

**BROXBOURNE ARTS FORUM**

**REGISTERED CHARITY NUMBER: 1188425**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 MARCH 2023  
FOR  
BROXBOURNE ARTS FORUM**

**BROXBOURNE ARTS FORUM  
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FOR THE YEAR ENDED 31 MARCH 2023**

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**BROXBOURNE ARTS FORUM**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. 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	Chairman
J Elson	Treasurer
Mrs L Rayner	Programme Director
Mrs M Hutchinson	
Ms K Broad	
Mrs H Marsh	

**Independent examiner**

J Avery  
11, Copthorn Avenue  
Broxbourne  
Herts  
EN10 7RA

**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 organize 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**

The Forum is now recovering from the effects of the Covid pandemic and our Lunchtime talks were held at the Dinant Room, and Watercolour Classes in person although it was unfortunate that we were not able to hold any outdoor theatre in the Spotlight Gardens during the year. The Lunchtime Talks and Classes were our main sources of income throughout the year. 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 and some very welcome grants from The Borough of Broxbourne Council, ensured we finished the year with a £2,284 surplus.

**BROXBOURNE ARTS FORUM**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2023**

Approved by order of the board of trustees on: 18th July 2023



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 2023, 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').

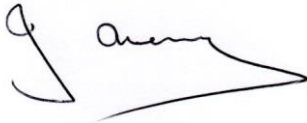
I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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.

A handwritten signature in blue ink, appearing to read 'J Avery', with a long horizontal stroke extending to the right.

J Avery  
11, Copthorn Avenue  
Broxbourne  
Herts  
EN10 7RA

Date: 29th June 2023

**BROXBOURNE ARTS FORUM**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

		<b>2023 Total funds £</b>	<b>2022 Total funds £</b>
	Notes		
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from generated funds</b>			
Voluntary income		2,759	2,090
Activities for generating funds	2	8,135	3,809
Investment income	3	31	1
<b>Total incoming resources</b>		<b>10,925</b>	<b>5,900</b>
 <b>RESOURCES EXPENDED</b>			
<b>Costs of generating funds</b>			
Costs of generating voluntary income		5,494	1,831
<b>Governance costs</b>		396	396
<b>Other resources expended</b>		2,751	1,639
<b>Total resources expended</b>		<b>8,641</b>	<b>3,866</b>
 <b>NET INCOMING RESOURCES</b>		<b>2,284</b>	<b>2,034</b>
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<b>15,454</b>	<b>13,420</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<b>17,738</b>	<b>15,454</b>

The notes form part of these financial statements

# BROXBOURNE ARTS FORUM

## BALANCE SHEET AT 31 MARCH 2023

		2023 Total Funds £	2022 Total Funds £
<b>FIXED ASSETS</b>	Notes		
Tangible assets	5	212	236
<b>CURRENT ASSETS</b>			
Prepayments and accrued income		3,125	666
Cash at bank and in hand		18,311	17,367
		<u>21,436</u>	<u>18,033</u>
<b>CREDITORS</b>			
Amounts falling due within one year	6	(3,910)	(2,816)
<b>NET CURRENT ASSETS</b>		<u>17,526</u>	<u>15,218</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>17,738</u>	<u>15,454</u>
<b>NET ASSETS</b>		<u><u>17,738</u></u>	<u><u>15,454</u></u>
<b>FUNDS</b>	7		
Unrestricted funds		17,738	15,454
<b>TOTAL FUNDS</b>		<u><u>17,738</u></u>	<u><u>15,454</u></u>

The financial statements were approved by the Board of Trustees on **xxth June 2023**

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 2023**

**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**

	2023 <b>Total Funds</b> £	2022 <b>Total Funds</b> £
Income from Classes	2,655	2,355
Income from Lunches	4,727	900
Affiliation Fees	478	366
BARTS Programme Adverts	75	-
Broxbourne Lottery	147	176
Sundries	53	12
Hall Hire Allowance	-	-
	<hr/> 8,135 <hr/>	<hr/> 3,809 <hr/>



# BROXBOURNE ARTS FORUM

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

### 3. INVESTMENT INCOME

	2023 Total	2022 Total
Interest receivable – trading	31	1
	<u>31</u>	<u>1</u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022. .

### 5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
<b>COST</b>	
At 1 April 2022	6,397
Additions	0
	<u>6,397</u>
At 31 March 2023	<u>6,397</u>
<b>DEPRECIATION</b>	
At 1 April 2022	6,161
Charge for year	24
	<u>6,185</u>
At 31 March 2023	<u>6,185</u>
<b>NET BOOK VALUE</b>	
At 31 March 2023	212
At 31 March 2022	<u>236</u>

### 6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	3,004	2,364
Other creditors	906	452
	<u>3,910</u>	<u>2,816</u>

**BROXBOURNE ARTS FORUM**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**7. MOVEMENT IN FUNDS**

	<b>At 1/4/22 £</b>	<b>Net movement in funds £</b>	<b>At 31/3/23 £</b>
<b>Unrestricted funds</b>			
General fund	15,454	2,284	17,738
<b>TOTAL FUNDS</b>	<u>15,454</u>	<u>2,284</u>	<u>17,738</u>

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

	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Movement in funds £</b>
<b>Unrestricted funds</b>			
General fund	10,925	(8,641)	2,284
<b>TOTAL FUNDS</b>	<u>10,925</u>	<u>(8,641)</u>	<u>2,284</u>

**Comparatives for movement in funds**

	<b>At 1/4/21 £</b>	<b>Net movement in funds £</b>	<b>At 31/3/22 £</b>
<b>Unrestricted Funds</b>			
General fund	13,420	2,034	15,454
<b>TOTAL FUNDS</b>	<u>13,420</u>	<u>2,034</u>	<u>15,454</u>

Comparative net movement in funds, included in the above are as follows:  
2021/22

	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Movement in funds £</b>
<b>Unrestricted funds</b>			
General fund	5,900	(3,866)	2,034
<b>TOTAL FUNDS</b>	<u>5,900</u>	<u>(3,866)</u>	<u>2,034</u>

**BROXBOURNE ARTS FORUM**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**7. MOVEMENT IN FUNDS - continued**

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

	<b>At 1/4/21 £</b>	<b>Net movement in funds £</b>	<b>At 31/3/23 £</b>
<b>Unrestricted funds</b>			
General fund	13,420	(4,318)	17,738
<b>TOTAL FUNDS</b>	<u>13,420</u>	<u>(4,318)</u>	<u>17,738</u>

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

	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Movement in funds £</b>
<b>Unrestricted funds</b>			
General fund	16,825	(12,507)	4,318
<b>TOTAL FUNDS</b>	<u>16,825</u>	<u>(12,507)</u>	<u>4,318</u>

# BROXBOURNE ARTS FORUM

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

INCOMING RESOURCES	2023 £	2022 £
<b>Voluntary income</b>		
Donations	1,929	1813
Gift Aid	230	277
Herts CC Grants	600	-
	<b>2,759</b>	<b>2,090</b>
<b>Activities for generating funds</b>		
Income from Events	-	-
Income from Classes	2,655	2,355
Income from Lunches	4,727	900
Affiliation Fees	478	366
BARTS Programme Adverts	75	-
Broxbourne Lottery	147	176
Sundries	53	12
	<b>8,135</b>	<b>3,809</b>
<b>Investment income</b>		
Interest receivable - trading	31	1
<b>Total incoming resources</b>	<b>10,925</b>	<b>5,900</b>
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Expenditure on Events	660	-
Expenditure on Classes	2,080	1,650
Expenditure on Lunches	2,514	181
Expenditure on Advertisements	240	-
	<b>5,494</b>	<b>1,831</b>
<b>Governance costs</b>		
Independent Examiner	396	396
AGM and meeting room hire	-	-
	<b>396</b>	<b>396</b>
<b>Support costs</b>		
<b>Management</b>		
Insurance	1,150	1,152
Postage and stationery	204	114
Sundries	55	46
BARTS Programme / Broadsheet	854	72
Website Costs	322	129
Grants to Students	-	-
Love Hoddesdon Membership Fee	50	100
Bank Charges	92	-
Fixtures and fittings	24	26
	<b>2,751</b>	<b>1,639</b>
<b>Total resources expended</b>	<b>8,641</b>	<b>3,866</b>
<b>Net income</b>	<b>2,284</b>	<b>2,034</b>

**BROXBOURNE ARTS FORUM**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

**INCOME AND EXPENDITURE ACCOUNT**

	<b>INCOME</b>		<b>EXPENDITURE</b>	<b>SURPLUS/ LOSS</b>
<b>EVENTS</b>				
		My Kind of Music	660	-660
<b>LUNCHES</b>		<b>LUNCHES</b>		
Debunking History	780	Debunking History	548	232
Two Elizabeths	646	Two Elizabeths	333	312
Mind the Gap	580	Mind the Gap	263	317
National Treasures	675	National Treasures	308	367
Pianissimo	736	Pianissimo	381	355
Rainbow Rebels	586	Rainbow Rebels	337	249
Mists of Time	720	Mists of Time	343	377
General	5	General	0	5
<b>LUNCHES TOTAL</b>	<b>4,728</b>	<b>LUNCHES TOTAL</b>	<b>2,513</b>	<b>2,214</b>
<b>WATERCOLOUR CLASSES</b>	<b>2,655</b>	<b>WATERCOLOUR CLASSES</b>	<b>2,080</b>	<b>575</b>
	<b>INCOME</b>		<b>EXPENDITURE</b>	
Income from Events	0	Expenditure on Events	660	
Income from Lunches	4,728	Expenditure on Lunches	2,513	
Income from Classes	2,655	Expenditure on Classes	2,080	
Donations	1,929	Insurance Premium	1,150	
Affiliation fees	478	Stationery, Post. & Print.	204	
Programme Adverts	75	Love Hoddesdon	50	
Gift Aid Claimed	230	Advertisements	240	
Borough Grants	600	BArts Programme	790	
Broxbourne Lottery	147	Broadsheet	64	
Amazon	5	Accountancy	396	
Interest	31	Web-site	322	
Prior Year	48	Bank Charges	92	
		Sundries	55	
		Net Depreciation	24	
<b>Total Income</b>	<b>10,925</b>	<b>Total Expenditure</b>	<b>8,641</b>	<b>2,284</b>
<b>Surplus over period</b>	<b>2,284</b>			