

**Charity registration No. 298166**

**Company registration No. 2169783 (England and Wales)**

## **Report and Financial Statements**

**For the year ended 31 March 2014**

**Hoffmann Foundation  
for Autism  
(A company limited by guarantee)**

Mazars LLP  
Times House, Throwley Way,  
Sutton, Surrey, SM1 4JQ



# Hoffmann Foundation for Autism

## Charity information

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Trustees	Gary Page - Chair Julian Todd MA FCA – Treasurer Alison Watson (resigned 20.01.14) Dharmendra Grewal MD Alan Wildsmith Ellie Goodger (appointed 18.09.13)
Company Secretary	Christolin Rosairo BA (Hon) FIAB
Chief Executive	Ronda Bradford DMS DHSC CSS RNMH (P)
Registered charity number	298166
Company registration number	2169783 (England and Wales)
Registered office	Fanz House 99 Gray's Inn Road London WC1X 8TY
Auditors	Mazars LLP Times House Throwley Way Sutton Surrey SM1 4JQ
Solicitors	Russell Cooke 2 Putney Hill London SW15 6AB
Bankers	Lloyds TSB Bank plc Fenchurch Street Branch 72 Fenchurch Street London, EC3P 3EH  Triodos Bank NV Brunel House 11 The Promenade Bristol, BS8 3NN

# Hoffmann Foundation for Autism

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# **Hoffmann Foundation for Autism**

## **Annual report of the Trustees For the year ended 31 March 2014**

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### **Introduction**

The Trustees submit their annual report and audited financial statements for the year ended 31 March 2014. The report has been prepared for the purposes of the Charities Act 2011 and as a directors' report for the purposes of section 415 of the Companies Act 2006. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005 in preparing the annual report and financial statements of the charity.

### **Structure, governance and management**

#### **Organisation**

The Foundation was originally registered in September 1987 as Alice Hoffmann Homes Limited, a company limited by guarantee and not having a share capital. In December 1997 it merged with Hoffmann de Visme Day Services, a body with the same founder and similar interests, to form the Hoffmann de Visme Foundation which has since become Hoffmann Foundation for Autism.

The Foundation is a charitable company limited by guarantee, registered in England and Wales (Charity No. 298166). Its governing documents are its Memorandum and Articles of Association (Company No. 2169783).

#### **Trustees**

Hoffmann Foundation for Autism is run by a Board of Trustees currently comprising six members which meet six times a year to administer the charity.

The Board of Trustees is the governing body responsible for the activities of the organisation. The role of the Board is to provide accountable leadership and direction as required by law, to set clear objectives, establish priorities, safeguard assets and use them effectively and exclusively for their purpose.

The appointment and removal of Trustees is decided by a majority of votes. At every Annual General Meeting, all of the Trustees are required to retire from office but these Trustees are eligible for re-election and the maximum term of a Trustee is six years. The following have served as Trustees during the year:

Gary Page (Chair)  
Julian Todd MA FCA (Treasurer)  
Alison Watson MA MSW (resigned 20.01.14)  
Dharmendra Grewal MD  
Alan Wildsmith  
Ellie Goodger (appointed 18.09.13)

# **Hoffmann Foundation for Autism**

## **Annual report of the Trustees For the year ended 31 March 2014**

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Trustees delegate operational decisions and responsibilities to the Chief Executive. However, strategic and major financial decisions are made by the Board taking into account advice and recommendations from the Chief Executive.

The Trustees have delegated certain tasks to the sub-committees for Finance and Development which meet six times per year ahead of the Board Meeting. The committees, whose members are Gary Page, Alison Watson and Julian Todd, advise the Board on the financial management of the Foundation and on development and business plans.

Trustees are recruited through a variety of means including websites and organisations that specialise in the voluntary sector. Information and a Job Description are given to interested parties who are required to fill out an application form and provide a supporting statement. Candidates are invited to meet a minimum of two existing trustees and if they wish to, observe a Board meeting before appointment is proposed at the Board meeting. They are also given the opportunity to visit a service. Once appointed they receive an Induction Pack which includes the Memorandum and Articles of Association, the Strategic Plan, Annual Accounts, Roles and Responsibilities and Code of Conduct and a Code of Governance. The Chief Executive takes them to meet staff and service users.

There is training available for new Trustees as required.

### **Objectives and activities**

The object of the Foundation is to improve the quality of life for people with autism by providing support services that promote opportunities for independence and provide creative, educational, leisure and social activities.

The Foundation runs residential homes in the London Boroughs of Brent, Barnet and Haringey with 24-hour staff support. Supported living services, day care, outreach and a psychology service for people on the autistic spectrum are provided across North London.

Specialist training to staff in the public services is offered to help them in working with people with autism.

# **Hoffmann Foundation for Autism**

## **Annual report of the Trustees For the year ended 31 March 2014**

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### **Achievements and Performance**

#### **Chair's Report**

Whilst the operating environment has remained difficult given the continuing pressure on local authority funding, Hoffmann can look back on a very successful year. As always this is in large part down to the dedication and hard work of the Management Team and the rest of the staff.

Our Residential and Supported Living Services have been operating at almost full capacity and remain at the core of what Hoffmann provides. We have continued to invest in improving the physical environment of our buildings and there is an ongoing maintenance programme as we must ensure our Service Users live in a safe and homely environment.

Our Day Services at the Hub have continued to operate in spite of significant funding pressures but we are pleased to be able to Report that we have seen a small increase in the number of hours we provide which has ensured the continued viability of the Service.

We found it very difficult to grow our Outreach Service as we had hoped and given that we could not see a way in which this could become a meaningful part of our business, we took the difficult decision to close this service. This process will be completed in the 2014/15 financial year.

I would like to pay tribute to our staff for remaining focussed on our Service Users during this period. We believe that the efficiencies made from the earlier restructuring programme have contributed significantly to enabling Hoffmann to continue to provide sustainable, safe and high quality services. We continue to invest in staff training to ensure that we provide the best possible Autism focussed specialist care.

In Head Office we have a small but hard working and professional team and as always I am extremely grateful for all of their efforts during what has been another exceptionally busy year.

Finally, I would like to thank my fellow Trustees for their time, effort and experience which has never been needed more as we seek to ensure Hoffmann thrives in an increasingly difficult environment. We said farewell this year to Alison Watson, a long serving Trustee and former Chair of Hoffmann and I would like to thank her for the enormous contribution she has made to the organisation.

The Board believes that it is important for Hoffmann to diversify our funding. Consequently, we are exploring a number of new services and operations in some new Boroughs within the greater London area. The fact that we are looking to expand is a sign of our confidence in the future and the strength of our financial position.

In spite of the difficult environment Hoffmann is in a stronger position today than it was 12 months ago. The current Financial Year has started well and the need for the services we provide has never been greater as reductions in funding put pressure on service providers and Third Sector organisations across the Board.

**Gary Page - Chair**

## **Hoffmann Foundation for Autism**

### **Annual report of the Trustees For the year ended 31 March 2014**

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#### **Financial review**

The charity made an overall surplus of £68,679 (2013: deficit of £15,905) in the year under review. This amounted to 2.5% (2013: 0.7%) of total incoming resources of £2,753,385 (2013: £2,364,284). Unrestricted donations amounted to £2,275 (2013: £5,054). The incoming resources from charitable activities was £2,479,528 (2013: 2,357,040), including restricted family contribution income of £14,584 (2013: £14,584) and investment income of £1,582 (2013: £2,190).

The reserves are held mainly in cash and are invested with Cafcash, currently earning interest at 0.2%.

The charity owns six minibus type vehicles, used to transport clients during their daily activities, outings and holidays.

As can be seen from the financial statements on pages 10 to 20, the charity is financially sound and is well placed to continue to provide its services for many years to come.

#### **Risk and internal control**

The Trustees carried out a detailed review of the charity's activities and produced a comprehensive strategic plan setting out the major opportunities available to the charity and the risks to which it is exposed. The Trustees regularly monitor progress against the strategic objectives set out in the plan, and a comprehensive review of the plan is carried out annually. As part of this process, the Trustees have implemented a risk management strategy which comprises:

- An annual review of the risks which the charity might face;
- The establishment of systems and procedures to mitigate those risks identified in the plan; and
- The implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise.

## **Hoffmann Foundation for Autism**

### **Annual report of the Trustees For the year ended 31 March 2014**

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The Trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. They are also responsible for safeguarding the assets of the organisation and for taking reasonable steps for the prevention and detection of fraud and other irregularities, and to provide reassurance that

- Assets are safeguarded against unauthorised use or disposition,
- Proper records are maintained and financial information used within the organisation for publication is reliable, and
- The charity complies with relevant laws and regulations

#### **Reserves policy**

The Trustees have established a policy whereby the operational funds not committed or invested in tangible fixed assets (the free reserves) held by the charity should be in the region of three months of salary costs. Consequently, HFA should aim to have £500,000 available cash in the bank at any time. At this level the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. Currently the bank balance as at the 31 March 2014 is £892,128 and this policy was maintained throughout the financial year.

#### **Investment Policy**

The Trustees have considered the most appropriate policy for investing funds and have decided that surplus short term funds should be put on deposit at the most advantageous rate.

#### **Investment powers**

The Foundation, in pursuit of its objectives, may borrow and raise money in such a manner and on such security as it thinks fit. It may raise funds and receive contributions from any person by way of subscriptions or donations provided that it does not undertake any permanent trading activity.

The Foundation may invest any such monies, not immediately required in any investment, security or property as may be considered fit, subject to any conditions and consents as may be required by law.

# **Hoffmann Foundation for Autism**

## **Annual report of the Trustees For the year ended 31 March 2014**

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### **Public benefit**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have regard to the Charity Commission's general guidance on public benefit. Hoffmann Foundation for Autism provides essential support services to people who are disadvantaged as a result of their condition. Staff support individual clients and service users and their families in specialist facilities that operate all year round. Our services promote the independence of people with autism and provide creative, educational, leisure and social opportunities. Without our services these opportunities would not exist. We charge fees for our services, but people on relatively low incomes or with few assets are able to access our services by obtaining local authority or health service funding.

### **Statement of Trustees' responsibilities**

The Trustees (who are also the directors for the purposes of company law) are responsible for preparing the Report of the Trustees and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity and company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

In preparing the accounts the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles of the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts, and
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity which enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# Hoffmann Foundation for Autism

## Annual report of the Trustees For the year ended 31 March 2014

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In so far as the Trustees are aware

- there is no relevant audit information of which the charity's auditor is unaware, and
- the Trustees have taken all relevant steps to make themselves aware of any relevant audit information and to ensure that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

### Auditors

A resolution to appoint Mazars LLP as the charity's auditors will be proposed at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the Statement of Recommended Practice; Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

By order of the Board



G Page  
Chair

Date 26<sup>th</sup> November 2014

## **Independent Auditor's report to the Trustees of**

### **Hoffmann Foundation for Autism**

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We have audited the financial statements of Hoffmann Foundation for Autism for the year ended 31 March 2014 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

#### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees' Responsibilities set out on page 6, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors. This report is made solely to the charity's members as a body. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body for our audit work, for this report, or for the opinions we have formed.

#### **Scope of the audit of the financial statements**

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's web-site at [www.frc.org.uk/auditscopeukprivate](http://www.frc.org.uk/auditscopeukprivate).

#### **Opinion on the financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## **Independent Auditor's report to the Trustees of**

### **Hoffmann Foundation for Autism**

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#### **Opinion on the other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Annual Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Annual Report of the Trustees.



Alistair Fraser (Senior Statutory Auditor)

For and on behalf of Mazars LLP, Chartered Accountants

Times House  
Throwley Way  
Sutton  
Surrey  
SM1 4JQ

Date: 16 December 2014

# Hoffmann Foundation for Autism

## Statement of financial activities for the year ended 31 March 2014

	Notes	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total funds 2014 £	Total funds 2013 £
<b>Income and expenditure account</b>					
<b>Incoming resources</b>					
Incoming resources from generated funds:					
Voluntary income	2	2,275	-	2,275	5,054
Investment income	3	1,582	-	1,582	2,190
Incoming resources from charitable activities:					
Homes	4	<u>2,734,944</u>	<u>14,584</u>	<u>2,749,528</u>	<u>2,357,040</u>
<b>Total incoming resources</b>		<u>2,738,801</u>	<u>14,584</u>	<u>2,753,385</u>	<u>2,364,284</u>
<b>Resources expended</b>					
Charitable activities					
Homes	5	2,643,478	14,584	2,658,062	2,364,018
Governance costs	6	<u>26,644</u>	<u>-</u>	<u>26,644</u>	<u>16,171</u>
<b>Total resources expended</b>		<u>2,670,122</u>	<u>14,584</u>	<u>2,684,706</u>	<u>2,380,189</u>
<b>Net movement in funds</b>	7	68,679	-	68,679	(15,905)
Fund balances brought forward At 1 April 2013		<u>2,195,091</u>	<u>-</u>	<u>2,195,091</u>	<u>2,210,996</u>
Fund balances carried forward At 31 March 2014		<u>2,263,770</u>	<u>-</u>	<u>2,263,770</u>	<u>2,195,091</u>

All of the above relate to continuing operations.

There are no recognised gains or losses other than those included above.

The notes on pages 12 to 20 form part of these financial statements.


**Hoffmann Foundation for Autism**  
**(Company Registration Number 2169783)**

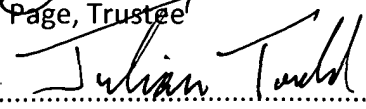
**Balance Sheet as at 31 March 2014**

		2014	2013
	Notes	£	£
<b>Fixed assets</b>	9	2,134,950	2,156,283
<b>Current assets</b>			
Debtors	10	184,443	266,111
Cash at bank and in hand		<u>892,128</u>	<u>719,400</u>
		1,076,571	985,511
<b>Creditors: amounts falling due within one year</b>	11	<u>(319,850)</u>	<u>(293,054)</u>
<b>Net current assets</b>		<u>756,721</u>	<u>692,457</u>
<b>Total assets less current liabilities</b>		<u>2,891,671</u>	2,848,740
<b>Creditors: amounts falling due after more than one year</b>	12	<u>(627,901)</u>	<u>(653,649)</u>
<b>Net assets</b>		<u>2,263,770</u>	<u>2,195,091</u>
<b>Funds</b>			
General reserves	13	744,886	745,622
Designated funds	14	<u>1,518,884</u>	<u>1,449,469</u>
<b>Total funds</b>		<u>2,263,770</u>	<u>2,195,091</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for smaller entities (effective April 2008).

The financial statements were approved by the Trustees on .....  
and were signed on its behalf by

  
.....  
G Page, Trustee

  
.....  
J Todd, Treasurer

The notes on pages 12 to 20 form part of these financial statements.

# Hoffmann Foundation for Autism

## Notes to the financial statements For the year ended 31 March 2014

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### **1 Accounting policies**

#### **1.1 Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for smaller entities (effective April 2008) and the Statement of Recommended Practice on Accounting and Reporting by Charities (SORP 2005) issued by the Charity Commission for England and Wales in March 2005.

#### **1.2 Cash flow statements**

The Board has taken advantage of the exemptions available in Financial Reporting Standard No.1 (FRS1) and chosen not to prepare a Cash Flow Statement on the grounds that the charity is small.

#### **1.3 Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

#### **1.4 Cost allocation**

Expenditure incurred at each of the homes is deemed to be costs of charitable activities.

Head office expenses are incurred in the day to day running of the Foundation's affairs and these have been allocated to activities based on the usage of resources by each activity.

Governance costs are all costs attributable to the management of the charity's assets, organisation, administration and compliance with constitutional and statutory requirements.

#### **1.5 Depreciation**

Depreciation on fixed assets is provided at rates estimated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Freehold buildings	2% p.a. straight line
Fixtures, fittings and equipment	20% p.a. straight line
Motor vehicles	25% p.a. straight line
Freehold buildings	2% p.a. straight line(lease)

## Hoffmann Foundation for Autism

### Notes to the financial statements For the year ended 31 March 2014

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#### 1.6 Leases

Operating lease payments are taken to the Statement of Financial Activities as they arise.

#### 1.7 Pension costs

The charity operates a defined contribution pension scheme, the assets of which are held separately to those of the charity. The pension cost charge represents contributions paid during the year.

#### 1.8 Funds

Funds held by the charity are either:

- Unrestricted general funds: these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees;
- Designated funds: these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects;
- Restricted funds: these are funds which can only be used for a particular restricted purpose. Restrictions arise when specified by the donor.

#### 2 Voluntary income

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Donations and legacies	<u>2,275</u>	<u>-</u>	<u>2,275</u>	<u>5,054</u>

# Hoffmann Foundation for Autism

## Notes to the financial statements For the year ended 31 March 2014

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### 3 Investment income

	2014 £	2013 £
Bank deposit interest	<u>1,582</u>	<u>2,190</u>

### 4 Incoming resources from charitable activities

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Local and Health Authority income and residents fees	<u>2,734,944</u>	<u>14,584</u>	<u>2,749,528</u>	<u>2,357,040</u>

### 5 Costs of charitable activities

	2014 £	2013 £
<b>Direct costs</b>		
Staff costs	1,774,799	1,557,437
Other costs	423,683	424,652
<b>Support costs</b>		
Central office staff costs	304,935	275,063
Office and other management costs	<u>154,645</u>	<u>106,866</u>
	<u>2,658,062</u>	<u>2,364,018</u>

# Hoffmann Foundation for Autism

## Notes to the financial statements For the year ended 31 March 2014

### 6 Governance costs

	2014 £	2013 £
Auditors' remuneration	5,942	11,302
Legal fees	19,709	4,336
Trustees' meetings and expenses	<u>993</u>	<u>533</u>
	<u>26,644</u>	<u>16,171</u>

### 7 Net movement in funds

	2014 £	2013 £
This is stated after charging:		
Depreciation – owned assets	73,646	98,182
Auditors' remuneration	5,942	11,302
Operating lease rental payments	28,713	37,799
Pension costs	<u>15,927</u>	<u>16,788</u>

### 8 Staff costs

	2014	2013
The average monthly number of employees during the year was:	No.	No.
Administration and care staff	<u>84</u>	<u>74</u>
	2014 £	2013 £
Wages and salaries	1,881,912	1,656,604
Social security costs	155,081	139,750
Other pension costs	<u>15,927</u>	<u>16,788</u>
	<u>2,052,920</u>	<u>1,813,142</u>

1 employee received a salary in excess of £60,000 in the year (2013: £60,000 – 1 employee)  
The Trustees receive no remuneration for their services (2013: £nil) and their out of pocket expenses for stationery, printing, telephone and travel during the year amounted to £993 - 6 Trustees (2013: £533 – 6 Trustees). Trustee indemnity insurance was purchased at a cost of £2,441 (2013: £2,380).

# Hoffmann Foundation for Autism

## Notes to the financial statements For the year ended 31 March 2014

### 9 Tangible fixed assets

	Freehold property £	Fixtures, fittings & equipment £	Motor vehicles £	Leasehold improvement £	Total £
<b>Cost</b>					
At 1 April 2013	2,516,230	216,382	132,233	39,428	2,904,273
Additions	<u>43,208</u>	<u>7,005</u>	<u>-</u>	<u>2,100</u>	<u>52,313</u>
<b>At 31 March 2014</b>	<u><b>2,559,438</b></u>	<u><b>223,387</b></u>	<u><b>132,233</b></u>	<u><b>41,528</b></u>	<u><b>2,956,586</b></u>
<b>Accumulated depreciation</b>					
At 1 April 2013	415,755	190,002	132,233	10,000	747,990
Charge for the year	<u>50,458</u>	<u>11,188</u>	<u>-</u>	<u>12,000</u>	<u>73,646</u>
<b>At 31 March 2014</b>	<u><b>466,213</b></u>	<u><b>201,190</b></u>	<u><b>132,233</b></u>	<u><b>22,000</b></u>	<u><b>821,636</b></u>
<b>Net book values</b>					
<b>At 31 March 2014</b>	<u><b>2,093,225</b></u>	<u><b>22,197</b></u>	<u><b>-</b></u>	<u><b>19,528</b></u>	<u><b>2,134,950</b></u>
<b>At 31 March 2013</b>	<u><b>2,100,475</b></u>	<u><b>26,380</b></u>	<u><b>-</b></u>	<u><b>29,428</b></u>	<u><b>2,156,283</b></u>

Bank loans are secured by a charge over Castleton Avenue, Pear Close and Langham Gardens (see note 12).

### 10 Debtors

	2014 £	2013 £
Trade debtors	123,183	200,555
Other debtors	27,975	21,024
Prepayments	<u>33,285</u>	<u>44,532</u>
	<u><b>184,443</b></u>	<u><b>266,111</b></u>

# Hoffmann Foundation for Autism

## Notes to the financial statements For the year ended 31 March 2014

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### 11 Creditors: Amounts falling due within one year

	2014 £	2013 £
Bank loan (see note 12)	53,165	53,165
Trade creditors	129,644	99,417
Provisions	1,248	-
Other creditors	65,260	87,596
Accruals and deferred income	<u>70,533</u>	<u>52,876</u>
	<u>319,850</u>	<u>293,054</u>

### 12 Creditors: Amounts falling due after more than one year

	2014 £	2013 £
Bank loan	<u>627,901</u>	<u>653,649</u>

Bank loans amounting to £681,066 (2013: £706,814) are secured by a charge over Castleton Avenue, Pear Close and Langham Gardens which are included in the financial statements at a total net book value of £1,625,949 (2013: £1,619,915). The loans are repayable by instalments of £1,373 per month and £3,057.08 which include interest at 2.00% and 4.5% above Bank Base Rate. They are repayable as follows:

	2014 £	2013 £
Within one year	53,165	53,165
Between one and two years	53,165	53,165
Between two and five years	159,495	159,495
After more than five years	<u>415,241</u>	<u>440,989</u>
	<u>681,066</u>	<u>706,814</u>

## Hoffmann Foundation for Autism

### Notes to the financial statements For the year ended 31 March 2014

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#### 13 General funds

	2014 £	2013 £
Balance brought forward at 1 April 2013	745,622	440,380
Net movement in funds	68,679	(15,905)
Transferred (to) from designated funds	<u>(69,415)</u>	<u>321,147</u>
Balance carried forward at 31 March 2014	<u>744,886</u>	<u>745,622</u>

#### 14 Designated funds

	Balance at 1 April 2013 £	Transfer (to) from general funds £	Balance at 31 March 2014 £
Home building works fund	-	65,000	65000
Fixed assets fund	<u>1,449,469</u>	<u>4,415</u>	<u>1,453,884</u>
	<u>1,449,469</u>	<u>69,415</u>	<u>1,518,884</u>

The Home building works fund is for major structural works for all of our homes, for example, replacing all double glazing within a home or resurfacing a driveway.

The tangible fixed assets fund represents charitable funds invested in operational fixed assets.

The balance at 31 March 2014 represents the net book value of fixed assets less the value of outstanding loans secured on the properties.

# Hoffmann Foundation for Autism

## Notes to the financial statements For the year ended 31 March 2014

### 15 Restricted funds

	Balance at 1 April 2013 £	Incoming resources £	Resources expended £	Balance at 31 March 2014 £
Marriott Road	<u>-</u>	<u>14,584</u>	<u>(14,584)</u>	<u>-</u>

The Marriott Road fund represents fees received for a specific Service User.

### 16 Analysis of net assets between funds

	Fixed assets £	Net current assets £	Long term liabilities £	Total £
General funds	-	744,886	-	744,886
Designated funds	<u>2,134,950</u>	<u>11,835</u>	<u>(627,901)</u>	<u>1,518,884</u>
	<u>2,134,950</u>	<u>756,721</u>	<u>(627,901)</u>	<u>2,263,770</u>

### 17 Commitments under operating leases

Land and buildings 2014 £	Other 2014 £	Land and buildings 2013 £	Other 2013 £
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At the year end, the charity had annual commitments under operating leases which expire as follows:

In two to five years	<u>32,428</u>	<u>16,549</u>	<u>29,912</u>	<u>13,715</u>
	<u>32,428</u>	<u>16,549</u>	<u>29,912</u>	<u>13,715</u>

## **Hoffmann Foundation for Autism**

### **Notes to the financial statements For the year ended 31 March 2014**

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#### **18 Pension scheme**

The Foundation operates a Group Personal Pension Scheme through Legal & General Assurance Society Limited, Winterthur Life UK Limited and NPI. The assets of the scheme are held separately from those of the Foundation in an independently administered fund. The pension cost charge of £15,927 (2013: £16,788) represents contributions payable by the Foundation to the fund. The Foundation contributes 3% and 10% of basic earnings.

#### **19 Charity Status**

The Foundation is limited by guarantee and does not have a share capital. Every member of the Foundation undertakes to contribute such amount as may be required (not exceeding £1) to the Foundation assets if it should be wound up whilst a member.

#### **20 Taxation**

The company is registered as a Charity and as such tax exemption applies to the income arising and expended on charitable activities.