

Company registration number 10922760 (England and Wales)

Charity registration number 1191842 (England and Wales)

**NORTH NORTHUMBERLAND VOLUNTARY FORUM  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## LEGAL AND ADMINISTRATIVE INFORMATION

---

|                               |                                                                                                                                  |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <b>Directors And Trustees</b> | Ms F. Simpson - Chair<br>Mrs J. Casson - Vice Chair<br>Mr J. Elliott - Treasurer<br>Ms T. Sowerby<br>Mr C. Hardy<br>Mrs M. Deans |
| <b>Charity number</b>         | 1191842                                                                                                                          |
| <b>Company number</b>         | 10922760                                                                                                                         |
| <b>Independent examiner</b>   | Colin Frame CA<br>17 Walkergate<br>Berwick-upon-Tweed<br>Northumberland<br>TD15 1DJ                                              |
| <b>Bankers</b>                | Unity Trust Bank plc<br>Nine Brindleyplace<br>4 Oozells Square<br>Birmingham<br>B1 2HB                                           |
| <b>Solicitors</b>             | Adam Douglas Legal LLP<br>Market Place<br>Alnwick<br>Northumberland<br>NE66 1HP                                                  |

---

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## CONTENTS

---

|                                   | Page   |
|-----------------------------------|--------|
| Directors And Trustees report     | 1 - 4  |
| Independent examiner's report     | 5      |
| Statement of financial activities | 6 - 7  |
| Balance sheet                     | 8      |
| Notes to the financial statements | 9 - 21 |

---

# **NORTH NORTHUMBERLAND VOLUNTARY FORUM**

## **DIRECTORS AND TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2025**

---

The directors and trustees present their annual report and financial statements for the year ended 31 March 2025.

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 Forum's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" 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)".

### **Objectives and activities**

North Northumberland Voluntary Forum (the Forum) charitable company's objects are:-

To promote for the public benefit the efficiency and effectiveness of the voluntary sector in North Northumberland and surrounding areas in particular but not exclusively by:

- Promoting, organising and facilitating co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

The directors and trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Forum should undertake.

### **Achievements and performance**

The year 2024 - 2025 saw an excellent turnout for the Awards Ceremony held in the Rugby Club, Berwick in September kindly supported by Bedmax Ltd. Many thanks were given to Bedmax for their final year of supporting the Awards. The aim of these Awards is to recognise outstanding examples of inspirational voluntary dedication that makes a crucial difference to people who need it the most in North Northumberland. The Berwick Voluntary Centre, Berwick has been actively used by a Tuesday morning Art Group, monthly Veterans Warm Hub and weekly Crafters Afternoon Tea. Other Organisations using the Centre regularly are the Conservation Area Advisory Group. Various training sessions are also hosted by resident Organisations, which include Northumberland Citizens Advice, Berwick and District Friends of Dementia and CYGNUS.

### **Continuing services**

Volunteering in North Northumberland (VINN) has funding from the Lough Fund and Community Foundation up until June 2025 in order to support the work of a Project Officer. A further funding application has been submitted to the Lough Fund for future funding of VINN following on from June 2025, to allow work to continue.

Community Action Northumberland continue to give the Voluntary Centre £1,200 funding towards energy costs as the building is a registered Warm Hub Centre.

Memory Laners, the music-based service for people living with dementia, is going from strength to strength. Further funding has been received from the Rural Us Project.

Our North Northumberland Network meetings held quarterly in Village Halls throughout the NNVF area, are funded by Thriving Together. These meetings are well attended.

There have been some changes in the Board of Directors and Trustees, with the following standing down from the Board - Jane Pannell, George Scott, Barbara Huddart, Wendy Hanson, Alison Petrie and Paul Barrett.

# **NORTH NORTHUMBERLAND VOLUNTARY FORUM**

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

***FOR THE YEAR ENDED 31 MARCH 2025***

---

### **Looking forward**

Voluntary Awards Evening will be going ahead at the Rugby Club in September 2025. We are delighted that Community Foundation North East will be funding the Awards from September 2025 to 2028.

Community Transport in North Northumberland is a project, funded by the National Lottery which is in its second year of a three year funding cycle. A Community Transport Project Officer is in place and being supported by this fund.

Rural Us funding received a further three years funding from the National Lottery, and has allowed continued delivery of the weekly Craft Sessions and monthly Veterans' Warm Hub to be held in the Centre. The Rural Us Project Officer has also been retained and is being supported by this fund.

Funding is always a continuing issue for the Forum. Whilst our financial position is sound, there are increasing demands that we would like to be able to support.

As an organisation we are always looking to bid for funding for new projects that we wish to support. We always look to the future in order to show that NNVF is a thriving organisation in the Voluntary and Community Sector in North Northumberland.

### **Financial review**

The financial results of the Forum are shown on pages 6 to 21 of the financial statements for the year. The Statement of Financial Activities records a surplus of £42,888 (2024: £21,973 deficit) for the year.

The balance of free funds at 31 March 2025 was £10,341 (2024: £4,315). The Unrestricted Designated Fund totalled £7,325 (2024: £12,311) and represents funding designated by the directors and trustees for particular projects. The Restricted Fund totalled £73,164 (2024: £34,621) and consists of donations and grants received for specific purposes and related expenditure.

### **Reserves policy**

The directors and trustees have reviewed the Forum's reserves. The Forum will in due course attempt to balance its expenditure against income derived from rents and charges. Reserves are only held to manage cash flow and/or where specific future expenditure has been identified.

It is the policy of the Forum that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors and trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Forum's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

### **Risk management**

The directors and trustees have assessed the major risks to which the Forum is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Public benefit**

In considering the operation, achievements and performance and finances of the Forum, the directors and trustees are satisfied that public benefit has been provided in accordance with the Charities Act 2011 and guidance provided by the Charity Commission.

# **NORTH NORTHUMBERLAND VOLUNTARY FORUM**

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

**FOR THE YEAR ENDED 31 MARCH 2025**

---

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

The Forum is a company limited by guarantee and is governed by its Memorandum and Articles of Association adopted on 13 October 2020.

The members of the Forum are the current directors and trustees. Every member has one vote at general meetings of the Forum, which may be given either personally or by proxy.

The business of the Forum is managed by the directors and trustees, who may exercise all the powers of the Forum.

The minimum number of directors and trustees is two, with no maximum limit. The directors and trustees may appoint at any time directors and trustees to fill a vacancy or as additional directors and trustees. One third of directors and trustees are due to retire from office at the annual general meeting, but are eligible for re-election.

At the AGM Ms T. Sowerby and Mrs M. Deans will retire, with both eligible for re-election.

New directors and trustees are given a copy of the Memorandum and Articles of Association, the latest report and accounts, and all the Forum's documents on governance. Subject to their experience and expertise, they are also given pamphlets issued by the Charity Commission explaining the duties of Trustees of Charities and offered training in any areas of their duties which they think they would like strengthening.

### **Directors and trustees**

The directors and 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:

|                            |                              |
|----------------------------|------------------------------|
| Mrs J. Pannell             | (Resigned 17 July 2024)      |
| Mr G. Scott                | (Resigned 7 August 2025)     |
| Ms F. Simpson - Chair      |                              |
| Mrs J. Casson - Vice Chair |                              |
| Mr J. Elliott - Treasurer  |                              |
| Ms T. Sowerby              |                              |
| Mr C. Hardy                |                              |
| Mrs B. Huddart             | (Resigned 24 September 2025) |
| Mrs M. Deans               |                              |
| Mrs W. Hanson              | (Resigned 16 April 2025)     |
| Miss A. Petrie             | (Resigned 16 April 2025)     |
| Mr P. Barrett              | (Resigned 16 April 2025)     |

None of the directors and trustees has any beneficial interest in the Forum. All of the directors and trustees are members of the Forum and guarantee to contribute £10 in the event of a winding up.

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

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

**FOR THE YEAR ENDED 31 MARCH 2025**

---

### Statement of directors and trustees responsibilities

The directors and trustees, who are also the directors of North Northumberland Voluntary Forum for the purpose of company law, are responsible for preparing the Directors And Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the directors and trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Forum and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the directors and trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Forum will continue in operation.

The directors and trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Forum and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Forum and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors and trustees report was approved by the Board of Directors And Trustees.



Ms F. Simpson - Chair  
**Director and Trustee**

9 December 2025

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## INDEPENDENT EXAMINER'S REPORT

### TO THE DIRECTORS AND TRUSTEES OF NORTH NORTHUMBERLAND VOLUNTARY FORUM

---

I report to the directors and trustees on my examination of the financial statements of North Northumberland Voluntary Forum (the Forum) for the year ended 31 March 2025.

#### **Responsibilities and basis of report**

As the directors and trustees of the Forum (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.

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

#### **Independent examiner's statement**

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 Forum as required by section 386 of the Companies Act 2006.
- 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 Companies Act 2006 other than any requirement that the financial statements 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 financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no other 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.



**Colin Frame CA**  
17 Walkergate  
Berwick-upon-Tweed  
Northumberland  
TD15 1DJ  
9 December 2025

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

| Current financial year                |       | Unrestricted<br>funds<br>general | Unrestricted<br>funds<br>designated<br>funds | Restricted<br>funds | Total     | Total     |
|---------------------------------------|-------|----------------------------------|----------------------------------------------|---------------------|-----------|-----------|
|                                       | Notes | 2025<br>£                        | 2025<br>£                                    | 2025<br>£           | 2025<br>£ | 2024<br>£ |
| <b>Income and endowments from:</b>    |       |                                  |                                              |                     |           |           |
| Donations and legacies                | 3     | 1,002                            | 10,000                                       | 138,428             | 149,430   | 46,355    |
| Charitable activities                 | 4     | 25,420                           | -                                            | -                   | 25,420    | 21,782    |
| Other trading activities              | 5     | -                                | -                                            | 1,500               | 1,500     | 300       |
| Other income                          | 6     | -                                | -                                            | 353                 | 353       | 698       |
| <b>Total income</b>                   |       | 26,422                           | 10,000                                       | 140,281             | 176,703   | 69,135    |
| <b>Expenditure on:</b>                |       |                                  |                                              |                     |           |           |
| Charitable activities                 | 7     | 30,560                           | 9,167                                        | 97,393              | 137,120   | 91,108    |
| <b>Total expenditure</b>              |       | 30,560                           | 9,167                                        | 97,393              | 137,120   | 91,108    |
| <b>Net income/(expenditure)</b>       |       | (4,138)                          | 833                                          | 42,888              | 39,583    | (21,973)  |
| Transfers between funds               |       | 10,164                           | (5,819)                                      | (4,345)             | -         | -         |
| <b>Net movement in funds</b>          | 9     | 6,026                            | (4,986)                                      | 38,543              | 39,583    | (21,973)  |
| <b>Reconciliation of funds:</b>       |       |                                  |                                              |                     |           |           |
| Fund balances at 1 April 2024         |       | 4,315                            | 12,311                                       | 34,621              | 51,247    | 73,220    |
| <b>Fund balances at 31 March 2025</b> |       | 10,341                           | 7,325                                        | 73,164              | 90,830    | 51,247    |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

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

FOR THE YEAR ENDED 31 MARCH 2025

| Prior financial year                                  |       | Unrestricted<br>funds<br>general | Unrestricted<br>funds<br>designated<br>funds | Restricted<br>funds | Total         |
|-------------------------------------------------------|-------|----------------------------------|----------------------------------------------|---------------------|---------------|
|                                                       | Notes | 2024<br>£                        | 2024<br>£                                    | 2024<br>£           | 2024<br>£     |
| <b>Income and endowments from:</b>                    |       |                                  |                                              |                     |               |
| Donations and legacies                                | 3     | 1,676                            | 10,000                                       | 34,679              | 46,355        |
| Charitable activities                                 | 4     | 21,782                           | -                                            | -                   | 21,782        |
| Other trading activities                              | 5     | -                                | -                                            | 300                 | 300           |
| Other income                                          | 6     | -                                | -                                            | 698                 | 698           |
| <b>Total income</b>                                   |       | <u>23,458</u>                    | <u>10,000</u>                                | <u>35,677</u>       | <u>69,135</u> |
| <b>Expenditure on:</b>                                |       |                                  |                                              |                     |               |
| Charitable activities                                 | 7     | <u>32,793</u>                    | <u>8,169</u>                                 | <u>50,146</u>       | <u>91,108</u> |
| <b>Total expenditure</b>                              |       | <u>32,793</u>                    | <u>8,169</u>                                 | <u>50,146</u>       | <u>91,108</u> |
| <b>Net income/(expenditure) and movement in funds</b> |       | (9,335)                          | 1,831                                        | (14,469)            | (21,973)      |
| <b>Reconciliation of funds:</b>                       |       |                                  |                                              |                     |               |
| Fund balances at 1 April 2023                         |       | <u>13,650</u>                    | <u>10,480</u>                                | <u>49,090</u>       | <u>73,220</u> |
| <b>Fund balances at 31 March 2024</b>                 |       | <u>4,315</u>                     | <u>12,311</u>                                | <u>34,621</u>       | <u>51,247</u> |

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## BALANCE SHEET

AS AT 31 MARCH 2025

|                                                       | Notes | 2025<br>£ | £      | 2024<br>£ | £      |
|-------------------------------------------------------|-------|-----------|--------|-----------|--------|
| <b>Fixed assets</b>                                   |       |           |        |           |        |
| Tangible assets                                       | 13    |           | 7,311  |           | 8,141  |
| <b>Current assets</b>                                 |       |           |        |           |        |
| Debtors                                               | 14    | 9,332     |        | 2,040     |        |
| Cash at bank and in hand                              |       | 79,743    |        | 43,854    |        |
|                                                       |       | 89,075    |        | 45,894    |        |
| <b>Creditors: amounts falling due within one year</b> | 15    | (5,556)   |        | (2,788)   |        |
| <b>Net current assets</b>                             |       |           | 83,519 |           | 43,106 |
| <b>Net assets</b>                                     |       |           | 90,830 |           | 51,247 |
| <b>The funds of the Forum</b>                         |       |           |        |           |        |
| Restricted income funds                               | 16    |           | 73,164 |           | 34,621 |
| Unrestricted funds - general                          |       |           | 10,341 |           | 4,315  |
| Unrestricted funds - designated funds                 | 17    |           | 7,325  |           | 12,311 |
|                                                       |       |           | 90,830 |           | 51,247 |

The charitable 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 2025.

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 directors and trustees on 9 December 2025



Ms F. Simpson - Chair  
Director and Trustee



Mr J. Elliott - Treasurer  
Director and Trustee

Company registration number 10922760 (England and Wales)

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2025**

---

### **1 Accounting policies**

#### **Charity information**

North Northumberland Voluntary Forum is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Berwick Voluntary Centre, 5 Tweed Street, Berwick-upon-Tweed, Northumberland, TD15 1NG.

#### **1.1 Basis of preparation**

The financial statements have been prepared in accordance with the Forum's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" 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)". The Forum is a Public Benefit Entity as defined by FRS 102.

The Forum 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 Forum. 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 directors and trustees have a reasonable expectation that the Forum has adequate resources to continue in operational existence for the foreseeable future. Thus the directors and 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 directors and trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the directors and trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors 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.

#### **1.4 Income**

Income is recognised when the Forum 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 Forum 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.

Intangible donations are included at the value of the services provided.

Grants receivable are credited to the Statement of Financial Activities when the Forum is entitled to received them.

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 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.

All expenditure is accounted for on an accruals basis. Resources expended are allocated to the particular activity where the cost can be directly related to that activity.

#### 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:

|                       |                            |
|-----------------------|----------------------------|
| Property improvements | 10% reducing balance       |
| Equipment             | 15% / 20% reducing balance |

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.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Forum reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 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.

#### 1.9 Financial instruments

The Forum has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Forum's balance sheet when the Forum becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

---

#### 1 Accounting policies

(Continued)

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Forum's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Forum is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 2 Critical accounting estimates and judgements

In the application of the Forum's accounting policies, the directors and trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 3 Donations and legacies

|                     | Unrestricted funds<br>general<br>2025<br>£ | Unrestricted funds<br>designated<br>2025<br>£ | Restricted funds<br>2025<br>£ | Total Unrestricted funds<br>general<br>2024<br>£ | Unrestricted funds<br>designated<br>2024<br>£ | Restricted funds<br>2024<br>£ | Total  |
|---------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|--------------------------------------------------|-----------------------------------------------|-------------------------------|--------|
| Donations and gifts | 1,002                                      | -                                             | 14,050                        | 15,052                                           | -                                             | 14,583                        | 15,059 |
| Grants received     | -                                          | 10,000                                        | 124,378                       | 134,378                                          | 10,000                                        | 20,096                        | 31,296 |
|                     | 1,002                                      | 10,000                                        | 138,428                       | 149,430                                          | 10,000                                        | 34,679                        | 46,355 |

The annual property lease charge of £14,000 (2024: £14,000) is donated by Northumberland County Council.

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 4 Income from charitable activities

|                              | Unrestricted<br>funds<br>2025<br>£ | Unrestricted<br>funds<br>2024<br>£ |
|------------------------------|------------------------------------|------------------------------------|
| <b>Charitable activities</b> |                                    |                                    |
| Accommodation fees           | 11,782                             | 17,782                             |
| Project management fees      | 13,638                             | 4,000                              |
|                              | <u>25,420</u>                      | <u>21,782</u>                      |

### 5 Income from other trading activities

|                          | Restricted<br>funds<br>2025<br>£ | Restricted<br>funds<br>2024<br>£ |
|--------------------------|----------------------------------|----------------------------------|
| Awards night sponsorship | <u>1,500</u>                     | <u>300</u>                       |

### 6 Other income

|                                       | Restricted<br>funds<br>2025<br>£ | Restricted<br>funds<br>2024<br>£ |
|---------------------------------------|----------------------------------|----------------------------------|
| Awards night ticket and raffle income | <u>353</u>                       | <u>698</u>                       |

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 7 Expenditure on charitable activities

|                                                           | Charitable activities | Governance costs | Total          | Charitable activities | Governance costs | Total         |
|-----------------------------------------------------------|-----------------------|------------------|----------------|-----------------------|------------------|---------------|
|                                                           | 2025                  | 2025             | 2025           | 2024                  | 2024             | 2024          |
|                                                           | £                     | £                | £              | £                     | £                | £             |
| <b>Direct costs</b>                                       |                       |                  |                |                       |                  |               |
| Staff costs                                               | 51,637                | -                | 51,637         | 40,247                | -                | 40,247        |
| Depreciation and impairment                               | 830                   | -                | 830            | 928                   | -                | 928           |
| Heat and light and water                                  | 6,329                 | -                | 6,329          | 6,254                 | -                | 6,254         |
| Insurance                                                 | 1,159                 | -                | 1,159          | 1,202                 | -                | 1,202         |
| Repairs and cleaning                                      | 4,519                 | -                | 4,519          | 5,037                 | -                | 5,037         |
| Postage, stationery and telephone                         | 6,210                 | -                | 6,210          | 6,279                 | -                | 6,279         |
| Sundry expenses                                           | 4,182                 | -                | 4,182          | 3,726                 | -                | 3,726         |
| Property lease                                            | 14,000                | -                | 14,000         | 14,000                | -                | 14,000        |
| Bank charges                                              | 193                   | -                | 193            | 189                   | -                | 189           |
| Subscriptions                                             | 188                   | -                | 188            | 170                   | -                | 170           |
| Project management fees                                   | 13,638                | -                | 13,638         | 4,000                 | -                | 4,000         |
| Office rental charges                                     | 2,363                 | -                | 2,363          | 1,842                 | -                | 1,842         |
| Activity expenses                                         | 26,368                | -                | 26,368         | 3,801                 | -                | 3,801         |
|                                                           | <u>131,616</u>        | <u>-</u>         | <u>131,616</u> | <u>87,675</u>         | <u>-</u>         | <u>87,675</u> |
| <b>Share of support and governance costs (see note 8)</b> |                       |                  |                |                       |                  |               |
| Governance                                                | -                     | 5,504            | 5,504          | -                     | 3,433            | 3,433         |
|                                                           | <u>131,616</u>        | <u>5,504</u>     | <u>137,120</u> | <u>87,675</u>         | <u>3,433</u>     | <u>91,108</u> |
| <b>Analysis by fund</b>                                   |                       |                  |                |                       |                  |               |
| Unrestricted funds - general                              | 26,547                | 4,013            | 30,560         | 30,118                | 2,675            | 32,793        |
| Unrestricted funds - designated funds                     | 8,670                 | 497              | 9,167          | 7,853                 | 316              | 8,169         |
| Restricted funds                                          | 96,399                | 994              | 97,393         | 49,704                | 442              | 50,146        |
|                                                           | <u>131,616</u>        | <u>5,504</u>     | <u>137,120</u> | <u>87,675</u>         | <u>3,433</u>     | <u>91,108</u> |

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 8 Support and governance costs

|                                           | Governance costs<br>£ | 2025<br>£    | Governance costs<br>£ | 2024<br>£    |
|-------------------------------------------|-----------------------|--------------|-----------------------|--------------|
| Accountancy                               | 2,516                 | 2,516        | 1,157                 | 1,157        |
| Independent examination                   | 1,000                 | 1,000        | 950                   | 950          |
| Payroll services                          | 1,988                 | 1,988        | 1,326                 | 1,326        |
|                                           | <u>5,504</u>          | <u>5,504</u> | <u>3,433</u>          | <u>3,433</u> |
| Analysed between<br>Charitable activities | <u>5,504</u>          | <u>5,504</u> | <u>3,433</u>          | <u>3,433</u> |

Governance costs includes payments to the Independent Examiner of £5,504 (2024: £3,433) for accountancy, independent examination and payroll services.

### 9 Net movement in funds

|                                                                 | 2025<br>£  | 2024<br>£  |
|-----------------------------------------------------------------|------------|------------|
| The net movement in funds is stated after charging/(crediting): |            |            |
| Depreciation of owned tangible fixed assets                     | <u>830</u> | <u>928</u> |

### 10 Directors And Trustees

None of the directors and trustees (or any persons connected with them) received any remuneration or benefits from the Forum during the year (2024: None).

### 11 Employees

The average monthly number of employees during the year was:

|                    | 2025<br>Number | 2024<br>Number |
|--------------------|----------------|----------------|
|                    | <u>7</u>       | <u>7</u>       |
| Employment costs   | 2025<br>£      | 2024<br>£      |
| Wages and salaries | <u>51,637</u>  | <u>40,247</u>  |

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

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 11 Employees

(Continued)

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

|                        | 2025<br>£ | 2024<br>£ |
|------------------------|-----------|-----------|
| Aggregate compensation | 46,819    | 35,748    |

### 12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 13 Tangible fixed assets

|                                    | Property<br>improvements<br>£ | Equipment<br>£ | Total<br>£ |
|------------------------------------|-------------------------------|----------------|------------|
| <b>Cost</b>                        |                               |                |            |
| At 1 April 2024                    | 9,696                         | 407            | 10,103     |
| At 31 March 2025                   | 9,696                         | 407            | 10,103     |
| <b>Depreciation and impairment</b> |                               |                |            |
| At 1 April 2024                    | 1,840                         | 122            | 1,962      |
| Depreciation charged in the year   | 784                           | 46             | 830        |
| At 31 March 2025                   | 2,624                         | 168            | 2,792      |
| <b>Carrying amount</b>             |                               |                |            |
| At 31 March 2025                   | 7,072                         | 239            | 7,311      |
| At 31 March 2024                   | 7,856                         | 285            | 8,141      |

### 14 Debtors

|                                             | 2025<br>£ | 2024<br>£ |
|---------------------------------------------|-----------|-----------|
| <b>Amounts falling due within one year:</b> |           |           |
| Trade debtors                               | 5,876     | 63        |
| Other debtors                               | -         | 583       |
| Prepayments and accrued income              | 3,456     | 1,394     |
|                                             | 9,332     | 2,040     |

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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

|                              | 2025<br>£    | 2024<br>£    |
|------------------------------|--------------|--------------|
| Payments received on account | 850          | -            |
| Other creditors              | 2,059        | 260          |
| Accruals and deferred income | 2,647        | 2,528        |
|                              | <u>5,556</u> | <u>2,788</u> |

#### 16 Restricted funds

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

|                                                   | At 1 April<br>2024<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | At 31 March<br>2025<br>£ |
|---------------------------------------------------|-------------------------|----------------------------|----------------------------|----------------|--------------------------|
| Restricted Fixed Asset Fund                       | 6,154                   | -                          | (619)                      | -              | 5,535                    |
| Annual Awards Fund                                | -                       | 1,853                      | (1,853)                    | -              | -                        |
| National Lottery Award Fund                       | 3,408                   | -                          | (2,081)                    | -              | 1,327                    |
| National Lottery Community<br>Fund: Rural Us Fund | 4,201                   | 44,400                     | (18,978)                   | -              | 29,623                   |
| Bernicia Hardship Fund                            | 2,924                   | -                          | -                          | (2,924)        | -                        |
| National Lottery: COVID-19<br>Fund                | 7,914                   | -                          | (3,569)                    | (4,345)        | -                        |
| Music for Dementia: Memory<br>Laners Fund         | 2,761                   | 50                         | (1,972)                    | -              | 839                      |
| Northumbrian CAB: Thriving<br>Together Fund       | 2,773                   | -                          | (695)                      | -              | 2,078                    |
| Warm Hub Fund                                     | 762                     | -                          | (593)                      | 2,924          | 3,093                    |
| NCC Building Fund                                 | -                       | 14,000                     | (14,000)                   | -              | -                        |
| National Lottery: Transport<br>Project Fund       | 3,724                   | 79,526                     | (52,875)                   | -              | 30,375                   |
| Berwick & Borders Carers Fund                     | -                       | 452                        | (158)                      | -              | 294                      |
|                                                   | <u>34,621</u>           | <u>140,281</u>             | <u>(97,393)</u>            | <u>(4,345)</u> | <u>73,164</u>            |

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 16 Restricted funds

(Continued)

| Previous year:                                    | At 1 April<br>2023<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | At 31 March<br>2024<br>£ |
|---------------------------------------------------|-------------------------|----------------------------|----------------------------|----------------|--------------------------|
| Restricted Fixed Asset Fund                       | 6,845                   | -                          | (691)                      | -              | 6,154                    |
| Annual Awards Fund                                | 1,200                   | 998                        | (2,198)                    | -              | -                        |
| National Lottery Award Fund                       | 3,408                   | -                          | -                          | -              | 3,408                    |
| National Lottery Community<br>Fund: Rural Us Fund | 21,364                  | -                          | (17,163)                   | -              | 4,201                    |
| Bernicia Hardship Fund                            | 2,924                   | -                          | -                          | -              | 2,924                    |
| National Lottery: COVID-19<br>Fund                | 7,914                   | -                          | -                          | -              | 7,914                    |
| Music for Dementia: Memory<br>Laners Fund         | 3,491                   | 1,083                      | (1,813)                    | -              | 2,761                    |
| Northumbrian CAB: Thriving<br>Together Fund       | 1,109                   | 2,000                      | (336)                      | -              | 2,773                    |
| Warm Hub Fund                                     | 835                     | -                          | (73)                       | -              | 762                      |
| NCC Building Fund                                 | -                       | 14,000                     | (14,000)                   | -              | -                        |
| National Lottery: Transport<br>Project Fund       | -                       | 17,596                     | (13,872)                   | -              | 3,724                    |
|                                                   | <u>49,090</u>           | <u>35,677</u>              | <u>(50,146)</u>            | <u>-</u>       | <u>34,621</u>            |

The transfer of £4,345 from the Restricted Fund to Unrestricted General Funds has been carried out in order to realign fund balances at the end of the year, following some of the Forum's operational cleaning costs being met from Unrestricted General Funds instead of Restricted Funds in prior years.

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 17 Unrestricted funds - designated funds

These are unrestricted funds which are material to the Forum's activities.

|                                      | At 1 April<br>2024<br>£          | Incoming<br>resources<br>£          | Resources<br>expended<br>£          | Transfers<br>£         | At 31 March<br>2025<br>£          |
|--------------------------------------|----------------------------------|-------------------------------------|-------------------------------------|------------------------|-----------------------------------|
| ABC Grant Award                      | 5,819                            | -                                   | -                                   | (5,819)                | -                                 |
| Community Foundation - Lough<br>Fund | 6,492                            | 10,000                              | (9,167)                             | -                      | 7,325                             |
|                                      | <u>12,311</u>                    | <u>10,000</u>                       | <u>(9,167)</u>                      | <u>(5,819)</u>         | <u>7,325</u>                      |
| <b>Previous year:</b>                | <b>At 1 April<br/>2023<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Transfers<br/>£</b> | <b>At 31 March<br/>2024<br/>£</b> |
| ABC Grant Award                      | 5,819                            | -                                   | -                                   | -                      | 5,819                             |
| Community Foundation - Lough<br>Fund | 4,661                            | 10,000                              | (8,169)                             | -                      | 6,492                             |
|                                      | <u>10,480</u>                    | <u>10,000</u>                       | <u>(8,169)</u>                      | <u>-</u>               | <u>12,311</u>                     |

The transfer of £5,819 from the Unrestricted Designated Fund to Unrestricted General Funds has been carried out because the ABC Grant Award project has come to an end. Therefore, the directors and trustees have chosen to un-designate the funds and return them back to Unrestricted General Funds.

#### 18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used.

|                       | At 1 April<br>2024<br>£          | Incoming<br>resources<br>£          | Resources<br>expended<br>£          | Transfers<br>£         | At 31 March<br>2025<br>£          |
|-----------------------|----------------------------------|-------------------------------------|-------------------------------------|------------------------|-----------------------------------|
| General funds         | <u>4,315</u>                     | <u>26,422</u>                       | <u>(30,560)</u>                     | <u>10,164</u>          | <u>10,341</u>                     |
| <b>Previous year:</b> | <b>At 1 April<br/>2023<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Transfers<br/>£</b> | <b>At 31 March<br/>2024<br/>£</b> |
| General funds         | <u>13,650</u>                    | <u>23,458</u>                       | <u>(32,793)</u>                     | <u>-</u>               | <u>4,315</u>                      |

# NORTH NORTHUMBERLAND VOLUNTARY FORUM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 19 Analysis of net assets between funds

Fund balances at 31 March 2025 are represented

by:

Tangible assets

Current assets/(liabilities)

|  | Unrestricted funds |   | Designated funds |   | Restricted funds |   | Total Unrestricted funds |   | Designated funds |   | Restricted funds |   | Total  |   |
|--|--------------------|---|------------------|---|------------------|---|--------------------------|---|------------------|---|------------------|---|--------|---|
|  | 2025               | £ | 2025             | £ | 2025             | £ | 2025                     | £ | 2024             | £ | 2024             | £ | 2024   | £ |
|  | 1,776              |   | -                |   | 5,535            |   | 7,311                    |   | 1,987            |   | -                |   | 8,141  |   |
|  | 8,565              |   | 7,325            |   | 67,629           |   | 83,519                   |   | 2,328            |   | 12,311           |   | 43,106 |   |
|  | 10,341             |   | 7,325            |   | 73,164           |   | 90,830                   |   | 4,315            |   | 12,311           |   | 51,247 |   |

# **NORTH NORTHUMBERLAND VOLUNTARY FORUM**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2025***

---

### **20 Related party transactions**

There were no disclosable related party transactions during the year (2024: None).