

**Charity Registration No. 1107013**

**Company Registration No. 05206464 (England and Wales)**

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Fawley Judge & Easton**  
**Chartered Certified Accountants**  
**1 Parliament Street**  
**Hull**  
**East Yorkshire**  
**HU1 2AS**

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Mr S Alltoft Ms T A Lamb Ms G C Emerton Ms T M Dearing Ms W C Bennett
<b>Charity number</b>	1107013
<b>Company number</b>	05206464
<b>Registered office</b>	Community College 63-71 Anlaby Road Hull HU3 2LL
<b>Independent examiner</b>	Fawley Judge & Easton Chartered Certified Accountants 1 Parliament Street Hull East Yorkshire HU1 2AS

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# **NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**

## **TRADING AS FORUM**

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**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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The Trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

**Objectives and activities**

Forum's charitable objectives are:

To promote any charitable purpose for the benefit of the community in North Yorkshire, South Yorkshire, West Yorkshire, the East Riding of Yorkshire and Kingston Upon Hull and North Lincolnshire and North East Lincolnshire (hereinafter called 'the area of benefit') and in particular the protection of health, and the relief of poverty, distress and sickness, and in the furtherance of said purposes, but not further or otherwise, to promote and organise co-operation in the achievement of the same and to that end to bring together representatives of voluntary organisations and statutory authorities within the area of benefit.

The Trustees have referred to and paid due regard to the Charity Commission's general guidance on public benefit when reviewing Forum aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

Forum actively champions the voluntary and community sector at all levels and continues to promote the benefits of engaging with those from the most disadvantaged backgrounds. All Forum activities are for the benefit of the users, volunteers and employees of our member organisations and other voluntary organisations and communities in our area of benefit. We work on behalf of more than 300 health and social care organisations operating in Yorkshire and the Humber region.

We work to ensure that;

- The independent voice of the not-for-profit sector is listened to by key public sector decision-makers and funders.
- Our member organisations and the groups and communities we support have the information, knowledge, skills and resources necessary to shape, influence and deliver services.
- Positive working relationships within and across the not-for-profit sector and other partners are promoted.
- The views of patients and members of the public are taken into account in the development, design, implementation and review of local health and social care services.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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Forum has delivered the following projects:

- Calderdale VSI Alliance (voluntary sector infrastructure support), funded by Calderdale Metropolitan Borough Council and NHS Calderdale Clinical Commissioning Group
- Sector Support North East Lincolnshire, funded by North East Lincolnshire Council and NHS North East Lincolnshire Clinical Commissioning Group
- Connect Well Hull (citywide social prescribing programme), funded by NHS Hull Clinical Commissioning Group and Hull City Council and delivered in partnership with Citizens Advice Hull and East Riding
- The Humber Social Enterprise Accelerator programme, funded by the Humber Business Growth Hub to provide tailored support to social businesses in the region
- The Hull Together social inclusion programme, funded by Hull City Council through the Ministry of Housing, Communities and Local Government to undertake research into community cohesion and develop a social inclusion strategy for the city
- Link Worker project, funded by Symphonie Primary Care Network to host two link workers based in GP practices
- The Humber, Coast and Vale Health and Care Partnership VCSE Leadership Programme, funded by NHS England, which is designed to support the voluntary and community sector in both Hull and North East Lincolnshire to influence the strategic development of the Integrated Care System
- Forum Consultancy – organisational development services provided directly to, and funded by, members, VCS organisations and other stakeholders in the region

Additionally, throughout the financial year 2020-2021, Forum has acted as the lead voluntary and community sector infrastructure organisation in the coordination of the wider sector Covid-19 response across Hull, North East Lincolnshire and Calderdale. This has included coordination of sector support activity, the management and administration of public sector grants to frontline organisations and ongoing support and communication to member organisations and stakeholders.

In Hull, Forum has been the lead organisation in the development of the *Building Forward Together* Programme. This is a strategic transformation programme delivered on behalf of the Hull Place Board, designed to support the development of a new relationship between the public and voluntary and community sectors.

Newsletters, E-Bulletins and briefing papers have been produced regularly to inform our members and subscribers of local, regional and national issues.

#### Volunteers

Across all of its projects, Forum supports hundreds of voluntary organisations and the significant contribution of the volunteers within these organisations is greatly valued. The voluntary and community sector response to the Covid-19 pandemic, including ongoing support to vulnerable communities and the successful roll out of both testing and vaccination programmes across all sites, involved the coordination of volunteers from communities and member organisations. This included people who were volunteering for the first time. Forum also acted as a host organisation to community volunteers in Calderdale, and worked closely with volunteer hub organisation Blue Lights Brigade CIC in North East Lincolnshire. Sustaining the input of volunteers where feasible and maintaining coordination activities remain priorities over the next year.

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
***FOR THE YEAR ENDED 31 MARCH 2021***

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**Achievements and performance**

The last year and the COVID 19 pandemic have presented Forum with significant challenges; it has also created valuable opportunities on which we have built with our voluntary and community sector partners.

The Forum Trustees are proud of the achievements of the organisation in the last year. We genuinely recognise the worth and value our staff make to our successes; and wish to take this opportunity to thank everyone for their contributions. The support of staff and member organisations has been outstanding during difficult and challenging times. We have been impressed by the high quality of work, the creative and innovative thinking that has been put into support for each other, and the communities and organisations whom we serve.

The relationship between the Trustees and the Senior Management team continues to develop and has contributed to the positive outcomes achieved during this year. The Trustees are satisfied that there is appropriate management of resources; and that Forum has robust and realistic financial plans, with effective management controls and systems.

Forum has continued to manage a flexible and creative approach to home working. This is reviewed according to Government guidance and staff have received appropriate communications as guidance has been updated. This active management of a changing situation has ensured high levels of support to groups and organisations across Hull, North East Lincolnshire and Calderdale.

Forum remains at the forefront of mobilising appropriate responses to the pandemic and the consequential needs. We continue to work to enable and facilitate local voluntary and community sector services to support our most vulnerable communities.

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Charitable activities**

Amongst the charitable activities carried out by Forum during the current year are the following:

- Forum has continued to provide an infrastructure support service in Calderdale by working as part of a wider voluntary and community sector Alliance. This has included the management of a volunteer brokerage service. Staff have also supported the development of local community safety initiatives, including work around knife crime and equality and diversity, through activities funded by the West Yorkshire Police and Crime Commissioner
- Sector Support North East Lincolnshire staff have continued to provide voluntary and community sector infrastructure support services across the borough in partnership with the North East Lincolnshire VCSE Alliance. This includes focused work on digital inclusion, cultural development, Community Asset Transfer and improved joint working with the statutory sector. A Community Food Co-ordinator was recruited in August 2020 through funding from NEL Council, and this role was integral to supporting the Covid-19 response, as well as developing a range of grant-funded food initiatives.
- Connect Well Hull and the Link Workers (social prescribing) – Wellbeing Co-ordinators and practice-based Link Workers continued to support patients and members of the public to tackle barriers and access services across the city. The Connect Well Hull Grants Officer continued to provide the administration and promotion of the Connect Well Hull Grants programme
- Forum staff assisted in the coordination of the voluntary and community sector response to the Covid-19 pandemic across Hull, North East Lincolnshire and Calderdale, and in particular Forum acting as an administrative body for the distribution of Local Authority grant allocations for funds including the Winter Support Grant and Hardship grants
- The Chief Officer and Deputy Chief Officer acted as representatives for Hull and North East Lincolnshire on the Humber, Coast and Vale Health and Care Partnership VCSE Leadership Programme. The Chief Officer chairs the group, which has facilitated voluntary sector influence into the strategic development of the Integrated Care System. Activities in this period include a successful bid for a Green Social Prescribing programme, recruitment of a Programme Director, delivery of themed events and the commissioning of mapping and research work.
- The first stage of the Hull Together social inclusion project was delivered with the assistance of a freelance researcher. The project staff carried out 14 focus groups with migrants in Hull, 8 focus groups with UK-born Hull residents and 25 stakeholder interviews. A city-wide survey was conducted, and the findings from all primary research were analysed and collated into a report to inform the next stage – development of a Social Inclusion Strategy for Hull
- Staff provided tailored support to 12 social businesses in the Humber region through training and one-to-one advice through the Humber Social Enterprise Accelerator Programme
- Staff in Calderdale provided advice and guidance to VCS organisations on safeguarding practice, through the delivery of the Regional Safeguarding Training programme funded by the National Lottery Community Fund

**Internal and external factors**

In common with all voluntary and community organisations, Forum continues to seek sustainable funding for its core and project-based activities to build on the strong foundations it has developed, particularly over the period of review and growth that it has undergone in the past five years. While the charity continues to receive the majority of its funding by delivering commissioned services, staff and trustees will consider all new and relevant opportunities that arise from identified need in the communities we operate in, as well as changes in local, regional or national priorities.

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
***FOR THE YEAR ENDED 31 MARCH 2021***

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**Administration**

Forum continuously reviews its administrative policies and procedures. We continue to be Disability Confident and display its symbol with pride. We are proactive in supporting both the Mindful Employer and the Fundraising Standards Board ethos and protocols.

During the year Forum has employed a staff team of twenty-one, divided between Goodwin Community Hub (Hull), Centre 4 (Grimsby), The Wilson Centre (Hull), and The Resource Centre (Halifax). During the Covid-19 lockdown period the majority of staff have successfully worked from home in line with national restrictions and guidelines. Link Workers were based at home when necessary but also worked from their GP practice base. There was no disruption to business-as-usual activity for the organisation throughout this period.

**Financial review**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three- and six-months' expenditure. In a typical year, this equates to approximately £140,000-£275,000. In the 2020-2021 financial year, Forum saw a rise in income due in part to the management of restricted grant funds on behalf of the sector and related to Covid-19. Free reserves currently equate to just over three months' running costs at the 2020-2021 income level; this level of reserves has been maintained throughout the year.

The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Reserves are monitored on a quarterly cycle by the trustee body to ensure that the charity works consistently towards the level set out in the policy, and to ensure that reserves are put to work and invested in new services where a need is identified.

**Principal funding sources**

The principal funding sources for the Organisation are;

- Calderdale Metropolitan Borough Council
- NHS Calderdale Clinical Commissioning Group
- Hull City Council
- NHS Hull Clinical Commissioning Group
- North East Lincolnshire Council
- NHS North East Lincolnshire Clinical Commissioning Group
- West Yorkshire Police and Crime Commissioner
- NHS England and NHS Improvement (via the Humber, Coast and Vale Health and Care Partnership)
- Humber Business Growth Hub (Humber LEP)
- Reckitt
- Symphonie Primary Care Network (Hull)
- National Lottery Community Fund (via Voluntary Action Leeds)

The Trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.



**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**FUTURE PLANS**

Amongst the future plans of the organisation are the following activities;

- Further our involvement in the Humber, Coast and Vale Health and Care Partnership VCSE Leadership Programme funded by NHS England. This will include ensuring that the voluntary and community sector is integrated into new and emerging structures at both a system and place level, maximising future service opportunities
- Delivering the final stages of the Social Inclusion work in Hull, including the development of a citywide Social Inclusion Strategy in partnership with stakeholders, and developing a training programme
- Further work on Implementing the recommendations and actions arising from the *Building Forward Together* programme in Hull, which seeks to establish improved cross-sector relationships and arrangements
- Identifying future development opportunities on a local and regional level linked to enhancing the capacity and capability of the sector to deliver services in a changing strategic landscape.
- Expanding Forum's portfolio of charged for services to the voluntary and community sector, funders and statutory agencies
- Consulting with members and implementing the necessary changes to convert Forum from a charitable company to a Charitable Incorporated Organisation, a resolution that will be taken to the members in the 2021 AGM

**Structure, governance and management**

Forum is a company limited by guarantee as defined by the Companies Act 2006. It has no share capital and is a charity registered with the Charity Commission. The guarantee of each member is £1. The governing document is the Memorandum and Articles of Association of the company and members of the Board of Trustees are the Members and Directors of the company.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr S Alltoft  
Ms T A Lamb  
Ms G C Emerton  
Ms T M Dearing  
Ms W C Bennett

**Recruitment and appointment of new Trustees**

Trustees are generally appointed from within the membership of the charity, and by the members of the charity. Trustees can be co-opted to supply additional expertise not found within the membership. Where this is deemed necessary, trustee recruitment will be undertaken through an open process and ratified through the annual general meeting, or a meeting held for that purpose.

None of the Trustees has any beneficial interest in the company, unless where allowable in the governing document and stated in related party transactions. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

**Organisational structure**

The Chief Officer and his staff report to the Trustees via personal discussions and meetings held on a six weekly basis.

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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Induction and training of new Trustees

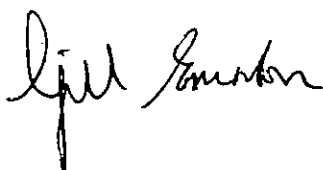
New trustees are given a full induction programme designed by the company's management and all trustees are given access to all training materials.

Related parties

Forum, by its nature, works with member organisations. The Trustees are generally drawn from this membership. Any transactions with member organisations are carried out within the criteria established for each project and in line with the organisation's Conflict of Interest policy.

The Trustees' report was approved by the Board of Trustees.

Ms G C Emerton  
Trustee  
Dated: 7 July 2021



**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**

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I report to the Trustees on my examination of the financial statements of Northbank Forum For Voluntary Organisations Ltd (the charity) for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the Trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

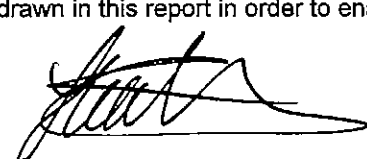
**Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

  
Jonathan Leathley  
Fawley Judge & Easton  
Chartered Certified Accountants  
1 Parliament Street  
Hull  
East Yorkshire  
HU1 2AS

Dated: 7 July 2021

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Charitable activities	3	647,186	164,585	811,771	563,633	6,845	570,478
<b>Expenditure on:</b>							
Charitable activities	4	614,222	155,052	769,274	549,649	7,819	557,468
<b>Net incoming resources before transfers</b>		32,964	9,533	42,497	13,984	(974)	13,010
Gross transfers between funds		(2,938)	2,938	-	(7,907)	7,907	-
<b>Net income for the year/ Net movement in funds</b>		30,026	12,471	42,497	6,077	6,933	13,010
Fund balances at 1 April 2020		182,235	-	182,235	176,158	(6,933)	169,225
<b>Fund balances at 31 March 2021</b>		212,261	12,471	224,732	182,235	-	182,235

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	8		828		1,024
<b>Current assets</b>					
Debtors	9	8,310		69,289	
Cash at bank and in hand		444,118		180,790	
		<u>452,428</u>		<u>250,079</u>	
<b>Creditors: amounts falling due within one year</b>	10	<u>(228,524)</u>		<u>(68,868)</u>	
Net current assets			223,904		181,211
<b>Total assets less current liabilities</b>			<u>224,732</u>		<u>182,235</u>
<b>Income funds</b>					
Restricted funds	11		12,471		-
Unrestricted funds			212,261		182,235
			<u>224,732</u>		<u>182,235</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

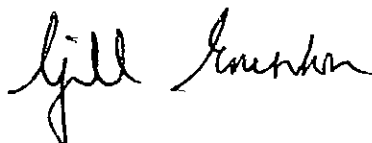
The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 7 July 2021

Ms G C Emerton  
Trustee



Company Registration No. 05206464

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	14		263,328		19,617
<b>Investing activities</b>					
Purchase of tangible fixed assets		-		(42)	
<b>Net cash used in Investing activities</b>			-		(42)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			263,328		19,575
Cash and cash equivalents at beginning of year			180,790		161,215
<b>Cash and cash equivalents at end of year</b>			<u>444,118</u>		<u>180,790</u>

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1 Accounting policies**

**Charity information**

Northbank Forum For Voluntary Organisations Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is Community College, 63-71 Anlaby Road, Hull, HU3 2LL.

**1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

**1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

**1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1 Accounting policies**

**(Continued)**

**1.5 Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% on a reducing balance basis
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.9 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.



**NORTHBANK FORUM FOR VOLUNTARY ORGANISATIONS LTD**  
**TRADING AS FORUM**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1 Accounting policies**

**(Continued)**

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

**1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

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**3 Charitable activities**

	Charitable Contract Income	Grant Related Income	Total 2021	Charitable Contract Income	Grant Related Income	Total 2020
	2021	2021		2020	2020	
	£	£	£	£	£	£
Services provided under contract	731,835	-	731,835	564,978	-	564,978
Performance related grants	-	79,936	79,936	-	5,500	5,500
	<u>731,835</u>	<u>79,936</u>	<u>811,771</u>	<u>564,978</u>	<u>5,500</u>	<u>570,478</u>
Analysis by fund						
Unrestricted funds	647,186	-	647,186	563,633	-	563,633
Restricted funds	84,649	79,936	164,585	1,345	5,500	6,845
	<u>731,835</u>	<u>79,936</u>	<u>811,771</u>	<u>564,978</u>	<u>5,500</u>	<u>570,478</u>

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**4 Charitable activities**

	Charitable Contract Income	Grant Related Income	Total 2021	Charitable Contract Income	Grant Related Income	Total 2020
	2021 £	2021 £	£	2020 £	2020 £	£
Staff costs	534,432	11,504	545,936	450,149	3,600	453,749
Telephone	10,244	-	10,244	6,072	-	6,072
Postage and Stationery	2,677	-	2,677	605	-	605
Marketing	2,982	600	3,582	672	1,037	1,709
Meetings	8,004	-	8,004	11,667	1,465	13,132
Staff and Members Expenses	70,497	63,620	134,117	15,894	22	15,916
Website and IT Expenses	7,811	-	7,811	3,181	-	3,181
Members Development	57	-	57	330	-	330
Contribution to Central Expenses	1,000	-	1,000	-	350	350
	<u>637,704</u>	<u>75,724</u>	<u>713,428</u>	<u>488,570</u>	<u>6,474</u>	<u>495,044</u>
Share of support costs (see note 5)	39,669	-	39,669	43,992	-	43,992
Share of governance costs (see note 5)	16,177	-	16,177	18,432	-	18,432
	<u>693,550</u>	<u>75,724</u>	<u>769,274</u>	<u>550,994</u>	<u>6,474</u>	<u>557,468</u>
<b>Analysis by fund</b>						
Unrestricted funds	614,222	-	614,222	549,649	-	549,649
Restricted funds	79,328	75,724	155,052	1,345	6,474	7,819
	<u>693,550</u>	<u>75,724</u>	<u>769,274</u>	<u>550,994</u>	<u>6,474</u>	<u>557,468</u>

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**5 Support costs**

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Depreciation	196	-	196	245	-	245
Insurance	2,208	-	2,208	2,158	-	2,158
Sundries	1,119	-	1,119	5,294	-	5,294
Premises Expenses	20,399	-	20,399	32,067	-	32,067
Publications	4,214	-	4,214	2,244	-	2,244
Equipment	11,154	-	11,154	1,191	-	1,191
Training	-	-	-	342	-	342
Bank Charges	379	-	379	451	-	451
Accountancy	-	1,800	1,800	-	1,800	1,800
Legal and professional	-	14,377	14,377	-	16,632	16,632
	<u>39,669</u>	<u>16,177</u>	<u>55,846</u>	<u>43,992</u>	<u>18,432</u>	<u>62,424</u>
Analysed between Charitable activities	<u>39,669</u>	<u>16,177</u>	<u>55,846</u>	<u>43,992</u>	<u>18,432</u>	<u>62,424</u>

**6 Trustees**

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

**7 Employees**

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Staff	<u>21</u>	<u>19</u>
Employment costs	2021 £	2020 £
Wages and salaries	<u>545,936</u>	<u>453,749</u>

There were no employees whose annual remuneration was £60,000 or more.

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**8 Tangible fixed assets**

	Fixtures and fittings £
<b>Cost</b>	
At 1 April 2020	14,838
At 31 March 2021	14,838
<b>Depreciation and impairment</b>	
At 1 April 2020	13,814
Depreciation charged in the year	196
At 31 March 2021	14,010
<b>Carrying amount</b>	
At 31 March 2021	828
At 31 March 2020	1,024

**9 Debtors**

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	6,649	68,819
Other debtors	1,661	470
	8,310	69,289

**10 Creditors: amounts falling due within one year**

	2021 £	2020 £
Trade creditors	4,967	1,700
Other creditors	223,557	67,168
	228,524	68,868

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**11 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	<b>Movement in funds</b>		<b>Movement in funds</b>		
	<b>Incoming resources</b>	<b>Balance at 1 April 2020</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Balance at 31 March 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
BAME Covid Network	-	-	11,504	(11,504)	-
West Yorkshire Police and Crime Commissioner Grant	-	-	6,000	(3,000)	3,000
NSPCC small grants for distribution	-	-	1,050	(1,050)	-
Calderdale COVID-19 grant for distribution	-	-	17,320	(15,320)	2,000
North East Lincolnshire COVID-19 grant for distribution	-	-	38,388	(38,388)	-
Hull COVID-19 grant for distribution	-	-	40,649	(35,678)	4,971
Reckitt Benckiser	-	-	48,900	(48,900)	-
Humber Coast and Vale activities	-	-	5,000	(2,500)	2,500
SSC	-	-	1,212	(1,212)	-
	-	-	170,023	(157,551)	12,471

**12 Analysis of net assets between funds**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2020</b>	<b>2020</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 March 2021 are represented by:						
Tangible assets	828	-	828	1,024	-	1,024
Current assets/ (liabilities)	211,433	12,471	223,904	181,211	-	181,211
	212,261	12,471	224,732	182,235	-	182,235

**13 Related party transactions**

There were no disclosable related party transactions during the year (2020 - none).

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<b>14</b>	<b>Cash generated from operations</b>	<b>2021</b>	<b>2020</b>
		<b>£</b>	<b>£</b>
	Surplus for the year	42,497	13,010
	Adjustments for:		
	Depreciation and impairment of tangible fixed assets	196	245
	Movements in working capital:		
	Decrease/(increase) in debtors	60,979	(59,739)
	Increase in creditors	159,656	66,101
	<b>Cash generated from operations</b>	<b>263,328</b>	<b>19,617</b>
<b>15</b>	<b>Analysis of changes in net funds</b>		
	The charity had no debt during the year.		