditions which cast doubt on the charity's ability to continue as a going concern.
- 1.3 Change in accounting policy** - There are no changes in Accounting policy.
- 1.4 Changes in accounting estimates** - There are no changes in Accounting Estimates.
- 1.5 Material prior year errors** - There are no material prior year errors identified in the accounts.

2 Policies

2.1 Income - This standard list of accounting policies has been applied by the charity.

Recognition of income - Income is included in the Statement of Financial Activities (SoFA) when: the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Grants and donations - Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax reclaims on donations and gifts - Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants - This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions

Income from interest, royalties and dividends - This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities liability recognition

Liability recognition - Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs - Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg staff costs by the time spent.

Redundancy cost - The charity made no redundancy payments during the reporting period.

Deferred income – Includes a prepayment for Coaching services of £10k and £9.6k of Grants and other Income for projects which will be undertaken in 2022/23.

Creditors - The charity has creditors which are measured at settlement amounts.

Provisions for liabilities - No provision for liabilities have been included in the accounts.

2.3 Assets

Intangible fixed assets - The charity has no intangible fixed assets.

Debtors - Debtors are measured on initial recognition at settlement amount.

Current asset investments - The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value.

3 Statement of Financial Activities (SOFA) Details

Please see SOFA Report on next page :

Paxton

Charity Commission SOFA Details Report

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 22/08/2022

March 2022

	Unrestricted	Restricted	Endowment	Year Total	Last Year
S01 Donations and legacies					
General donations	41,150	0	0	41,150	28,197
Virgin Money Giving	6,494	0	0	6,494	6,110
Just Giving	2,576	0	0	2,576	0
Easyfundraising	118	0	0	118	60
	50,338	0	0	50,338	34,367
S02 Charitable activities (Inc.)					
Support Groups	0	0	0	0	7,261
Training Professionals	6,750	0	0	6,750	550
Training Parents	84,065	-35	0	84,030	128,200
Training Other	1,097	0	0	1,097	0
Coaching Private	1,430	-1,430	0	0	0
Coaching General	28,433	1,400	0	29,833	17,793
Coaching Commission	1,420	65	0	1,485	480
EHCP services	645	0	0	645	330
Grants	3,824	0	0	3,824	21,478
Help Desk Services	13,297	0	0	13,297	0
Qb Check Service	15,031	0	0	15,031	4,970
Speech & Language Therapy	9,413	0	0	9,413	0
Support Services Income	0	23,597	0	23,597	0
	165,405	23,597	0	189,002	181,062
S04 Investments					
Savings a/c interest	87	0	0	87	387
	87	0	0	87	387
S08 Raising funds					
Fundraising costs	54	0	0	54	0
	54	0	0	54	0
S09 Charitable activities					
Support Groups costs	1,525	0	0	1,525	2,025
Training Salaries	45,804	-33	0	45,771	63,809
Training Travel costs	40	0	0	40	0
Training Development Work	925	0	0	925	625
Training Monitoring&Evaluation	460	0	0	460	765
Coaching Salaries	22,285	-25	0	22,260	14,245
Coaching Clinical Sup.	550	100	0	650	475
Coaching Reports	1,050	25	0	1,075	0
Gross Office Staff Salaries	69,093	20,093	0	89,186	61,466
General travel costs	0	262	0	262	0
Staff Training	895	300	0	1,195	2,205
NI - Employer's Contributions	928	1,148	0	2,075	55
Pension contr.employer expense	1,461	328	0	1,789	1,200
Holiday pay expense	4,241	0	0	4,241	4,846
New team supervision	0	0	0	0	50
Rent	12,437	0	0	12,437	11,215
Insurances	380	0	0	380	377
Telephone/Broadband/VOIP	113	399	0	512	3,279
Zoom Licenses	569	0	0	569	1,926
Stationery	260	0	0	260	0
Printing/photocopying	448	0	0	448	756
Printer lease costs	1,065	0	0	1,065	1,228
General office expenses	117	0	0	117	405
HR & Recruitment Costs	17	0	0	17	0
Business Development	924	0	0	924	3,000
Website	90	0	0	90	1,074
IT costs	1,495	117	0	1,613	1,338
Subscription costs	175	0	0	175	0
Data protection fees	35	0	0	35	40
DBS checks	611	126	0	736	616
Equipment purchases	812	758	0	1,570	1,265
Amortisation expense a/c	0	0	0	0	1,167
QbCheck fees	4,028	0	0	4,028	1,274
QbCheck facilitator	5,900	0	0	5,900	2,000
QbCheck equipment	0	0	0	0	200
Speech & Language Therapy	8,575	0	0	8,575	0
Helpdesk service	10,038	0	0	10,038	9,339
	197,346	23,598	0	220,943	192,265

4 - Staff costs

	2021/22 **	2020/21
Salaries & Wages	99,224 *	70,805 *
Pensions	1,789	1,200
Other (Holiday & Employer NI)	6,316	4,846
Total	107,329	76,851

*Includes Helpdesk salaries ** Includes 6 months x 2 employment advisors working on DWP project

Total remuneration – no employees received salary and benefits in the reporting period of more than £60,000.

Average Head Count FTE

2021/22	2020/21
3.6	3

7 - Defined Contribution Pension Scheme

The amount of contributions recognised in the SOFA as an expense is £1,789.

8 - SOFA Balance sheet details**Paxton****Charity Commission Balance Sheet Details****Page 1 of 1****Charity no. 1158968****The ADD-vance ADHD and Autism Trust****Printed: 22/08/2022****March 2022**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Year Total</u>	<u>Last Year</u>
B01 Intangible assets					
	0	0	0	0	0
B06 Stocks					
	0	0	0	0	0
B07 Debtors					
Prepaid expenses	432	0	0	432	380
Debtors control a/c	15,809	0	0	15,809	16,710
Accrued Income	900	0	0	900	3,300
	17,141	0	0	17,141	20,390
B08 Investments					
Savings account	50,000	0	0	50,000	30,000
	50,000	0	0	50,000	30,000
B09 Cash at bank and in hand					
Bank current account	74,312	2,838	0	77,150	80,781
Petty cash	0	0	0	0	28
	74,312	2,838	0	77,150	80,809
B11 Creditors (due within one year)					
Creditors control a/c	-2,413	-64	0	-2,477	-3,105
HMRC liabilities control	-1,358	-343	0	-1,701	-813
Pension contributions control	-337	-127	0	-465	-355
Holiday Payable	-359	0	0	-359	-276
Accrued expenses	-720	0	0	-720	-255
Deferred income	-17,341	-2,303	0	-19,644	-25,900
	-22,528	-2,837	0	-25,366	-30,704
B19 Unrestricted funds					
Retained surplus	118,925	0	0	118,925	100,496
	118,925	0	0	118,925	100,496
B20 Revaluation reserve					
	0	0	0	0	0

10 – Investment Assets

Current Asset Investments	2021/22	2020/21
Cash & cash equivalents	£50,000	£30,000
Total	£50,000	£30,000

11 – Debtors & Prepayments

Analysis of Debtors & Prepayments	2021/22	2020/21
Trade Debtors	£15,809	£16,710
Prepayments & Accrued Income	£1,332	£3,680
Others	£0	£0
Total	£17,141	£20,390

12 – Analysis of Creditors

Creditors due within 1 year	2021/22	2020/21
Trade Creditors	£2,477	£3,105
Accruals & deferred income	£20,723	£26,431
Taxation & social security	£1,701	£813
Other Creditors	£465	£355
Total	£25,366	£30,704

13 – Cash at bank and in hand

	2021/22	2020/21
Cash at bank and cash in hand	£77,150	£80,809

14 – MOVEMENT OF FUNDS

Paxton

Charity Commission Movement of Funds Report

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 22/08/2022

Month = March 2022

<u>Fund name</u>	<u>Fund balances brought forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Gains and losses</u>	<u>Fund balances carried forward</u>
General fund	100,496	215,829	-197,400	0	0	118,925
Advisors	0	23,597	-23,597	0	0	0
Totals	100,496	239,426	-220,997	0	0	118,925

15 – TRUSTEE REMUNERATION & BENEFITS

None of the Trustees have been paid any remuneration or received any other benefits from the charity.

No Trustee expenses have been incurred.

There have been no related party transactions during the period.

16 – INDEPENDENT EXAMINERS REPORT (see attached PDF)



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

THE ADD-VANCE ADHD AND AUTISM TRUST

On accounts for the year
ended

31 MARCH 2022

Charity no.:

1158968

Company no.:

Set out on pages

1 - 2

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 / 03 / 2022.

Responsibilities and
basis of report

As the charity's trustees of the Company (who are also the directors of the company 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 for this year 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

[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

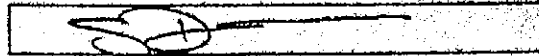
I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

09/12/2022

Name:

SIMON DAVID SMITH

Relevant professional qualification(s) or body (if any):

Chartered Institute of Management Accountants

Address:

83 WARREN WAY

WELWYN

HERTS

AL6 0DL

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

Accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1 April 2020 To 31 March 2021

Charity name: The ADD-vance ADHD and Autism Trust

Charity registration number: 1158968

Objectives and Activities

	SORP reference
Summary of the purposes of the charity as set out in its governing document	Para 1.17
The Objectives of ADD-vance are: 1. To relieve the needs of and to promote and protect the health of children and young people with Attention Deficit Hyperactivity Disorder (ADHD) and/or Autism Spectrum Disorders (ASD) and their families. 2. The promotion of social inclusion among parents and their children who are socially excluded from society as a result of having ADHD and/or ASD and help their integration into society 3. To advance the education of the general public in all areas relating to ADHD and/or ASD in particular but not exclusively by providing training courses, practical advice and information	
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19
ADD-vance continued to provide its core services throughout the year, despite the Global Pandemic of Covid 19. ADD-vance was able to adapt its services to enable the continuation of support to families and professionals who care for neurodiverse children in Hertfordshire. The charities objectives were fulfilled through the following services: Help desk / Helpline open Monday – Friday 9.00am – 1.00pm for both parents and professionals seeking help in supporting parents of neurodiverse children. We temporarily moved the helpline to a mobile number during the lockdowns, but were available throughout the year to support families Subscription to the ADD-vance mailing list and membership of the closed Facebook page – subscription and membership offers regular updates on training, workshops, support groups and other help offered and the Facebook page offers a community of peer supporters	

Support Groups – which moved online throughout the year. ADD-vance coaches were able to adapt the format of these to offer group support every week via Zoom. ADHD Service – Due to the pandemic we were unable to go into schools, but during the breaks between lockdowns, we were able to continue to offer the Qb-Check – an online, non-diagnostic check for ADHD symptoms which has been utilised by both children and adults as a first step on their journey to a diagnosis Training courses and workshops for parents – to increase their knowledge of ADHD and Autism and provide practical help and advice, these also moved online during the pandemic to enable families to continue to receive training and support One to one coaching – for families who are looking for specific help within their own circumstances. Specially trained coaches worked via Zoom, offering 6-8 weekly sessions to parent carers where their needs have been identified as a growing concern with mental health and social exclusion issues being frequently highlighted.	
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18
Trustees have full regard to the guidance issued by the Charity Commission on public benefit and continue to ensure, through regular monitoring and evaluation of data that the services devised and delivered meet the guidance. The main activities continue to focus on the needs of families to support their children and young people who have ADHD and/or autism. However, we are also seeing an increase in demand for support for adults and young people who have received a diagnosis in their teenage years or later in life. Trustees have agreed that the ADD-vance team should develop partnership projects to meet this identified need as it will benefit both our current service user base and expand the benefit to the public. ADD-vance has continued to offer support to schools and professionals throughout the year, although Covid 19 has necessitated a change of focus. The pandemic has prevented ADD-vance from training in schools (due to lockdowns) but the charity has continued to offer advice and support to teaching staff and support staff via our helpline services and Facebook pages. The team have regard to the reduction in public finance, the impact of this on our services as well as the statutory services available locally and the need to fill gaps through our charitable objectives and increase in services made available. This year the team were able to access funding from grants specifically set up during the pandemic. This enabled us to increase our reach by purchasing Zoom licences and offering support services online. The Trustees are mindful of maintaining and increasing services within the funding challenges facing all charities and the need to raise funds and donation levels on an annual basis. This year many of the 'normal' fundraising activities were prevented – however, we were very grateful to received grants and	

donations from a wide variety of sources which enabled us to maintain the majority of our work throughout the pandemic. The ADD-vance Chief Executive reports at each trustee meeting the activities being undertaken by the operational team, allowing the trustees to ensure all the activities undertaken are in line with our Objectives, as stated above, and are in line with the Charities Commission guidance.	
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference
Policy on grant making	Para 1.38
N/A	
Policy on social investment including program related investment	Para 1.38
ADD-vance has continued to invest in the Team and continues to recognise the strengths of employing parent carers in all areas of our work. Currently 24 out of 25 people employed or contracted are parent carers demonstrating our recognition of knowledge and life experience that these people bring as well as their qualifications and professionalism in areas such as teaching, social working, psychology, training and coaching. In addition, our office support team and our trustees also have parent carer representation. ADD-vance continues to support a programme of Continuous Personal Development at all levels to maintain the value of continuous learning and updating from current research. We continue to have strong relationships with local colleges and universities and work in partnership to enhance graduate and post-graduate research through research opportunities being advertised on our Facebook page. This in turn can help to shape future provision for families when students graduate and work within the community. Our current Landlord is Hertfordshire Community Foundation – a local charity that we are able to contribute towards by renting our premises from an organisation that heavily invests in local charities and not for profits. We hold our financial reserves in the Hampshire Trust who themselves have a Corporate Social Responsibility approach that “recognises the importance of supporting the communities and environments that we live and work in.”	
Contribution made by volunteers	Para 1.38
ADD-vance continues to value greatly the contribution of volunteers at all levels of our work from fundraisers to event organisers and those who support us on an ad hoc basis. Due to the pandemic we were unable to utilise volunteers in our office but this gave us an opportunity to develop how we use volunteers within our charity. As part of our commitment to the voluntary sector, we will be looking to recruit more volunteers that we can use in a variety of roles within the team	

depending upon the skills they are able to offer us and their availability within office hours. This is in addition to the support offered to the team by the Trustees outside of their meetings, to enhance the services offered	
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Achievements and Performance

	SORP reference
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20
In the past 12 months, ADD-vance has supported over 4,400 (4,000:2019/20) families of neurodiverse children through all it's services. These include: 639 (695:2019/20) individual telephone calls to the helpdesk where advice was given and followed up with an email, suggesting tips and tools to support the families and signposting for additional support. 20% (21%:2019/20) of these calls were from professionals asking for guidance with families that they were supporting, whilst 80% (79%:2019/20) were directly from parents seeking support. Membership / Subscriptions to our database grew by over 12% to 2,955 (2,794:2019/20) parent members and 424 (254:2019/20) professional members by 31st March 2021, with an average of 1-2 new members each day. The benefits of this type of membership are that families are the first to become aware of new services, courses and workshops available and therefore are able to book early to access the support and learning that these services offer. 76 (130:2019/20) families accessed our coaching service, with 315 (531:2019/20) hours of specialist ADHD and ASD family coaching offered to parents by our team of self employed coaches. This number is reduced from last financial year as we needed to develop our service offer to online coaching and train up new coaches to enable us to meet demand. The second half of the year saw an increase in capacity following a successful training course for 7 new coaches. 108 (39:2019/20) families accessed drop-in sessions where short sharp coaching interventions were offered. These sessions were made available free at the point of access due to extra funding in the several DSPL areas. 24 (63:2019/20) individuals completed a QbCheck™, a check which supports families in understanding how likely a diagnosis of ADHD would be made by a clinician. Numbers were lower this year again due to lockdowns and we were therefore unable to continue to provide the service for several months of the	

year. This service re-opened in the second quarter of 2021-22 when the lockdowns ended.

21 (11:2019/20) families received professional support with their EHCP (Education Health Care Plan) applications.

In April 2020 we moved our support groups to the online platform Zoom. This limited the number of people we could support within one group to a maximum of 10. As the groups were on Zoom, and to prevent screen fatigue, we increased the frequency of these groups to weekly but reduced the time to one hour. Numbers fluctuated throughout the year, with 170 (172:2019/20) individuals attending at least one of our on line support groups, with many individuals attending more than once.

Over the Summer of 2020, ADD-vance was successful in a bid, commissioned by Herts County Council, to provide a range of workshops for local parents and carers of neurodiverse children. This funding enabled ADD-vance to provide 60 workshops within the second half of the financial year with a further 50 deferred until the school summer term in 2021.

In addition to the above we provided 20 more workshops to parents and carers that were funded from a variety of sources. All our workshops were delivered via Zoom with the recording made available for up to 7 days and participants emailed copies of handouts. The average number of attendees and views for each of our workshops was 48, and therefore over 3,840 attendances occurred, (although it is acknowledged that some parents attended more than one workshop).

528 (273:2019/20) families attended a six week training course delivered by ADD-vance specialist trainers who are experts by experience as well as qualified trainers. These 48 courses (21:2019/20) not only educate parents on the impact of neurodiverse conditions, but also build peer support networks amongst parents who are navigating the pathways surrounding ADHD and Autism.

291 people attended an ADD-vance professional workshop, seminar or short training course delivered during the year and the Neurodiversity Week Celebrations attracted 75 people to our online events.

Membership of the ADD-vance closed Facebook page reached 5,171 (4,503:2019/20) at the end of March 2021 and our smaller Spectrum Girls Facebook group had 864 members. All membership requests and postings are monitored to ensure that participants live or work in Hertfordshire and that the groups remain supportive.

The education and support offered through training, support groups and the services listed above help parents and carers to feel less isolated, stronger and well supported in their pursuit of helping their child to reach his or her potential. They are also more confident in working with schools to identify and pursue the right support.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference
Achievements against objectives set	Para 1.41
The Covid 19 pandemic had a significant impact on planning and delivery of objectives within the year. The uncertainty caused by lockdowns increased the demand for intensive help from many of our support services. The changing working and living environment meant it was necessary to create and implement continuity of business plans to ensure services were maintained throughout the period. The following changes to provision were made during the year: • Introduction of Zoom to all team members to use for courses, coaching and workshops as well as team meetings and one to ones • Purchase of VOIP system to increase capacity within the Helpdesk to 4 phone lines and improve broadband • Movement of resources online since access to the server was only whilst in the office • Hybrid working agreed with team members to enable them to work from home safely during lockdowns and beyond Fundraising and encouraging an increased level of donation continue to be an essential part of our planning for future programmes. This year we have been able to deliver many of our free services from a combination of charitable giving and the delivery of paid-for services which then, in turn, support the free services as a consequence. We have not worked with a professional fundraiser and do not anticipate doing so in the near future, nor do we work with a commercial participator.	
Performance of fundraising activities against objectives set	Para 1.41
At the start of the year Trustees acknowledged that ADD-vance may need to utilise some of our reserves, especially in the light of Covid 19 and the unknown impact of this virus on the charity. Fortunately, throughout the year we were able to access various funding options from charitable trusts such as Hertfordshire Community Foundation, The Big Lottery, St Albans Abbey, Belron Ronnie Lubner Charitable Foundation, plus substantial gifts from both individuals and fundraising groups. In addition to this we were commissioned to run additional six week courses and workshops, all of which supported the infrastructure of the charity and resulted in a surplus of £23.5k this year. Going forward we are aware that pressure on the resources available from Trusts and Foundations as well as from individual giving will increase, as will our need to utilise our resources even more efficiently to ensure the longevity of the charity. We continued to use fundraising opportunities such as Amazon Smile, CAF and Easy Fundraising to increase our unrestricted funds and joined a text donations	

facility where individuals can donate via a mobile code which we introduced during our Neurodiversity Celebration week in March.	
Investment performance against objectives	Para 1.41
Not Applicable	

Financial Review

	SORP reference
Review of the charity's financial position at the end of the period	Para 1.21
Despite an uncertain economic climate coupled with a global pandemic at the start of the period, ADD-vance continued to benefit from generous individual giving and strong demand for the educational offerings available from the Charity. ADD-vance also took advantage of the Government Furlough Scheme with two members of staff being furloughed for a short length of time whilst services were being redesigned and the lockdown was occurring. At the end of the period, prudent management of finances and the surplus in funds has left the charity with £100.5k of which £45k is for reserves	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22
ADD-vance has a reserves policy for the purposes of good stewardship and financial management. Through this policy and process we are able to: • demonstrate the charity's sustainability and capacity to manage unforeseen financial difficulties; • assist in strategic planning, for example, considering how new projects or activities will be funded; • inform the budget and risk management, and enable cash flow; • give confidence to funders.	
Amount of reserves held	Para 1.22
As a minimum, our reserves policy necessitates providing for future costs for 6 months to cover salaries and all overheads, which are estimated to be £45k. This level of reserves will cover the effects of a major interruption in the flow of work or income, or in the case of winding down providing notice to the staff and preparing to handover, premises and broadband plus other identified risks. The Charity Reserves of £45k cover these future costs plus other identified risks.	
Reasons for holding zero reserves	Para 1.22
Not applicable	
Details of fund materially in deficit	Para 1.24
Not applicable	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23
The Trustees have no uncertainties about the charity continuing as a going concern. Income and expenditure are monitored throughout the year and given the economic	

climate and the impact of a global pandemic, they are pleased that the charity was able to report a small surplus plus an increase in service provision. Going forward we will be working closely with Herts County Council and other partner organisations to diversify our income streams and our service provision. Alongside this we will be looking at gaps in provision where Trusts and Foundations may be appropriate funders to pilot and implement new services.	
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference
The charity's principal sources of funds (including any fundraising)	Para 1.47
Principle sources of funding have been through • Grants from Herts County Council for Parent Courses • Grants from Herts County Council for Parent Workshops • Funding via DSPLs for coaching fees for individual families • Grant from the Lottery (Covid 19) to support the ongoing work of the charity and Helpdesk • Hertfordshire Community Foundation – Covid Grants and Workforce Development Grant • Funding directly from schools for training teaching staff • One off grants from charitable Trusts such as the Belron Ronnie Lubner Charitable Foundation • Generous donations from individuals towards the work of the charity • Individual funding for Qb Checks and Private Coaching • Donations and fundraising activities throughout the year towards all other support services for parents We did not receive any income from outside the UK and operated predominantly within Hertfordshire in England	
Investment policy and objectives including any social investment policy adopted	Para 1.46
ADD-vance does not require an Investment Policy for finances. The trustees have agreed the movement of some funds from a current account to an interest paying account to maximise use of the reserves	
A description of the principal risks facing the charity	Para 1.46
The principal risk facing ADD-vance is a lack of reliable ongoing funding sources. The number of parent courses and workshops funded by Herts County Council (HCC) are agreed annually, with ADD-vance having no guarantee of ongoing commissioning of these, making budgeting and financial planning a challenge. However, during this financial year we were able to secure 48 courses and 60 workshops (with a further 50 for next financial year) from HCC.	

Being able to move our services online throughout the pandemic has been of benefit to the charity and its service users however, this has also increased competition for resources as both local and national organisations have done the same. Competition for scarce resources and high levels of demand for services has increased the risk of being unable to access sufficient funding to maintain all our services. This risk is being mitigated by looking to diversify both our service provision and our income sources throughout the next year.

A further risk to the charity is that the pandemic has created a very different environment within the Grants and Trusts that we can apply to, with many focusing on immediate basic needs (food and shelter) rather than overall wellbeing, thus potentially reducing the options for funding sources for our projects.

Structure, Governance and Management

Description of charity's trusts:	Sorp Reference
Type of governing document (trust deed, royal charter)	Para 1.25
Constitution of Charitable Incorporated Organisation.	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25
ADD-vance is a Charitable Incorporated Organisation using the Charities Commission scheme and Constitution. We maintain a list of trustees and their details.	
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25
When recruitment of a new Trustee is identified by the board of trustees, adverts are placed on appropriate forums and candidates are interviewed by one of the Trustees and the ADD-vance CEO. Interviews take place ideally in the ADD-vance office so that the candidate has a chance to meet other team members and have a brief introduction into how we work, or on line via Zoom if this is not possible. Selection is discussed with the board of trustees and once a decision agreed upon the new trustee is appointed formally at the trustee meeting and an induction process instigated.	

Additional information (optional)

You may choose to include further statements where relevant about:

	Sorp Reference
Policies and procedures adopted for the induction and training of trustees	Para 1.51
The procedure for Induction of a new trustee is a straightforward checklist followed by the trustee and the support staff in the office. All the trustees are notified of any local or Charities Commission training available for trustees.	
The charity's organisational structure and any wider network with which the charity works	Para 1.51
The ADD-vance CEO is commissioned by the trustees to undertake all day-to-day management and operation of the organisation. There are financial limits for the ADD-vance CEO to operate within at her own discretion, and finances are reviewed at all the trustee meetings held every two months.	
The trustees agree any changes to pay, including National Minimum Wage, which follow legislation as a minimum. The trustees also agree any major expenditure.	

Trustees meet with the Finance Officer, as needed, to discuss changes and improvements to accounting and reporting.	
Relationship with any related parties	Para 1.51
ADD-vance continues to maintain close links with NHS, Education and welfare services locally. Maintaining partnership arrangements with other charitable organisations providing help/information both locally and Nationally (eg National Autistic Society, ADHD Foundation etc) are paramount to our position within the National agenda for improvement in services and understanding for these lifelong disability groups. Working with CAMHS, Herts Community NHS Trust, PALMS and Hertfordshire County Council and being involved in their training programmes for families is essential to a long term partnership and joined-up approach to our work.	

Reference and Administrative details

Charity name	The ADD-vance ADHD and Autism Trust
Other name the charity uses	ADD-vance
Registered charity number	1158968
Charity's principal address	Foundation House 2 - 4 Forum Place Fiddlebridge Lane Hatfield AL10 0RN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Nick Dilworth	Trustee / Chair		Board of Trustees
2	Lis Barlow Jones	Trustee	Resigned Dec 2020	Board of Trustees
3	Pete Hodgson	Trustee	Resigned April 2020	Board of Trustees
4	Dr. Kirsty Saunders	Secretary	Resigned August 2020	Board of Trustees
5	Dr Laurance Hassan	Trustee	Appointed September 2020	Board of Trustees
6	Laura Walker	Trustee	Appointed June 2020	Board of Trustees
7	Elizabeth West	Trustee	Appointed June 2020	Board of Trustees
8	Zoe Middleton	Trustee	Appointed June 2020	Board of Trustees
9				
10				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not Applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not Applicable

Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not Applicable
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Additional information (optional)

Names and addresses of advisers (Optional Information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Deborah Wood Chief Executive Officer

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
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Full name(s)	NICHOLAS	DILLWORTH
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Position (eg Secretary, Chair, etc)	CHAIR	
-------------------------------------	-------	--

Date	15/12/21
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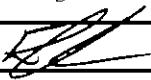
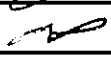
Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 03/11/2021

	Total funds	Prior year funds
Fixed assets		
Intangible assets	0	1,167
Tangible assets	0	0
Heritage assets	0	0
Investments	0	0
<i>Total fixed assets</i>	0	1,167
Current assets		
Stocks	0	0
Debtors	20,390	15,225
Investments	30,000	30,000
Cash at bank and in hand	80,809	44,717
<i>Total current assets</i>	131,199	89,942
Creditors: amounts falling due within one year	30,704	14,164
<i>Net current assets/(liabilities)</i>	100,496	75,778
<i>Total assets less current liabilities</i>	100,496	76,944
Creditors: amounts falling due after more than one year	0	0
Provisions for liabilities	0	0
Total net assets or liabilities	100,496	76,944
Funds of the charity:		
Endowment funds	0	0
Restricted income funds	0	1,083
Unrestricted funds	100,496	75,861
Revaluation reserve	0	0
Total charity funds	100,496	76,944

Signed by one or two trustees
on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	ELIZABETH WEST	15/12/2021
	NICHOLAS DILWORTH	15/12/2021

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Printed: 03/11/2021

	Total funds £	Prior year funds £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	23,551	10,903
Cash flows from investing activities:		
Net cash provided by (used in) investing activities	0	0
Cash flows from financing activities:		
Net cash provided by (used in) financing activities	0	0
Change in cash and cash equivalents in the reporting period	23,551	10,903
Cash and cash equivalents at the beginning of the reporting period	0	0
Cash and cash equivalents at the end of the reporting period	0	0

Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) for the reporting period (as per the statement of financial activities)	23,551	10,903
Adjustments for:		
Net cash provided by (used in) operating activities	23,551	10,903

 NICHOLAS DILWORTH 15/12/21
 ELIZABETH WEST 15/12/21.

	Unrestricted funds	Restricted Income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	34,367	0	0	34,367	28,901
Charitable activities	9,495	171,566	0	181,061	131,586
Other trading activities	0	0	0	0	10,374
Investments	387	0	0	387	171
Separate material item of income	0	0	0	0	0
Other	0	0	0	0	0
Total	44,248	171,566	0	215,814	171,032
Expenditure on:					
Raising funds	0	0	0	0	1,300
Charitable activities	42,500	149,763	0	192,263	158,829
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
Total	42,500	149,763	0	192,263	160,129
Net income/(expenditure) before investment gains/(losses)	1,748	21,803	0	23,551	10,903
Net gains/(losses) on investments	0	0	0	0	0
Net income/(expenditure)	1,748	21,803	0	23,551	10,903
Extraordinary items	0	0	0	0	0
Transfers between funds	22,886	-22,886	0	0	0
Net Movement in Funds	24,635	-1,083	0	23,551	10,903
Reconciliation of Funds					
Total funds brought forward	75,861	1,083	0	76,944	
Total funds carried forward	100,496	0	0	100,496	

 NICHOLAS DILWORTH 15/12/21
 ELIZABETH WEST 15/12/21

SECTION 1 – TRUSTEES ANNUAL REPORT

SECTION 2 – ACCOUNTS

Statement of Financial Activities (SOFA)	}
Balance Sheet	} all 3 to be signed by 2 Trustees
Cash Flow	}

SECTION 3 - Notes to the Accounts

ADD-vance – Year 1 April 2020 – 31 March 2021

1 Basis of preparation

- 1.1 Basis of accounting** - These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value, and in accordance with: FRS 102; Financial Reporting Standard 102: Accounting and Reporting by Charities, issued 16 July 2014. The charity constitutes a public benefit entity as defined by FRS 102.
- 1.2 Going concern** - There are no material uncertainties, events or conditions which cast doubt on the charity's ability to continue as a going concern.
- 1.3 Change in accounting policy** - There are no changes in Accounting policy.
- 1.4 Changes in accounting estimates** - There are no changes in Accounting Estimates.
- 1.5 Material prior year errors** - There are no material prior year errors identified in the accounts.

2 Policies

2.1 Income - This standard list of accounting policies has been applied by the charity.

Recognition of income - Income is included in the Statement of Financial Activities (SoFA) when: the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Grants and donations - Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax reclaims on donations and gifts - Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants - This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions

Income from interest, royalties and dividends - This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure and liabilities liability recognition

Liability recognition - Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs - Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg staff costs by the time spent.

Redundancy cost - The charity made no redundancy payments during the reporting period.

Deferred income – Includes a prepayment for Coaching services of £15k and £10k of Parent workshops which we were asked to complete in spring/early summer 2021.

Creditors - The charity has creditors which are measured at settlement amounts.

Provisions for liabilities - No provision for liabilities have been included in the accounts.

2.3 Assets

Intangible fixed assets - The charity has completed the amortisation of its intangible fixed assets this year and has a closing nil balance. Intangible fixed assets are non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9. They are valued at cost.

Debtors - Debtors are measured on initial recognition at settlement amount.

Current asset investments - The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value.

3 Statement of Financial Activities (SOFA) Details

Please see SOFA Report on next page :

Charity Commission SOFA Details Report

Paxton

31 March 2021

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

	Unrestricted	Restricted	Endowment	Year Total	Last Year
S01 Donations and legacies					
General donations	28,197	0	0	28,197	24,741
Virgin Money Giving	6,110	0	0	6,110	4,098
Easyfundraising	60	0	0	60	62
	34,367	0	0	34,367	28,901
S02 Charitable activities (Inc.)					
Support Groups	2,000	5,261	0	7,261	1,431
Training Professionals	0	550	0	550	3,287
Training Parents	0	128,200	0	128,200	70,724
Training Other	0	0	0	0	483
Training Peer Awareness	0	0	0	0	1,339
Coaching Private	0	0	0	0	550
Coaching General	500	17,293	0	17,793	24,935
Coaching Commission	395	85	0	480	1,193
EHCP services	330	0	0	330	10
Grants	1,300	20,178	0	21,478	0
School consultations	0	0	0	0	1,750
Drop-in consultations	0	0	0	0	2,200
Help Desk Services	0	0	0	0	9,988
Qb Check Service	4,920	0	0	4,920	13,697
	9,495	171,567	0	181,062	131,587
S03 Other trading activities					
Fundraising	0	0	0	0	10,374
S04 Investments					
Savings a/c interest	387	0	0	387	171
S08 Raising funds					
Publicity costs	0	0	0	0	1,300
S09 Charitable activities					
Support Groups costs	0	2,025	0	2,025	1,383
Training Salaries	554	63,255	0	63,809	36,641
Training Venue Hire	0	0	0	0	2,238
Training Materials	0	0	0	0	975
Training Resources	0	0	0	0	58
Training Travel costs	0	0	0	0	2,990
Training Development Work	0	625	0	625	265
Training Admin costs	0	0	0	0	400
Training Monitoring & Evaluation	0	765	0	765	60
Training Other costs	0	0	0	0	922
Coaching Salaries	0	14,245	0	14,245	19,390
Coaching Clinical Sup.	475	0	0	475	200
Gross Office Staff Salaries	23,730	37,735	0	61,466	49,142
General travel costs	0	0	0	0	183
Staff Training	45	2,160	0	2,205	135
NI - Employer's Contributions	55	0	0	55	0
Pension contr. employer expense	480	720	0	1,200	896
Holiday pay expense	1,829	3,017	0	4,846	6,006
New team supervision	50	0	0	50	0
Rent	4,320	6,895	0	11,215	11,198
Insurances	159	218	0	377	369
Telephone/fax/email	1,235	2,044	0	3,279	936
Zoom Licenses	631	1,295	0	1,926	0
Postage	0	0	0	0	18
Stationery	0	0	0	0	134
Printing/photocopying	278	478	0	756	793
Printer lease costs	520	708	0	1,228	1,121
General office expenses	176	228	0	405	1,320
Office refreshments	0	0	0	0	97
Resources	0	0	0	0	103
HR & Recruitment Costs	0	0	0	0	295
Business Development	0	3,000	0	3,000	0
Website	144	930	0	1,074	39
IT costs	440	898	0	1,338	213
Data protection fees	40	0	0	40	80
DBS checks	261	355	0	616	62
Equipment purchases	536	729	0	1,265	1,144
Amortisation expense a/c	1,167	0	0	1,167	1,168
Sundries	0	0	0	0	40
QbCheck fees	1,274	0	0	1,274	3,087
QbCheck facilitator	2,000	0	0	2,000	6,008
QbCheck venue hire	0	0	0	0	12
QbCheck equipment	200	0	0	200	0
Helpdesk service	1,902	7,437	0	9,339	8,710
	42,501	149,762	0	192,265	158,831
S17 Transfers between funds					
Transfers between funds	-22,886	22,886	0	0	0

4 - Apportionment of overheads

Overheads are apportioned on the Absorption Costing basis, based on the labour hours. Overhead costs apportioned are those over £300 pa and not directly allocated to a fund already.

4.1 - In 2020/21 the rate is 87/13 Training/Coaching, based on Income received and 40% of core costs are to remain in the general fund.

5 – Closure of old prior year funds

There were 4 small residual balances on funds which are no longer used (2 years+ inactivity). As part of year end maintenance these were all netted against the general fund, resulting in a net adjustment of £16 to general fund in 20/21 Income statement.

6 - Staff costs

	2020/21	2019/20
Salaries & Wages	70,805 *	57,852 *
Pensions	1,200	896
Other benefits (Holiday pay)	4,846 **	6,006
Total	76,851	64,754

*Includes Helpdesk salaries. **New CEO holiday pay incl in Salary & Wages costs

Total remuneration – no employees received salary and benefits in the reporting period of more than £60,000.

Average Head Count FTE (2019/20 restated from actual heads)

2020/21	2019/20
3	2.5

7 - Defined Contribution Pension Scheme

The amount of contributions recognised in the SOFA as an expense is £1,200.

8 - SOFA Balance sheet details

Charity Commission Balance Sheet Details

Paxton

31 March 2021

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

	Unrestricted	Restricted	Endowment	Year Total	Last Year
B01 Intangible assets					
Intangible assets	0	0	0	0	1,167
	0	0	0	0	1,167
B07 Debtors					
Prepaid expenses	380	0	0	380	377
Recoverable Gift Aid	0	0	0	0	38
Debtors control a/c	0	16,710	0	16,710	11,291
Accrued Income	0	3,300	0	3,300	3,520
	380	20,010	0	20,390	15,226
B08 Investments					
Savings account	30,000	0	0	30,000	30,000
	30,000	0	0	30,000	30,000
B09 Cash at bank and in hand					
Bank current account	71,701	9,080	0	80,781	44,688
Petty cash	28	0	0	28	28
	71,729	9,080	0	80,809	44,716
B11 Creditors (due within one year)					
Creditors control a/c	0	-3,105	0	-3,105	-4,724
HMRC liabilities control	-771	-42	0	-813	-636
Pension contributions control	-311	-43	0	-355	-279
Holiday Payable	-276	0	0	-276	-515
Accrued expenses	-256	0	0	-255	0
Deferred income	0	-25,900	0	-25,900	-8,011
	-1,614	-29,090	0	-30,704	-14,165
B18 Restricted income funds					
Retained surplus	0	0	0	0	1,083
	0	0	0	0	1,083
B19 Unrestricted funds					
Retained surplus	100,496	0	0	100,496	75,861
	100,496	0	0	100,496	75,861

9 - Intangible Assets

9.1 - Valuation

9.2 - Amortisation

Cost or Valuation	Other Asset		Amortisation	Straight Line Basis
Start of Year	£3,502		Start of Year	£2,335
Additions	0		Disposals	0
Disposals	0		Amortisation	£1,167
Close of Year	£3,502		Close of Year	£3,502

9.3 - Net Book Value

Net book value at start of year £1,167.

Net book value at end of year £0.

9.4 – Accounting Policy

The asset has now been fully amortised on a straight-line basis of 3 years, over the useful asset life.

10 – Investment Assets

Current Asset Investments	2020/21	2019/20
Cash & cash equivalents	£30,000	£30,000
Total	£30,000	£30,000

11 – Debtors & Prepayments

Analysis of Debtors & Prepayments	2020/21	2019/20
Trade Debtors	£16,710	£11,291
Prepayments & Accrued Income	£3,680	£3,897
Others	£0	£38
Total	£20,390	£15,226

12 – Analysis of Creditors

Creditors due within 1 year	2020/21	2019/20
Trade Creditors	£3,105	£4,724
Accruals & deferred income	£26,431	£8,526
Taxation & social security	£813	£636
Other Creditors	£355	£279
Total	£30,704	£14,165

13 – Cash at bank and in hand

	2020/21	2019/20
Cash at bank and cash in hand	£80,809	£44,716

14 – MOVEMENT OF FUNDS NOTE

ADD-vance has used the Paxton accounting system for the last 5 years. It has operated one general fund, largely for overheads, donations, QB checks and core costs. Additional funds within the ledger – which encompasses the majority of our charitable activities - have been managed by setting up restricted funds, despite these contracts and services having no legal or business restrictions upon how we utilise the income.

Therefore, the restricted funds functionality has been used as a 'Management Accounting' tool, rather than as a true representation of whether a fund is actually restricted. We have only one or two examples of funds which are legally restricted, eg. Lottery, DWP; for these funds we only charge specified amounts to the funds as agreed in their initial funding arrangements.

ADD-vance therefore has funds which have built up as restricted in our ledger, but are not legally or business restricted. In order to address this issue we have taken the following corrective actions at March 21:

1. offset these fund balances against the General fund balance where they should have originally been booked.

Going forward, we are amending our approach as follows:

2. reviewing our ledger structure – we will utilise Project Codes within general fund to manage income and expenditure streams, rather than using restricted funds functionality, unless we receive funds which are truly restricted in use.
3. future creation of a legally or business restricted fund will be discussed and formally approved at a Trustee meeting.

14 – MOVEMENT OF FUNDS

Charity Commission Movement of Funds Report

Paxton

Charity no. 1158968

The ADD-vance ADHD and Autism Trust

Month = March 2021

<u>Fund name</u>	<u>Fund balances b/fwd</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Gains and losses</u>	<u>Fund balances c/fwd</u>
General fund	75,861	44,248	-42,500	22,886	0	100,496
Coaching	-1,711	0	0	1,711	0	0
Coaching	1,486	4,400	-5,306	-580	0	0
Coaching	-1,259	1,305	-1,003	957	0	0
Coaching	60	-60	0	0	0	0
Courses, Workshops & Coaching	-8,202	3,588	-2,780	7,395	0	0
Covid 1	0	1,768	-1,768	0	0	0
Helpdesk support	-58	0	58	0	0	0
Lottery Grant	0	13,410	-13,865	455	0	0
Miscellaneous Restricted	-3,427	3,685	-4,871	4,613	0	0
New coaches/trainers training	0	2,000	-2,160	160	0	0
Parenting Courses	5,807	112,860	-90,894	-27,773	0	0
Parenting Courses Local	-548	0	548	0	0	0
Support Groups	0	4,311	-1,094	-3,217	0	0
Support Groups	0	350	-350	0	0	0
Support Groups	0	600	-600	0	0	0
Support Groups & Coaching	0	3,000	-3,000	0	0	0
Workshops	9,357	0	0	-9,357	0	0
Workshops	0	12,345	-14,048	1,703	0	0
Workshops & Courses	-202	1,720	-1,959	441	0	0
Workshops & Courses	-131	1,050	-807	-112	0	0
Workshops & Courses	-652	4,785	-4,847	714	0	0
Workshops & courses	0	450	-454	4	0	0
Workshops & Courses	563	0	-563	0	0	0
Totals	76,944	215,814	-192,263	0	0	100,496

15 – TRUSTEE REMUNERATION & BENEFITS

None of the Trustees have been paid any remuneration or received any other benefits from the charity.

No Trustee expenses have been incurred.

There have been no related party transactions during the period.

16 – INDEPENDENT EXAMINERS REPORT (see attached PDF)



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

THE ADD-VANCE ADHD AND AUTISM TRUST

On accounts for the year
ended

31 March 2021

Charity no
(if any)

1158968

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2021.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 12 / 11 / 2021

Name:

Simon David Smith

Relevant professional
qualification(s) or body
(if any):

Chartered Institute of Management Accountants

Address:

83 Warren Way

Welwyn
Hertfordshire AL6 0DL

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A