



Trustees' Annual Report for the period

Period start date			Period end date				
From	01	01	2022	To	31	12	2022

Section A Reference and administration details

Charity name

Harpenden Money Advice Centre

Other names charity is known by

HMAC

Registered charity number (if any)

1161164

Charity's principal address

129 Station Road

Harpenden

Postcode

AL5 4UU

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	Mr A Gilbert	Chair		
2	Mr P Ioannou			
3	Mr D Key			
4	Miss J Stephens			
5	Mr R Payne	Treasurer		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Elected by Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are the relief of financial hardship or poverty amongst persons in the Hertfordshire, Central Bedfordshire and Buckinghamshire areas by any such means that are exclusively charitable at law, particularly but not exclusively by providing debt counselling and adjusting services, advice and assistance in financial matters

Provision of debt advice, debt adjusting and assistance in financial matters on a free basis to anyone within our catchment area.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

HMAC are very grateful to the volunteers who make it possible to run the service. They serve as advisers, notetakers and trustees.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

We had 74 new cases in the year. 39 cases were debt related and 35 re benefits. This is the highest number of cases in any given year and an increase of 17% from the previous year. 90% of our clients were signposted or referred to us by other agencies or individuals. The agencies that signposted us the most clients were the Social Prescriber for Harpenden, The Harpenden Trust and the Citizens Advice. The areas that we helped people with were, budgeting, general money advice, benefits advice and support, Debt Relief Orders (8), Bankruptcy (1), Debt Management Plans and Court support.

We are indebted to MMRG, Hertfordshire Community Foundation's St Albans Fund for the Future, local churches and individuals for their financial support.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity seeks to keep reserves equivalent to three months' worth of expenditure in reserve.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Richard Anthony Payne

Full name(s)

Richard Anthony Payne

Position (eg Secretary, Chair, etc)

Treasurer

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Harpenden Money Advice Centre

1161164

Receipts and payments accounts

CC16a

For the period
from

01/01/2022

To

31/12/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Gifts - Individuals	3,570	420	-	3,990	3,355
Gifts - Churches	4,080	150	-	4,230	3,280
Gifts - HCF	1,000	-	-	1,000	1,000
Gifts - Trusts	438	390	-	828	399
Gifts - Companies	2,500	-	-	2,500	-
Gifts - Other	-	-	-	-	-
Gift Aid Received	745	110	-	855	670
	-	-	-	-	-
Sub total (Gross income for AR)	12,333	1,070	-	13,403	8,704
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,333	1,070	-	13,403	8,704
A3 Payments					
Subscriptions - CMA & PO	1,428	-	-	1,428	1,410
Insurance & ICO	437	-	-	437	467
Telephone	692	-	-	692	581
PPS, Computer supplies & equipment	583	-	-	583	219
Mileage & parking	510	-	-	510	222
Grants- Clients & others	429	942	-	1,371	1,069
Training & conference	794	-	-	794	175
Administrator salary	4,802	-	-	4,802	4,496
Miscellaneous	174	-	-	174	181
Sub total	9,849	942	-	10,791	8,820
A4 Asset and investment purchases, (see table)					
Laptop	343	-	-	343	390
Banners	314	-	-	314	269
Sub total	657	-	-	657	659
Total payments	10,506	942	-	11,448	9,479
Net of receipts/(payments)	1,827	128	-	1,955	- 775
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,084	151	-	7,235	8,010
Cash funds this year end	8,911	279	-	9,190	7,235

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds	8,911	279	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	8,911	279	-
	(agree balances with receipts and payments account(s))	OK	OK	OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Gift Aid Debtor	130	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Samsung Printer	Unrestricted	-	-
	Dell Laptop	Unrestricted	-	-
	A Frame Board	Restricted	-	-
	Brother Printer	Unrestricted	-	-
	HP Laptop	Restricted	-	-
	Banners	unrestricted	-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Richard Payne	10/12/23



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Harpenden Money Advice Centre

**On accounts for the year
ended**

31st December 2022

**Charity no
(if any)**

1161164

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 **31/12/2022**

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

22nd June 2023

Name:

Heather Pearce

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

ACA CTA

Address:

24, Polehanger Lane

Hemel Hempstead

Hertfordshire HP1 3PT

Section B**Disclosure**

Only complete if the examiner needs to highlight 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.