

Charity registration number 1144604

Company registration number 07805401 (England and Wales)

**COMMUNITY ACTION NORTHUMBERLAND**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

# COMMUNITY ACTION NORTHUMBERLAND

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Trustees</b>	The Venerable CA S Groves	
	J Ashdown	
	J Humphrys	
	EA Elliott	
	V Vaughan	
	NJ Hooks	(Appointed 10 July 2023)
	J Clark	(Appointed 15 May 2023)
	S Ellis	(Appointed 4 November 2022)
	B Hensby	(Appointed 4 November 2022)
<b>Chief Executive</b>	A Dean	
<b>Charity number</b>	1144604	
<b>Company number</b>	07805401	
<b>Registered office</b>	Uniuon Building Front Street Pegswood Morpeth Northumberland NE61 6UF	
<b>Independent examiner</b>	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle upon Tyne Tyne and Wear England NE2 1TJ	
<b>Bankers</b>	Co-operative Bank Shawbrook Bank TSB Unity Trust Bank	

---

# COMMUNITY ACTION NORTHUMBERLAND

## CONTENTS

---

	<b>Page</b>
Trustees' report	1 - 5
Independent examiner's report	6
Statement of financial activities	7 - 8
Balance sheet	9
Notes to the financial statements	11 - 19

---

# COMMUNITY ACTION NORTHUMBERLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2023

---

The trustees present their annual report and financial statements for the year ended 31 March 2023.

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

#### **Objectives and activities**

The charity's objects are:

1. To promote all or any purposes for the benefit of the community in the County of Northumberland which now or hereafter may be deemed by law to be charitable.
2. To promote and organise cooperation in the achievement of the above purposes and to that end to bring together representatives of the statutory authorities and voluntary organisations engaged in the furtherance of the above purposes within the area of benefit.

CAN has a long history of providing effective and valued support to rural communities. CAN's vision is of rural communities in Northumberland that are vibrant, inclusive and sustainable.

Our mission, reviewed in March 2020, is to benefit and help sustain rural communities in Northumberland by:

- Promoting Rural Issues: Providing and supporting a 'rural voice' to influence policy, programmes and action.
- Empowering Communities: Supporting and developing local communities, their key groups and organisations.
- Delivering solutions: Identifying, developing and managing projects to address the needs of individuals.
- Addressing climate change: delivering projects and influencing behaviours to help meet climate action requirements.

In practice we deliver this in a variety of ways. For example:

- By devising and running a number of services of benefit to local rural communities, for example in the fields of fuel poverty, employability and housing
- By providing 'infrastructure' support to village halls/community buildings and Parish/Town Councils across the county
- By continuing to provide a wide range of expert advice, information, encouragement and other forms of support to key community groups
- By supporting networking, co-operation and mutual support between community bodies such as village halls consortia and NALC
- By monitoring and influencing local and national bodies and service-providers to ensure that they respond to the needs and opinions of local communities
- By promoting the take-up by local residents of new opportunities, such as bulk purchase schemes and energy efficiency measures.
- By running training events on themes such as management, licensing, risk management, websites and food safety

#### **Public benefit**

CAN operates a performance management system which involves periodic researching (and seeking feedback from) our beneficiaries in order to adapt our services and activities to ensure they continue to be relevant, accessible and delivered in an appropriate way.

As a rule, CAN's services are:

- delivered through a variety of media, including e-bulletins, face-to-face contact, posted hard-copy material, emails, CAN website etc
- available in all parts of Northumberland, without prejudice
- open to new, as well as established, groups and organisations as funding permits
- able to draw upon a high level and wide range of expertise, to advantage all our beneficiaries.

CAN's trustees review all activities in the light of our constitutional objects, and we are satisfied that CAN continues to operate exclusively for public benefit.

# COMMUNITY ACTION NORTHUMBERLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

---

### **Achievements and performance**

#### **Changes from previous year**

To reflect the need to respond positively to the Covid pandemic, our previous strategic review and the continually changing financial environment, CAN maintains its active focus on Northumberland's rural communities and has maintained diversity in the amount of funds generated through different routes. This has included, a number of externally funded services and projects, for the benefit of individuals, households and/or community groups covering such topics as energy efficiency, fuel poverty, employability and housing in addition to our traditional core strengths in relation to village halls/community buildings and Parish/Town Councils.

In addition, we have continued to actively seek strong relationships with key partners in order to maximise our effectiveness in achieving our objectives and we have consolidated our capacity in relation to core areas.

### **Financial review**

CAN has achieved an increase in its overall funding in a time of unprecedented challenges due to the aftermath of the COVID crisis and the rising cost of living. Despite such significant challenges impacting the charity sector, the rise in overall funding can only be credited to the hard work and dedication all CAN staff and volunteers. The positive results are a strong indicator of the continued high value placed on CAN and its vital services to rural Northumberland, by funders and partners.

CAN's total income for 2022-2023 increased significantly to £731,777. The increase is explained by a rise in specific time-limited project funds including those related to the Bridge Project (£236,137) and the solar-powered village halls project (£94,060). The rise in income is also attributed to a continued growth in the number of separate funding sources secured, a key element of CAN's financial strategy.

Total payroll costs were £398,941 representing 54% of total income, previous year was 45%. Of this £235,486 (Note 6), was spent providing services to the rural community of Northumberland, in line with last year. This means that only £14,534 of salaries was spent on administration. Of this sum £4,832 was spent on fundraising and £9,702 was spent on administration. Staff time spent on administration of £9,702 equates to 2.4% of total wages and 1.3% of total income. This represents the time CAN dedicates to rural Northumberland and their effort to secure funding streams for the benefit of Northumberland communities.

When project funds received and distributed to the rural community of £478,097 (£310,883 in 2022) are added to this figure, then it should be noted that £713,583 or 98% (99% in 2022) of total income for the year has been disbursed to the benefit of the Northumberland communities. This represents a satisfying improvement on the previous year, of which CAN is extremely proud. This is in accordance with the policy of keeping overheads to a minimum.

To achieve this improvement in performance it has been necessary to increase payroll costs by £79,160, an increase which has been more than outmatched by the additional delivery of services to the rural communities of Northumberland, who, together with the Trustees of CAN, owe a huge debt of gratitude to all the staff and volunteers of CAN for their continued outstanding performance during 2022-23.

### **Reserves policy**

Community Action Northumberland income is mainly derived from grants and donations, but a growing proportion of our income is derived from trading. These resources are subject to fluctuation, and are time limited depending on the nature of the funder or funding programme.

As part of our strategic planning, we as Directors/Trustees, believe it is important to retain reserves in order to maintain effective resource management and assist with financial viability and long-term sustainability. We also believe this will build the confidence of our beneficiaries, funders, employees and wider stakeholders and help CAN meet expectations of transparency and accountability.

# COMMUNITY ACTION NORTHUMBERLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

---

Due to a changing and uncertain funding environment we have established several unrestricted designated funds which include one equating to at least 50% of our core annual costs relating to governance, project delivery, back-office support and development work. We believe this to be an appropriate level of resources necessary to function effectively for a period of 4 months, should financial difficulties occur beyond the control of CAN. These difficulties include unplanned and unforeseen increases in expenditure or decreases in income. That this is a prudent policy is underlined by the circumstances surrounding the pandemic and whilst partly by our own efforts, partly through Government support, we have actually increased our resources, this might not have been the case. Details of these reserves are set out in note 16 to these accounts.

Because our costs and liabilities change over time, the level of each fund will be agreed by the Finance and General Purposes Committee and approved by the Board. As directors/trustees we believe in a continual process of careful financial management and will review this policy annually, taking into consideration any significant changes in the organisation's financial circumstances.

### **Risk management**

CAN takes a comprehensive and systematic approach to risk-management, identifying significant risks under 5 main headings: external and strategic; governance; financial; operational and personnel; and compliance. Procedures are in place to mitigate or otherwise manage the most significant risks identified.

### **Plans for future periods**

In 2023/24 we will deliver against our vision and mission as set out in the 'Objectives and activities' section above within the changing context of the cost of living crisis, changing public sector funding regimes and other significant external issues. This will focus on:

- Promoting rural issues
- Empowering communities
- Delivering solutions
- Addressing climate change

We will continue to build strong relationships with our key partners and seek to develop activities to address the unmet needs of Northumberland's rural communities.

### **Structure, governance and management**

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### **Charity constitution**

CAN is a charity and a company limited by guarantee which aims to support rural communities in Northumberland that are vibrant, inclusive, and sustainable. CAN is one of 38 members of the ACRE Network (Action with Communities in Rural England), all of which continue to receive support direct from government through the Department for Environment, Food and Rural Affairs (Defra). CAN works across Northumberland and beyond in relation to particular areas of work, such as our support to Parish and Town Councils and community-led housing.

The Board currently has one formal committee: Finance and General Purposes. In February 2018, CAN established Communities CAN (North East LTD) as a trading arm to form a hub for community-led housing development. CAN is the sole member of this company limited by guarantee, which has its own independent board.

#### **Property**

CAN owns no premises. Our registered office in Pegswood is occupied on a licence, from the charity Groundwork North-East and Cumbria.



# COMMUNITY ACTION NORTHUMBERLAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

---

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

The Venerable CA S Groves

L Tudor-Snodin (Resigned 7 November 2022)

S Armstrong (Resigned 7 November 2022)

J Ashdown

JA Hood (Resigned 25 September 2022)

J Humphrys

EA Elliott

V Vaughan

AW Hinchcliffe (Resigned 4 November 2022)

NJ Hooks (Appointed 10 July 2023)

J Clark (Appointed 15 May 2023)

S Ellis (Appointed 4 November 2022)

B Hensby (Appointed 4 November 2022)

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

#### People with Significant Control

The company knows or has reasonable cause to believe that there is no registrable person or registrable relevant legal entity in relation to the company. CAN is made up of over 100 individual or organisational members and managed by 6 directors/trustees. Consequently, no individual has more than 25% of the company's voting rights so there are no people with significant control who should be registered as required by the Companies Act 2006

#### Planning and implementation

CAN's trustees prepare a Business Plan for a 3-year period, and each year an Action Plan and a budget. Together, these plans set out the roles and activities which CAN staff undertake on behalf of the Board. The Board regularly monitors and reviews CAN's work to ensure that it is of public benefit, and that the Charity Commission's guidelines on public benefit are met. All of CAN's staff are employed directly by CAN.

CAN also contracted with a marketing consultant to support our communication activities and a small number of work coaches at our Rural Employment Hubs. From time to time, CAN employs and supports the development of a small number of staff on behalf of other bodies: mostly voluntary organisations which are in their early stages of development, or which do not have the capacity directly to employ and manage their own staff, currently there are no such staff on CAN's payroll. Over the past year, the Board has met once every two months, and it receives and considers reports from staff on the delivery of the Business Plan.

#### Related parties

CAN is a partnership body, with a range of individuals, statutory and voluntary bodies in its membership. As a 'community development body', CAN provides services to a wide range of local groups and agencies throughout Northumberland, all of which are invited to attend CAN's AGM and can receive our regular news bulletins (CAN e-news). In addition, from time to time CAN convenes and supports a range of forums and networks: for example, in relation to village halls/community buildings and community-led housing.

CAN has established "Communities CAN (North East) Ltd" as a Company limited by guarantee Company Number 11203303, of which it is the sole member.

#### Volunteers

CAN encourages people to undertake voluntary action in their own communities, in wider voluntary organisations and other settings. CAN itself receives unpaid assistance in several ways.

-The board consists of unpaid individuals who volunteer their time and expertise.

-It benefits from the unpaid advice/assistance of other volunteers, some of whom come from partner organisations

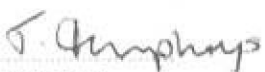
## COMMUNITY ACTION NORTHUMBERLAND

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

---

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



J Humphrys

Trustee

Date 13 Nov 2023

---



# COMMUNITY ACTION NORTHUMBERLAND

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF COMMUNITY ACTION NORTHUMBERLAND

---

I report to the trustees on my examination of the financial statements of Community Action Northumberland (the charity) for the year ended 31 March 2023.

#### Responsibilities and basis of report

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

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

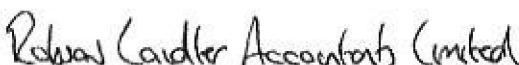
#### Independent examiner's statement

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

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

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

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



**Robson Laidler Accountants Limited**

Fernwood House  
Fernwood Road  
Jesmond  
Newcastle upon Tyne  
Tyne and Wear  
NE2 1TJ  
England

Dated: 16-11-2023

# COMMUNITY ACTION NORTHUMBERLAND

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

### Current financial year

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
	Notes				
<b><u>Income from:</u></b>					
Donations and legacies	2	4,641	-	4,641	3,175
Charitable activities	3	51,027	665,033	716,060	504,746
Other trading activities	4	9,790	-	9,790	7,745
Investments		1,286	-	1,286	474
<b>Total income</b>		<b>66,744</b>	<b>665,033</b>	<b>731,777</b>	<b>516,140</b>
<b><u>Expenditure on:</u></b>					
Raising funds	5	4,945	-	4,945	4,559
Charitable activities	6	135,484	603,216	738,700	524,941
<b>Total expenditure</b>		<b>140,429</b>	<b>603,216</b>	<b>743,645</b>	<b>529,500</b>
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(73,685)</b>	<b>61,817</b>	<b>(11,868)</b>	<b>(13,360)</b>
Gross transfers between funds		88,125	(88,125)	-	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>14,440</b>	<b>(26,308)</b>	<b>(11,868)</b>	<b>(13,360)</b>
Fund balances at 1 April 2022		177,148	97,593	274,741	288,101
<b>Fund balances at 31 March 2023</b>		<b>191,588</b>	<b>71,285</b>	<b>262,873</b>	<b>274,741</b>

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

All income and expenditure derive from continuing activities.

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

# COMMUNITY ACTION NORTHUMBERLAND

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Prior financial year

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes			
<b><u>Income from:</u></b>				
Donations and legacies	2	3,175	-	3,175
Charitable activities	3	105,851	398,895	504,746
Other trading activities	4	7,745	-	7,745
Investments		474	-	474
<b>Total income</b>		<b>117,245</b>	<b>398,895</b>	<b>516,140</b>
<b><u>Expenditure on:</u></b>				
Raising funds	5	4,559	-	4,559
Charitable activities	6	126,314	398,627	524,941
<b>Total expenditure</b>		<b>130,873</b>	<b>398,627</b>	<b>529,500</b>
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(13,628)</b>	<b>268</b>	<b>(13,360)</b>
Gross transfers between funds		20,021	(20,021)	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>6,393</b>	<b>(19,753)</b>	<b>(13,360)</b>
Fund balances at 1 April 2021		170,755	117,346	288,101
<b>Fund balances at 31 March 2022</b>		<b>177,148</b>	<b>97,593</b>	<b>274,741</b>

# COMMUNITY ACTION NORTHUMBERLAND

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Current assets</b>					
Debtors	12	171,036		83,227	
Cash at bank and in hand		308,167		268,111	
		<u>479,203</u>		<u>351,338</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(216,330)</u>		<u>(76,597)</u>	
<b>Net current assets</b>			<u>262,873</u>		<u>274,741</u>
<b>Income funds</b>					
Restricted funds	15		71,285		97,593
<u>Unrestricted funds - general</u>					
Designated funds	14	102,703		90,335	
General unrestricted funds		<u>88,885</u>		<u>86,813</u>	
			<u>191,588</u>		<u>177,148</u>
			<u>262,873</u>		<u>274,741</u>


The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

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

The financial statements were approved by the Trustees on 13.11.23

  
J Humphrys  
Trustee

Company registration number 07805401

# COMMUNITY ACTION NORTHUMBERLAND

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	18		38,770		(42,104)
<b>Investing activities</b>					
Investment income received		1,286		474	
<b>Net cash generated from investing activities</b>			1,286		474
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			40,056		(41,630)
Cash and cash equivalents at beginning of year			268,111		309,741
<b>Cash and cash equivalents at end of year</b>			308,167		268,111

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

---

### 1 Accounting policies

#### Charity information

Community Action Northumberland is an incorporated charity incorporated in England and Wales. The registered office is Union Building Front Street, Pegswood, Morpeth, Northumberland, NE61 6UF.

#### 1.1 Accounting convention

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

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

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

#### 1.3 Charitable funds

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

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 1.4 Income

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

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

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

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 1 Accounting policies

(Continued)

##### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

##### 1.6 Tangible fixed assets

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

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

Computers	33% straight line
-----------	-------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

We do not depreciate any equipment under the purchase price of £1,000. At present no items over this value are held.

##### 1.7 Cash and cash equivalents

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

##### 1.8 Taxation

The charity is exempt from corporation tax on its charitable activities

##### 1.9 Retirement benefits

The charitable company offers all eligible employees the opportunity to enrol in the National Employment Savings Trust (NEST), a workplace pension scheme. NEST is a not for profit organisation, controlled by trustees and is answerable to Parliament through the department for Work & Pensions. CAN currently contributes 6% of employees' gross earnings and these are charged to the Statement of Financial Activities in the period to which they relate.

#### 2 Donations and legacies

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Donations and gifts	4,641	3,175



# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 3 Charitable activities

	Charitable activities 2023 £	Charitable activities 2022 £
Other income	63,027	63,710
Grant income	653,033	441,036
	<u>716,060</u>	<u>504,746</u>
Analysis by fund		
Unrestricted funds - general	51,027	105,851
Restricted funds	665,033	398,895
	<u>716,060</u>	<u>504,746</u>
<b>Performance related grants</b>		
DEFRA	42,405	42,405
Community Foundation	30,000	10,000
Energy Projects	97,341	23,600
CIO / Big Lottery / WNCBC	19,155	14,250
RCEF	94,060	32,800
NICRE	12,000	19,736
BBO / NCC	236,137	195,325
Community Housing Fund	30,115	42,270
REDRESS	83,296	53,584
Other	8,524	7,066
	<u>653,033</u>	<u>441,036</u>

Included in other grants is £4,590 (2022: £3,500) from Rural Employment Hubs, £1,435 (2021: £3,565) CELL, £2,500 (2022: £Nil) from The Ballinger Trust,

### Other Income

The following amounts are included in other income:	2023	2022
Northumberland Association of Local Councils	£30,000	£30,000
Prudhoe Partnership	£12,500	£10,500
Haltwhistle Partnership	£14,000	£9,000
North East Comm Led Network	-	£4,700
Wingates	£3,285	£2,956
Oil CAN	£3,242	£6,554
<b>Total</b>	<b>£63,027</b>	<b>£63,710</b>

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 4 Other trading activities

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Recharges for administration	9,790	7,745

### 5 Raising funds

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Raising funds		
Administration	113	100
Staff costs	4,832	4,459
Raising funds	4,945	4,559
	4,945	4,559

### 6 Charitable activities

	Charitable activities 2023 £	Charitable activities 2022 £
Staff costs	235,486	193,832
Project costs	478,097	310,883
	713,583	504,715
Share of support costs (see note 7)	9,470	8,658
Share of governance costs (see note 7)	15,647	11,568
	738,700	524,941
<b>Analysis by fund</b>		
Unrestricted funds - general	135,484	126,314
Restricted funds	603,216	398,627
	738,700	524,941

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 7 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	-	9,702	9,702	-	8,486	8,486
Insurance	2,473	-	2,473	2,190	-	2,190
Telephone, postage & stationery	3,168	-	3,168	3,258	-	3,258
Sundry expenses	9,870	-	9,870	3,213	-	3,213
Central office costs	6,144	-	6,144	6,144	-	6,144
Office equipment	1,956	-	1,956	1,785	-	1,785
Fees & subscriptions	6,488	-	6,488	7,379	-	7,379
IT support	1,303	-	1,303	872	-	872
Travel	1,274	-	1,274	966	-	966
Project allocation	(23,206)	-	(23,206)	(17,149)	-	(17,149)
Meetings and admin costs	-	4,781	4,781	-	1,902	1,902
Independent examiners fees	-	1,164	1,164	-	1,180	1,180
	<u>9,470</u>	<u>15,647</u>	<u>25,117</u>	<u>8,658</u>	<u>11,568</u>	<u>20,226</u>
Analysed between Charitable activities	<u>9,470</u>	<u>15,647</u>	<u>25,117</u>	<u>8,658</u>	<u>11,568</u>	<u>20,226</u>

### 8 Trustees

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

There were no trustees expenses paid from the charity during the year.

### 9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Director	1	1
Staff	16	14
Total	<u>17</u>	<u>15</u>

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 9 Employees (Continued)

Employment costs	2023 £	2022 £
Wages and salaries	351,958	283,296
Social security costs	26,708	20,099
Other pension costs	20,275	16,386
	<u>398,941</u>	<u>319,781</u>

Key management remuneration during the year totaled £58,514 (2022 : £53,123)

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

### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 11 Tangible fixed assets

	Computers £
<b>Cost</b>	
At 1 April 2022	4,800
At 31 March 2023	<u>4,800</u>
<b>Depreciation and impairment</b>	
At 1 April 2022	4,800
At 31 March 2023	<u>4,800</u>
<b>Carrying amount</b>	
At 31 March 2023	-
At 31 March 2022	<u>-</u>

### 12 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	<u>171,036</u>	<u>83,227</u>

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 13 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors	122,505	68,709
Accruals and deferred income	93,825	7,888
	<u>216,330</u>	<u>76,597</u>

Amounts included within other creditors are for liabilities to external organisations.

### 14 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2022 £	Transfers £	Balance at 31 March 2023 £
Redundancy fund	45,371	24,105	69,476
Projects fund	30,000	(25,000)	5,000
Sickness fund	9,964	1,263	11,227
Relocation fund	5,000	(3,000)	2,000
Community foundation	-	15,000	15,000
	<u>90,335</u>	<u>12,368</u>	<u>102,703</u>

A redundancy fund was established in 1995/96 in recognition of the need to provide for the possible costs, which could be incurred by the Charity, upon termination of employees' contracts of employment. A projects fund was created in 2001/02 for the initial support or extensions to special projects.

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 15 Restricted funds

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

	Movement in funds				Balance at 31 March 2023 £
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	
Energy Projects	10,809	97,341	(79,574)	(7,505)	21,071
DEFRA	-	42,405	-	(42,405)	-
Core legacy fund	1,112	-	(500)	-	612
NALC	-	30,000	(35,723)	5,723	-
National Lottery Heritage Fund- Northumberland Village Heritage Project	70,892	-	(13,871)	(10,729)	46,292
Communities CAN	-	30,115	(37,596)	7,481	-
National Lottery Heritage Fund - Rural Churches for Everyone	10,324	-	-	(7,174)	3,150
Rural Employment Hubs	3,689	4,590	(5,180)	(2,939)	160
Northumberland Estates	767	-	(767)	-	-
Community Building Officer	-	19,155	(32,333)	13,178	-
REDRESS	-	83,295	(56,865)	(26,430)	-
BBO Bridge project	-	236,137	(220,355)	(15,782)	-
RCEF	-	94,060	(94,322)	262	-
Haltwhistle Solar project	-	5,000	-	(5,000)	-
PCP HCP / Innovation officer	-	21,500	(26,130)	4,630	-
CELL	-	1,435	-	(1,435)	-
	<u>97,593</u>	<u>665,033</u>	<u>(603,216)</u>	<u>(88,125)</u>	<u>71,285</u>

Funds have been received from National Lottery Heritage Fund and Rural Churches for Everyone. These are held in our restricted funds, as they were unable to be utilised during this financial year due to the pandemic and will be expended in the ensuing financial year with agreement of the funders.

#### Transfers between funds

The net transfer from restricted to unrestricted funds takes into account the understanding from funders that an agreed and reasonable allocation is spent on necessary support, management and indirect costs

#### 16 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted funds 2023 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:					
Current assets/(liabilities)	191,588	71,285	262,873	86,813	274,741
	<u>191,588</u>	<u>71,285</u>	<u>262,873</u>	<u>86,813</u>	<u>274,741</u>

# COMMUNITY ACTION NORTHUMBERLAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

18 Cash generated from operations	2023 £	2022 £
Deficit for the year	(11,868)	(13,360)
Adjustments for:		
Investment income recognised in statement of financial activities	(1,286)	(474)
Movements in working capital:		
(Increase) in debtors	(87,809)	(19,589)
Increase/(decrease) in creditors	139,733	(8,681)
<b>Cash generated from/(absorbed by) operations</b>	<b>38,770</b>	<b>(42,104)</b>