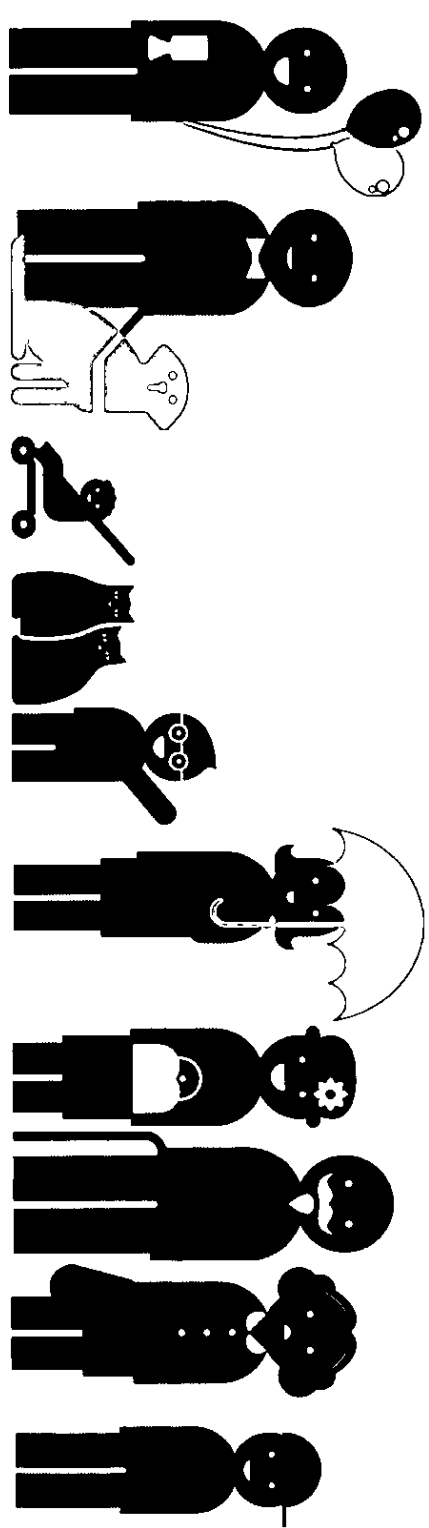
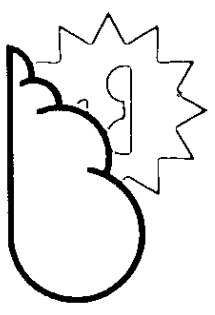


Citizens Advice – Hart District

Annual Report & Financial Statements

2012-2013



A10 19/11/2013 #287
COMPANIES HOUSE

TUESDAY



Our Service Aims

- to provide the advice people need for the problems they face
- to improve the policies and practices that affect people's lives

The Citizens Advice service provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. It values diversity, promotes equality and challenges discrimination.

Citizens Advice can only exist with the help of volunteers who give their time to help the local community. All volunteers are fully supported and supervised throughout their involvement with CAB.

All advisers receive comprehensive free training, which is recognized and respected throughout the country. It is ensured that volunteers are not put in situations that are beyond their abilities, and they will be worked with to help ensure that they find volunteering both challenging and rewarding.

We are currently looking for Gateway Assessors. If you or someone you know wants to apply, simply email a request for an application form to admin@yateleycab.cabnet.org.uk



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“Chair’s Report”



Having taken over from Rosemary Feltham in November 2012 I am very pleased to be able to deliver my first report. It is good to report that, despite the challenging economic environment that still persists, Citizens Advice Hart has had another successful year. We continue to deliver quality advice to the most vulnerable members of the local community. The need for our service will, no doubt, increase with rising unemployment, increased personal debt issues, major changes to the welfare and benefits system and possible homelessness all continuing to make an impact on people's lives. Of course we could not provide the service we do without funding and we are very grateful to Hart District Council for their continuing support by the maintenance of their grant to us. Given that Hart has suffered a reduction in its Government settlement, the funding award for this year is testament to the high regard the District Council has for Hart CAB. We enjoy an open, collaborative and supportive relationship with them that we trust will endure over many years.

In last year's report Rosemary Feltham informed you of our efforts to raise additional funding from local town and parish councils. I am pleased to report that, as a result of a lot of hard work by the CEO and my fellow trustee Richard Kilpack, we have had an overwhelming response and have received grants from Fleet Town Council, Church Crookham Parish Council, Hook Parish Council, Odiham Parish Council and Eversley Town Council. We know that grants from Yateley Town Council, Blackwater, Elvetham Heath and Crookham Village are also in the pipeline. This additional funding will help the Bureau to continue to provide its much needed services and is a clear example of how we can work in partnership with funders for the benefit of the local community.

The Macmillan project, awarded to Citizens Advice Hampshire continues to operate well and Citizens Advice Hart is a key member of the service. The current funding for the project will end next summer (2014) but work is in hand to secure alternative funding arrangements. We hope funding will be forthcoming to allow us to continue to deliver this important service to cancer patients, carers and relatives.

I would also like to inform you that Citizens Advice Hart have recently been awarded a grant under the Advice Services Transition Fund (ASTF). The Government (Cabinet Office) and the Big Lottery Fund are funding this as a joint initiative, which is intended to transform the provision of advice services to the public in England. The ASTF is administered by the Big Lottery Fund and has £65m to be disbursed between June 2013 and June 2015.

This is a very exciting opportunity. The ASTF seeks to create a vibrant advice sector able to respond to future challenges, bringing together disparate local agencies to reduce duplication and to improve access and service delivery.

The concept of our bid, in partnership with Hart Voluntary Action, provides an opportunity to develop service delivery in outreach locations and alternative access to advice through development of self help kiosks and web interaction. The grant cannot be used to fund our core services.

I took on this role because I wanted to be part of an organisation that makes a difference to people's lives. I have not been disappointed and never cease to be impressed with the dedication, expertise and compassion shown by our volunteers. Unless you have experienced the training and observed an interview it is difficult to understand just how much the community owes to these men and women who willingly commit hours of service to help others. I would like to record publicly how much the Board appreciates their efforts to help the vulnerable and needy in our community.

I would also like to thank the paid staff, Ouida our hard working CEO and finally the Trustee Board members for all their support in making this last year a very successful one. In particular I would like, on behalf of the Board, to thank Rosemary Feltham for all her hard work as Chair over the previous period.

Roger Durdle,
Chairman of Trustee Board

"CEO's Report"



This year we are committed to a recruitment drive and want to ensure that we have enough volunteers to meet the needs of our clients across the Hart District. All our advisors are volunteers and are trained and supported by paid staff. We can give volunteers a pathway to progression that helps to maintain their interest and professionalism while ensuring the highest quality of advice.

From initial gateway assessors through to specialist advisors and supervisors, volunteers are pivotal to all our advice services. Our back office functions are supported by our volunteers who help with **accounts**, reception, general administration and social policy work. Our Board of Trustees is made up of volunteers committed to making a difference in our community.

There are many reasons to volunteer, learning new skills, gaining work experience and getting back to paid employment. Many of our existing volunteers want to help their community and support clients facing difficult situations.

I must take this opportunity to pay tribute to staff and volunteers that have left the service this year and must mention, Judith Tocher who worked for Hart CAB for 31 years, firstly as a volunteer and then as a outreach worker, debt caseworker and supervisor, demonstrating the pathway to progression.

This year I have taken on operational responsibilities in addition to fundraising, strategy and development and could not have managed this workload without the support of the Board of Trustees, who have taken on some of the tasks, overseeing the installation of a new telephone system, fundraising presentations to town and parish councils, health and safety audits and so much more.

We achieved an outright pass in the recent Citizens Advice audit and must pay tribute to our training supervisor, Pam Grew, who delivered training and support to all advisors, supervisors, we are so grateful for the many hours she has worked to achieve this result. The support of the supervisors in ensuring that all advice meets the quality standards and clients are aware of the next steps they must take.

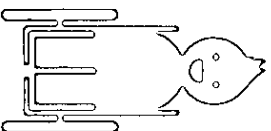
Jo, my administrative support, who also undertakes the book keeping, must also be praised for all her hard work, keeping calm and carrying on is truly her byword.

This year we are privileged to have received funding from the BIG Lottery which will enable us to work in partnership to ensure that access to advice and information is freely available to clients across Hart District with strategically placed information kiosks, training and development of key volunteers working with other agencies, website, referral tool and pop up bureau.

Thank you to all our funders, we could not do it without you. Thank you to our current volunteers and our future volunteers, you make a difference in the lives of so many.

Ouida Grant
Chief Executive Officer

“Macmillan Report”



The Hampshire Macmillan Citizens Advice Service (HMCAS) is an important county wide service for people affected by cancer. Set up in September 2009 it offers advice to patients, carers and families of cancer sufferers who typically have a variety of issues to deal with when they are feeling at their most vulnerable

If someone or a member of their family has recently been diagnosed with cancer or have been living with its effects and are struggling to cope with its financial impact, then help is available

One of our dedicated caseworkers can

- Provide advice on what benefits they can claim, especially if they can no longer work or have to reduce their hours
- Help them with other problems such as employment issues, housing and debts – the full range of advice offered by Citizens Advice
- Help them with applications for benefits and assist with appeals against benefit decisions
- Help them access charitable grants and one-off payments, such as Macmillan Grants, to assist meeting costs such as fuel bills
- Help with information on the cost of hospital transport and car parking
- Arrange a local appointment either in a bureau or home visit to suit their situation

Our caseworkers are based in various locations throughout Hampshire and can be reached on a special helpline number **0844 847 7727** between 9 00am and 2 30pm Monday to Friday

Within Hart District there are two (job-sharing) caseworkers based in the Yateley Bureau, who provide local support for those clients living in Hart and Rushmoor

“Money Advice”



Help with debt management problems remains one of the principal areas where clients seek the assistance of the bureau. Debt repayment commitments in challenging economic conditions means that many clients have had to make some difficult choices with regards to utilising their income. This has been particularly relevant over the past year, where increases in basic living costs have meant that they have not been able to keep up with their weekly or monthly debt repayment requirements. The failure to meet such payments in full often leads to the imposition of penalty charges and interest and, inevitably, an increase in the debt burden. This is particularly the case with 'Payday Loans' where interest charged on an annualised basis can be in the thousands per cent.

Getting out of this debt spiral is not easy when your only source of income is a wage or a salary. Quite often, for property owners, the solution in the past has been a re-mortgage to take advantage of the build up of equity in this asset. However, with current conditions in the mortgage market, it has now become increasingly difficult to re-mortgage for this purpose. Also we are starting to see client's where their interest-only mortgage, that enabled them to keep mortgage payments to the minimum, is coming towards the maturity date, with no repayment vehicle in place to pay off the capital sum that will remain. Quite naturally, clients are becoming very concerned that they may now have to sell their home to pay off the capital outstanding. There is a suggestion that this may be the next subject of a series of claims for miss-selling that banks and mortgage companies will have to answer to although, as yet, there is no clear pattern emerging with regards to a Financial Conduct Authority or Financial Ombudsman Service view in this regard.

What has also been of concern has been the number of clients aged 60+ who are in financial difficulties. Here, options to relieve their financial burden are more limited, given that their income may already be a pension, or will be so within the next 5 years. It is very difficult to persuade creditors to write off debt, unless there are exceptional medical circumstances and a Debt Management Plan into retirement is a prospect being faced by a number of clients.

There has been evidence that creditors are adopting more prescriptive recovery action against clients, which includes imposing minimum payment requirement before agreeing to reduce payment arrangements. Often because of a client's current financial circumstances, these minimum payment levels cannot be met. This then leads to the debt being passed to a Debt Recovery Agent, where continuing pressure to repay is applied. The bureau can help achieve positive results here when intervening on the client's behalf.

Bureau resources available to devote specifically to debt case management are limited and, at initial point of contact, our current policy is to try to provide client's with self-help information that is available so that they can manage the situation themselves. Where additional 3rd Party help is needed, then there are the options of the 'free' Debt Management support available through the charity 'Step Change', or through 'Pay Plan'. However, for those where their debt situations are more complex and are perhaps linked with changes in their benefit arrangements, the bureau will continue to provide direct help and support. This is also the case where client's are less able to deal with their situation themselves, or are seeking help with insolvency through a Debt Relief Order or Bankruptcy.

Brian Hopper
Money Advice

“Social Policy”



Improving policies and practices that affect people's lives

Social policy is the twin aim of the Citizens Advice service, and it allows us to lead the way in local and national campaigning, identifying discrimination and intimidation in all aspects of our advice areas

The aim of social policy is to campaign for change to stop injustice for our clients. Some of this work is done by the Bureau directly, and the rest is done through collecting evidence to send to Citizens Advice. Through this we help build a national picture of problems facing clients. All advisers are involved with the social policy work of the Bureau, and make a valuable contribution to identifying problems.

Many of the issues we identify locally are also problems on a national scale and the evidence we supply is used by Citizens Advice to help persuade policy makers that a change is required.

Major issues that we have identified this year are

- Poor quality of medical assessments carried out for determining entitlement to sickness and disability benefits
- Pay Day Loans were used by 1.2 million people last year, and 76% of clients completing our national survey are experiencing repayment problems
- Small employers' lack of understanding of disciplinary procedures
- The impact of cuts to bus services, causing clients difficulties when trying to access services
- Irresponsible lending by financial institutions
- PPI Claim companies telephoning clients offering to make the claims on their behalf, when free template letters are readily available
- 30% of our clients do not have access to the internet

We have sent over 200 bureau evidence forms highlighting the issues that clients are facing. We are so grateful to the advisors, supervisors and social policy coordinators who work so diligently to raise awareness of the campaigning work undertaken at a local and national level.

Directors' Report for the year ended 31 March 2013

The Directors/Trustees have the pleasure of presenting their Report and the Financial Statements for the year ended 31 March 2013

Reference and Administrative Details

Company Name	Citizens Advice – Hart District Limited	
Charity Registration	1113777	
Company Registration	5745008	
Registered Office	Royal Oak Close, Yateley, Hampshire GU46 7UD	
Chief Executive Officer	Ouida Grant	
Company Secretary	John Whitehorn	
Principal Bank	Barclays Bank, Yateley, Hampshire, GU46 7LR	
Reporting Accountant	David F Dedman FCCA FCMA	

The following persons were Directors of the Company on the date of approval of the Report

Trustees	Role	Date elected / Appointed
Roger Durdle	Chair, Chair of Management Committee	26 October 2011
Martin Stern	Vice Chair	25 January 2012
John Whitehorn	Secretary and Treasurer	16 March 2006
Richard Killpack	Chair of Finance and Funding Committee	22 September 2009
Donna Brown	Chair of Resources and Services Committee	6 September 2012
Kulwant Lit	Board Member of Citizens Advice Hampshire	6 September 2012
Myra Billings		16 March 2006
Barry Newton		23 July 2008
Rosemary Feltham		17 October 2009
Andrew Holmes		15 November 2010
Martin Earwicker		3 June 2013
Nicky Sheppard		3 June 2013
Robin Taylor		3 June 2013

The following people additionally served as Directors during the year

Trustees	Role	Date Elected/ Appointed	Date Resigned
Keith Powell	Chair, Chair of Management Committee	28 April 2006	10 June 2012
Charles McKenna		23 March 2009	16 June 2012
John Horton	Treasurer	23 January 2008	26 June 2012
Anthony Hutchinson	Chairman of Personnel Committee	23 January 2008	15 July 2012
David Kennedy	Vice Chairman, Board Member of Citizens Advice Hampshire	24 October 2007	26 July 2012
Heather Shearer		27 October 2010	1 January 2013

Structure, Governance and Management

Governing Document

Citizens Advice – Hart District Limited (“The Company”) is a registered charity and a company limited by guarantee. The Company is also known and referred to as “Hart CAB”. The Company is governed by its Memorandum and Articles of Association. The Company was incorporated as a company limited by guarantee on 16 March 2006 and commenced operations on 29 April 2006. The maximum liability of each member is limited to £1.

Recruitment, Appointment of Trustees

Trustees are elected or co-opted from the local community and must either reside or work in Hart District or the surrounding area. The Trustee Board oversees the elections process for Board appointments and co-opts additional Trustees to the Board in accordance with the Articles of Association.

Newly appointed Trustees are provided with a comprehensive induction to Hart CAB, through the provision of formal training and mentoring by established Trustees and Managers.

Organisational Structure

The Company is governed by its Trustee Board, which is responsible for setting the strategic direction and policy of the Company. The Trustees carry the ultimate responsibility for the conduct of Hart CAB and for ensuring that it satisfies its legal and contractual obligations. Trustees meet quarterly subject to holding additional meetings as and when required and delegate the day-to-day operation of the organisation to senior management who are overseen by the Management Committee. The Trustee Board is independent of the management body. A register of members' interests is maintained at the registered office and is available to the public.

Major risks

The Company has undertaken a Corporate Risk Assessment, which has been agreed by the Trustee Board. The Trustees recognise that any major risks to which the Company is exposed need to be reviewed and systems put in place to mitigate those risks. To that end, Hart CAB is continually monitoring the managing of its risk, reviewing the corporate risk register and ensuring action plans are in place to mitigate its key risks.

Included in external risks is that of the loss of funding. The effects of this have been mitigated as far as possible by ensuring that funding is secured from a variety of sources. The Company continues to seek to diversify its funding sources.

Related Parties

The Company is a member of Citizens Advice, the operating name of the National Association of Citizens Advice Bureaux (CITA), which provides a framework for standards of advice and casework management, as well as monitoring progress against these standards. Operating policies are independently determined by the Trustee Board of Hart CAB, in order to fulfil its charitable objects and comply with the CITA membership requirements.

The Company also co-operates and liaises with a number of other advisory services, local charities and social services departments on behalf of clients. Where one of the Trustees holds the position of Trustee/Director of another charity, they may be involved in discussions regarding that other charity, but not in the ultimate decision-making process.

Objectives and Activities

Objects

The Company's objects are to promote any charitable purpose for the benefit of the community in Hart District and surrounding areas, by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress.

Aims, Objectives, Strategies and Activities for the Year

The Company aims to provide the advice people need for the problems they face and to improve the policies and practices that affect people's lives.

The Citizens Advice service provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. It values diversity, promotes equality and challenges discrimination.

The principal activity of Citizens Advice Hart remained the provision of free, confidential, independent and impartial advice, information and counsel for members of the public in the local community. This is provided through two bureaux in the towns of Fleet and Yateley. Advisory services were provided through face-to-face consultations, telephone advice lines and an outreach service at RAF Odham and Hart Neighbourhood Centre. A home visiting service is provided for clients who are unable to visit the bureaux for advice.

Personnel

The Company has nine paid personnel and 40 volunteers, of whom 35 provide the face to face advisory service to the public. In addition, the Company's Trustees are all volunteers.

Advice Services

Advice was given to clients during the year on the following matters

Debt, including specialist work

Benefits

Employment

Housing

Relationships

Legal

Health

Consumer issues and Utilities

Homelessness

Finance and Tax

Immigration and Travel

Education

The number of client issues raised during the year was 10,272-(2012 -16,404)

Financial Review

Reserves Policy

The Company is required to ensure that free monies are available in each financial year to meet any reasonable foreseeable contingency. The Company maintains a projection of income for at least three years ahead and determined that 'free' reserves should be maintained equal to between 3 and 6 months' normal operating expenditure

Principal Funding Sources

The Trustees extend their gratitude to Hart District Council, and the local town and Parish Council who support the core operating capacity of the Company. In addition to core funding, project-specific funding was received from Hart District Council, Macmillan Cancer Care, RAF Benevolent Fund and Citizens Advice. Hart District Council also provided the Fleet and Yateley office premises and payroll services at no financial cost to the Company.

Funds in Deficit

No Funds were in deficit

Investment Policy

In furtherance of its objects, the Company has the power to invest the monies of the Company not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions and such consents as may for the time being be imposed or required by law

Future Plans

The Company aims to continue to improve access to its service through technology including a single telephone number initially for Hampshire and eventually nationwide. It will also harmonise processes and procedures initially across the Company and eventually throughout Hampshire. It will continue to develop partnership working with other bureaux and organisations to deliver a wider range of services to clients. The grant received from the Big Lottery will be used to develop access to information and advice across Hart District, working in partnership with local agencies. Efforts to achieve further diversity of funding will intensify despite the current difficult economic environment.

Trustees' Responsibilities

Company Law and Charity Law require the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Company and of the surplus or deficit for that period. In preparing those financial statements, the Trustees are required to

select suitable accounting policies and then apply them consistently
make judgements and estimates that are reasonable and prudent
state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Company will continue in operation.

The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 1985 and 2006.

The Trustees are responsible for ensuring that the Company maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against material loss or unauthorised use and to prevent and detect fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and reporting by Charities and in accordance with section 416 and the exemption for small companies under section 419 of the Companies Act 2006.



John Whitehorn
Company Secretary

Statement of Financial Activities for the year ended 31 March 2013

2012	Notes	Unrestricted Fund	Restricted Funds (note 2)	Total
£		£	£	£
176,103	3	166,985	45,201	212,186
6,513		5,062	140	5,202
3,169		3,550		3,550
295		160		160
186,080		175,757	45,341	221,098
	4			
159,256		138,792	29,252	168,045
12,779		5,557	4,186	9,743
32,373		19,221	2,947	22,168
-		6,791	8 500	15 291
9,602		7,642	838	8,480
2569		945	85	1,030
2,117		447		446
218,696		179,395	45,808	225,203
(32,616)				
(32,616)		(3,638)	(467)	(4,105)
		133,545	6,100	139,645
139,645		129,907	5,633	135,540

Citizens Advice - Hart District Limited

Balance Sheet at 31 March 2013

2012		Notes	£
£			
	FIXED ASSETS		
-	Tangible Assets	5	-
	CURRENT ASSETS		
2,176	Debtors	6	2,427
152,623	Cash at Banks and in hand		158,265
154,799	Total Current Assets		160,692
15,154	Creditors falling due within one year	7	25,152
139,645	NET CURRENT ASSETS		135,540
139,645	Total Assets less current liabilities		135,540
-	Creditors falling due after more than one year		-
139,645	NET ASSETS		135,540
6,100	Restricted Funds	2	5,633
133,545	Unrestricted Funds		
-	Designated reserves – Management Re-organisation		37 000
	General reserves		92 907
	Total unrestricted Funds		129,907
139,645	TOTAL FUNDS		135,540

For the year ended 31st March 2013 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The financial statements were approved by the Board of Directors on 3rd July 2013 and were signed on its behalf by John Whitehorn (Treasurer)



Notes to the Financial Statements for the year ended 31 March 2013

1. ACCOUNTING POLICIES

1.1 Basis for preparation of financial statements

The financial statements are prepared under the historical cost convention

1.2 Income

Grants are accounted for on the basis of the amounts received during the period

1.3 Expenditure

Expenses are accounted for on an accruals basis apportioned between individual Restricted and Unrestricted Funds on the basis of utilised resources

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value at 33 33% per annum on a straight line balance basis

Citizens Advice - Hart District Limited

Notes to the Financial Statements for the year ended 31 March 2013

2. RESTRICTED FUNDS

	Balance 31 March 2012	Total Income	Resources Expended	Balance 31 March 2013
	£	£	£	£
Homelessness Prevention	2,976	6,590	9,333	233
Hampshire Macmillan Citizens Advice Service	1,913	24,751	22,451	4,213
RAF Odiham	-	5,500	5,500	-
Home Visits	1,155		24	1,131
Emergency Fund	56	-	-	56
Telephone Replacement	-	8,500	* 8,500	-
Total	6,100	45,341	45,808	5,633

* Contribution to the cost of the new telephone system

Notes to the Financial Statements for the year ended 31 March 2013

3. GRANTS RECEIVED

£		£
	Unrestricted Funds	
148,110	Hart District Council	148,110
-	Fleet Town council	10,000
-	Church Crookham Parish Council	3,000
-	Hook Parish Council	2,500
-	Odiham Parish Council	1,250
-	Eversley Parish Council	600
5,000	Yateley Town Council	-
507	Other Grants	1,525
153,617	Total Unrestricted Funds	166,985

Citizens Advice - Hart District Limited

Notes to the Financial Statements for the year ended 31 March 2013

3. GRANTS RECEIVED (continued)

£		£
	Restricted Funds	
	Hampshire MacMillan Citizens Advice Service	
22,036	MacMillan Cancer Support	24,701
	Homelessness Prevention	
-	Hart District Council Housing	6,500
	RAF Odiham	
-	RAF Benevolent Fund	5,500
	Telephone Replacement	
-	Citizens Advice	8,500
	Emergency Fund	
450	Hart Rotary	
22,486	Total Restricted Funds	45,201
176,103	Total Grants received	212,186

Notes to the Financial Statements for the year ended 31 March 2013

4. RESOURCES EXPENDED

Salaries

2012		
£		£
159,256	Salaries	168,045

Staff and Volunteer

2012		
£		£
1,343	Recruitment	119
1,411	Refreshments	1,084
1,288	Training	993
8,696	Travel	6,970
40	Other	577
12,778	Total	9,743

Premises

2012		
£		£
4,314	Heat Light and Water	5,013
1,221	Property Insurance	22
4,067	Cleaning Repairs and Maintenance	3,445
9,602	Total	8,480

Office

2012		
£		£
12,073	IT Equipment, support	5,600
1,424	Office Equipment expense	5,425
2,541	Depreciation IT Equipment	-
1,296	Insurance	962
566	Postage	1,569
3,894	Printing and Stationery	2,057
4,619	Reference materials and subscriptions	1,909
5,960	Telephone and communication	4,646
32,373	Total	22,168

New Telephone System

2012		
£		£
-	New Telephone System	15,291

Governance

2012		
£		£
1,052	Legal and professional Fees	500
1,217	Insurance	380
300	Examination of Accounts	150
2,569	Total	1,030

Citizens Advice - Hart District Limited

Notes to the Financial Statements for the year ended 31 March 2013

5. FIXED ASSET SCHEDULE

	1 April 2012	Additions	Disposals	Depreciation for Year	31 March 2013
	£	£	£	£	£
Cost	26,930	-	26,930	-	-
Depreciation	26,930	-	26,930	-	-
Net Book Value	-	-	-	-	-

6. DEBTORS

2012		
£		£
1,916	Accrued Interest	1,187
260	Prepayments	1,240
2,176	Total	2,427

The Hart District Grant is deemed to be received monthly out of the Salaries paid directly by the Council

7. CREDITORS FALLING DUE WITHIN ONE YEAR

2012		
£		£
10,300	Due to Hart District Council	19,234
701	Cheques paid but not cleared	433
4,153	Other amounts due	5,485
15,154	Total	25,152

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and

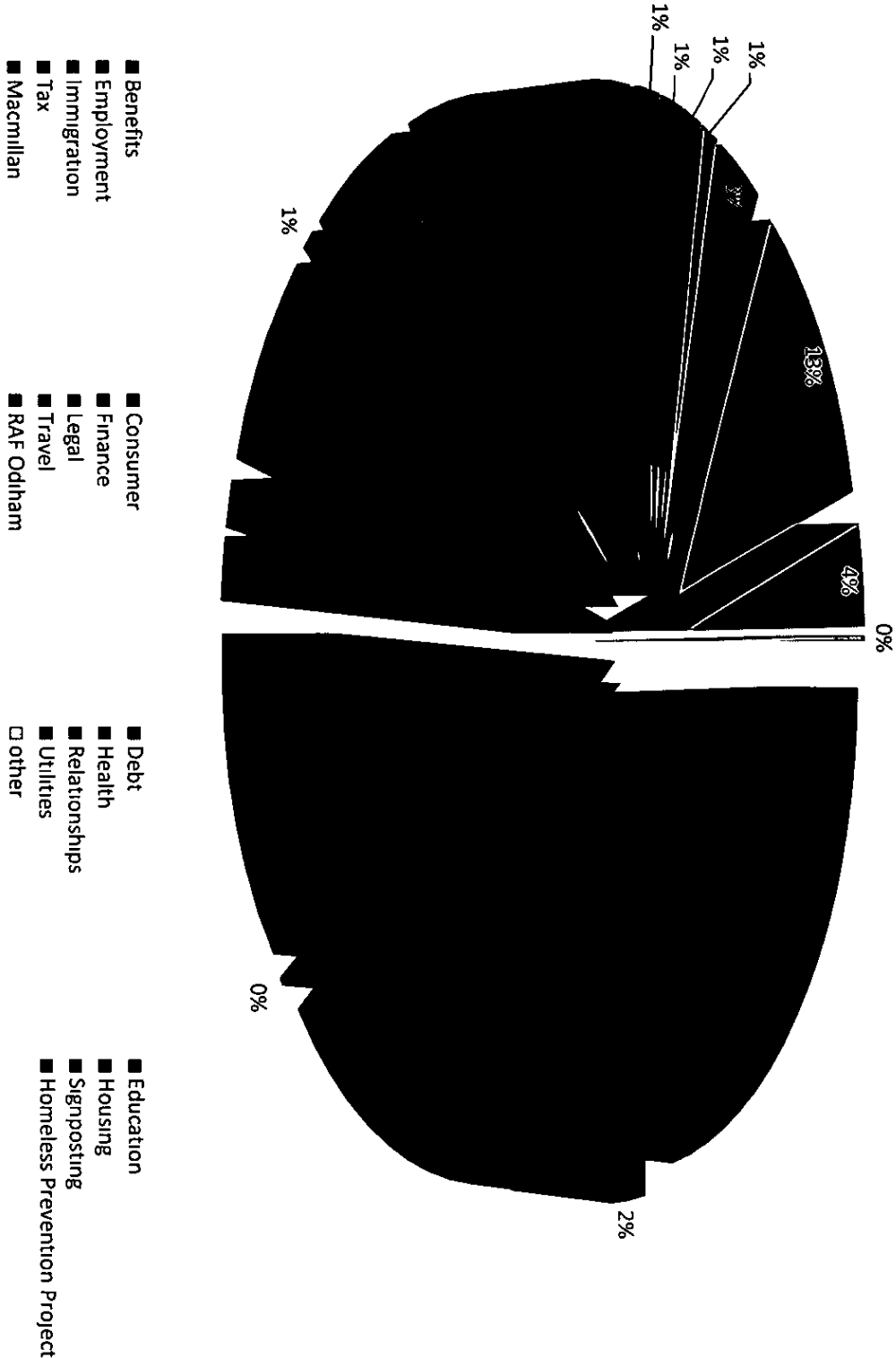
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

David F Dedman
2 Trefoil Close
Hartley Wintney
Hook
Hampshire
RG27 8TS

Client Contacts & Issues



Opening Hours & Contact Details

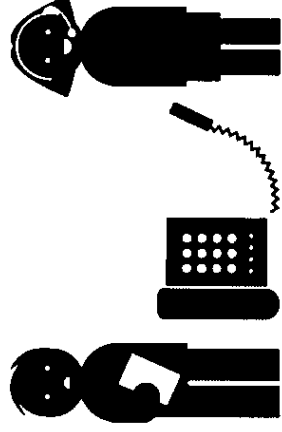
Fleet Office

Monday	10.00am - 4.00pm
Tuesday	10.00am - 4.00pm
Wednesday	10.00am - 4.00pm
Thursday	10.00am - 4.00pm
Friday	CLOSED

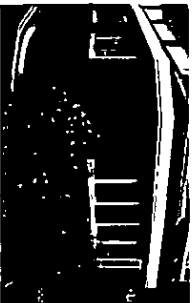
Yateley Office

Monday	9.30am-3.30pm
Tuesday	9.30am-3.30pm
Wednesday	9.30am-3.30pm
Thursday	CLOSED
Friday	9.30am-3.30pm

We offer a Gateway interview either on the telephone or as a drop in
A further appointment may be booked if necessary



Fleet Office



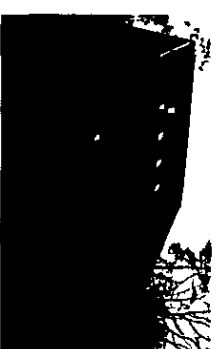
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Yateley Office



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