

**CAMBRIDGE CARBON FOOTPRINT LTD**

*(A Company Limited by Guarantee)*

**Statement of Accounts**

**For the Year Ended 31 December 2020**

**Company Registration Number – 05750297**

**Registered Charity Number - 1127376**

# **Cambridge Carbon Footprint Ltd**

## **TRUSTEES' ANNUAL REPORT 2020**

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# Cambridge Carbon Footprint Ltd

## TRUSTEES' ANNUAL REPORT 2020

### Legal and Administrative Information

**Status:** Cambridge Carbon Footprint is a charitable company limited by guarantee, incorporated on 21 March 2006 and registered as a charity on 5 January 2009.

Cambridge Carbon Footprint was established under a Memorandum of Association, which was amended to reflect the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles the members of the Trustee Board are elected at the AGM, or can be appointed by resolution of the Board or co-opted by the Board.

The following people served as trustees of the charity during 2020 and up to the date of this report:

Trustees	Role	Date Elected	Date Resigned
Tom Bragg		31 Oct 2008	
Bev Sedley		30 Nov 2009	
Jane Heal		16 May 2013	
Katharine Smith		16 May 2013	28 Jan 2021
Sarah Whitebread	Chair	14 Sept 2015	
William McVey	Treasurer	1 Nov 2018	
Nicole Dang		25 July 2019	
Elizabeth Peachey		28 Nov 2019	
Oliver Rory O'donoghue		28 Nov 2019	27 June 2020
Clare Watters		7 Apr 2020	

**Registered address:** The Bike Depot, 140 Cowley Road, Cambridge, CB4 0DL

**Operational address:** The Bike Depot, 140 Cowley Road, Cambridge, CB4 0DL

**Independent examiner:** Websters Cambridge Limited, 10 Wellington Street, Cambridge, CB1 1HW

**Bank:** The Co-operative Bank, PO Box 250, Delft House, Southway, Skelmersdale WN8 6WT

**Company registration no.** 05750297

**Registered charity no.** 1127376

**Tel:** 01223 301842    **email:** [info@cambridgecarbonfootprint.org](mailto:info@cambridgecarbonfootprint.org)



# Cambridge Carbon Footprint Ltd

## TRUSTEES' ANNUAL REPORT 2020

The Board presents its report and the financial statements for the year ended 31<sup>st</sup> December 2020.

### Objects of the Charity

The object of the Charity as stated in the Memorandum of Association is:

"The promotion for the benefit of the public of the conservation, protection and improvement of the physical and natural environment by raising awareness of climate change and encouraging practical steps to reduce atmospheric carbon dioxide levels."

The trustees have considered the Charity Commission's guidance on public benefit, and they consider that Cambridge Carbon Footprint is fulfilling its obligations in this respect by achieving the above objective.

### Organisation

Cambridge Carbon Footprint (CCF) is administered by a Trustee Board who meet at least four times a year. Trustees who served during the year are detailed above.

### Projects, activities and achievements

All Cambridge Carbon Footprint events and activities were cancelled or postponed when the UK moved into lockdown in March 2020. Staff and volunteers responded to very challenging circumstances by adapting activities for online delivery, enabling us to continue to inspire and support people to reduce their carbon emissions.

In total CCF planned to organise, support or take part in 67 events in 2020. As a result of the efforts of our team and our community by the end of the year 53 of those events had taken place, with only 14 events cancelled or postponed indefinitely. In many cases however, significant amounts of work had already been undertaken on these cancelled activities.

One of the few upsides to the disruption has been a widening of our reach, with people joining our online events from all around the country and sometimes all over the globe. And recordings of online events and virtual tours have been viewed much more than ever before - 2020's *Open Eco Homes* tours and talks have been viewed over 1500 times on our YouTube Channel.

#### 1. Cambridge Climate Change Charter

In September 2020 we launched the *Cambridge Climate Change Charter*, a new project delivered on behalf of Cambridge City Council. The Charter is designed to support individuals, businesses and other organisations to better understand and reduce their carbon emissions and pledge action, supported by the Charter's resources, which include a new online advice hub and carbon footprint calculator. 151 people attended the online launch of the Charter, with representatives from business, academia, local government and community groups. The event introduced attendees to a suite of resources including a new online carbon footprint calculator and city specific advice hub.

In November we launched the *From Ambition to Action Seminar Series*. The sessions aimed to support businesses and organisations wanting to play a part in moving towards net zero - helping them know where to begin, what the resource implications might be, what expertise might be needed and what's proven to actually work.

#### 2. Home energy projects

Our *Open Eco Homes* project continues to help people create beautiful, high functioning, low energy homes with householder led tours of renovated and new build eco homes.

This year *Open Eco Homes* ran 11 homeowner-led tours of their low-carbon retrofit and new-build homes, along with 5 expert talks, all online, rather than in-person. This new delivery method enabled us to develop tours and talks on demand, now a much-used YouTube video resource.

Feedback and impact measures were good: 82% of participants said that they were 'more' or 'much more' likely to create an eco-home because they had attended a tour or talk.

CCF offers two thermal imaging cameras for loan to borrowers who have attended a training session.

Thermal imaging cameras are sensitive to infra-red and make 'temperature map' images, revealing problems with insulation, draughts, damp and more. Significant improvements in comfort, energy bills and carbon emissions are often made as a result of fixing these issues.



# Cambridge Carbon Footprint Ltd

## TRUSTEES' ANNUAL REPORT 2020

Two thermal imaging training workshops were delivered in January and February before lockdown forced us to halt camera bookings. Starting in the autumn, we began delivering training online, launching a new online system for booking and borrowing thermal imaging cameras, while applying new Covid-19 safety procedures. Bookings were halted again in November with the resumption of lockdown conditions in the UK.

In 2020 we trained 60 people to use thermal imaging cameras and 25 thermal imaging surveys were carried out.

### *3. Swapping, sharing, repairing & reducing consumerism*

CCF is one of the leading UK proponents of Repair Cafes: community events which pair skilled volunteer repairers with people who need things fixed. These events build community ties and prevent items from going into landfill. CCF and Transition Cambridge were one of the first Repair Cafe organisers to host Virtual Repair Cafes during lockdown. At these events repairers met in online breakout rooms and provided advice for attendees to identify the cause of failure and how it might be fixed. In total we hosted seven virtual repair cafes between May and September 2020.

178 people attended the Arbury Swap Collect and Fix Fest, one of our few in-person events this year. The event included a Give and Take Stall, a toy swap, a bulky waste collection service, and a Repair Cafe. Partners included the Cambridge City Recycling Champions and Community Engagement Team, Transition Cambridge, A Toy's Life and Beyond, and Veolia.

We continued to support communities interested in starting up their own Repair Café, running two online 'How to run a Repair Café in your community' skillshares during lockdown. Attendees came from diverse places, including The Edge Cafe on Mill Road in Cambridge, and towns and villages around Cambridgeshire and beyond.

### *4. Communications*

In 2020 we launched a brand new Cambridge Carbon Footprint website. Built from the ground up, the site combined content from our Open Eco Homes and Circular Cambridge project websites, to create one online hub for our resources. Combined with the launch of the Cambridge Climate Change Charter encompassing our new carbon footprint calculator and advice hub, the website has completely refreshed our online appearance.

### *5. Building influence*

CCF continued to develop our influence in our region by collaborating, lobbying and responding to local consultations.

Since 2020 Cambridge City Council has run a regular Climate Change Forum for local community groups to meet with them to discuss climate issues and work. CCF attends to support and challenge the Council and to collaborate better with other groups.

In June 2020, CCF helped Carbon Neutral Cambridge and 2G3S organise virtual lobbies about climate action as part of a nationwide campaign of The Climate Coalition, of which CCF is a member. There was a lively lobby with Anthony Browne, MP for South Cambridgeshire, and the lobby with Cambridge MP, Daniel Zeichner drew 139 people to hear and question him, making it one of the busiest in the UK.

CCF also responds to consultations such as the 2020 NE Cambridge Action Plan, our main opportunity to influence big development plans to adopt low carbon building standards, green spaces and good cycling and public transport opportunities for future residents.

### *Summary*

In total we were involved in running or supporting others to run 53 carbon reduction events and activities in 2020, a decrease on the 72 events we ran or supported in 2019. We estimate our combined attendance for these events was 1,942, compared with 4,489 in 2019. Our 2020 activities engaged approximately 1,215 people new to our organisation, compared to 3,050 engaged in 2019.



# Cambridge Carbon Footprint Ltd

## TRUSTEES' ANNUAL REPORT 2020

### Financial review

Total income in 2020 amounted to £106,679 (2019 £66,517) which, after total expenditure of £76,227 (2019 £69,463), resulted in a surplus of £30,452 (2019 deficit £2,947). Included within that income were four grants for specific work; expenditure against some of that specific income had not been incurred by the end of the year. Gift and donation income increased slightly over that received in 2019. At the end of the year, unrestricted funds available for the continuing operation of the organisation had increased to £18,663 (2019 £11,669). The maintenance of regular unrestricted donations is essential to ensure a cash flow without which the organisation would be unable to continue.

### Reserves

Donation income is our primary funding source for our core fund – from which we support all of the organisation's fixed costs. As donated income cannot always be predicted, and the success of funding bids is not guaranteed, the trustees believe it is prudent for the charity to aim for a minimum reserve equivalent to three months expenditure. This will provide:

- the ability to meet unforeseen expenditure, including costs arising should CCF be wound up (closedown costs, redundancy payments, return of grant funding);
- flexibility in achieving our objectives; and
- a financial 'cushion' until additional core funding can be secured.

In accordance with the Charity Commission's guidelines, the Trustees review this policy annually and consequently manage the cash flow in an appropriately prudent manner. Circumstances in 2019 resulted in the reserve being slightly lower than the desired amount but in 2020 the inflow of funds and management of various costs has restored the reserves to the appropriate level.

### Investments

Although funds are minimal, whenever cash is not required for short-term use it is held in a separate deposit account in order to earn some interest. The security of those invested funds is inevitably reflected in the low rate of interest currently earned.

### Responsibilities of the Board

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the board should follow best practice and:

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The board is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Board is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Recruitment, Appointment of Trustees

Trustees, who are also Directors of the Company, are elected by members of the Company or appointed by resolution or co-option by the Trustees.



# Cambridge Carbon Footprint Ltd

## TRUSTEES' ANNUAL REPORT 2020

### *Induction of Trustees*

Induction and training of Trustees is currently carried out informally but the Trustees will review this if and when the size of the Board increases.

### *Trustees Indemnities*

In accordance with normal commercial practice, the charity has purchased insurance to protect them from claims arising from negligent acts, errors or omissions occurring while on charity business.

### *Risk Assessment*

The Board assesses the risks facing the charity on an ongoing basis, with the key risks during the year identified as:

- Key Trustees being unavailable
- Staff members leaving
- Inadequate funding to continue well

The board gives attention to handling these risks and has an action plan to mitigate the key risks and clarify responsibilities for dealing with concerns. Key mitigating activities identified by the Trustees include:

- Flexible trustee roles, with a named back-up trained to step in if other trustees are unavailable
- Regular appraisals and communication systems that capture and act appropriately on staff concerns
- Clear internal processes and procedures documented and kept up to date to assist with handovers
- Active fund-raising group with Trustee, staff and volunteer engagement, identifying new sources of funding
- Tight, timely financial management with reserves policy & exit strategy. Review of the ratio of reliable funding sources and uncertainty sources e.g. grants.

### **Contribution of Volunteers**

The charity receives help and support in the form of voluntary assistance in advising the public and administering the charity. In 2020, 217 volunteers (2019: 345) donated 2,746 hours (2019: 6,294 hours) to the organisation, equivalent to £26,087 calculated at the Living Wage.

### **Members of the Board**

Members of the board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during 2020 and up to the date of this report are set out above.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of members at 31 December 2020 was 25.

The company has taken advantage of the small companies exemption in preparing the report above. The trustees declare that they have approved the trustees' report (including directors' report) above.

Approved by the Board on 9 December 2021 and signed on its behalf by:



**William M McVey**  
Director and Trustee

# Cambridge Carbon Footprint Ltd

## Independent Examiner's Report to the Trustees for the year ended 31 December 2020

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### Independent Examiner's Statement

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:

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts 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 accounts 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 accounts to be reached.



Gary Eves FCCA

Websters Cambridge Limited  
A Tax, Legal and Accounting firm  
10 Wellington Street  
Cambridge  
CB1 1HW

10<sup>th</sup> December 2021



STATEMENT OF FINANCIAL  
ACTIVITIES

(incorporation an income and expenditure account)

FOR THE YEAR ENDED 31 DECEMBER 2020

Income from:	Notes	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	2019 Total Funds £
Donations and legacies					
Grants	3	36,000	21,972	57,972	14,039
Donations		37,822	10,553	48,375	47,251
Income from other trading activities					
Fundraising and sponsorship		300	-	300	5,196
Investments					
Bank interest		32	-	32	32
<b>Total income</b>		<b>74,154</b>	<b>32,525</b>	<b>106,679</b>	<b>66,518</b>
<b>Expenditure on:</b>					
Charitable activities	4	57,160	19,067	76,227	69,463
<b>Total expenditure</b>		<b>57,160</b>	<b>19,067</b>	<b>76,227</b>	<b>69,463</b>
<b>Net income/(expenditure)</b>		<b>16,994</b>	<b>13,458</b>	<b>30,452</b>	<b>(2,946)</b>
Transfers between funds	10	(10,000)	10,000	-	-
<b>Net movement in funds</b>		<b>6,994</b>	<b>23,458</b>	<b>30,452</b>	<b>(2,946)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	10	11,669	2,150	13,819	16,766
<b>Total funds carried forward</b>	<b>10</b>	<b>18,663</b>	<b>25,608</b>	<b>44,271</b>	<b>13,820</b>

The notes on pages 9 to 17 form part of these accounts.

**BALANCE SHEET****AS AT 31 DECEMBER 2020**

	Notes	2020 £	2019 £
<b>Fixed Assets</b>			
Tangible assets		283	475
<b>Total fixed assets</b>	6	<u>283</u>	<u>475</u>
<b>Current assets</b>			
Debtors	7	21,447	2,461
Cash at bank and in hand		39,534	17,118
<b>Total current assets</b>		<u>60,981</u>	<u>19,579</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	8	16,993	6,235
<b>Net current assets</b>	9	<u>43,988</u>	<u>13,344</u>
<b>Total assets less current liabilities</b>		<u>44,271</u>	<u>13,819</u>
<b>The funds of the charity:</b>			
Restricted income funds	10	25,608	2,150
Unrestricted funds	10	18,663	11,669
<b>Total charity funds</b>		<u>44,271</u>	<u>13,819</u>

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

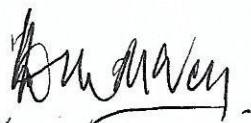
The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The notes on pages 9 to 17 form part of these accounts.

Approved by the Board on 9 December 2021 and signed on its behalf by:



William M McVey  
Director and Trustee



## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

**1 Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**a) Basis of preparation**

These accounts have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with 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) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

Cambridge Carbon Footprint Ltd meets the definition of a public benefit entity under FRS 102.

**b) Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

With regards to the following year, the most significant area of uncertainty of the charity is the level of donation income which needs to be raised each and every year to fulfill a programme of events, together with the continuing impact of COVID19.

**c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations, grants and gifts are recognised when receivable.

Income from Gift Aid tax reclaims is recognised for any donations with valid Gift Aid declarations in the same period as the donation. Gift aid is considered to be part of the original gift and is added to the same fund as the original donation unless the donor specifies otherwise. Any amounts of Gift Aid not received by the year end are accounted for in income and accrued income in debtors.

Interest on deposit funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

Sponsorship from fundraising and events are recognised in income when the event takes place.

Trading income is recognised on point of sale for both donated and purchased goods and services.

**d) Expenditure and irrecoverable VAT**

Expenditure and liabilities are recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and is classified as expenditure on charitable activities.

Expenditure on charitable activities includes the direct costs of activities undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020****1.e) Governance and support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include governance costs, finance, and office costs. Governance costs are those costs incurred in connection with the compliance with constitutional and statutory requirements of the charity.

Support costs are allocated across funds on the basis of employee time or allocated to the general fund.

**f) Redundancy costs**

The charity made no redundancy payments during the reporting period.

**g) Grants**

Grants awarded to other bodies are recognised when an acceptable grant application has been received from the applicant and has been approved by the trustees.

**h) Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**i) Deferred income**

No material item of deferred income has been included in the accounts.

**j) Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

**k) Provisions for liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at best estimate of the amount required to settle the obligation at the reporting date.

**l) Fixed assets**

Equipment, furniture and fittings owned by the Company are capitalised at cost and are depreciated over two to four years on a straight line basis.

**m) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

**n) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar amount.

**o) Taxation**

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.



**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020****1.p) Fund accounting**

Where the charity undertakes a specific project, as determined internally or by the external donor, all incoming and expended resources are accounted for separately through a separate fund.

These funds are classified as follows:

**Restricted funds**

- Where the grant donor specifies how the funds should be applied.

**Unrestricted funds****General reserve**

- All other funds, which are available for general purposes.

**q) Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 5. There was £355 outstanding contributions at the year end (2019: £689).

The money purchase plan is managed by NEST and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan. The pension fund is then converted into a pension upon the employee's normal retirement age which is defined as when they are eligible for a state pension. The charity has no liability beyond making its contributions and collecting and paying across the deductions for the employee's contributions.

Employer pension contributions are allocated to funds using the same calculation that the related salary costs are allocated to funds.

**r) Critical accounting estimates and areas of judgement**

Estimates and judgements such as general expenditure accruals and the gift aid debtor are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Based upon the results shown in these accounts, there are no estimates or assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**2 Legal status of the Charity**

The Company is limited by guarantee, registered in England and Wales and does not have a share capital. As at 31 December 2020 there were 25 (2019 - 24) members.

Members' liability is limited to £10 each in the event of the Company being wound up, while they are members or within one year after they cease to be a member, for payment of debts and liabilities contracted before they ceased to be a member.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

3	Grant Income - Current Year	Note	Unrestricted Funds		Restricted Funds					2020 TOTAL FUNDS £
	Core Fund	Charter	Circular Cambridge	Open Eco- Homes	Zero Carbon Cambridge	Cambridge Sustainable Food	Net Zero Now			
	£	£	£	£	£	£	£	£	£	
	20,000	16,000		2,000					36,000	
			2,255						2,000	
			2,717				15,000		2,255	
			4,972	2,000	-	-			15,000	
	20,000	16,000							2,717	
	£	£	£	£	£	£	£	£	£ 57,972	
	<b>Grant Income - Prior Year</b>									
			5,260	3,000					2019 TOTAL	
				2,000					8,250	
			2,500						2,000	
			1,289						2,500	
			9,039	5,000	-	-			1,289	
									£ 14,039	
	<b>4 Expenditure on Charitable Activities</b>									
	<b>- Current Year</b>									
	Unrestricted Funds		Restricted Funds					2020 TOTAL FUNDS £		
	Core Fund	Charter	Circular Cambridge	Open Eco- Homes	Zero Carbon Cambridge	Cambridge Sustainable Food	Net Zero Now			
	£	£	£	£	£	£	£	£	£	
5	38,293	7,493	209	4,930	702				51,627	
	169	39	992	246	-	9,975	7		11,428	
	7,403	1,509	40	1,453	136	-	89		10,630	
	1,884	369	10	243	35	-	-		2,641	
	47,749	9,410	1,251	6,872	873	9,975	96		76,226	
	£	£	£	£	£	£	£	£	£	
	30,925		6,099	8,156					2019 TOTAL	
	4,315		1,007	368					45,180	
	1,171		74	27					5,690	
	3,224		1,929	2,144		10,024			1,272	
	39,635	-	9,109	10,695	-	10,024	-		17,321	
									69,483	
	<b>Governance costs</b> - Included with the above expenses are governance costs as follows:									
	<b>Current year</b>									
	AGM expenses	-	-	-	-	-	-	-	2020 TOTAL	
	Independent Examiner's fees	-	-	-	-	-	-	-	-	
	<b>Prior year</b>	839	4	108	164	15	-	-	2019 Total	
									1,130	
	AGM expenses	149							149	
	Independent Examiner's fees	1200							1,200	



## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds		Restricted Funds				2020 TOTAL FUNDS £
		Core Fund	Charter	Circular Cambridge	Open Eco- Homes	Zero Carbon Cambridge	Cambridge Sustainable Food	
£	£	£	£	£	£	£	£	£
<b>5 Staff Costs - Current Year</b>								
Salary costs		36,801	7,203		4,739	675		49,418
Employer's National Insurance		68	13		9	1		91
Pension		1,414	277		182	26		1,899
Travel and subsistence		10	-	209	-	-		219
Training								
	4	38,293	7,493	209	4,930	702	-	51,627
<b>Staff Costs - Prior Year</b>								
Salary costs		29,479		5,615	8,052			43,146
Employer's National Insurance		-		-	-			-
Pension		1,170		226	82			1,478
Travel and subsistence		234		258	22			514
Training		42		-	-			42
	4	30,925	-	6,099	8,156	-	-	45,180

No employee received remuneration amounting to more than £60,000.

The average monthly head count during the year was 3 (2019 - 3).

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

		2020	2019
		£	£
<b>6</b>	<b>Fixed Assets</b>		
	Fixtures, fittings & equipment		
	<b>Cost</b>		
	As at 1 January 2020	5,910	5,617
	Additions	-	292
	As at 31 December 2020	<u>5,910</u>	<u>5,909</u>
	<b>Depreciation</b>		
	As at 1 January 2020	5,435	5,295
	Charge for year	191	139
	As at 31 December 2020	<u>5,626</u>	<u>5,434</u>
	<b>Net book value</b>		
	As at 1 January 2020	<u>475</u>	<u>322</u>
	As at 31 December 2020	<u>283</u>	<u>475</u>
<b>7</b>	<b>Debtors</b>	2020	2019
	Debtors	£	£
	Other debtors	114	250
	Prepayments and accrued income	20,983	1,286
		<u>350</u>	<u>925</u>
		<u>21,447</u>	<u>2,461</u>
	All debtors are recoverable in less than one year.		



## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

- 8 Creditors: Amounts falling due within one year  
Creditors and accruals  
Payroll liabilities

2020 £	2019 £
11,660	3,929
5,334	2,306
<u>16,993</u>	<u>6,235</u>

- 9 Analysis of net assets between funds - Current Year

Tangible fixed assets  
Current assets  
Current liabilities

General funds £	Restricted funds £	Total funds £
284	-	284
35,373	25,608	60,981
(6,485)	(10,509)	(16,993)
<u>29,172</u>	<u>15,099</u>	<u>44,272</u>

Net assets as at 31 December 2020

## Analysis of net assets between funds - Prior Year

Tangible fixed assets  
Current assets  
Current liabilities

General funds £	Restricted funds £	Total funds £
475	-	475
14,712	4,867	19,579
(3,518)	(2,716)	(6,234)
<u>11,669</u>	<u>2,151</u>	<u>13,820</u>

Net assets as at 31 December 2019

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

**10 Funds and Reserves**

Separate funds have been established for the following reasons:

**Restricted funds**

**Circular Cambridge** Circular Cambridge is a programme of events supporting the development of a grass roots circular economy; these activities support individuals and communities to recycle, reuse, swap, share and repair the things we want and need in our lives.

**Open Eco-Homes** Through providing opportunities to visit properties that have applied ecological methods and practices, this project provides inspiration and advice to anyone looking to create a property that is more energy efficient and environmentally friendly.

**Zero Carbon Cambridge** A programme of events and activities designed to encourage and support Cambridge residents to understand and reduce their carbon emissions across all four areas of the carbon footprint: food, energy, shopping and transport.

**Cambridge Sustainable Food** A network of individuals and organisations, formerly hosted by CCF but now independent, that have come together to promote sustainable food in Cambridge, working on four key areas: food waste, healthy and sustainable diets, food poverty and developing a food hub for Cambridge.

**Net Zero Now** Funded by Cambridge City Council to provide a regular programme of public events which follow three main strands: food, home energy, and waste and consumption.

**Unrestricted funds**

**Cambridge Climate Change Charter** This is a new project delivered on behalf of Cambridge City Council. The Charter is designed to support individuals, businesses and other organisations to better understand and reduce their carbon emissions and pledge action, supported by the Charter's online resources.

**Core Fund** The general fund of CCF, providing support for the administrative functions of the charity as well as activities not fully-funded from other sources.

**Movements on Funds - Current Year:**

	Balance at 1 January 2020	Incoming Resources	Outgoing Resources	Transfers between Funds	Balance at 31 December 2020
	£	£	£	£	£
<b>Restricted Funds</b>					
Circular Cambridge	1,046	5,215	(1,251)	-	5,010
Open Eco-Homes	748	2,160	(6,872)	4,000	36
Zero Carbon Cambridge	-	150	(873)	6,000	5,277
Cambridge Sustainable Food	356	10,000	(9,975)	-	381
Net Zero Now	-	15,000	(96)	-	14,904
	<b>2,150</b>	<b>32,525</b>	<b>(19,067)</b>	<b>10,000</b>	<b>25,608</b>
<b>Unrestricted Funds</b>					
Core Fund	11,669	58,051	(47,749)	(10,000)	11,971
Cambridge Climate Change Charter	-	16,103	(9,411)	-	6,692
	<b>11,669</b>	<b>74,154</b>	<b>(57,160)</b>	<b>(10,000)</b>	<b>18,663</b>
<b>Total Funds</b>	<b>13,819</b>	<b>106,679</b>	<b>(76,227)</b>	<b>-</b>	<b>44,271</b>



## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

## Funds and Reserves (continued)

## Movements on Funds - Prior Year:

	Balance at 1 January 2019	Incoming Resources	Outgoing Resources	Transfers between Funds	Balance at 31 December 2019
	£	£	£	£	£
Cambridge Sustainable Food	2,350	8,031	(10,025)		356
Circular Cambridge	-	10,154	(9,108)		1,046
Open Eco-Homes	-	11,443	(10,695)		748
	2,350	29,628	(29,828)	-	2,150
Core Fund	14,416	36,888	(39,635)		11,669
<b>Total</b>	<b>16,766</b>	<b>66,516</b>	<b>(69,463)</b>	<b>-</b>	<b>13,819</b>

## 11 Related Parties

The Trustees neither received nor waived any emoluments during the year (2019 - £nil), neither were they reimbursed expenses during the year.

No Trustee received payment for professional or other services supplied to the charity (2019 - £nil).

During the year aggregate donations were received from 5 trustees and their close family (2019:5) amounting to £25,500

## 12 Events after the accounting period

The continuation of the Covid-19 pandemic in 2021 had a significant impact on our work. It restricted the activities we were able to undertake, affected the productivity of staff and trustees, and impacted our financial situation. In January a core staff member was furloughed for a month due to family caring commitments. During that time CCF made use of the Government Coronavirus Job Retention Scheme. As a result of these challenges Trustees had to pay considerable attention to cashflow.

In spite of the difficulties CCF has delivered new and interesting work. In January 2021 we launched Net Zero Now, a training scheme designed to help local communities to identify how and where they can take action. Leaders from 12 communities took part, and videos and online resources from the sessions are available for public download.

The Cambridge Climate Change Charter has continued to engage residents, with four Shrink your Carbon Footprint stalls popping up in the Market Square over summer, and case studies of local individuals who have taken action and had an impact proving popular online. In March the Charter was awarded a Certificate of Excellence in the IESE Public Sector Innovation Awards.

Open Eco Homes returned for another successful season in September 2021. We have relaunched thermal imaging training borrowing scheme and a new CO2 monitor borrowing scheme.

Financial circumstances improved in the latter part of 2021.