

**BROXBOURNE ARTS**

**REGISTERED CHARITY NUMBER: 1188425**

**REPORT OF THE TRUSTEES AND AUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**FOR BROXBOURNE ARTS FORUM**

# **BROXBOURNE ARTS**

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**BROXBOURNE ARTS FORUM**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. 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**

This year the Forum presented a full range of activities including an outdoor Shakespeare production; six lunchtime talks and three sessions of Watercolour Classes. As usual the Lunchtime Talks and Classes were our main sources of income throughout the year. We also produced three editions of our programme publicizing the arts events of the Borough. Our patrons continued to support us generously and we were also able to claim Gift Aid on their donations. During the year we received a minor payment from the Broxbourne Lottery and some very welcome grants from The Borough of Broxbourne Council, and Hertfordshire County Council and finished the year with a loss of just £185.

**BROXBOURNE ARTS FORUM**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

Approved by order of the board of trustees on: 9th July 2024



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 2024, 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').

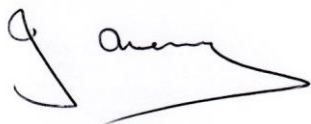
I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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: 24th June 2024

**BROXBOURNE ARTS FORUM**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

		<b>2024 Total funds £</b>	<b>2023 Total funds £</b>
	Notes		
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from generated funds</b>			
Voluntary income		4,702	2759
Activities for generating funds	2	10,482	8,135
Investment income	3	128	31
<b>Total incoming resources</b>		<hr/> 15,312	<hr/> 10,925
<b>RESOURCES EXPENDED</b>			
<b>Costs of generating funds</b>			
Costs of generating voluntary income		10,997	5,494
<b>Governance costs</b>		396	396
<b>Other resources expended</b>		<hr/> 4,103	<hr/> 2,751
<b>Total resources expended</b>		<hr/> 15,496	<hr/> 8,641
<b>NET INCOMING RESOURCES</b>		<hr/> (184)	<hr/> 2,284
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<hr/> 17,738	<hr/> 15,454
<b>TOTAL FUNDS CARRIED FORWARD</b>		<hr/> <hr/> 17,554	<hr/> <hr/> 17,738

The notes form part of these financial statements

# BROXBOURNE ARTS FORUM

## BALANCE SHEET AT 31 MARCH 2024

		2024 Total Funds £	2023 Total Funds £
<b>FIXED ASSETS</b>	Notes		
Tangible assets	5	191	212
<b>CURRENT ASSETS</b>			
Prepayments and accrued income		3,537	3,125
Cash at bank and in hand		16,484	18,311
		<u>20,021</u>	<u>21,436</u>
<b>CREDITORS</b>			
Amounts falling due within one year	6	(2,659)	(3,910)
<b>NET CURRENT ASSETS</b>		<u>17,362</u>	<u>17,526</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>17,553</u>	<u>17,738</u>
<b>NET ASSETS</b>		<u>17,553</u>	<u>17,738</u>
<b>FUNDS</b>	7		
Unrestricted funds		17,553	17,738
<b>TOTAL FUNDS</b>		<u>17,553</u>	<u>17,738</u>

The financial statements were approved by the Board of Trustees on 9th July 2024  
and were signed on its behalf by:



.....  
J M Gordon -Trustee

The notes form part of these financial statements

## BROXBOURNE ARTS FORUM

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 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

	2024 <b>Total Funds</b> £	2023 <b>Total Funds</b> £
Income from Events	2,368	-
Income from Classes	3,300	2,655
Income from Lunches	3,827	4,727
Affiliation Fees	519	478
BARTS Programme Adverts	330	75
Broxbourne Lottery	120	147
Sundries	18	53
Hall Hire Allowance	-	-
	<u>10,482</u>	<u>8,135</u>



# BROXBOURNE ARTS FORUM

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2024

### 3. INVESTMENT INCOME

	2024 Total	2023 Total
Interest receivable – trading	128	31

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023. .

### 5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
<b>COST</b>	
At 1 April 2023	6,397
Additions	0
At 31 March 2024	6,397
<b>DEPRECIATION</b>	
At 1 April 2023	6,185
Charge for year	21
At 31 March 2023	6,206
<b>NET BOOK VALUE QQQ</b>	
At 31 March 2024	191
At 31 March 2023	212

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

	2024 £	2023 £
Trade creditors	1,707	3,004
Other creditors	952	906
	2,659	3,910

**BROXBOURNE ARTS FORUM**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2024**

**7. MOVEMENT IN FUNDS**

	<b>At 1/4/23 £</b>	<b>Net movement in funds £</b>	<b>At 31/3/24 £</b>
<b>Unrestricted funds</b>			
General fund	17,738	(184)	17,554
<b>TOTAL FUNDS</b>	<u>17,738</u>	<u>(184)</u>	<u>17,554</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	15,312	(15,496)	(184)
<b>TOTAL FUNDS</b>	<u>15,312</u>	<u>(15,496)</u>	<u>(184)</u>

**Comparatives for 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>

Comparative net movement in funds, included in the above are as follows:  
2022/23

	<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>

## BROXBOURNE ARTS FORUM

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

<b>INCOMING RESOURCES</b>	<b>2024 £</b>	<b>2023 £</b>
<b>Voluntary income</b>		
Donations	2,110	1,929
Gift Aid	311	230
Grants & Allowances	2,281	600
	<b>4,702</b>	<b>2,759</b>
<b>Activities for generating funds</b>		
Income from Events	2,368	-
Income from Classes	3,300	2,655
Income from Lunches	3,827	4,727
Affiliation Fees	519	478
BARTS Programme Adverts	330	75
Broxbourne Lottery	120	147
Sundries	18	53
	<b>10,482</b>	<b>8,135</b>
<b>Investment income</b>		
Interest receivable - trading	128	31
<b>Total incoming resources</b>	<b>15,312</b>	<b>10,925</b>
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Expenditure on Events	6,066	660
Expenditure on Classes	2,080	2,080
Expenditure on Lunches	2,611	2,514
Expenditure on Advertisements	240	240
	<b>10,997</b>	<b>5,494</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	1,375	1,150
Postage and stationery	234	204
Sundries	288	55
BARTS Programme / Broadsheet	1,467	854
Website Costs	541	322
Grants to Students	-	-
Love Hoddesdon Membership Fee	100	50
Bank Charges	77	92
Fixtures and fittings	21	24
	<b>4,104</b>	<b>2,751</b>
<b>Total resources expended</b>	<b>15,496</b>	<b>8,641</b>
<b>Net income</b>	<b>(184)</b>	<b>2,284</b>

## BROXBOURNE ARTS FORUM

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

**INCOME AND EXPENDITURE ACCOUNT**

				<b>SURPLUS /</b>
	<b>INCOM E</b>		<b>EXPENDITUR E</b>	<b>LOSS</b>
<b>EVENTS</b>				
Romeo & Juliet	2,368	Romeo & Juliet	5,407	(3,039)
		My Kind of Music	660	(660)
<b>EVENTS TOTAL</b>	<b>2,368</b>	<b>EVENTS TOTAL</b>	<b>6,067</b>	<b>(3,699)</b>
<b>LUNCHES</b>		<b>LUNCHES</b>		
Celebrity Cause	704	Celebrity Cause	472	232
Movers & Shakers	624	Movers & Shakers	419	205
Town & Country	544	Town & Country	427	117
By Royal Appointment	624	By Royal Appointment	434	190
Art & Audacity	736	Art & Audacity	478	258
Health, Wealth & Happiness	576	Happiness	381	195
General	19	General	0	19
<b>LUNCHES TOTAL</b>	<b>3,827</b>	<b>LUNCHES TOTAL</b>	<b>2,611</b>	<b>1216</b>
<b>WATERCOLOUR CLASSES</b>	<b>3,300</b>	<b>WATERCOLOUR CLASSES</b>	<b>2,080</b>	<b>1,220</b>
<b>INCOME</b>		<b>EXPENDITURE</b>		
Income from Events	2,368	Expenditure on Events	6,066	
Income from Lunches	3,827	Expenditure on Lunches	2,611	
Income from Classes	3,300	Expenditure on Classes	2,080	
Donations	2,110	Insurance Premium	1,375	
Affiliation fees	519	Stationery, Post. & Print.	234	
Programme Adverts	330	Love Hoddesdon	100	
Gift Aid Claimed	311	Advertisements	240	
Grants	2,281	BArts Programme	1,467	
Broxbourne Lottery	120	Broadsheet		
Amazon	18	Accountancy	396	
Interest	128	Web-site	541	
		Bank Charges	77	
		Sundries	288	
		Net Depreciation	21	
<b>Total Income</b>	<b>15,312</b>	<b>Total Expenditure</b>	<b>15,496</b>	<b>(184)</b>
<b>Surplus over period</b>	<b>(184)</b>			