

**HERITAGE LINK**

(A company limited by guarantee and not having a share capital)

**Charity No: 1094793**

**Company Registration No: 04577804**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31ST MARCH 2007**

# Heritage Link

## Company Information

### Trustees

Tony Burton (resigned 4th January 2007)  
Anthea Case (Chairman)  
Stephen Enthoven (Treasurer)  
Dr. Jennifer Freeman  
Dr. Honor Gay  
Dr. Mike Heyworth  
Ian Lush  
David Sekers  
John Sell  
Matthew Slocombe  
Nick Way  
Ian Wilson (co-opted 14th February 2007)

### Secretary

Kate Pugh

### Company Number

04577804 (England and Wales)

### Charity Number

1094793

### Principal Address

89 Albert Embankment  
London  
SE1 7TP

### Registered Office

89 Albert Embankment  
London  
SE1 7TP

### Accountants

Kingston Smith LLP  
Devonshire House  
60 Goswell Road  
London  
EC1M 7AD

### Bankers

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

### Solicitors

Allen and Overy  
1 New Change Lane  
London  
EC4N 9QQ

# **Heritage Link**

## **Report of the Trustees**

### **for the year ended 31st March 2007**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Heritage Link was incorporated on 30th October 2002 under the Companies Act 1985. The company is limited by guarantee and does not have any share capital. Every Member undertakes to contribute such an amount, as may be required not exceeding £1 to the charity's assets if it should be wound up.

The governing document is the Memorandum and Articles of Association and the Trustees of the charity are the directors for the purposes of company law.

Heritage Link is a registered charity and company registered in England and Wales. It operates within guidelines approved by the Charity Commission, whereby the Trustees are the decision making body but they seek approval for major strategic decisions by members at the Annual General Meeting ("AGM").

Trustees are elected by registered members of Heritage Link at the AGM or co-opted during the year by the Trustees at a Board meeting subject to ratification by members at the next AGM. New Trustees are offered an induction programme. Trustees co-opted during the year, Ian Lush and Nick Way, were elected by members at the 2006 AGM. Tony Burton stepped down in January 2007 and Ian Wilson was co-opted in February 2007.

The day-to-day administration of the Charity is carried out by the secretariat at the principal office at 89 Albert Embankment, London SE1.

Charities and organisations within the heritage sector are entitled to register as members of Heritage Link, which is an umbrella body specifically set up to co-ordinate sector initiatives. Donations have been received from some member organisations during the year.

The Trustees annually review the organisation's Risk Register. It was updated in February 2007 to reflect the higher level of activity 2006-7.

#### **OBJECTIVES AND ACTIVITIES**

The objects of the Charity are

3.1 For the benefit of the public:

- a. To improve the efficient and effective fulfilment by heritage charities (as defined in the Articles of Association) of their objects; and
- b. To promote the efficient application of resources for charitable purposes by non-charitable institutions and organisations especially those established for purposes concerned with the protection, preservation, improvement, enhancement and/or revitalisation of the historic environment (as defined in the Articles of Association); and

3.2 The advancement of education of the public:

- a. In relation to historical and/or architectural significance of buildings and/or sites; and
- b. By promoting and encouraging public access to, study and appreciation of, the historic environment.

#### **SUMMARY OF MAIN OBJECTIVES AND ACTIVITIES**

Heritage Link was set up in 2002 by national heritage groups in England to promote the central importance of the voluntary movement in the sector and to make its voice heard more collectively and coherently at national and regional level. It provides a forum for members to formulate and promote policy on core issues relating to heritage and the voluntary sector. Through its activities it aims to remove barriers to their efficient and effective operation and offers a support and information network. To facilitate the sharing of information and expertise it is represented on heritage and voluntary sector forums.

# Heritage Link

## Report of the Trustees

### for the year ended 31st March 2007 (continued)

Heritage Link Strategic Plan 2006-9 was drawn up following consultation with members during 2006 and formally adopted at the AGM in December 2006. The Key Strategic Themes remain:

- to promote the interests of members
- to promote better recognition of members' activities
- to build capacity

From 2006 more emphasis is being given to promoting a more collaborative working culture and consensus building; lobbying, campaigning and strategic liaison; and to organisational development. These themes informed the development of the Annual Work Plan which is reviewed at each Board meeting as part of the Trustees' strategic management role.

#### ACHIEVEMENTS AND PERFORMANCE

Enhanced activity as recommended by members through *The Way Ahead* consultation in 2005 was demonstrated by the larger number of projects during this period compared with two projects (including the Heritage Funding Directory) the previous year.

- two research projects resulted in publications: *Making Consultation Matter* and *How We Do It*
- the web-based Heritage Funding Directory was launched
- the two year Diversity Programme commenced

In addition

- Eleven consultation responses were submitted compared with nine the previous year
- Three regional events were held compared with two the previous year
- Higher level of media coverage.

#### OVERARCHING ISSUES

Heritage Link continued to promote heritage and the concerns of the voluntary heritage sector to Government Departments, NDPBs and others. In addition to giving oral evidence to the Culture Media and Sport Select Committee on Heritage, representatives developed closer relations with parliamentarians. Members and officers continued to participate in the Heritage Protection Review pre- and post-publication of the Heritage White Paper. A special issue of *Heritage Link Update* detailed content and reactions as part of an ongoing policy to publicise the process.

Heritage Lottery Fund: Following a strong campaign through *Heritage Link Update* and membership networks to generate responses to the DCMS National Lottery consultation (February 2006), Heritage Link welcomed the announcement that HLF would retain its previous share of Lottery Funding. Heritage Link joined the NCVO campaign to draw attention to the diversion of lottery funds to the 2012 Olympics. Following the second diversion of Lottery Funding in March 2006, Heritage Link initiated an alliance with counterparts in the sports and arts sectors to raise the profile of voluntary organisations in the Cultural Olympiad.

Heritage Counts 2006: English Heritage commissioned two research projects from Heritage Link as key elements of the annual audit of the historic environment, Heritage Counts, which focused this year on Heritage and Communities. Both were published in the autumn of 2006: *Making Consultation Matter: the survey of voluntary sector experience of Local Authority Consultation on land-use planning* and *How We Do It: the scale and scope of heritage organisations in the voluntary sector*. In addition, an intern identified case studies to illustrate members' projects and other initiatives relevant to the theme.

2012 Olympics and Cultural Olympiad: *Heritage Link Update* continued to publicise developments and the potential for heritage bodies to participate.

#### COLLABORATIVE WORKING AND CONSENSUS BUILDING

Heritage Link responded to the following consultations relating to heritage and the third sector: Rural Development Programme for England (two consultations) May 2006; Barker Interim Report September 2006; Barker Final Report March 2007; EFRA Select Committee on the potential of the rural economy October 2006; CMS Committee Inquiry London 2012 Olympic and Paralympic Games October 2006; Oral evidence to CMS Select Committee on Heritage April 2006; Annexe to PPS1 on Planning and Climate Change March 2007; Third Sector Review September 2006; DCMS Capability Review December 2006; and the English Heritage Peer Review May 2006.

# Heritage Link

## Report of the Trustees

### for the year ended 31st March 2007 (continued)

#### COLLABORATIVE WORKING AND CONSENSUS BUILDING (continued)

In addition the Chairman brought a range of concerns in the voluntary sector to the attention of government, NDPBs and others including VAT; the proposed legislation affecting the Commonwealth Institute; representation on Olympics fora; funding for rural heritage; the value of heritage in building community and identity; on the training needs for implementing Heritage Protection Reform; on funding for English Heritage; and on the diversion of lottery funding to the Olympics.

#### Working Groups

The three Working Groups were confirmed for the period 2006-9. An email tier means members unable to attend meetings can still participate in formulating policy and sharing information. All three Working Groups reviewed their sections of the overall Work Plan in October, set out their proposals for 2007 for comment prior to the AGM before being circulated to members in March 2007. Mike Heyworth took over from Tony Burton as Chair of the Land-Use Planning Working Group. Don Henson took over from Ben Locker as Co-Chair of the Social Inclusion Working Group.

Each Working Group oversees short term task groups responsible for specific projects. The Education Task Group is however a more thematic standing committee.

##### 1. Land-Use Planning

The Land-Use Planning Working Group met four times during this period. The Group discussed the forthcoming Heritage White Paper with EH Director Peter Beacham. The main achievement of this period however was the research project carried out initially by a volunteer through members and their networks on their experience of Local Authority consultations on land-use planning. A summary of the research *Making Consultation Matter* was distributed to decision and policy makers but subsequent funding from English Heritage allowed fuller work on the material making a valuable contribution to Heritage Counts 2006. The full publication is posted on the Heritage Link website. Heritage Link continued to highlight findings and recommendations through responses to consultations in particular to the Barker Review. The recommendation that Heritage Link should provide a heritage website to signpost existing guidance on public involvement in land use planning was put in hand in co-operation with CBA's Community Conservation Officer

##### 2. Funding Working Group

The Funding Working Group met four times during this period. Main achievements were the Heritage Link responses to DEFRA consultations through the newly established Rural Heritage Group and continuing representation on the DEFRA RDPE Policy Advisory Group. Using the experience of members to illustrate the effect of the current fiscal regime, Heritage Link submitted a proposal, supported by a number of non heritage bodies, to the Chancellor of the Exchequer to establish a scheme similar to that for Listed Places of Worship to enable charities to reclaim VAT on repairs and maintenance to their listed buildings. The online Heritage Funding Directory, demonstrated at the AGM, was formally launched in February 2007.

##### 3. Social Inclusion Working Group

The Social Inclusion Working Group met twice during this period. A Diversity Programme Task Group was set up to oversee the new two year Diversity Programme, with funding by English Heritage and met three times. The effective management and operation of this project remains the prime objective of the Working Group. Funded by English Heritage, it commenced in September with a full time Coordinator leading to the first two regional Diversity Seminars held in Birmingham and Hartlepool. The success of these first 2 (of 6) regional seminars resulted in the development of a new Diversity web page to disseminate resources to a wider audience. The Coordinator and other members of the Working Group contributed to the national *Your Place or Mine* conference.

# Heritage Link

## Report of the Trustees

### for the year ended 31st March 2007 (continued)

#### **COLLABORATIVE WORKING AND CONSENSUS BUILDING (continued)**

Also under the direction of the Social Inclusion Working Group, the Education Task Group, a virtual group led by Don Henson, continued to ensure that the voluntary heritage sector was well represented in the DFES/ DCMS initiatives Engaging Places and the Out of Classroom Manifesto. The Education Task Group also contributed to English Heritage Conservation Bulletin No 53 *Training the Heritage Sector* on volunteer training needs.

In addition the Working Group supported an HLF/ NYA Steering Group in running 3 workshops on youth volunteering which led to a youth volunteering pilot project in the South West.

#### Other Discussion Fora

The Annual General Meeting, held on 6th December and attended by 65 representatives of membership organisations, included a members' discussion on the key issues for the sector and future development of Heritage Link. Later in the programme Baroness Andrews (Parliamentary Under Secretary for Communities and Local Government) addressed a much larger, sector-wide audience and answered questions from the floor.

Regional Programme: Trustees reviewed the regional programme during the year in which the first series of 9 regional networking events was completed. Well attended regional networking events were held in West Midlands, South East and East Midlands, the last organised in conjunction with a fundraising skills seminar. It was agreed that developing an effective regional heritage community should remain a key objective through increasing the number of networking events and by strengthening Heritage Link representation at the Regional Historic Environment Fora. Each of the Working Groups should have one or more regional aspects to its activities.

#### **STRATEGIC LIAISON AND COMMUNICATIONS**

Heritage Link continued to engage with heritage and third sector bodies at national and regional levels through members, Trustees and Secretary, including the Engaging Places Regional Advisory Panel in Yorkshire and Humberside, Regional Historic Environment Forums, the DEFRA RDPE Monitoring Group. The main strategic groups are the Heritage Forum and the Historic Environment Review Executive Committee (HEREC) with its executive sub group and associated groups. Heritage Link is also represented on the UK Historic Environment Research Group, the National Planning Forum, The Archaeology Forum and the Joint Committee of National Amenity Societies.

Acting through HEREK, Heritage Link was a partner in developing the sectoral prospectus for the Comprehensive Spending Review *Valuing Our Heritage* and in the national campaign *History Matters - Pass It On* to raise awareness of the importance of heritage in people's lives, holding a workshop jointly with HLF in April 2006 to help smaller voluntary groups participate.

Heritage Link increasingly plays a part in third sector umbrella bodies. It is represented on the DCMS Voluntary and Community Sector Forum and holds regular meetings with counterparts in the arts and sports voluntary sectors. Active membership of NCVO and ACEVO led to the establishment this year of a Special Interest Group on Arts, Culture and Heritage within the latter, chaired by a Heritage Link member.

This year has also seen Heritage Link promoting its membership as a resource and research base to others who might otherwise find it difficult to engage with the voluntary sector. Opinion and evidence has been requested on topics such as Gift Aid and the historic environment as an educational resource (Engaging Places). A major achievement was the publication of *How We Do It* which brought together and analysed for the first time the range of members' activities. Heritage Link Update is also used to gather evidence from a wider base.

The fortnightly e-bulletin *Heritage Link Update*, now in its 4th year, remains Heritage Link's most public product with its readership estimated at 7500 in England, the home countries and beyond. A special 100th issue was published in October 2006 with in-kind support from Atkins Heritage.

# Heritage Link

## Report of the Trustees

### for the year ended 31st March 2007 (continued)

#### STRATEGIC LIAISON AND COMMUNICATIONS continued

The Heritage Link website, illustrated with images from membership organisations, was significantly expanded by additional items such as the Heritage Funding Directory and Diversity Programme webpage and now provides a wide range of free resources for members and others.

#### ORGANISATIONAL DEVELOPMENT

A twinning arrangement to strengthen links between Trustees and members proved popular and led to breakout groups based on these communities of interest during the 2006 AGM. The establishment of a grouping within Heritage Link of organisations concerned with places of worship (Places of Worship Link) was agreed but has yet to be formally established. An Affiliate Membership Scheme was also set up to enable non voluntary or non England-based bodies to support Heritage Link.

The secretariat increased to two full time members of staff with the appointment in July 2006 of an Information and Events Coordinator replacing the one day a week administrative post. An intern worked on Heritage Link's contribution to Heritage Counts 2006 and on the *History Matters* campaign. In total 3 volunteers helped augment capacity during the year.

The joint office arrangement with Wildlife and Countryside Link continues in order to share information and minimise overheads.

#### FINANCIAL SUPPORT

This year was the first of the new three year funding agreement for core costs 2006-9 under the English Heritage National Capacity Building Grant Programme which allowed a higher staff complement but a more diverse funding base is still sought. Financial support from HLF (£5000) and from a private source (£5000 - received in 2005-06) brought the Heritage Funding Directory project to completion.

Funding from English Heritage under Heritage Counts (£1700) enabled a fuller version of *Making Consultation Matter* to be produced for *Heritage Counts 2006* as well as a second project to chart the activities and resources of the voluntary heritage sector (£8300) which resulted in the publication *How We Do It*.

Heritage Link gratefully acknowledges donations of £3,900 from The National Trust, £400 from SPAB, £100 from Wessex Archaeology and from Historic Royal Palaces; £50 from the Historic Libraries Association and £15 in donations from two individuals. In addition the Leche Trust gave £2000 towards the maintenance of the new Heritage Funding Directory.

Income generated through *Heritage Link Update* increased slightly. In-kind sponsorship was donated by Atkins Heritage for the special 100th issue and further long-term sponsorship was also sought. Project management and speakers' fees raised a small amount of consultancy income. During the year, in-kind support has been gratefully received from members: the Council for British Archaeology continued to host the Heritage Link website and the distribution of *Heritage Link Update*. Professional parliamentary advice has been provided pro bono through a member.

Reserves Policy: It is the Trustees' intention to sustain the unrestricted reserves of the charity at a level that will enable them to respond to any emergency situation that may arise. At the balance sheet date the free reserves of the charity totalled £64,418 - 70% of estimated core expenditure 2007-8.

**Heritage Link**  
**Report of the Trustees**  
**for the year ended 31st March 2007 (continued)**

**Statement of Trustees' responsibilities**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping the accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure the financial statements comply with the trust deed.

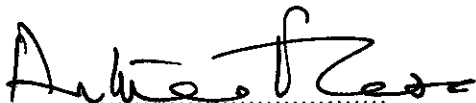
They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Preparation of the Financial Statements**

The financial statements have been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) issued in April 2005 and the Financial Reporting Standard for Smaller Entities (effective January 2005).

Approved by the Trustees on:

18 September 2007



A Case - Chairman

# Heritage Link

## Accountants' Report to the Trustees on the Unaudited accounts of Heritage Link

We have examined without carrying out an audit, the accounts of Heritage Link for the year ended 31 March 2007, which comprise the Statement of Financial Activities, Balance Sheet and related notes.

This report is made solely to the charitable company's members, as a body, in accordance with section 249(c) of the Companies Act 1985. Our work has been undertaken for no purpose other than to draw to the attention of the charitable company's members those matters which we are required to include in a report made under section 249(c) addressed to them. To the fullest extent permitted by law, we do not accept or assume any responsibility to any party other than the charity and the charity's members as a body, for our review work, for this report, or for the opinions we have formed.

### Respective Responsibilities of Trustees and Reporting Accountants

As described on page 7 the charitable company's trustees (who are directors of Heritage Link for the purposes of company law) are responsible for the preparation of the accounts, and they believe that the company is exempt from an audit. It is our responsibility to examine the accounts and, based on our examination, to report our opinion, as set out below, to the members.

### 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 assurance expressed in our opinion.

### Opinion

In our opinion:

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

Devonshire House  
60 Goswell Road  
London EC1M 7AD

Date: 8 October 2007

*Kingston Smith LLP*  
Kingston Smith LLP  
Chartered Accountants  
and Registered Auditors

**Heritage Link**  
**Statement of Financial Activities**  
**(Including Income and Expenditure Account)**  
**For the year ended 31st March 2007**

	Note	Unrestricted Funds £	Restricted Funds £	Total funds 2007 £	Total funds 2006 £
<b>Incoming Resources from generated funds</b>					
Voluntary income:					
Members' Subscriptions		8,240	-	8,240	8,560
Donations		6,016	-	6,016	11,523
Income from charitable activities:					
Grants		63,565	-	63,565	45,000
Project donations		-	38,306	38,306	12,844
Consultancy services		1,846	-	1,846	-
Interest received		2,363	-	2,363	1,464
<b>Total Incoming Resources</b>		<u>82,030</u>	<u>38,306</u>	<u>120,336</u>	<u>79,391</u>
<b>Resources Expended</b>					
Charitable activities	2	81,857	44,726	126,583	65,231
Governance costs	5	2,440	-	2,440	1,776
<b>Total Resources Expended</b>		<u>84,297</u>	<u>44,726</u>	<u>129,023</u>	<u>67,007</u>
<b>Net Expenditure for the year</b>		(2,267)	(6,420)	(8,687)	12,384
<b>Transfer between funds</b>	8	(5,000)	5,000	-	-
<b>Movement in funds for the year</b>		(7,267)	(1,420)	(8,687)	12,384
<b>Balance Brought Forward at 1st April 2006</b>		<u>71,685</u>	<u>5,728</u>	<u>77,413</u>	<u>65,029</u>
<b>Balance Carried Forward at 31st March 2007</b>		<u>64,418</u>	<u>4,308</u>	<u>68,726</u>	<u>77,413</u>

## Heritage Link

### Balance Sheet at 31st March 2007

	Note	2007 £	2006 £
<b>Current Assets</b>			
Debtors	6	670	733
Cash at bank and in hand		70,725	78,120
		71,395	78,853
<b>Creditors: Amounts falling due within one year</b>	7	2,669	1,440
<b>Net Current Assets</b>		68,726	77,413
<b>Total Assets less Current Liabilities</b>		68,726	77,413
Unrestricted General Fund		64,418	71,685
Restricted Funds	8	4,308	5,728
<b>Total Funds</b>		68,726	77,413

In preparing these financial statements:

- (a) The directors are of the opinion that the company is entitled to the exemption from audit conferred by Section 249A(2) of the Companies Act 1985;
- (b) No notice has been deposited under Section 249B(2) of the Companies Act 1985, and
- (c) The directors acknowledge their responsibilities for:
  - (i) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985, and
  - (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of Section 226, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Trustees on:

*18 September 2007*

*A. Case*  
 ..... Chairman

A. Case

# Heritage Link

## Notes to the Financial Statements

### For the year ended 31st March 2007

#### 1 Accounting Policies

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

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) issued in April 2005, the Financial Reporting Standard for Smaller Entities (effective January 2005) and the Companies Act 1985.

##### **Subscriptions**

Subscriptions are accounted for on an receivable basis.

##### **Bank Interest**

Bank interest is accounted for on a receivable basis.

##### **Fixed Assets**

The charity applies a capitalisation threshold of £1,000. Items of a lesser value are taken directly to the Statement of Financial Activities in the year in which the items are acquired.

##### **Expenditure**

All expenditure directly relating to the objectives of the charity is included in Charitable Activities. Support costs represent expenditure incurred in the management of the charity's activities. Expenditure which cannot be allocated directly is apportioned on the basis of staff time.

##### **Pension costs**

The Charity contributes to the personal pension arrangements for certain employees. Any cost of providing pensions for employees is charged to the Statement of Financial Activities in the year in which the contributions are paid.

##### **Funds**

Unrestricted funds comprise the general funds of the charity. General funds are available for use at the Trustees' discretion in furtherance of the general objectives of the Charity and have not been designated for other purposes.

Restricted fund are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The purpose of each restricted fund is set out in the notes to the financial statements.

#### 2 Charitable Activities

	2007	2006
	£	£
Salaries and national insurance	38,614	27,084
Support costs (note 3)	43,243	26,031
Projects	44,726	12,116
	126,583	65,231

**Heritage Link**  
**Notes to the Financial Statements**  
**For the year ended 31st March 2007 (Continued)**

<b>3 Support costs</b>	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Salaries and national insurance	9,654	6,771
Rent	8,756	6,076
Printing, postage and stationery	9,627	4,433
Telephone	658	318
Travel and subsistence	902	1,463
Insurance	928	432
Subscriptions to external bodies	482	413
AGM, National and Regional Events	8,126	5,556
Advertising	652	-
Staff training	1,617	-
Computer expenses	1,642	481
Bank charges	2	-
Sundry expenses	197	88
	<u>43,243</u>	<u>26,031</u>

<b>4 Employees</b>	<b>2007</b>	<b>2006</b>
	<b>No.</b>	<b>No.</b>
The average monthly number of persons (excluding directors) employed by the company during the year was:		
Administration and support	<u>1.7</u>	<u>1.2</u>
	<b>£</b>	<b>£</b>
Staff costs for the above persons:		
Salaries	41,964	29,326
Social security costs	4,155	2,733
Pension costs	1,738	1,575
Payroll services	411	221
	<u>48,268</u>	<u>33,855</u>

No remuneration was paid to any trustee in respect of services provided during the current or previous period. One Trustee was reimbursed a total of £21 in respect of travel expenses (2006: Three trustees reimbursed a total of £376).

<b>5 Governance costs</b>	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Accountancy and independent review	2,410	1,776
Legal & professional fees	30	-
	<u>2,440</u>	<u>1,776</u>

<b>6 Debtors</b>	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Trade debtors	25	300
Other debtors	645	433
	<u>670</u>	<u>733</u>

**Heritage Link**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2007 (continued)**

<b>7</b>	<b>Creditors</b>	<b>2007</b>	<b>2006</b>
		£	£
	Trade creditors	646	-
	Other creditors	2,023	1,440
		<u>2,669</u>	<u>1,440</u>

<b>8</b>	<b>Unrestricted Funds</b>	<b>Balance at 1st April 2006</b>	<b>Movement in year</b>	<b>Reserves Transfer</b>	<b>Balance at 31st March 2007</b>
		£	£	£	£
		<u>71,685</u>	<u>(2,267)</u>	<u>(5,000)</u>	<u>64,418</u>

The reserves transfer represents an amount of £5,000 in respect of a donation, which was credited to unrestricted income in 2005-06 and expended during the year on the Heritage Funding Directory Project.

<b>9</b>	<b>Restricted Funds</b>	<b>Balance at 1st April 2006</b>	<b>Income / Transfers</b>	<b>Expenditure / Transfers</b>	<b>Balance at 31st March 2007</b>
		£	£	£	£
	Heritage Link projects				
	1. Action in Developing Heritage Skills	722	-	(722)	-
	2. Diversity Programme	-	26,306	(24,133)	2,173
	3. Heritage Funding Directory Project	5,006	7,000	(9,871)	2,135
	4. Heritage Counts 2006: <i>Making Consultation Matter</i>	-	1,700	(1,700)	-
	5. Heritage Counts 2006: <i>How We Do It</i>	-	8,300	(8,300)	-
	At 31st March 2007	<u>5,728</u>	<u>43,306</u>	<u>(44,726)</u>	<u>4,308</u>

1. Action in Developing Heritage Skills: English Heritage funding enabled Heritage Link to commission research through the Council for British Archaeology in support of one of the HEREC Priorities, Modernising Sector Skills and Working Culture.

2. Diversity Programme: The two year Heritage Link Diversity Programme (1st September 2006 – 31st August 2008) aims to help voluntary heritage organisations increase their capacity to engage the whole community in their heritage and to stimulate and support 6 model projects. The programme with full time co-ordinator is funded by English Heritage through the National Capacity Building Programme.

3. Heritage Funding Directory Project: with further support from Heritage Lottery Fund and a generous private donation, the free online directory to heritage funding sources, both financial and in kind, was completed and launched on 9th February 2007. Some funding has been secured for on going maintenance and further funds are sought.

4. Heritage Counts 2006: *Making Consultation Matter*: Using research undertaken in 2005-6 for the Planning Working Group, a grant from English Heritage enabled further work on the data to be undertaken and to be presented in more detail as part of Heritage Counts 2006.

5. Heritage Counts 2006: *How We Do It: the scale and scope of voluntary organisations in the heritage sector*: This research project for the first time mapped the scale and scope of the voluntary heritage sector through Heritage Link's members. It was also funded by English Heritage to inform Heritage Counts 2006 which took as its theme Heritage and Communities.