

**BROXBOURNE ARTS**

**REGISTERED CHARITY NUMBER: 1188425**

**REPORT OF THE TRUSTEES AND AUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025  
FOR BROXBOURNE ARTS FORUM**

# **BROXBOURNE ARTS**

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**BROXBOURNE ARTS FORUM**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. 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 – died in December 2024	Chairman
Mrs M Cole – appointed in April 2025	Chairman designate
J Elson	Treasurer
Mrs L Rayner	Programme Director
Mrs K Broad – resigned in April 2025	
Mrs M Hutchinson	
Mrs H Marsh	
Mrs M Barrett – co-opted in September 2024	
Mrs V Foster – co-opted in September 2024	
Mrs A Gordon – co-opted in January 2025	
Mrs P Perkins – co-opted in September 2024	

**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; seven 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

## **BROXBOURNE ARTS FORUM**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

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 a hall hire allowance from the Borough of Broxbourne and finished the year with a loss of just £95.

Approved by order of the board of trustees on: 19th May 2025

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

J M Elson - Treasurer

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

I report on the accounts for the year ended 31 March 2025, 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 dark 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: xxth June 2025

# BROXBOURNE ARTS FORUM

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

		<b>2025 Total funds £</b>	<b>2024 Total funds £</b>
<b>INCOMING RESOURCES</b>	Notes		
<b>Incoming resources from generated funds</b>			
Voluntary income		3,071	4,702
Activities for generating funds	2	9,894	10,482
Investment income	3	141	128
<b>Total incoming resources</b>		<b>13,106</b>	<b>15,312</b>
<b>RESOURCES EXPENDED</b>			
<b>Costs of generating funds</b>			
Costs of generating voluntary income		8,872	10,998
<b>Governance costs</b>		396	396
<b>Other resources expended</b>		<b>3,933</b>	<b>4,103</b>
<b>Total resources expended</b>		<b>13,201</b>	<b>15,497</b>
<b>NET INCOMING RESOURCES</b>		<b>(95)</b>	<b>(185)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<b>17,553</b>	<b>17,738</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>17,458</b>	<b>17,553</b>

The notes form part of these financial statements

# BROXBOURNE ARTS FORUM

## BALANCE SHEET AT 31 MARCH 2025

		2025 Total Funds £	2024 Total Funds £
<b>FIXED ASSETS</b>	Notes		
Tangible assets	5	172	191
<b>CURRENT ASSETS</b>			
Prepayments and accrued income		1,311	3,537
Cash at bank and in hand		18,677	16,484
		<u>19,988</u>	<u>20,021</u>
<b>CREDITORS</b>			
Amounts falling due within one year	6	(2,702)	(2,659)
<b>NET CURRENT ASSETS</b>		<u>17,286</u>	<u>17,363</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		17,458	17,553
<b>NET ASSETS</b>		<u>17,458</u>	<u>17,553</u>
<b>FUNDS</b>	7		
Unrestricted funds		17,458	17,553
<b>TOTAL FUNDS</b>		<u>17,458</u>	<u>17,553</u>

The financial statements were approved by the Board of Trustees on 19th May 2025  
and were signed on its behalf by:



J M Elson -Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**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**

	2025 <b>Total Funds</b> £	2024 <b>Total Funds</b> £
Income from Events	1,676	2,368
Income from Classes	3,036	3,300
Income from Lunches	4,581	3,827
Affiliation Fees	429	519
BARTS Programme Adverts	50	330
Broxbourne Lottery	122	120
Sundries		18
	<u>9,894</u>	<u>10,482</u>



# BROXBOURNE ARTS FORUM

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2025

### 3. INVESTMENT INCOME

	2025 Total	2024 Total
Interest receivable – trading	141	128

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

### 5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
<b>COST</b>	
At 1 April 2024	6,397
Additions	0
At 31 March 2025	6,397
<b>DEPRECIATION</b>	
At 1 April 2024	6,206
Charge for year	19
At 31 March 2025	6,225
<b>NET BOOK VALUE</b>	
At 31 March 2025	172
At 31 March 2024	191

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

	2025 £	2024 £
Trade creditors	2,297	1,707
Other creditors	405	952
	2,702	2,659

# BROXBOURNE ARTS FORUM

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2025

### 7. MOVEMENT IN FUNDS

	At 1/4/24 £	Net movement in funds £	At 31/3/25 £
<b>Unrestricted funds</b>			
General fund	17,553	(95)	17,458
<b>TOTAL FUNDS</b>	<u>17,553</u>	<u>(95)</u>	<u>17,458</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	13,106	(13,201)	(95)
<b>TOTAL FUNDS</b>	<u>13,106</u>	<u>(13,201)</u>	<u>(95)</u>

### Comparatives for movement in funds

	At 1/4/23 £	Net movement in funds £	At 31/3/24 £
<b>Unrestricted Funds</b>			
General fund	17,738	(185)	17,553
<b>TOTAL FUNDS</b>	<u>17,738</u>	<u>(185)</u>	<u>17,553</u>

Comparative net movement in funds, included in the above are as follows:  
2023/24

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	15,312	(15,497)	(185)
<b>TOTAL FUNDS</b>	<u>15,312</u>	<u>(15,497)</u>	<u>(185)</u>

## BROXBOURNE ARTS FORUM

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2025**

<b>INCOMING RESOURCES</b>	<b>2025 £</b>	<b>2024 £</b>
<b>Voluntary income</b>		
Donations	1,789	2,110
Gift Aid	369	311
Grants & Allowances	913	2,281
	<b>3,071</b>	<b>4,702</b>
<b>Activities for generating funds</b>		
Income from Events	1,676	2,368
Income from Classes	3,036	3,300
Income from Lunches	4,581	3,827
Affiliation Fees	429	519
BARTS Programme Adverts	50	330
Broxbourne Lottery	122	120
Sundries		18
	<b>9,894</b>	<b>10,482</b>
<b>Investment income</b>		
Interest receivable - trading	141	128
<b>Total incoming resources</b>	<b>13,106</b>	<b>15,312</b>
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Expenditure on Events	3,294	6,066
Expenditure on Classes	2,080	2,080
Expenditure on Lunches	3,258	2,611
Expenditure on Advertisements	240	240
	<b>8,872</b>	<b>10,997</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	1,049	1,375
Postage and stationery	203	234
Sundries		288
BARTS Programme / Broadsheet	2,170	1,467
Website Costs	58	541
Grants to Students	250	-
Love Hoddesdon Membership Fee	100	100
Bank Charges	84	77
Fixtures and fittings	19	21
	<b>3,933</b>	<b>4,103</b>
<b>Total resources expended</b>	<b>13,201</b>	<b>15,496</b>
<b>Net income</b>	<b>(95)</b>	<b>(184)</b>

## BROXBOURNE ARTS FORUM

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2025**

**INCOME AND EXPENDITURE ACCOUNT**

	<b>INCOME</b>		<b>EXPENDITURE</b>	<b>SURPLUS/ LOSS</b>
<b>EVENTS</b>				
The Tempest	1,676	The Tempest	2,455	(779)
		My Kind of Music	840	(840)
<b>EVENTS TOTAL</b>	<b>1,676</b>	<b>EVENTS TOTAL</b>	<b>3,295</b>	<b>(1,619)</b>
<b>LUNCHES</b>		<b>LUNCHES</b>		
Lets Hear it for the Girls	704	Lets Hear it for the Girls	493	211
Playing for Laughs	507	Playing for Laughs	409	98
Masters of Music	592	Masters of Music	450	142
Back to the Drawing Board	640	Back to the Drawing Board	496	144
Feet of Clay	561	Feet of Clay	414	147
Mars vs Venus	799	Mars vs Venus	474	325
In Service	765	In Service	481	284
General	13	General	41	(28)
<b>LUNCHES TOTAL</b>	<b>4,581</b>	<b>LUNCHES TOTAL</b>	<b>3,258</b>	<b>1,323</b>
<b>WATERCOLOUR CLASSES</b>	<b>3,036</b>	<b>WATERCOLOUR CLASSES</b>	<b>2,080</b>	<b>956</b>
<b>INCOME</b>		<b>EXPENDITURE</b>		
Income from Events	1,676	Expenditure on Events	3,295	
Income from Lunches	4,581	Expenditure on Lunches	3,258	
Income from Classes	3,036	Expenditure on Classes	2,080	
Donations	1,789	Insurance Premium	1,049	
Affiliation fees	429	Stationery, Post. & Print.	203	
Programme Adverts	50	Love Hoddesdon	100	
Gift Aid Claimed	369	Advertisements	240	
Grants	913	BArts Programme	2,170	
Broxbourne Lottery	122	Student Grant	250	
Interest	141	Accountancy	396	
		Web-site	57	
		Bank Charges	84	
		Net Depreciation	19	
<b>Total Income</b>	<b>13,106</b>	<b>Total Expenditure</b>	<b>13,201</b>	<b>(95)</b>
<b>Surplus over period</b>	<b>(95)</b>			