

**WEST HERTS AGAINST CRIME LIMITED**  
(formerly Watford and Three Rivers Against Crime Limited)

REPORT AND ACCOUNTS

YEAR ENDED 31 MARCH 2004



**WEST HERTS AGAINST CRIME LIMITED**  
(formerly Watford and Three Rivers Against Crime Limited)

**COMPANY INFORMATION**

**DIRECTORS AND TRUSTEES**

S Chaudry  
G A Freestone  
N R Hood  
I Lusac  
R Pottinger  
C Player

**SECRETARY**

N R Hood

**COMPANY REGISTRATION NUMBER**

3565663

**CHARITY REGISTRATION NUMBER**

1069891

**REGISTERED OFFICE**

6 Bedford Road  
Moor Park  
Northwood  
Middlesex  
HA6 2BB

**OPERATING ADDRESS**

Le Marie Centre  
524 St Albans Road  
Watford  
Hertfordshire  
WD24 7WS

**BANKERS**

Barclays Bank plc  
32 Clarendon Road  
Watford  
Hertfordshire  
WD1 1LD

**WEST HERTS AGAINST CRIME LIMITED**  
(formerly Watford and Three Rivers Against Crime Limited)

**DIRECTORS AND TRUSTEES REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2004**

The Directors and Trustees present their report and accounts for the year ended 31 March 2004. During the year the Charity changed its name to the present style to reflect more accurately those geographical areas, which benefit from its services.

**OBJECTS, PRINCIPAL ACTIVITIES AND ORGANISATION**

The Charity is constituted as a company limited by guarantee and is governed by a Memorandum and Articles of Association.

The objects of the charity are to promote, for the public benefit, the protection of people and property from criminal acts and the prevention of crime, in particular by:

- a) encouraging greater public participation in the prevention and solution of crime
- b) assisting in measures designed to reduce the level of crime and the fear of crime
- c) providing education, information and practical assistance regarding crime prevention

The charity is administered by a management committee comprising :

Chairman :	Mr Richard Pottinger
Finance Director &	
Secretary:	Mr Nicholas Hood
Project Leader:	Ms Nicola Stageman (formerly Denise Worlidge who resigned on 2 November 2004)
Other Members:	Mr Geoffrey Freestone, Mrs Iris Lusack, Mrs Sharifa Chaudry, Mrs Caroline Player

Our technicians visit victims of domestic burglary, the vulnerable and the elderly to provide advice on security and to install improved security devices, such as locks. Our advisory service is free to all of our clients and we also provide security devices free of charge to the elderly. Our catchment area covers the Watford, Three Rivers & Dacorum districts in Hertfordshire.

**POLICIES**

The Charity does not maintain any specified level of reserves. Surplus funds are held, where appropriate, in an interest-bearing bank account with a clearing bank. The Charity does not make grants.

**ACHIEVEMENTS AND DEVELOPMENT**

During the year to 31 March 2004 some 3,544 (2003: 2,686) people were assisted by our various services. These people form a broad spectrum of age groups and ethnic backgrounds. The current year has seen a significant increase in demand for our services. There have been no changes in the policies of the charity since the last report.

**FINANCIAL POSITION**

The statement of Financial Activities shows a deficit of expenditure over income to the extent of £3,282 and a reduction in our reserves to £24,557. Since the year end the charity has been able to raise sufficient funds to carry on its activities in the year to 31 March 2005. Additionally it is now completing its normal round of negotiations with a range of funding sources for grants and donations for the year to March 2006 which will enable us to defray our costs and to ensure that the scale of our operations is adequate to meet the rising level of demand.

**WEST HERTS AGAINST CRIME LIMITED**  
(formerly Watford & Three Rivers Against Crime Limited)

**DIRECTORS AND TRUSTEES REPORT**  
FOR THE YEAR ENDED 31 MARCH 2004 (continued)

**FINANCIAL SUPPORT**

The Charity is not dependent on the services of unpaid volunteers or donations in kind or any other intangible income not included in the accounts. The Charity is not financially dependent on the support of any particular individuals, organisations or classes of donors, except to the extent that it has received grants from Watford Borough Council, Dacorum Borough Council and from Three Rivers District Council in connection with the Charity's involvement in the Community Safety Partnership programmes supported by the local authorities. We are pleased to acknowledge the support provided by these various organisations.

In the latter part of 2003, the Charity entered into a two year agreement with Help the Aged whereby support is being provided to the Charity by way of an additional vehicle and security equipment to assist it to expand the scope of its services into the Dacorum area. This agreement continues to operate to the satisfaction of both parties

In April 2004 Hertfordshire Home Security service was launched by Hertfordshire County Council, extending the services already provided by the Charity to the rest of the county. The Charity has been promised a contribution of £25,000 towards its increased costs during the year ending March 2005.

**DIRECTORS AND TRUSTEES**

All Directors of the company are also Trustees of the charity and there are no other Trustees. The present Directors and Trustees are named on page one. They served as the Directors and Trustees throughout the year. As the company is limited by guarantee and has no share capital there are no Directors share interests to disclose. The Board has the power to appoint additional Directors and Trustees as it considers fit to do so.

**DIRECTORS AND TRUSTEES RESPONSIBILITIES**

The Directors and Trustees are required by law 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 preparing these financial statements the Trustees are required to :

- a) select suitable accounting policies and apply them consistently
- b) make judgements and estimates that are reasonable and prudent
- c) state whether the policies adopted are in accordance with the Companies Act 1985 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- d) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation

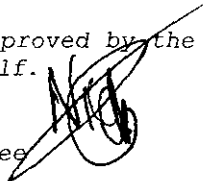
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees have reviewed the major risks to which the Charity is exposed and operate a policy of continual monitoring thereof. Where possible, insurance cover is maintained. In other instances, systems have been established to mitigate risks.

**APPROVAL**

This report was approved by the Board of Directors and Trustees on 13 December 2004 and signed on its behalf.

N R Hood  
Director and Trustee



**WEST HERTS AGAINST CRIME LIMITED**  
 (formerly Watford and Three Rivers Against Crime Limited)  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2004**

SUMMARY INCOME AND EXPENDITURE ACCOUNT

	<u>Note</u>	<u>2004</u>	<u>2003</u>
<b>INCOMING RESOURCES</b>			
Donations - Individuals		2,270	695
- Organisations		11,762	12,710
		<hr/>	<hr/>
Total		14,032	13,405
Grants	2	77,563	85,651
		<hr/>	<hr/>
Bank Interest Received		91,595	99,056
		39	34
		<hr/>	<hr/>
TOTAL INCOME		£91,634	£99,090
		<hr/>	<hr/>
<b>RESOURCES EXPENDED</b>			
Direct Charitable Expenditure	3	87,312	68,979
Management and Administration	4	7,624	6,069
Bank Interest & Charges		-	151
		<hr/>	<hr/>
TOTAL EXPENDITURE		£94,916	£75,199
		<hr/>	<hr/>
SURPLUS/ (DEFICIT) FOR THE PERIOD	5	(3,282)	23,891
<b>TOTAL FUNDS</b>			
Brought Forward		27,839	3,948
		<hr/>	<hr/>
Carried Forward		£24,557	£27,839
		<hr/>	<hr/>

There were no other recognised gains or losses during the year.

**WEST HERTS AGAINST CRIME LIMITED**  
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BALANCE SHEET  
AS AT 31 MARCH 2004

	<u>Note</u>	<u>2004</u>	<u>2003</u>
<b>FIXED ASSETS</b>			
Tangible Assets	6	1,593	394
<b>CURRENT ASSETS</b>			
Stocks		750	750
Cash at Bank and in Hand		29,569	33,467
		<u>30,319</u>	<u>34,217</u>
CREDITORS: amounts falling due within one year	7	(7,355)	(6,772)
<b>NET CURRENT ASSETS</b>		<u>22,964</u>	<u>27,445</u>
<b>NET ASSETS</b>		<u>£24,557</u>	<u>£27,839</u>
<b>RESERVES</b>			
Unrestricted Funds		<u>£24,557</u>	<u>£27,839</u>

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 2004 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 13 December 2004 and were signed on its behalf by



N R Hood  
Director and Trustee

**WEST HERTS AGAINST CRIME LIMITED**  
(formerly Watford and Three Rivers Against Crime Limited)

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2004

**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:

Computer Equipment	25% straight line basis
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**1.3 Income**

Donations and grants are accounted for upon receipt. Grants which are allocated to a specific period by the granter 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**

	<u>2004</u>	<u>2003</u>
Grant income has been accrued as follows:		
Community Safety Partnership	22,180	10,000
Three Rivers District Council	9,000	16,050
Watford & Three Rivers Primary Care Trust	500	-
Single Regeneration Board	-	15,015
Watford Borough Council	14,000	8,000
Help the Aged	8,883	11,586
Hertfordshire Constabulary	15,000	25,000
Adult Care Services	8,000	-
	<hr/>	<hr/>
	£77,563	£85,651
	<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.

**WEST HERTS AGAINST CRIME LIMITED**  
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NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2004  
(continued)

	<u>2004</u>	<u>2003</u>
<b>4. MANAGEMENT AND ADMINISTRATION</b>		
Computer Depreciation	531	132
Sundry Administration Costs	7,093	5,937
	<hr/>	<hr/>
	£7,624	£6,069
	<hr/>	<hr/>
<b>5. SURPLUS FOR THE YEAR</b>		
The surplus for the year is stated after accounting for :		
Depreciation of Tangible Fixed Assets	£531	£132
	<hr/>	<hr/>
No remuneration was paid to Trustees during the year and no expenses were reimbursed to them.		
<b>6. TANGIBLE FIXED ASSETS</b>		
Computer Equipment		
Cost at 1 April 2003	£ 701	
Disposals	(701)	
Additions	2,124	
	<hr/>	
Cost at 31 March 2004	2,124	
	<hr/>	
Depreciation at 1 April 2003	307	
Disposals	(307)	
Charge for the Year	531	
	<hr/>	
At 31 March 2004	£ 531	
	<hr/>	
Net Book Amount at 31 March 2004	£1,593	
	<hr/>	
at 31 March 2003	£394	
	<hr/>	
<b>7. CREDITORS: amounts falling due within one year</b>	<u>2004</u>	<u>2003</u>
Amount to be Reimbursed to Hertfordshire Constabulary	6,407	6,772
Staff Expenses	633	-
Security Equipment	315	-
	<hr/>	<hr/>
	£7,355	£6,772
	<hr/>	<hr/>



**WEST HERTS AGAINST CRIME LIMITED**  
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NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2004  
(continued)

	<u>2004</u>	<u>2003</u>
<b>8. STAFF REMUNERATION</b>		
Gross Salaries	59,750	50,035
Employers National Insurance	4,943	4,003
	<hr/>	<hr/>
	£ 64,693	£ 54,038
	<hr/>	<hr/>
Average Number of Staff	6	5
	=	=