



richardson groves

Accountants, Business and Tax Consultants

HEDLEY HALL TRAINING
(A company limited by guarantee)

UNAUDITED
TRUSTEES REPORT AND FINANCIAL STATEMENTS
for the year ended 31 March 2008

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HEDLEY HALL TRAINING
(A company limited by guarantee)

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HEDLEY HALL TRAINING
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
for the year ended 31 March 2008

Trustees and directors

J Inwood
M North
J Marron

Company registered number

05403284

Charity registered number

1109910

Registered office

Hedley Hall
Denmark Road
Bath
BA2 3RE

Company secretary

J Marron

Accountants

Richardson Groves
Accountants and Tax Consultants
Cleveland House
Sydney Road
Bath
BA2 6NR

Business address

Hedley Hall
Denmark Road
Bath
BA2 3RE

HEDLEY HALL TRAINING
(A company limited by guarantee)

TRUSTEES' REPORT
for the year ended 31 March 2008

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements of Hedley Hall Training (the Company) for the ended 31 March 2008. The Trustees confirm that the annual report and financial statements of the Company comply with current statutory requirements, the requirements of the Company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

The Company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 24 March 2005. In the event of the company being wound up each member is required to contribute an amount not exceeding £1.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

One third of directors must retire at each AGM but may be eligible for re-election. The current trustees are the initial members of the company. Future trustees when required will be selected in accordance with the Articles of Association and on the basis of suitability and experience.

OBJECTIVES AND ACTIVITIES

a. POLICIES AND OBJECTIVES

The objectives of the charity are to advance education, in particular of adults, including the teaching of literacy, numeracy, and communication.

ACHIEVEMENTS AND PERFORMANCE

a. REVIEW OF ACTIVITIES

The company has received donations totaling £19,231 in the year and has continued to provide advanced education.

FINANCIAL REVIEW

a. RESERVES POLICY

The charity is building up reserves in order to fund future charity events for the furtherance of its objects. Expenditure on the improvement of a Leasehold Property was capitalised in the previous year to enable the charity to obtain a 8 year lease and thus obtain a main premises for the furtherance of its charitable activities.

b. MATERIAL INVESTMENTS POLICY

The charity does not currently hold any investments. Surplus cash is placed on deposit with the charity's bankers.

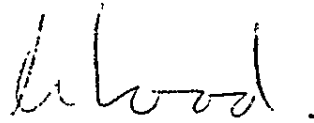
PLANS FOR THE FUTURE

The charity plans to continue its work to improve the standards of education in literacy, numeracy and communication and promote social inclusion through education.

HEDLEY HALL TRAINING
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
for the year ended 31 March 2008

This report was approved by the Trustees on ^{21 August 2008} and signed on its behalf, by



J Inwood
Trustee and Director

HEDLEY HALL TRAINING
(A company limited by guarantee)

AUDIT EXEMPTION REPORT
for the year ended 31 March 2008

ACCOUNTANT'S REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF HEDLEY HALL TRAINING

We report on the accounts for the year ended 31 March 2008 set out on pages 5 to 12

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND REPORTING ACCOUNTANTS

As described on page 3 the Trustees, who are also directors of the company for the purposes of the Companies Act, are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

BASIS OF OPINION

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurances expressed in our opinion.

OPINION

In our opinion

- a) the accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985, as amended,
- b) having regard only to, and on the basis of, the information contained in those accounting records
 - i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in the Statement of Recommended Practice, Accounting and Reporting by Charities, and in section 249C(6) of the Act, and
 - ii) the company satisfied the conditions for exemption from an audit of the accounts for the year specified in section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1)

Signed

Richardson Groves

Dated

2, September 2008

Richardson Groves
Accountants and Tax Consultants
Cleveland House
Sydney Road
Bath
BA2 6NR

HEDLEY HALL TRAINING
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
for the year ended 31 March 2008

	Note	Unrestricted Funds 2008 £	Total Funds 2007 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	19,231	24,495
Investment income	3	472	1,099
Incoming resources from charitable activities	4	76,900	54,880
Other incoming resources	5	8,760	5,620
		<hr/>	<hr/>
TOTAL INCOMING RESOURCES		105,363	86,094
		<hr/>	<hr/>
RESOURCES EXPENDED			
Charitable activities	11	101,869	106,938
Governance costs	7	6,282	8,748
		<hr/>	<hr/>
TOTAL RESOURCES EXPENDED	10	108,151	115,686
		<hr/>	<hr/>
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR		(2,788)	(29,592)
Total funds at 1 April 2007		144,346	173,938
		<hr/>	<hr/>
TOTAL FUNDS AT 31 MARCH 2008		141,558	144,346
		<hr/>	<hr/>

The Statement of Financial Activities includes all gains and losses recognised in the year

The notes on pages 7 to 12 form part of these financial statements

HEDLEY HALL TRAINING
(A company limited by guarantee)

BALANCE SHEET
as at 31 March 2008

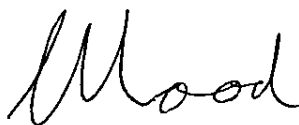
	Note	2008 £	2007 £
FIXED ASSETS			
Tangible fixed assets	13	111,378	144,864
CURRENT ASSETS			
Debtors	14	7,679	17,537
Cash at bank and in hand		27,108	8,080
		<u>34,787</u>	<u>25,617</u>
CREDITORS , amounts falling due within one year	15	<u>(4,607)</u>	<u>(26,135)</u>
NET CURRENT ASSETS/(LIABILITIES)		30,180	(518)
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>141,558</u>	<u>144,346</u>
CHARITY FUNDS			
Unrestricted funds	16	<u>141,558</u>	<u>144,346</u>
		<u>141,558</u>	<u>144,346</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 249A(2) of the Companies Act 1985 and members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 249B(2) of the Act. The Trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2008 and of its loss for the year then ended in accordance with the requirements of section 226 of the Act and which otherwise comply with the requirements of the Companies Act 1985 relating to the financial statements so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The financial statements were approved by the Trustees on 21 August 2008 and signed on their behalf, by

J Inwood
Trustee and Director



The notes on pages 7 to 12 form part of these financial statements

HEDLEY HALL TRAINING
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2008

1 ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 1985.

1.2 COMPANY STATUS

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 INCOMING RESOURCES

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

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 RESOURCES EXPENDED

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

HEDLEY HALL TRAINING
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2008

1. ACCOUNTING POLICIES (continued)

1.6 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 their estimated residual value, over their expected useful lives on the following bases:

Leasehold Improvement	-	20%	straight line
Furniture, fittings and equipment	-	25%	straight line

2. VOLUNTARY INCOME

	Unrestricted Funds 2008 £	Total Funds 2007 £
Donations	15,000	17,000
Gift Aid receivable	4,231	7,495
	<hr/>	<hr/>
Voluntary income	19,231	24,495
	<hr/>	<hr/>

3. INVESTMENT INCOME

	Unrestricted Funds 2008 £	Total Funds 2007 £
Investment income	472	1,099
	<hr/>	<hr/>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2008 £	Total Funds 2007 £
Teaching fee income	76,900	54,880
	<hr/>	<hr/>

5. OTHER INCOMING RESOURCES

	Unrestricted Funds 2008 £	Total Funds 2007 £
Room hire and refunds received	8,760	5,370
Other incoming resources	-	250
	<hr/>	<hr/>
	8,760	5,620
	<hr/>	<hr/>

HEDLEY HALL TRAINING
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2008

6. EXPENDITURE BY CHARITABLE ACTIVITY

SUMMARY BY FUND TYPE

	Unrestricted Funds 2008 £	Total Funds 2007 £
Voluntary income	3,963	10,817
Charitable activities	97,906	96,121
	<u>101,869</u>	<u>106,938</u>

SUMMARY BY EXPENDITURE TYPE

	Depreciation 2008 £	Other costs 2008 £	Total 2008 £	Total 2007 £
Voluntary income	3,717	6,528	10,245	10,817
Charitable activities	33,454	64,452	97,906	96,121
	<u>37,171</u>	<u>70,980</u>	<u>108,151</u>	<u>106,938</u>

7. GOVERNANCE COSTS

	Unrestricted Funds 2008 £	Total Funds 2007 £
Accountancy costs	5,334	5,910
Legal and Professional costs	948	2,838
	<u>6,282</u>	<u>8,748</u>

8. DIRECT COSTS

	Basis of Allocation	Charitable activities £	Total 2008 £	Total 2007 £
Subcontractors	100%	4,000	4,000	-
Travelling costs	100%	231	231	224
Books and courses	100%	1,294	1,294	399
Food for students	100%	118	118	322
Printing and stationery	100%	44	44	178
		<u>5,687</u>	<u>5,687</u>	<u>1,123</u>

HEDLEY HALL TRAINING
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NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2008

9. SUPPORT COSTS

	Basis of Allocation	Voluntary income £	Teaching fee income £	Total 2008 £	Total 2007 £
Premises costs	10% - 90%	508	4,575	5,083	3,198
Wages and salaries costs	10% - 90%	5,303	47,730	53,033	65,830
Accountancy	10% - 90%	533	4,801	5,334	5,910
Legal and Professional costs	10% - 90%	95	853	948	2,838
General expenses	10% - 90%	89	806	895	393
Depreciation	10% - 90%	3,717	33,454	37,171	36,394
Subtotal		10,245	92,219	102,464	114,563
Governance costs		(6,282)	-	(6,282)	(8,748)
		3,963	92,219	96,182	105,815

10. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Depreciation 2008 £	Other costs 2008 £	Total 2008 £	Total 2007 £
Voluntary income	3,717	6,528	10,245	10,817
Charitable activities	33,454	64,452	97,906	96,121
Subtotal charitable activities	37,171	70,980	108,151	106,938
Governance	-	6,282	6,282	8,748
	37,171	77,262	114,433	115,686

11 ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES

	Activities undertaken directly 2008 £	Support costs 2008 £	Total 2008 £	Total 2007 £
Voluntary income	-	3,963	3,963	10,817
Charitable activities	5,687	92,219	97,906	96,121
Total	5,687	96,182	101,869	106,938

HEDLEY HALL TRAINING
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NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2008

12. NET INCOME / (EXPENDITURE)

This is stated after charging

	2008 £	2007 £
Depreciation of tangible fixed assets		
Owned /leased by charity	37,242	36,394
	<u>37,242</u>	<u>36,394</u>

During the year, no Trustees received any remuneration (2007 - £NIL)

During the year, no Trustees received any reimbursement of expenses (2007 - £NIL)

13. TANGIBLE FIXED ASSETS

	Leasehold Improvement £	Furniture, fittings and equipment £	Total £
COST			
At 1 April 2007	178,418	2,840	181,258
Additions	1,474	2,282	3,756
Disposals	-	(70)	(70)
	<u>179,892</u>	<u>5,052</u>	<u>184,944</u>
At 31 March 2008			
DEPRECIATION			
At 1 April 2007	35,684	710	36,394
Charge for the year	35,979	1,263	37,242
On disposals	-	(70)	(70)
	<u>71,663</u>	<u>1,903</u>	<u>73,566</u>
At 31 March 2008			
NET BOOK VALUE			
At 31 March 2008	108,229	3,149	111,378
	<u>108,229</u>	<u>3,149</u>	<u>111,378</u>
At 31 March 2007	142,734	2,130	144,864
	<u>142,734</u>	<u>2,130</u>	<u>144,864</u>

14. DEBTORS

	2008 £	2007 £
Trade debtors	7,323	12,963
Prepayments and accrued income	356	342
Tax recoverable	-	4,232
	<u>7,679</u>	<u>17,537</u>
	<u>7,679</u>	<u>17,537</u>

HEDLEY HALL TRAINING
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2008

**15. CREDITORS:
AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2008 £	2007 £
Trade creditors	13	8,636
Social security and other taxes	1,453	-
Other creditors	-	15,000
Accruals and deferred income	3,141	2,499
	<u>4,607</u>	<u>26,135</u>

16. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
UNRESTRICTED FUNDS				
Reserves	144,346	-	-	144,346
Other General Funds	-	105,363	(108,151)	(2,788)
	<u>144,346</u>	<u>105,363</u>	<u>(108,151)</u>	<u>141,558</u>

SUMMARY OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
General funds	<u>144,346</u>	<u>105,363</u>	<u>(108,151)</u>	<u>141,558</u>

17. OPERATING LEASE COMMITMENTS

In return for the refurbishment costs in Note 13, the charity received reduced rent of £NIL for the next 5 years at which time it will revert to a market rate