

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2021
FOR
BROXBOURNE ARTS FORUM**

Haslers
Chartered Accountants
Old Station Road
Loughton
Essex
IG10 4PL

BROXBOURNE ARTS FORUM

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FOR THE YEAR ENDED 31 MARCH 2021**

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BROXBOURNE ARTS FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1188425

Principal address

4 Warners Avenue
Hoddesdon
Hertfordshire
EN11 8LR

Trustees

J M Gordon
J Elson
Mrs L Rayner
R Hutchinson
K Broad
H Marsh

Chairman
Treasurer
Programme Director

Independent examiner

Haslers
Chartered Accountants
Old Station Road
Loughton
Essex
IG10 4PL

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, its new constitution dated the 9th of July 2019, and constitutes a Charitable Incorporated Organisation (CIO) registered on the 9th of March 2020.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Charitable Objectives

The objective of the CIO is the advancement of education for the public benefit by fostering and promoting understanding and appreciation of the arts, including but not exclusively by the provision of classes, seminars and training courses.

ACHIEVEMENT AND PERFORMANCE

Activities

The Broxbourne Art Forum, created in 2000, supplements the Borough's own programme of events by providing concerts, plays and operas which would not otherwise be performed. We engage a pianist at lunchtimes in the Spotlight Bar. We organise watercolour classes for local residents and we promote local artists' work by arranging displays. We make grants to eligible students. The Forum also acts as an umbrella organisation for arts groups within the Borough.

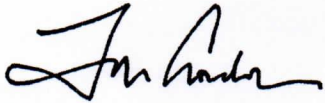
Performance

In the year under review most of the Forum's activities were severely restricted by the impact of the Covid pandemic and the closure of the Spotlight Theatre. However, we continued to serve the membership with a monthly newsletter, and conducted meetings, watercolour classes and lectures online by Zoom. Fortunately our patrons continued to support us generously and we were also able to claim Gift Aid on their donations. That, together with a modest payment from the Broxbourne Lottery, ensured we finished the year with a £710 surplus.

BROXBOURNE ARTS FORUM

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

Approved by order of the board of trustees on 29 June 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'J M Gordon', written in a cursive style.

J M Gordon - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BROXBOURNE ARTS FORUM**

I report on the accounts for the year ended 31 March 2021, which are set out on pages four to nine.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the 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.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Paul Thain
Haslers
Chartered Accountants
Old Station Road
Loughton
Essex
IG10 4PL

Date: 30th June 2021

BROXBOURNE ARTS FORUM

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

| | | 2021 | 2020 |
|--|-------|---------------------|---------------|
| | | Unrestricted | Total |
| | | fund | funds |
| | Notes | £ | £ |
| INCOMING RESOURCES | | | |
| Incoming resources from generated funds | | | |
| Voluntary income | | 2,515 | 2,061 |
| Activities for generating funds | 2 | 1,466 | 4,135 |
| Investment income | 3 | 3 | 15 |
| | | <hr/> | <hr/> |
| Total incoming resources | | 3,984 | 6,211 |
| RESOURCES EXPENDED | | | |
| Costs of generating funds | | | |
| Costs of generating voluntary income | | - | 1,371 |
| Governance costs | | 393 | 467 |
| Other resources expended | | 2,821 | 3,842 |
| | | <hr/> | <hr/> |
| Total resources expended | | 3,214 | 5,680 |
| | | <hr/> | <hr/> |
| NET INCOMING RESOURCES | | 770 | 531 |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | | 12,649 | 12,118 |
| | | <hr/> | <hr/> |
| TOTAL FUNDS CARRIED FORWARD | | <u>13,419</u> | <u>12,649</u> |

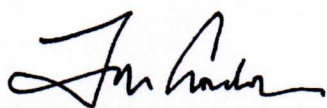
The notes form part of these financial statements

BROXBOURNE ARTS FORUM

**BALANCE SHEET
AT 31 MARCH 2021**

| | Notes | 2021 Unrestricted fund £ | 2020 Total funds £ |
|--|-------|-----------------------------------|-----------------------------|
| FIXED ASSETS | | | |
| Tangible assets | 5 | 262 | 227 |
| CURRENT ASSETS | | | |
| Prepayments and accrued income | | 258 | 2,065 |
| Cash at bank and in hand | | 15,005 | 11,669 |
| | | <u>15,263</u> | <u>13,734</u> |
| CREDITORS | | | |
| Amounts falling due within one year | 6 | (2,106) | (1,312) |
| NET CURRENT ASSETS | | <u>13,157</u> | <u>12,422</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>13,419</u> | <u>12,649</u> |
| NET ASSETS | | <u><u>13,419</u></u> | <u><u>12,649</u></u> |
| FUNDS | 7 | | |
| Unrestricted funds | | <u>13,419</u> | <u>12,649</u> |
| TOTAL FUNDS | | <u><u>13,419</u></u> | <u><u>12,649</u></u> |

The financial statements were approved by the Board of Trustees on 29 June 2021 and were signed on its behalf by:



.....
J M Gordon -Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

2. ACTIVITIES FOR GENERATING FUNDS

| | 2021 | 2020 |
|------------------------------|---------------------|--------------|
| | Unrestricted | Total |
| | funds | funds |
| | £ | £ |
| Surplus from Classes | 380 | 877 |
| Surplus from Lunches | 255 | 1,521 |
| Affiliation Fees | 447 | 489 |
| BARTS Programme Adverts | 185 | 198 |
| Broxbourne Lottery | 199 | 280 |
| Repayment of Corporation Tax | - | 426 |
| Hall Hire Allowance | - | 344 |
| | <hr/> | <hr/> |
| | 1,466 | 4,135 |
| | <hr/> | <hr/> |

BROXBOURNE ARTS FORUM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

3. INVESTMENT INCOME

| | 2021 Unrestricted funds £ | 2020 Total funds £ |
|-------------------------------|------------------------------------|-----------------------------|
| Interest receivable - trading | 3 | 15 |

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

5. TANGIBLE FIXED ASSETS

| | Fixtures and fittings £ |
|-----------------------|-------------------------------|
| COST | |
| At 1 April 2020 | 6,337 |
| Additions | 60 |
| At 31 March 2021 | 6,397 |
| DEPRECIATION | |
| At 1 April 2020 | 6,110 |
| Charge for year | 25 |
| At 31 March 2021 | 6,135 |
| NET BOOK VALUE | |
| At 31 March 2021 | 262 |
| At 31 March 2020 | 227 |

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2021 £ | 2020 £ |
|-----------------|-----------|-----------|
| Trade creditors | 1,728 | 982 |
| Other creditors | 378 | 330 |
| | 2,106 | 1,312 |

BROXBOURNE ARTS FORUM

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

7. MOVEMENT IN FUNDS

| | At 1/4/20 £ | Net movement in funds £ | At 31/3/21 £ |
|---------------------------|----------------|----------------------------------|-----------------|
| Unrestricted funds | | | |
| General fund | 12,649 | 770 | 13,419 |
| TOTAL FUNDS | <u>12,649</u> | <u>770</u> | <u>13,419</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 3,984 | (3,214) | 770 |
| TOTAL FUNDS | <u>3,984</u> | <u>(3,214)</u> | <u>770</u> |

Comparatives for movement in funds

| | At 1/4/19 £ | Net movement in funds £ | At 31/3/20 £ |
|---------------------------|----------------|----------------------------------|-----------------|
| Unrestricted Funds | | | |
| General fund | 12,118 | 531 | 12,649 |
| TOTAL FUNDS | <u>12,118</u> | <u>531</u> | <u>12,649</u> |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 6,211 | (5,680) | 531 |
| TOTAL FUNDS | <u>6,211</u> | <u>(5,680)</u> | <u>531</u> |

BROXBOURNE ARTS FORUM

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

7. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1/4/19 £ | Net movement in funds £ | At 31/3/21 £ |
|---------------------------|------------------------|--|-------------------------|
| Unrestricted funds | | | |
| General fund | 12,118 | 1,301 | 13,419 |
| TOTAL FUNDS | <u>12,118</u> | <u>1,301</u> | <u>13,419</u> |

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|-------------------------------------|-------------------------------------|------------------------------------|
| Unrestricted funds | | | |
| General fund | 10,195 | (8,894) | 1,301 |
| TOTAL FUNDS | <u>10,195</u> | <u>(8,894)</u> | <u>1,301</u> |

BROXBOURNE ARTS FORUM

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

| | 2021 £ | 2020 £ |
|---|-------------|-------------|
| INCOMING RESOURCES | | |
| Voluntary income | | |
| Donations | 2,238 | 2,061 |
| Gift aid | 277 | - |
| | <hr/> 2,515 | <hr/> 2,061 |
| Activities for generating funds | | |
| Surplus from Classes | 380 | 877 |
| Surplus from Lunches | 255 | 1,521 |
| Affiliation Fees | 447 | 489 |
| BARTS Programme Adverts | 185 | 198 |
| Broxbourne Lottery | 199 | 280 |
| Repayment of Corporation Tax | - | 426 |
| Hall Hire Allowance | - | 344 |
| | <hr/> 1,466 | <hr/> 4,135 |
| Investment income | | |
| Interest receivable - trading | 3 | 15 |
| | <hr/> 3,984 | <hr/> 6,211 |
| Total incoming resources | | |
| | <hr/> | <hr/> |
| RESOURCES EXPENDED | | |
| Costs of generating voluntary income | | |
| Deficit on Events | - | 1,371 |
| Governance costs | | |
| Independent Examiner | 378 | 360 |
| AGM and meeting room hire | 15 | 107 |
| | <hr/> 393 | <hr/> 467 |
| Support costs | | |
| Management | | |
| Insurance | 1,140 | 1,104 |
| Postage and stationery | 353 | 127 |
| Sundries | 23 | - |
| BARTS Programme | 960 | 2,388 |
| Website Costs | 172 | 48 |
| Grants to Students | 48 | 150 |
| Love Hoddesdon Membership Fee | 100 | - |
| Fixtures and fittings | 25 | 25 |
| | <hr/> 2,821 | <hr/> 3,842 |
| Total resources expended | <hr/> 3,214 | <hr/> 5,680 |
| | <hr/> | <hr/> |
| Net income | <hr/> 770 | <hr/> 531 |
| | <hr/> | <hr/> |

This page does not form part of the statutory financial statements