

**WEST HERTS AGAINST CRIME LTD**  
(A Company Limited by Guarantee)

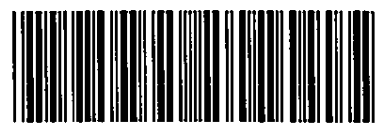
**ANNUAL REPORT and ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2007

3565663

Company Registration No. 356663  
Charity Registration No. 1069891

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**WEST HERTS AGAINST CRIME**  
(A Company Limited by Guarantee)

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**Legal and Administrative Information**

**Company Number**  
3565663

**Charity Number**  
1069891

**Trustees / Directors**

R Pottinger	Chairman (to 9 November 2006, deceased January 2007)
J R Cleaver	Chairman (from 9 November 2006)
S Chaudry	
M Ludeke	(from 9 November 2006)
I Lusack	

**Treasurer**  
B Lund

**Company Secretary and Chief Executive Officer**  
N Stageman

**Registered Office and Operating Address**

Lemarie Centre  
524 St Albans Road  
Watford  
Hertfordshire  
WD24 7WF

**Bankers**

Barclays Bank  
32 Clarendon Road  
Watford  
Hertfordshire  
WD1 1LD

**Annual Report of the Trustees for the year ended 31 March 2007**

The Trustees present their report and accounts for the year ended 31 March 2007.

**Objects and Organisation of the Charity**

The Charity is constituted as a company limited by guarantee and is governed by its Memorandum and Articles of Association. The main objects of the Charity are to promote the protection and safety of people and property from criminal acts and the prevention of crime. The four main areas of activity are:

- Crime prevention presentations and attendance at community events
- Home security surveys and installation of security devices
- Handyperson service
- Fire safety checks and installation of smoke detectors

These services are offered to the catchment population of Watford, Three Rivers and Dacorum which comprise the western area of Hertfordshire.

The Charity is administered by an Executive Committee comprising the Trustees, the Chief Executive and a Treasurer.

**Trustees**

The Trustees are named on page 1. All Trustees were elected at the charitable company's Annual General Meeting. As the company is limited by guarantee with no share capital, none of the Trustees has a beneficial interest in the charitable company. The Trustees are members of the company and guarantee to contribute a maximum of £10 00 each, in the event of the company becoming insolvent.

**Announcement**

It was with great sadness that we announced in January that Dick Pottinger had passed away. Dick had been with the charity since its inception and spent many years as a very active Trustee and Chairman. His contribution and support is greatly missed.

**Achievements and Developments**

2006-07 was an extremely successful year for the charity. Results for both the security and handyperson services exceeded prior year performances. The number of people benefitting from the handyperson service increased by 39% while there was a 9% increase in those benefitting from the security service. Other notable results include increases in the number of homes secured (17%), the number of smoke detectors fitted (25%) and the number of keysafes fitted for vulnerable people (32%).

In July 2006 WHAC started carrying out Home Fire Safety Checks as part of a three year partnership with Herts Fire & Rescue Service. The 896 checks undertaken during the nine months to March contribute to one of Hertfordshire's Local Area Agreement targets.

**Policy on Reserves**

It is the policy of the charity that free reserves (those funds not tied up in fixed assets, and designated and restricted funds) should be maintained at a target level equivalent to six months operating costs. The trustees consider that reserves at this level are required due to:

- Reliability of income - there is little way of guaranteeing the continuation of current unrestricted income
- Expenditure forecasts - e.g. capital costs (especially purchase of replacements / additional vehicles)
- Commitments to staff and clients - lack of funding could lead to staff redundancies which would require monies 'up front'.

- Contingencies and investment plans - the growth of the charity may well bring as yet unforeseen net additional costs
- Unrestricted funds at 31 March 2007 are £94,872 which includes designated funding for two additional vehicles and staff

#### **Risk Assessment**

The Trustees have reviewed the major risks to which the charity is exposed and operate a policy of continual monitoring thereof. Where practical, insurance cover is maintained. In other instances, reasonable steps have been taken to mitigate risks. A periodic review of the risk schedule will be undertaken by trustees during 2007-8.

#### **Financial Position**

The Statement of Financial Activities shows a surplus of income over expenditure of £11,430. The charity has virtually completed its annual round of negotiations with funders and now has in place a range of income streams which places the charity in a financially healthy position for the year to 31 March 2008. This should ensure that the anticipated scale of our operations during 2007-8 is adequate to meet the rising level of demand, whilst being financially sustainable.

#### **Financial Support**

The charity is not dependent on the services of unpaid volunteers, donations in kind or any other intangible income not included in the accounts. Neither is the charity financially dependent on the support of any particular individuals, organisations or classes of donors. However the charity is pleased to acknowledge the vital support provided by Hertfordshire Home Safety & Security Service, Watford Borough Council, Three Rivers District Council, the Primary Care Trust and the Community Safety Partnerships of Watford, Three Rivers and Dacorum. In addition, the charity acknowledges the support given to the handyperson scheme by Adult Care Services and Watford Borough Council.

#### **Trustees' Responsibilities**

Trustees are required by Company and Charity laws to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In doing so, trustees are required to


- Select suitable accounting policies and apply them consistently
- Make judgements that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

#### **Approval**

This report was approved by the Board of Trustees on 6<sup>th</sup> September 2007 and is signed on its behalf.

By order of the Trustees

  
J. R. Cleaver  
Chairman

  
Date

West Herts Against Crime  
Lemarie Centre  
524 St Albans Road  
Watford, Herts. WD24 7WF

WEST HERTS AGAINST CRIME LIMITED

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2007

SUMMARY INCOME AND EXPENDITURE ACCOUNT

	<u>Note</u>	<u>2007</u> £	<u>2006</u> £
INCOMING RESOURCES			
Donations		6,574	10,233
Grants	2	158,761	157,282
Bank Interest Received		<u>165,335</u> 2,026	<u>167,515</u> 999
TOTAL INCOME		<u>£167,361</u>	<u>£168,514</u>
RESOURCES EXPENDED			
Direct Charitable Expenditure	3	154,907	159,022
Management and Administration	4	<u>1,024</u>	<u>2,592</u>
TOTAL EXPENDITURE		<u>£155,931</u>	<u>£161,614</u>
SURPLUS FOR THE PERIOD	5	£11,430	£6,900
TOTAL FUNDS			
Brought Forward		<u>£83,442</u>	<u>£76,542</u>
Carried Forward		<u>£94,872</u>	<u>£83,442</u>

There were no other recognised gains or losses during the year

WEST HERTS AGAINST CRIME LIMITED

BALANCE SHEET  
AS AT 31 MARCH 2007


	<u>Note</u>	<u>2007</u> £	<u>2006</u> £
FIXED ASSETS			
Tangible Assets	6	1,293	1,927
CURRENT ASSETS			
Stocks		16,936	19,805
Cash at Bank and in Hand		83,580	70,847
Debtors		2,487	19,382
		<hr/>	<hr/>
		103,003	109,994
CREDITORS. amounts falling due within one year	7	(9,424)	(28,479)
		<hr/>	<hr/>
NET CURRENT ASSETS		93,579	81,515
		<hr/>	<hr/>
NET ASSETS		£94,872	£83,442
		<hr/>	<hr/>
RESERVES			
Unrestricted Funds		£94,872	£83,442
		<hr/>	<hr/>

Advantage has been taken of exemptions conferred by Part 1, Schedule 8 of the Companies Act 1985, on the grounds that in the Directors' opinion the Company is a small company as defined by that Act.

The Directors have taken advantage of the total exemption from audit of these accounts conferred by Section 249A(1) of the Companies Act 1985. They confirm that no notice has been deposited with the Company under Section 249B(2) of the Companies Act 1985.

The Directors acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with Section 221 of the Companies Act 1985. They further acknowledge their responsibilities for preparing accounts which give a true and fair view of the Company and its results for the year to 31 March 2007 in accordance with the requirements of Section 226 of the Companies Act 1985 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as they apply to the Company.

The financial statements on pages 4 to 7 were approved by the Board of Directors on 6<sup>th</sup> September 2007 and were signed on its behalf by

  
.....  
Mr Bryan Lund  
Treasurer

  
.....  
Mr J R Cleaver  
Chairman

# WEST HERTS AGAINST CRIME LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2007

### 1. ACCOUNTING POLICIES

#### 1.1 Basis of Preparation

The accounts are prepared under the historical cost convention and include the results of the charity's operations described in the Directors and Trustees Report, all of which are continuing

The accounts have been prepared in compliance with the Statement of Recommended Practice on Accounting and Reporting by Charities.

#### 1.2 Tangible Fixed Assets and Depreciation

Tangible Fixed Assets are stated at cost, less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less any estimated residual value, over their expected useful life, at the following rates

Office / Computer Equipment	25% straight line basis
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#### 1.3 Income

Donations and grants are accounted for upon invoicing. Grants which are allocated to a specific period by the grantor are allocated evenly over that period and future income deferred where appropriate.

#### 1.4 Taxation

Value Added Tax is not recoverable and is included in the relevant expenditure. Corporation Tax is not chargeable on the activities of the Company which are wholly charitable.

#### 1.5 Stock

Stock is stated at the lower of cost and net realisable value.

### 2. GRANT INCOME

	2007	2006
Community Safety Partnerships	58,300	58,300
Three Rivers District Council	9,000	9,000
Watford & Three Rivers Primary Care Trust	500	2,500
Watford Borough Council	7,500	17,500
Lloyds TSB	-	2,500
Adult Care Services - Keysafes	8,711	8,482
Hertfordshire Home Security Service	40,750	25,000
Adult Care Services (Handyperson Funding)	24,000	24,000
Watford Borough Council (Handyperson Funding)	10,000	10,000
	<hr/>	<hr/>
	£158,761	£157,282
	<hr/>	<hr/>

### 3. DIRECT CHARITABLE EXPENDITURE

This comprises the cost of security devices provided free of charge, together with the salaries, telephone, motor and travel expenses of our technicians.

### 4. MANAGEMENT AND ADMINISTRATION

	2007	2006
Depreciation	784	642
Sundry Administration Costs	240	1,950
	<hr/>	<hr/>
	£1,024	£2,592
	<hr/>	<hr/>

**WEST HERTS AGAINST CRIME LIMITED**

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2007  
(continued)

**5 SURPLUS FOR THE YEAR**

The surplus for the year is stated after accounting for

Depreciation of Tangible Fixed Assets	£784	£643
	<u>          </u>	<u>          </u>

No remuneration was paid to Trustees during the year and no expenses were reimbursed to them.

**6. TANGIBLE FIXED ASSETS**

Office Equipment		
Cost at 1 April 2006	£2,988	
	<u>          </u>	

Cost at 31 March 2007	£3,138	
	<u>          </u>	

Depreciation at 1 April 2006	1,061	
Charge for the Year	784	
	<u>          </u>	

At 31 March 2007	£1,845	
	<u>          </u>	

Net Book Amount at 31 March 2007	£1,293	
	<u>          </u>	

at 31 March 2006	£1,927	
	<u>          </u>	

**7 CREDITORS: amounts falling due within one year**

	2007	2006
Amount to be Reimbursed to Hertfordshire Constabulary	-	2,522
Funding received in advance	8,750	15,750
Other	674	207
	<u>          </u>	<u>          </u>
	£9,424	£28,479
	<u>          </u>	<u>          </u>

**8. STAFF REMUNERATION**

	2007	2006
Gross Salaries and Employers National Insurance	104,690	106,594
	<u>          </u>	<u>          </u>
	£104,690	£106,594
	<u>          </u>	<u>          </u>

<b>9 Average Number of Staff</b>	6	6
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