



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2019 Period start date To 31st March 2020 Period end date

Charity name: Forest Voluntary Action Forum

Charity registration number: 1141126

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Our purpose as a charity is set out in the extract from our governing document below:</p> <p>FVAF exist... "to promote any charitable purpose for the benefit of the community in the area of benefit (principally but not exclusively the area currently administered by the Forest of Dean District Council in Gloucestershire) especially in relation to the advancement of education, the protection of health and the relief of poverty, sickness and distress by:-</p> <p>a) promoting and organising co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit</p> <p>b) associating together volunteers and organisations, in a common effort to achieve the objects through providing advice and support to persons willing to volunteer, by promoting volunteering and community involvement, including in direct service provision by the Charity, by providing a centre and by advising and supporting organisations.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>FVAF run a wide variety of projects with and for the benefit of Forest of Dean communities. These include:</p> <p><u>Foresters' Forest</u> Recruiting, training and managing volunteers on the Foresters' Forest programme to help protect, enhance and showcase the heritage of the Forest of Dean.</p> <p><u>Walking with Wheels</u></p>

		<p>Hiring out all-terrain mobility scooters to those suffering from ill health or disability so that they can access the Forest of Dean woodland trails.</p> <p><u>Strengthening Local Communities</u> A community building project aimed at working with residents in the two most deprived areas of the Forest of Dean. Through supporting participation in local community activity and relationships with local services, the expectation is that the health and wellbeing of these residents will be noticeably improved.</p> <p><u>Know Your Patch</u> A regular community forum that brings together voluntary sector groups, statutory services and residents to support collaborative approaches to service design and participation.</p> <p><u>Forest Youth Association</u> An association of youth groups, clubs, activities, services, councils and residents where skills, experiences and assets are shared for the benefit of young people and communities throughout the Forest of Dean.</p> <p><u>Forest Compass</u> A directory of hundreds of community activities available throughout the Forest of Dean.</p> <p><u>Training</u> A training programme for staff and volunteers in the voluntary sector to give them the tools needed to better fulfil their roles within the Forest communities.</p> <p><u>Office share</u> In order to promote closer working within the sector, we actively promote office sharing in the area we lease from the council. At present we currently rent out parts of our office to Greensquare Housing, GDASS, Healthy Lifestyles (Ice Creates), The Community Wellbeing Service and Age UK.</p> <p><u>Volunteer Brokerage</u> FVAF run a volunteer brokerage service where we advertise and recruit volunteers for organisations and ensure appropriate support is in place for both.</p> <p><u>Legal Advice</u> FVAF keep voluntary organisations up to date with legislative changes and help with the creation and alteration of governing documents and policies.</p>
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		<p><u>Covid-19 Mutual Aid</u> Supporting community groups and organisations to organise and support their communities during the crisis, including the distribution of vital funding and guidance.</p> <p><u>Holiday Activities and Food Programme</u> The collection, co-ordination and distribution of food to families and young people in need, particularly during the school holidays. This also includes providing activities to help keep young people happy, healthy and connected to their communities.</p> <p><u>Going the Extra Mile (GEM)</u> Supporting those furthest from employment, often including those with disabilities and from deprived communities to gain or become closer to employment through personalised mentoring and guidance.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are informed about this and compliant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>Volunteers are central to us achieving our objects. We had 36 regular volunteers last year who helped with maintaining our volunteer database, supporting events and opportunities and distributing food parcels to those in need</p> <p>On top of this we have also helped to signpost volunteers to over 1,000 roles throughout the year.</p>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the year FVAF provided support to groups within the Voluntary and Community Sector on over 300 separate occasions concerning the following topics:</p> <ul style="list-style-type: none"> - Finding an appropriate legal identity (charity, charitable company, community interest company or simply unincorporated). - Creating governing documents (constitution, Mem and Arts etc) - Creating and amending policies (Health and Safety, Equalities, Safeguarding etc) - Financial management including funding advice and how to be 'funding ready'. - Volunteer management e.g. creating a clear recruitment strategy and putting support in place for the benefit of both the volunteer and the organisation. - Legal advice including insurance requirements and workers' rights. - Utilising community assets – using our venue hire directory and contacts to ensure community resources are adequately made use of. <p>We also helped in the creation of 35 new groups and charities, including several Covid-19 support groups.</p> <p>Took part in a number of events to showcase what we do, including attending local schools, colleges and the University of Gloucestershire.</p> <p>Sat on a variety of different boards and forums to advocate for volunteer rights and advised various levels of local government on policies and best practice.</p> <p>Fundraised for and ran a scheme distributing food hampers and presents to 100 vulnerable people over Christmas.</p> <p>Distributed food to families and young people in need, particularly during the school holidays. This also included providing activities to help keep young people happy, healthy and connected to their communities.</p> <p>Set up the Forest of Dean Community Connecting Forum as soon as lockdown was</p>

		<p>announced. The forum met weekly for over 6 months (now fortnightly) to bring people together to share challenges and collaboratively find solutions to help those in need during the pandemic.</p> <p>Ran an outreach programme across the Forest of Dean to engage with young people and support them to access opportunities in the community.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We generated a healthy surplus which will be placed in reserves for the purpose of covering increasing liabilities, delivering our 'core' functions and the move to our much needed new, larger premises
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold sufficient reserves to cover our liabilities in the event that we need to fold or make redundancies. We also hold reserves to fulfil the vision of the organisation which requires us to utilise community spaces and employ people to conduct work which may not be achievable through existing grant givers and funders.
Amount of reserves held	Para 1.22	Sufficient to cover liabilities
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		N/A
Type of governing document (must deed, royal charter)	Para 1.25	Memorandum and articles of association
How is the charity constituted? (e.g. incorporated association, CIO)	Para 1.25	Charity and Company Limited by Guarantee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	We advertise for new Trustees through our extensive networks and they are appointed by election at the AGM by our members or through co-option at our quarterly committee meetings.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Forest Voluntary Action Forum
Other name the charity uses	FVAF
Registered charity number	1141126
Charity's principal address	Rheola House Belle Vue Road Cinderford Glos. GL14 2AB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Bob Rhodes			
2	Kate O'Keefe	Vice-Chair		
3	Sid Phelps	Chair		
4	Richard Davis			
5	Eddie Bosticco		Resigned on 19 November 2020	
6	Jonathan Gault	Treasurer		
7	Simon Murray	Vice-Chair		
8	Christopher Walker			
9	Graham Morgan			
10	Roger Deeks		7 December 2020 - Present	

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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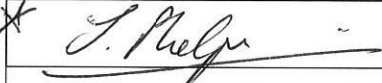
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	S. R. O. PHELPS	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	5/9/21	

FOREST VOLUNTARY ACTION FORUM
REPORT AND ACCOUNTS FOR THE YEAR ENDED
31ST MARCH 2021
Company Number 07557852

FOREST VOLUNTARY ACTION FORUM		Charity No	1141126		
		Company No	7557852		
Annual accounts for the period					
Period start date	1st April 2020	To	Period end date	31st March 2021	

Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
Income (Note 3)						
Income and endowments from:						
Donations and legacies	S01	7,017	-	-	7,017	2,664
Charitable activities	S02	176,595	109,433	-	286,028	183,661
Other trading activities	S03	-	-	-	-	-
Investments	S04	8	-	-	8	39
Separate material item of income	S05	45,314	-	-	45,314	-
Other	S06	-	-	-	-	-
Total	S07	228,934	109,433	-	338,367	186,364
Expenditure (Notes 4)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	114,934	92,516	-	207,450	151,660
Separate material expense item	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
Total	S12	114,934	92,516	-	207,450	151,660
Net income/(expenditure) before tax for the reporting period	S13	114,000	16,917	-	130,917	34,704
Tax payable	S14	-	-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)	S15	114,000	16,917	-	130,917	34,704
Net gains/(losses) on investments	S16	-	-	-	-	-
Net income/(expenditure) Extraordinary items	S17	114,000	16,917	-	130,917	34,704
Transfers between funds	S18	-	-	-	-	-
Other recognised gains/(losses):	S19	-	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
Net movement in funds	S22	114,000	16,917	-	130,917	34,704
Reconciliation of funds:						
Total funds brought forward	S23	89,545	21,652	-	111,197	76,493
Total funds carried forward	S24	203,545	38,569	-	242,114	111,197

Section B Balance sheet

	Guidance Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
Fixed assets						
Intangible assets	B01	-	-	-	-	-
Tangible assets	B02	-	-	-	-	-
Heritage assets	B03	-	-	-	-	-
Investments	B04	-	-	-	-	-
Total fixed assets	B05	-	-	-	-	-
Current assets						
Stocks	B06	-	-	-	-	-
Debtors (Note 8)	B07	11,059	-	-	11,059	4,836
Investments	B08	-	-	-	-	-
Cash at bank and in hand (Note 10)	B09	193,678	38,569	-	232,247	107,153
Total current assets	B10	204,737	38,569	-	243,306	111,989
Creditors: amounts falling due within one year (Note 9)	B11	1,192	-	-	1,192	792
Net current assets/(liabilities)	B12	203,545	38,569	-	242,114	111,197
Total assets less current liabilities	B13	203,545	38,569	-	242,114	111,197
Creditors: amounts falling due after one year (Note 9)	B14	-	-	-	-	-
Provisions for liabilities	B15	-	-	-	-	-
Total net assets or liabilities	B16	203,545	38,569	-	242,114	111,197
Funds of the Charity						
Restricted income funds	B18		38,569		38,569	21,652
Unrestricted funds	B19	203,545	-	-	203,545	89,545
Total funds	B22	203,545	38,569	-	242,114	111,197

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The directors have taken advantage of section 444(1) of the Companies Act 2006 and opted not to deliver to the registrar a copy of the company's statement of financial activities (including summary income and expenditure account).

Signed by one or two trustees/directors on behalf of all the trustees/directors

Signature/Print Name	Date of approval dd/mm/yyyy
<i>[Signature]</i> JONATHAN SAVLI	5/11/21

Signature of director authenticating accounts being sent to Companies House

Signature/Print Name	Date dd/mm/yyyy
<i>[Signature]</i> JONATHAN SAVLI	5/11/21

Section C**Notes to the accounts****Note 1 Basis of preparation****1.1 Basis of accounting**

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

The accounts have been prepared in accordance with:

- and with*

✓

 the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with*

✓

 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

Not applicable

1.2 Going concern

An explanation as to those factors that support the conclusion that the charity is a going concern;

Not applicable

Disclosure of any uncertainties that make the going concern assumption doubtful;

Not applicable

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

Not applicable

1.3 Change of accounting policy

The accounts present a true and fair view and no changes have been made to the accounting policies adopted in note { }.

Yes*	✓	
No*		

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS102 SORP).

Yes*	✓	
No*		

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS102 SORP).

Yes*	✓	
No*		

Section C		Notes to the accounts	(cont)			
Note 2		Accounting policies				
2.1 INCOME						
Recognition of income	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none">the charity becomes entitled to the resources;it is more likely than not that the trustees will receive the resources;the monetary value can be measured with sufficient reliability.	Yes*	No*	N/a*		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.	Yes*	No*	N/a*		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).	Yes*	No*	N/a*		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).	Yes*	No*	N/a*		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Legacies	Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Government grants	The charity has received government grants in the reporting period	Yes*	No*	N/a*		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes*	No*	N/a*		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Donated services and facilities	Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Support costs	The charity has incurred expenditure on support costs.	Yes*	No*	N/a*		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes*	No*	N/a*		
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes* <input checked="" type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input type="checkbox"/>
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies. Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes* <input checked="" type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input type="checkbox"/>
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
2.2 EXPENDITURE AND LIABILITIES				
Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	Yes* <input checked="" type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input type="checkbox"/>
Governance and support costs	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	Yes* <input checked="" type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input type="checkbox"/>
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
Grants payable without performance conditions	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
Redundancy cost	The charity made no redundancy payments during the reporting period.	Yes* <input checked="" type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input type="checkbox"/>
Deferred income	No material item of deferred income has been included in the accounts.	Yes* <input checked="" type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input type="checkbox"/>
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes* <input checked="" type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input type="checkbox"/>
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
Basic financial instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
2.3 ASSETS				
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least They are valued at cost. The depreciation rates and methods used are disclosed in note 14.	<input type="checkbox"/>		
		Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
Intangible fixed assets	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 15. They are valued at cost.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
		Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
Heritage assets	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 16. They are valued at cost.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
		Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>
Investments	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.	Yes* <input type="checkbox"/>	No* <input type="checkbox"/>	N/a* <input checked="" type="checkbox"/>

	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Stocks and work in progress	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Debtors	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Current asset investments	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity of less than one year held for investment purposes rather than to meet short-term cash commitments as they fall due.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	They are valued at fair value except where they qualify as basic financial instruments.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM
THOSE ABOVE**

--

Note 1 Basis of preparation

1.1 Basis of accounting

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

The accounts have been prepared in accordance with:

- and with*

✓

 the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with*

✓

 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

Not applicable

1.2 Going concern

An explanation as to those factors that support the conclusion that the charity is a going concern;

Not applicable

Disclosure of any uncertainties that make the going concern assumption doubtful;

Not applicable

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

Not applicable

1.3 Change of accounting policy

The accounts present a true and fair view and no changes have been made to the accounting policies adopted in note { }.

Yes*	✓	
No*		

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS102 SORP).

Yes*	✓	
No*		

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS102 SORP).

Yes*	✓	
No*		

Note 2
Accounting policies
2.1 INCOME
Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

Yes*	No*	N/a*
✓		

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Yes*	No*	N/a*
✓		

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

Yes*	No*	N/a*
✓		

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Yes*	No*	N/a*
✓		

Legacies

Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Yes*	No*	N/a*
		✓

Government grants

The charity has received government grants in the reporting period

Yes*	No*	N/a*
✓		

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Yes*	No*	N/a*
		✓

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Yes*	No*	N/a*
✓		

Donated goods

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

Yes*	No*	N/a*
		✓

The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.

Yes*	No*	N/a*
		✓

Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.

Yes*	No*	N/a*
		✓

Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.

Yes*	No*	N/a*
		✓

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Yes*	No*	N/a*
		✓

Donated services and facilities

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Yes*	No*	N/a*
		✓

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.

Yes*	No*	N/a*
		✓

Support costs

The charity has incurred expenditure on support costs.

Yes*	No*	N/a*
✓		

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Yes*	No*	N/a*
		✓

Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.2 EXPENDITURE AND LIABILITIES				
Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Governance and support costs	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Grants payable without performance conditions	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Redundancy cost	The charity made no redundancy payments during the reporting period.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deferred income	No material item of deferred income has been included in the accounts.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Basic financial instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.3 ASSETS				
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least			
	They are valued at cost.			
	The depreciation rates and methods used are disclosed in note 14.			
Intangible fixed assets	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 15.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	They are valued at cost.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Heritage assets	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 16.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	They are valued at cost.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Investments	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	Yes*	No*	N/a*
				✓
Stocks and work in progress	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	Yes*	No*	N/a*
				✓
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.	Yes*	No*	N/a*
				✓
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.	Yes*	No*	N/a*
				✓
Debtors	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.	Yes*	No*	N/a*
		✓		
Current asset investments	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity of less than one year held for investment purposes rather than to meet short-term cash commitments as they fall due.	Yes*	No*	N/a*
				✓
	They are valued at fair value except where they qualify as basic financial instruments.	Yes*	No*	N/a*
				✓
POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE				

Note 3

Income

Analysis of income		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	7,017	-	-	7,017	2,664
	Gift Aid	-	-	-	-	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	-	-	-	-	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
Total		7,017	-	-	7,017	2,664
Charitable activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	176,595	109,433	-	286,028	183,661
Total		176,595	109,433	-	286,028	183,661
Other trading activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Income from investments:	Interest income	8	-	-	8	39
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
Total		8	-	-	8	39
Separate material item of income	Coronavirus Job Retention Scheme	45,314	-	-	45,314	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Total		45,314	-	-	45,314	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		228,934	109,433	-	338,367	186,364

Other information:

All income in the prior year was unrestricted except for:
(please provide description and amounts)

Other charitable activities income of £109,033

Note 4
Expenditure

Analysis of expenditure		Unrestricted	Restricted	Endowment	Total funds	Prior year
		funds	income funds	funds	£	£
Expenditure on raising funds:	Incurred seeking donations	-	-	-	-	-
	Incurred seeking legacies	-	-	-	-	-
	Incurred seeking grants	-	-	-	-	-
	Operating membership schemes and social lotteries	-	-	-	-	-
	Staging fundraising events	-	-	-	-	-
	Fundraising agents	-	-	-	-	-
	Operating charity shops	-	-	-	-	-
	Operating a trading company undertaking non-charitable trading activity	-	-	-	-	-
	Advertising, marketing, direct mail and publicity	-	-	-	-	-
	Start up costs incurred in generating new source of future income	-	-	-	-	-
	Database development costs	-	-	-	-	-
	Other trading activities	-	-	-	-	-
	Investment management costs:	-	-	-	-	-
	Portfolio management costs	-	-	-	-	-
	Cost of obtaining investment advice	-	-	-	-	-
	Investment administration costs	-	-	-	-	-
	Intellectual property licencing costs	-	-	-	-	-
	Rent collection, property repairs and maintenance charges	-	-	-	-	-
		-	-	-	-	-
	Total expenditure on raising funds	-	-	-	-	-
Expenditure on charitable activities		-	-	-	-	-
	Charitable activities expenditure	114,934	92,516	-	207,450	151,660
		-	-	-	-	-
	Total expenditure on charitable activities	114,934	92,516	-	207,450	151,660
Separate material item of expense		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total other expenditure	-	-	-	-	-
TOTAL EXPENDITURE		114,934	92,516	-	207,450	151,660

Section C Notes to the accounts

Note 5 Details of certain types of expenditure

Note 5.1 Fees for examination of the accounts

	This year £	Last year £
Independent examiner's fees	300	263
Assurance services other than independent examination	-	-
Tax advisory fees	-	-
Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner	492	529

Section C Notes to the accounts (cont)

Note 6 Paid employees

6.1 Staff Costs

	This year £	Last year £
Salaries and wages	160,774	117,927
Social security costs	-	-
Pension costs (defined contribution pension plan)	4,370	2,362
Other employee benefits	-	-
Total staff costs	165,144	120,289

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Not applicable

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE

Band	Number of employees
£60,000 to £69,999	
£70,000 to £79,999	
£80,000 to £89,999	
£90,000 to £99,999	
£100,000 to £109,999	

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees, see Note 28.

Not applicable

6.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	12	10
Governance	-	-
Other	-	-
Total	12	10

Section C	Notes to the accounts	(cont)
------------------	------------------------------	---------------

Note 7 **Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.**

7.1 Please complete this note if a defined contribution pension scheme is operated.

Amount of contributions recognised in the SOFA as an expense

Employers pension contributions £4,370

Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.

Included as unrestricted as only applicable to one employee of which carries out work for the charity as a whole.

Section C	Notes to the accounts	(cont)
------------------	------------------------------	---------------

Note 8 **Debtors and prepayments**

8.1 Analysis of debtors

Trade debtors

Prepayments and accrued income

Other debtors

This year £	Last year £
9,220	2,997
1,839	1,839
-	-
Total 11,059	4,836

Section C	Notes to the accounts	(cont)
------------------	------------------------------	---------------

Note 9 **Creditors and accruals**

9.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	400	-	-	-
Accruals and deferred income	792	792	-	-
Taxation and social security	-	-	-	-
Other creditors	-	-	-	-
Total	1,192	792	-	-

Section C	Notes to the accounts	(cont)
------------------	------------------------------	---------------

Note 10 Cash at bank and in hand

	This year £	Last year £
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	-	-
Cash at bank and on hand	232,247	107,153
Other	-	-
Total	232,247	107,153

Section C	Notes to the accounts	(cont)
------------------	------------------------------	---------------

Note 11 **Transactions with trustees and related parties**

11.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity TRUE

11.2 Trustees' expenses

No trustee expenses have been incurred (True or False) TRUE

11.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (True or False) TRUE



Section A

Independent Examiner's Report

**Report to the
trustees/directors/
members of**

Forest Voluntary Action Forum

**On accounts for the year
ended**

31st March 2021

Charity no.:

1141126

Company no.:

07557852

Set out on pages

1 to 11

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/03/2021.

**Responsibilities and
basis of report**

As the charity's trustees of the Company (who are also the directors of the company 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 for this year 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 material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Signed:

Date:

18/11/2021

Name:

Clare Phillips

Relevant professional qualification(s) or body (if any):

FCA

Address:

Aubrey & Co Accountancy Limited

19 Church Street, Ross on Wye, Herefordshire HR9 5HN

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None required