

Charity registration number 1118986

Company registration number 06143165 (England and Wales)

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Jan Wing (Chair) Stephen Harvey (Vice Chair) Beverley Johnston (Treasurer) Keith Batchelor Stephen Clarke Andrew Cooke Victoria Jacob Peter Maiden Patricia Spears Diana Yip
Secretary	Ian Richardson
Charity number	1118986
Company number	06143165
Principal address	Nigel Copping Community Building Sanville Gardens Stanstead Abbots Ware Hertfordshire SG12 8GA
Registered office	Nigel Copping Community Building Sanville Gardens Stanstead Abbots Ware Hertfordshire SG12 8GA
Auditors	Gowers Limited The Old School House Bridge Road Hunton Bridge Kings Langley Hertfordshire WD4 8SZ
Bankers	HSBC 81 Turners Hill Cheshunt Hertfordshire EN8 9BA
Solicitors	Longmores Solicitors 24 Castle Street Hertford Hertfordshire SG14 1HP

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

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COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

CHAIR'S REPORT

FOR THE YEAR ENDED 31 MARCH 2023

This is my last annual report after 10 years as chair, I will be stepping down and passing on the custody of the Community Alliance to my successor. I would like to thank all current and former staff, volunteers and trustees for a rewarding and enjoyable decade.

I would like to pay tribute to our board of trustees, who give their time and expertise to develop, monitor and scrutinise our plans, to our staff who continue to develop new ideas and skills, enable us to support our local community through our local hubs and projects, and our volunteers, who give their time to support our various activities.

This past year has been a consolidation of our new business plan, new branding, website and increase of our staff base, to support the different pillars which represent who we are, what we do, and guided us forward with confidence as the Community Alliance for Broxbourne and East Herts. We have continued to build new networks fit for today's challenges, which have been welcomed by our colleagues, partners, and funders. We have also taken on new projects and transitioned familiar ones.

Our grateful thanks are due to all our funders and partners, East Herts Council, Broxbourne Council, Hertfordshire County Council, Network Homes, Hertfordshire Community Foundation, Community Help Hertfordshire, Local Trust and many more.

I would like to finish by thanking Ian for his continued leadership and motivation, supported by his leadership team. Thank you to our staff and volunteers for their professionalism and dedication to their work, and my board of trustees for their support, ideas, commitment, and contribution to our success this year.

The next year will be a bigger challenge as issues of the past few years will not disappear and new problems begin to hit the most vulnerable. You can rest assured the Community Alliance for Broxbourne and East Herts will be there when needed!



.....
Jan Wing

Chair 2022/23

Dated: 11 September 2023

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report and financial statements for the year ended 31 March 2023.

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 charity's Memorandum and Articles of Association, the Companies Act 2006 and "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) (effective 1 January 2019)".

Objectives and activities

The charity's objects are as follows:

- (a) to promote any charitable purposes for the benefit of the community across the regions of the East of England, Southeast, London and East Midlands (hereinafter called the "area of benefit") and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness;
- (b) to promote and organise co-operation in the achievement of the above purposes and to that end to bring together in council, representatives of the voluntary organisations, statutory authorities, and other organisations within the area of benefit; and
- (c) to promote and improve the efficient and effective use of charitable and community resources in the achievement of the above purposes by providing consultancy and advice services to national and local representatives of voluntary organisations and statutory authorities.

The policies adopted in furtherance of these objects are set out in the Community Alliance Broxbourne and East Herts Business Plan 2022-2025.

Public benefit statement

When deciding on activities and programmes, the Trustees of Community Alliance Broxbourne and East Herts (CA BEH) pay due regard to the Charity Commission's guidance on public benefit.

Achievements and performance

Supporting Health and Wellbeing

Food and Fuel Poverty Support in East Herts

Community Alliance administers the Household Support Fund on behalf of EHDC, providing financial support to food poverty initiatives and financial support to individuals struggling with the Cost of Living crisis.

- Over £80,000 of grants to support 8 local Food poverty initiatives across East Herts
- Over 6,000 households accessing food support
- Grants to over 500 East Herts residents to support them with energy bills

Community Car Scheme

Our Community Car Scheme provides low-cost travel to medical and support appointments for residents without access to private or public transport.

- 28 volunteers driving residents to medical appointments
- 1,459 journeys carried out
- 1,566 residents supported through the scheme

Broxbourne and East Herts Healthy Hubs

Community Alliance is responsible for the delivery of the Broxbourne Healthy Hub and supports delivery of the East Herts Healthy Hub.

- NHS Health Checks in both districts
- Weekly Warm Spaces provided in Waltham Cross, Hertford and Stanstead Abbots
- Waltham Cross Community Skills Hub
- Healthy Eating and Cooking sessions

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

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

FOR THE YEAR ENDED 31 MARCH 2023

Staying Connected

Our Digital Inclusion project operating across both Districts.

- 11 Digital Champions providing 190 learning opportunities to 65 residents
- 300 laptops / phones / tablets refurbished for re-use

Engaging Residents

Volunteering

A range of supported volunteering opportunities within our organisation to help residents develop their skills within their own communities.

- Community Alliance has been awarded Investors in Volunteers accreditation
- 20 new volunteers joined Community Alliance as Digital Champions, Hub Volunteers and drivers

Big Locals

- Support currently provided for 7 Big Local Partnerships
- Big Local projects have expanded with the addition of new areas including Wembley Central, Broad Green in East Croydon and Elthorne Pride in Archway
- The Big Local programme is set to end in March 2026 and project funding must be spent by September 2025. This timeline has led many areas supported by Community Alliance to focus on the future and legacy of their initiatives.
- Currently, there are 22 paid staff people working across all the Big Local areas.

Helping Groups

Training Opportunities

Provision of training opportunities to help increase knowledge, confidence and skills for the Voluntary and Community Sector.

- Training opportunities provided to over 50 local organisations
- Most training is face-to-face with online options when required

Funding Support

Developing and strengthening funding intelligence and skills and improving 'quality control' in the Voluntary and Community Sector and encouraging the development, growth and sustainability of small community projects.

- Fortnightly funding bulletin to over 500 recipients
- 27 groups directly supported in East Herts
- 26 groups directly supported in Broxbourne

Information and Advice

A better informed Voluntary and Community Sector receiving information that is relevant. As well as training opportunities we were able to provide:

- 1 AGM (Over 60 attendees)
- 1 Mini Conference with training workshops (as part of AGM)
- Appointment of a Community Builder to develop this aspect of our role
- 20 'General' E-bulletins in 22/23

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

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

FOR THE YEAR ENDED 31 MARCH 2023

Representing the Sector

Enabling and encouraging collaborative initiatives through building and strengthening our relationships with all stakeholders including: Local Authorities, Housing Associations, Local Business Partnerships, Voluntary Sector Infrastructure Partnerships, local and national grant givers and other Public Services such as Police/Health/College. Supporting a more influential, informed Voluntary and Community Sector voice in the community's strategic and operational planning processes.

- Over 100 virtual and face to face partnership meetings attended in 2022/23
- Organisation of a 'Community Conversation' in Broxbourne to bring organisations together to look at ways in which we can work together to support local residents and communities with the Cost of Living Crisis

Employment and Skills

Multiply Programme

In partnership with Step2Skills, Community Alliance has been supporting the government's new initiative to integrate mathematics within adult learning.

- Over 100 learners engaged with courses including slow cooking, digital skills and crafts.
- Community Alliance has been awarded a Year 2 contract to deliver further courses in 2023-24

Job Smart and Job Club

Job Smart supports individuals with CVs, interviews and job searching from our hubs.

- Over 250 people successfully placed into employment since the programme began.
- Over 500 people supported with CV writing / Job Searching this year.

Building Better Opportunities

The Building Better Opportunities project (BBO) came to an end in December 2022 after 6 years. From April 2023 Community Alliance is one of the partner organisations in the 'Road to Employment' project, funded through the UK Shared Prosperity Fund until March 2025.

Strategic report

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the Trustees to present a strategic report.

Financial review

A summary of the financial results of the charity is given on page 11. At the end of the period the charity carried forward unrestricted reserves of £77,896 designated reserves of £180,000 and restricted reserves of £326,133.

Reserves policy

It is the policy of the charity that free reserves should be maintained at a level equivalent to at least three month's core expenditure. The Trustees consider that reserves of £75,000 will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Change of name

The charity changed its name from Community Voluntary Services Broxbourne and East Herts to Community Alliance Broxbourne and East Herts with effect from 21st June 2022.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

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

FOR THE YEAR ENDED 31 MARCH 2023

Plans for the future

In addition to our core activity during 2023-24 we will:

- Continue to diversify our income streams and build on current and new partnerships to help identify and meet gaps in community need.
- Oversee the refurbishment of our Community Hub in Waltham Cross.
- Review and recruit proactively to our Trustee Board and paid Staff team where necessary.
- Utilise fully the skill-set of our Trustees and paid Staff team, regardless of their core or project based responsibilities to continue development of our 'one organisation' structure.
- Review and build use and therefore income and sustainability of our hub venues.
- Establish impact measurement processes across the organisation.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. During the Covid-19 Pandemic a Resilience Manual containing a Risk Management policy, crisis succession plan and risk register for the organisation was developed and adopted by the Board of Trustees.

Structure, governance and management

The charity is constituted as a company limited by guarantee. It was incorporated by a Memorandum and Articles of Association on 7 March 2007 which was amended by special resolution dated 15 May 2007. It was registered as a charity on 27 April 2007.

The 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:

Jan Wing
Stephen Harvey
Beverley Johnston
Keith Batchelor
Stephen Clarke
Andrew Cooke
Victoria Jacob
Peter Maiden
Patricia Spears
Diana Yip

At the Annual Meeting, local groups and individuals are invited to appoint someone to be put forward to act as a Trustee (voting member) of CA BEH. Nominations need to be seconded before a vote is taken among voting members to elect them as a Trustee.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

An induction meeting is held with all new Trustees and a Trustee induction pack made available.

The Trustees delegate many day to day operating decisions to the Chief Officer. However all major decisions are referred to the Trustees by the Chief Officer.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

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

FOR THE YEAR ENDED 31 MARCH 2023

Auditor

In accordance with the company's articles, a resolution proposing that Gowers Limited be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report was approved by the Board of Trustees.



Jan Wing

Trustee

Dated: 11 September 2023

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees, who are also the directors of Community Alliance Broxbourne and East Herts for the purpose of company law, are responsible for preparing the 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 Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity 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 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

Opinion

We have audited the financial statements of Community Alliance Broxbourne and East Herts (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- considering the nature of the charitable sector, the charity's control environment and performance,
- results of our enquiries of management and representatives of the trustees about their own identification and assessment of irregularities;
- any matters we identified having reviewed the charity's procedures relating to identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and the internal systems established to mitigate risks related to fraud or non-compliance with laws and regulations.
- the matters considered by the engagement team, including tax, regarding where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of the above, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in management override of controls. In common with all audits under ISAs (UK), we are required to perform specific procedures to respond to the risk of management override. We also obtained an understanding of the legal and regulatory framework in which the charity operates, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements in this case, specifically in this context, Charities Act 2011, Companies Act 2006, and tax legislation. In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

Audit response to risks identified

Having performed the above, we did not identify any key audit matters related to the potential risk of fraud or non-compliance with laws and regulations. In addition to the above, our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of management and trustees, concerning actual and potential litigation and claims;
- review of minutes of trustees' meetings;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud; and
- in addressing the risk of fraud through management override of controls, reviewing the appropriateness of journal entries and other adjustments; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.


Gowers Limited

2 October 2023

Chartered Accountants
Statutory Auditor

The Old School House
Bridge Road
Hunton Bridge
Kings Langley
Hertfordshire
WD4 8SZ

Gowers Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Current financial year

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
<u>Income from:</u>					
Donations and voluntary income	3	35,041	-	35,041	29,435
Promotion of charitable purposes in Broxbourne and East Herts	4	148,413	1,409,039	1,557,452	1,088,234
Commercial activities and fundraising	5	30,831	-	30,831	8,405
Investment income	6	2,338	-	2,338	46
Total income		216,623	1,409,039	1,625,662	1,126,120
<u>Expenditure on:</u>					
Promotion of charitable purposes in Broxbourne and East Herts	7	176,723	1,417,698	1,594,421	988,135
Net income/(expenditure) for the year/ Net movement in funds		39,900	(8,659)	31,241	137,985
Fund balances at 1 April 2022		217,996	334,792	552,788	414,803
Fund balances at 31 March 2023		257,896	326,133	584,029	552,788

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

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

FOR THE YEAR ENDED 31 MARCH 2023

Prior financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:				
Donations and voluntary income	3	29,435	-	29,435
Promotion of charitable purposes in Broxbourne and East Herts	4	321,176	767,058	1,088,234
Commercial activities and fundraising	5	8,405	-	8,405
Investment income	6	46	-	46
Total income		359,062	767,058	1,126,120
Expenditure on:				
Promotion of charitable purposes in Broxbourne and East Herts	7	311,736	676,399	988,135
Total expenditure		311,736	676,399	988,135
Net income before transfers		47,326	90,659	137,985
Net income/(expenditure) for the year/ Net movement in funds		47,326	90,659	137,985
Fund balances at 1 April 2021		170,670	244,133	414,803
Fund balances at 31 March 2022		217,996	334,792	552,788

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	12		5,167		-
Current assets					
Debtors	13	149,708		49,915	
Cash at bank and in hand		494,036		599,262	
		<u>643,744</u>		<u>649,177</u>	
Creditors: amounts falling due within one year	14	<u>(64,882)</u>		<u>(96,389)</u>	
Net current assets			578,862		552,788
Total assets less current liabilities			<u>584,029</u>		<u>552,788</u>
Income funds					
Restricted funds	16		326,133		334,792
<u>Unrestricted funds</u>					
Designated funds	17	180,000		170,000	
General unrestricted funds		<u>77,896</u>		<u>47,996</u>	
			257,896		217,996
			<u>584,029</u>		<u>552,788</u>

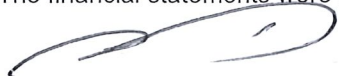
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023, although an audit has been carried out under section 144 of the Charities Act 2011.

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 under the requirements of the Companies Act 2006, 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 Trustees on 11 September 2023



Jan Wing
Trustee
Company Registration No. 06143165



Beverley Johnston
Trustee

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	21		(101,564)		174,806
Investing activities					
Purchase of tangible fixed assets		(6,000)		-	
Interest received		2,338		46	
Net cash (used in)/generated from investing activities					
			(3,662)		46
Net (decrease)/increase in cash and cash equivalents					
			(105,226)		174,852
Cash and cash equivalents at beginning of year			599,262		424,410
Cash and cash equivalents at end of year			494,036		599,262

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Community Alliance Broxbourne and East Herts is a private company limited by guarantee incorporated in England and Wales. The registered office is Nigel Copping Community Building, Sanville Gardens, Stanstead Abbots, Ware, Hertfordshire, SG12 8GA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the 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 Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the 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 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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity 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 charity 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.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Resources expended are included in the SOFA on an accruals basis inclusive of VAT.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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:

Database	3 years straight line
Computers & office equipment	4 years straight line

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 charity 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 charity 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 charity's balance sheet when the charity 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.

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.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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 charity'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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the 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.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and voluntary income

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Donations and gifts	481	4,043
Grants for core activities and Covid-19 support	34,560	25,392
	<u>35,041</u>	<u>29,435</u>
Grants receivable for core activities and Covid-19 support		
Broxbourne Council	5,000	5,000
East Herts Council	13,800	13,800
Communities First - Covid Information Champions	15,760	-
NACVA: Covid-19	-	1,500
Hertfordshire Community Foundation: Covid-19	-	5,000
Coronavirus Job Retention Scheme grant	-	92
	<u>34,560</u>	<u>25,392</u>

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

4 Promotion of charitable purposes in Broxbourne and East Herts

	2023 £	2022 £
Performance related grants	1,427,040	791,058
Ancillary trading income	130,412	297,176
	<u>1,557,452</u>	<u>1,088,234</u>
Analysis by fund		
Unrestricted funds	148,413	321,176
Restricted funds	1,409,039	767,058
	<u>1,557,452</u>	<u>1,088,234</u>
Performance related grants		
Big Local Trust	851,340	356,151
Building Better Opportunities	158,035	163,835
Hertfordshire County Council	72,850	-
Broxbourne Borough Council	31,520	-
Community Transport	29,524	19,295
Lowewood Museum	31,430	2,970
Food Poverty	55,500	40,000
Hertfordshire Adults and Family Learning Service	22,500	3,963
Foodbanks	77,000	45,500
Job Smart	43,500	37,077
Other	53,841	122,267
	<u>1,427,040</u>	<u>791,058</u>

5 Commercial activities and fundraising

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Other Earned Income	<u>30,831</u>	<u>8,405</u>

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

6 Investment income

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	2,338	46

7 Promotion of charitable purposes in Broxbourne and East Herts

	2023	2022
	£	£
Staff costs	857,196	592,036
Depreciation and impairment	833	1,050
Training and information costs	4,934	2,883
Direct project costs	568,228	264,616
Premises costs	108,386	91,910
Insurance	3,714	1,600
Office costs	16,904	10,858
Computer costs	6,496	2,436
Repairs and maintenance	4,622	2,127
Travel and subsistence costs	84	97
General expenses	839	-
Professional costs	18,908	15,522
Bank charges	277	-
Governance costs	3,000	3,000
	<u>1,594,421</u>	<u>988,135</u>
Analysis by fund		
Unrestricted funds	176,723	311,736
Restricted funds	1,417,698	676,399
	<u>1,594,421</u>	<u>988,135</u>

Governance costs comprise of audit fees of £3,000 (2022: £3,000).

8 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Core activities	41	32

Employment costs

	2023 £	2022 £
Wages and salaries	776,727	539,440
Social security costs	57,532	36,394
Other pension costs	22,937	16,202
	<u>857,196</u>	<u>592,036</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2023 Number	2022 Number
£60,001 - £65,000	1	1

Contributions totalling £6,538 were made to defined contribution pension schemes on behalf of employees whose emoluments exceed £60,000.

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Transfers

Transfers represent fund transfers from unrestricted funds to restricted funds.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

12 Tangible fixed assets

	Database £	Computers & office equipment £	Total £
Cost			
At 1 April 2022	-	4,200	4,200
Additions	6,000	-	6,000
At 31 March 2023	6,000	4,200	10,200
Depreciation and impairment			
At 1 April 2022	-	4,200	4,200
Depreciation charged in the year	833	-	833
At 31 March 2023	833	4,200	5,033
Carrying amount			
At 31 March 2023	5,167	-	5,167

13 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	95,701	29,511
Other debtors	596	-
Prepayments and accrued income	53,411	20,404
	149,708	49,915

14 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Other taxation and social security		12,947	12,219
Deferred income	15	12,217	30,333
Trade creditors		-	33,183
Other creditors		-	1,264
Accruals		39,718	19,390
		64,882	96,389

15 Deferred income

	2023 £	2022 £
Other deferred income	12,217	30,333

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Deferred income

(Continued)

Deferred income is included in the financial statements as follows:

	2023 £	2022 £
Deferred income is included within:		
Current liabilities	12,217	30,333
Movements in the year:		
Deferred income at 1 April 2022	30,333	-
Released from previous periods	(30,333)	-
Resources deferred in the year	12,217	30,333
Deferred income at 31 March 2023	12,217	30,333

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 Restricted funds

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

	Movement in funds		Movement in funds		Transfers	Balance at 31 March 2023		
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022			Incoming resources	Resources expended
	£	£	£	£	£	£		
Big Local Trust - Wormley & Turnford	93,296	171,278	(140,301)	124,273	112,585	(215,963)	-	20,895
Big Local Trust - Bountagu	68,805	42,039	(100,891)	9,953	32,127	(40,885)	-	1,195
Big Local Trust - Chinbrook	-	89,009	(60,058)	28,951	206,160	(213,286)	-	21,825
Big Local Trust - Worlds End and Lots Road	-	-	-	-	206,760	(172,909)	-	33,851
Big Local Trust - Wembley Central	-	-	-	-	69,195	(49,571)	-	19,624
Big Local Trust - Hackney	-	-	-	-	17,956	(17,718)	-	238
Big Local Trust - Broad Green	-	-	-	-	65,021	(41,982)	-	23,039
Big Local Trust - Elthorne Pride	-	-	-	-	16,551	(2,954)	-	13,597
Big Local Trust - Noel Park	62	54,347	(54,336)	73	124,985	(87,379)	-	37,679
Foodbanks	5,306	45,500	(4,453)	46,353	77,000	(73,040)	-	50,313
Building Better Opportunities	421	163,835	(164,256)	-	158,035	(148,480)	-	9,555
Community Transport	2,764	19,295	(20,296)	1,763	29,524	(29,484)	-	1,803
Job Smart	9,688	37,077	(22,702)	24,063	43,500	(53,811)	5,000	18,752
Heritage Lottery Fund	12,520	18,180	(22,623)	8,077	-	(8,077)	-	-
HAFLS Community Learning	12,338	3,963	(12,870)	3,431	22,500	(25,931)	-	-
Fuel Poverty	-	40,000	(10,500)	29,500	55,500	(77,000)	-	8,000
Kickstart	-	11,336	(11,336)	-	-	-	-	-
Southern Matings	17,382	33,501	(17,211)	33,672	-	(25,045)	-	8,627
Waltham Cross Allotment	-	21,000	-	21,000	-	(4,673)	(5,000)	11,327
Volunteering Programme	9,000	4,927	(13,927)	-	-	-	-	-
Multiply	-	-	-	-	72,850	(47,902)	-	24,948
Lowewood	-	-	-	-	31,430	(31,430)	-	-
Healthy Hubs	-	-	-	-	32,400	(24,930)	-	7,470
Other	12,551	11,771	(20,639)	3,683	34,960	(25,248)	-	13,395
	244,133	767,058	(676,399)	334,792	1,409,039	1,417,698	-	326,133

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 Restricted funds

(Continued)

Big Local Trust is part of a wider initiative run by the local trust providing neighbourhoods with financial support to undertake projects which benefit their area. The charity is the "Trusted Local Organisation" for the Wormley & Turnford, Bountagu, Chinbrook, Worlds End and Lots Road, Wembley Central, Hackney, Broad Green, Elthorne Pride and Noel Park Big Local projects and as such holds the funds for the projects.

Foodbanks represents a series of grants from Public Health England to fund foodbank provision in East Hertfordshire.

Building Better Opportunities is a project to tackle poverty and promote social inclusion by tackling barriers into employment through mentoring.

Community Transport is a project to provide transport for the community.

Job Smart is an employability project aimed at light touch support for unemployed residents of Broxbourne and East Hertfordshire.

Heritage Lottery Fund is a project profiling and celebrating the voluntary sector in Broxbourne over the last 50 years through an exhibition and website to be developed over the 2020/21 financial year. The project has several partners including Broxbourne Council and Hertford Regional College.

HAFLS Community Learning is CV/SBEH delivery of short non-accredited courses and workshops for local residents through an annual contract with HAFLS. The contract for 2019/20 was for approximately 200 unique learners.

Fuel poverty is a project working with East Herts Council to provide grants to local residents that are referred to us as requiring financial support to meet rising fuel costs.

Kickstart is funding from the government's KickStart scheme to provide financial support towards the employment of young people 16-24 for a period of 6 months. We employed two members of staff through this scheme.

Southern Matings is providing support and administration to the project.

Waltham Cross Allotment is a Community Allotment project linked to the Healthy Hub based in Waltham Cross.

Volunteering Programme is towards employing a Volunteer Coordinator.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 Restricted funds

(Continued)

Multiply is a project run in conjunction with Hertfordshire County Council Step 2 Skills to run workshops and courses to bring a wealth of opportunities to beat number anxiety, remove confusion around sums.

Lowewood Museum is providing support and administration to the project.

Healthy Hubs is a project working in partnership with the Borough of Broxbourne Council to deliver the Healthy Hub Broxbourne, a free one-stop shop for health and wellbeing information, advice and support.

Other are miscellaneous smaller restricted funds.

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Balance at 1 April 2022	Resources expended	Transfers	Balance at 31 March 2023
	Balance at 1 April 2021	Incoming resources				
	£	£	£	£	£	£
Contingency Fund	75,000	-	75,000	-	-	75,000
Business Development Fund	35,000	-	35,000	(17,108)	17,108	35,000
Future Sustainability Reserve	60,000	-	60,000	-	-	60,000
Employment Fund	-	-	-	-	10,000	10,000
	<u>170,000</u>	<u>-</u>	<u>170,000</u>	<u>(17,108)</u>	<u>27,108</u>	<u>180,000</u>

The Contingency Fund has been established to set aside an amount equal to three months running costs to cover temporary shortfalls in funding.

The Business Development Fund has been established to build capacity and put into action the business plan.

Future Sustainability Reserve - The Trustees have a concern that it has become increasingly more challenging to generate income to obtain funding. The Future Sustainability Reserve has been created as a buffer for future funding shortfalls.

Employment Fund is to assist with the costs of Human Resources compliance.

18 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total Unrestricted funds		Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Tangible assets	5,167	-	5,167	-	-	-
Current assets/(liabilities)	252,729	326,133	578,862	217,996	334,792	552,788
	<u>257,896</u>	<u>326,133</u>	<u>584,029</u>	<u>217,996</u>	<u>334,792</u>	<u>552,788</u>

COMMUNITY ALLIANCE BROXBOURNE AND EAST HERTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

19 Operating lease commitments

The charity has an operating lease commitment in respect of premises at the Nigel Copping Community Building. The lease is due to expire on 31 March 2024 and the annual rent is increasing incrementally from £11,000 in 2019/20 to £17,000 in 2023/24.

The charity had an operating lease commitment in respect of the Waltham Cross Community Skills Hub premises at 59 High Street, Waltham Cross. The lease expired on 30 November 2022 and is currently on a rolling basis pending agreement of a new lease, the rent is at a cost of £24,000 including VAT per annum plus a service charge of approximately £16,000 including VAT per annum.

The charity has a lease for 67 Fore Street, Hertford. The current lease is due to expire on 30 June 2024, the rent is at a cost of £25,000 per annum (no VAT).

20 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

21 Cash generated from operations	2023 £	2022 £
Surplus for the year	31,241	137,985
Adjustments for:		
Investment income recognised in statement of financial activities	(2,338)	(46)
Depreciation and impairment of tangible fixed assets	833	1,050
Movements in working capital:		
(Increase) in debtors	(99,793)	(36,224)
(Decrease)/increase in creditors	(13,391)	41,708
(Decrease)/increase in deferred income	(18,116)	30,333
Cash (absorbed by)/generated from operations	(101,564)	174,806

22 Analysis of changes in net funds

The charity had no debt during the year.

