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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
(A Company Limited by Guarantee)

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**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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<b>Trustees</b>	A Barber R Elliott (appointed 2 December 2020) R Evans P Kadewere, Chair N F Kearns (appointed 2 December 2020) C Stopford C Tyrell-Jones H J Williams
<b>Company registered number</b>	05795877
<b>Charity registered number</b>	1114926
<b>Registered office</b>	The Maple Centre 6 Oak Drive Huntingdon Cambridgeshire PE29 7HN
<b>Company secretary</b>	C J Farrow
<b>Chief executive officer</b>	C J Farrow
<b>Accountants</b>	Streets Chartered Accountants Potton House Wyboston Lakes Great North Road Wyboston Bedford MK44 3BZ

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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The Trustees present their annual report together with the financial statements of the charitable company for the year from 1 April 2020 to 31 March 2021. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charitable company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### **INTRODUCTION - COVID 19**

The COVID 19 Pandemic struck in early 2020 with a countrywide lockdown imposed in March 2020. Hunts Forum responded like many other voluntary and community groups across the country, with the majority of staff moving to home working, services moving online and an unprecedented demand for support.

The board of Trustees and senior staff worked together to identify risks whilst ensuring the organisation could respond effectively to the needs of its users and to additional requests for support from both statutory partners and local communities.

We strengthened our Senior Leadership Team bringing in a new Deputy CEO with volunteering and digital expertise.

The biggest risk to the organisation was the closure of The Maple Centre and the loss of rental income from the meeting rooms. Maple Centre staff were furloughed unless they could do a revised role. Any potential financial losses have been offset by government business support grants.

All representation moved online with the number of meetings increasing significantly as we took on a role at district, county and national level. The role of community groups and charities grew as lockdown took hold and the importance of our representation at emergency planning meetings and the national emergencies partnership helped co-ordinate local activity.

Board meetings also moved online, and the finance committee met monthly to keep track on cashflow. The welfare of staff was paramount to the organisation, and a range of support mechanisms were put in place including a virtual space for staff interaction.

We were able to move relatively easily to home working as our IT infrastructure was in place. We invested in training for staff to build confidence and skills when utilising digital platforms, thus enabling us to deliver networking, training and conferences online.

This has been an unprecedented year for everyone with the future impact of the crisis still to be felt. To ensure that we are sustainable and can adapt in a post pandemic world we applied for and were successful in gaining an unrestricted grant from Lloyds Bank Foundation to support our thinking.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities**

**a. Policies and objectives**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:

- Promote and improve the efficiency and effectiveness of registered charities in direct pursuit of their objectives
- Provide advice, training and information on efficient and professional management of resources
- Act as an umbrella body

The charity has been set up for general charitable purposes within the meaning of English law. The aims of our charity are to encourage voluntary and community organisations within the district of Huntingdonshire and the surrounding area; to provide buildings, facilities and open spaces; to provide advocacy, advice and information. Our aims fully reflect the purposes that the charity was set up to further.

**b. Strategies for achieving objectives**

**Impact of COVID 19 Pandemic on our aims, objectives and activities.**

With most staff working from home and delivering services remotely a more flexible approach was taken around working hours. Keeping the team connected was important for the health and wellbeing of staff, twice weekly zoom meetings were introduced together with a weekly social get together, and a WhatsApp group.

Maple Centre staff were furloughed but encouraged to attend the weekly social get together and keep connected via the WhatsApp group. We kept in regular contact with volunteers especially those who were Clinically Extremely Vulnerable.

We saw a huge increase in demand for services with things changing daily, staff adapted well and responded to all challenges with great fortitude and commitment. We are extremely proud of their achievements.

**c. Activities undertaken to achieve objectives**

Despite Covid 19 our main activities and those we support remain the same and are described below. All our charitable activities focus on voluntary organisations across Huntingdonshire and the wider area.

**d. Main activities undertaken to further the charitable company's purposes for the public benefit**

Our priority is to encourage (guide) support and develop voluntary, community and social enterprise (VCSE) organisations and individuals across the area of benefit to have a real influence over the places and communities in which they live.

Our five strategic goals are:

1. To be the leading provider for information, research, advice & guidance for local voluntary & community action in Cambridgeshire. In particular to support smaller (local) voluntary and community groups.
2. To act as a catalyst for voluntary & community sector development by connecting and collaborating with any appropriate organisation.
3. To impartially campaign, communicate and advocate on behalf of the voluntary & community sector and engage in and influence relevant partnerships

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities (continued)**

4. To develop the co-production of services with the voluntary & community sector, communities, public bodies and local businesses to create sustainable community action
5. To ensure Hunts Forum is fit for purpose, independent, flexible and marketed effectively

**Achievements and performan**

**a. Review of activities**

How well did we respond to the COVID 19 Pandemic and meet our goals?

We believe that the organisations we work with and the wider voluntary and community sector play a vital role in ensuring that communities flourish, that individuals are supported and that inequalities are reduced. The work we do helps these organisations to do more, to work smarter and to maintain high standards.

Whilst it is not Hunts Forum having the direct front line impact on service users, our work helps to ensure that it continues, we have taken a leading role in supporting the community response to the Covid 19 Pandemic.

We continued to show leadership for the Support Cambridgeshire Consortium operating as the Lead Contracted Organisation for Cambridgeshire County Council's infrastructure grant funding. We encouraged further investment in joint activities with our partners recognising the importance of collaboration and delivery of consistent services and support.

Information and Advice

COVID 19 saw us developing a whole range of services, often at short notice. Our coronavirus portal was the go-to place for groups, volunteers, partners and the community to get up to date information. With support around essential information on keeping people safe; Guidance on volunteering, shielding and furlough; Keeping your organisation going through the crisis; Funding information and useful links and contacts.

We also developed an innovative award-winning Recognised Organisation (RO) Accreditation – working with our members we were able to ensure that every parish in Huntingdonshire had a community group that could help its residents. We supported these RO's to adapt their services, provided weekly support and a peer network so volunteers could learn from each other. The RO's quickly became the trusted partner for our parish, district and county colleagues.

We continued to offer 1:1 advice to established groups and newly formed organisations via zoom or telephone.

- 386 e-funding alerts sent and opened.
- 1,119 funding searches completed.
- 51 front line groups received 1:1 support.
- 171 enquiries dealt with.
- 19 Recognised Organisations supported

***'The value I have gained from being an RO is the support from Hunts Forum, the meetings with other groups to create connections and learn from their experiences providing the same kind of community support as I am. The accreditation of being an RO has given us a recognition with the district and county councils which has enabled us to be trusted by the larger organisations and therefore opens doors with them and with other larger organisations beyond this.'***

***Hunts Forum wins National Infrastructure Liaison Award form 2020.***

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Achievements and performan (continued)**

Specialist support around funding/finances

To help us understand the pressures local organisations were finding themselves in due to the impact of COVID 19, we did a survey of local groups, the results enabled us to persuade Huntingdon Freeman's Charity to donate £55,000 for a small grant programme to be managed by Hunts Forum to relieve pressures on small organisations.

- 75% stated they were now carrying out new activity directly linked to COVID 19.
- 40% had cash flow issues.
- 48% had capacity issues.

Hunts Forum worked with Cambridgeshire Community Foundation on its COVID Response Fund, supporting a local member organisation who had limited experience of dealing with funding applications or financial processes. We held a COVID grant on their behalf working with them to develop their skills and experience.

We continued to help groups with funding, fundraising and finance issues; providing access to an experienced charity accountant who provides 1:1 support to groups in crisis. We continue to invest in a funding portal and were grateful for an additional grant from Cambridgeshire County Council and the ongoing support of Huntingdonshire District Council and South Cambridgeshire District Council.

- £571,000 brought into Cambridgeshire this financial year via the funding portal.
- Over 3,000 logins to the funding portal.
- 18 1:1 financial support sessions.

***'Thank you, Louise. It was \*such\* a good session – I learned a lot and went away feeling much more confident and aware of what I need to tackle.'***

Training

The training we provide is designed to give people real skills that can impact on how they work or volunteer. We adapted our training programme and delivered a wide range of webinars which were recorded so more people could benefit by viewing later.

Recognising the number of new volunteers coming forward to support the community we developed a 'volunteer training portal' accessible 24 hours a day 7 days a week, where volunteers can work through a range of webinars and videos on safeguarding, public health guidance, spotting mental health issues and generally keeping safe.

- 65 learners have completed 60 courses on the volunteering training portal.
- 14 courses were delivered online with 170 delegates including COVID 19 Mental Health Awareness; Risk Management for Small Charities; Mental Health First Aid; Embracing Virtual Learning Platforms; Budgets and Financial Planning; Safeguarding Adults and Cyber Security.

***Embracing Virtual Platforms 'Many thanks for the training yesterday, I appreciate all the knowledge and expertise working around zoom and all its quirks that you showed. Thanks also for the extra information you have provided below. I completed the online poll – can't wait to set up one of my own – but wanted to add that the pace of the session was just right for me, I had enough time to grasp each subject before moving on and the chance to practice what we had been shown was really useful, I always learn better by doing something rather than lots of theory.'***

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Achievements and performan (continued)**

Networking events and workshops

We increased the number of informal networking events to ensure groups could get the support they needed when they needed it. In addition to the informal networking events, we continued to run specialist sessions enabling participants to hear from expert speakers about particular issues and to share experiences.

- A Connecting Communities Festival of Ideas Virtual Conference held over four days with 80 VCSE attendees.
- Peer to Peer support events attracted 74 individuals.
- 24 CEO's and community leaders attended CEO Networking events.
- 50 VCSE and businesses connected at our 'Back to Business Fight or Flight in a COVID World'.
- 27 attendees at our Trustee Week event.
- 3 practitioner events bringing together health and wellbeing groups with Primary Care Networks and Social Prescribers.
- 50 members, partners and volunteers attended our virtual AGM and volunteering awards.

***Connecting Communities Festival of Ideas 'Passionate and knowledgeable speaker. I left feeling armed with some new ideas and rather inspired by Kelly. Thank you! And I loved the format - very effective use of limited time.'***

Voice and Representation

All representation activity moved online at the start of the COVID 19 Pandemic, and we saw a huge increase in the types and number of meetings, most of our normal Influencing – Engaging – Specialist meetings were on hold until the beginning of January 2021.

COVID 19 specific meetings

- Cambridgeshire & Peterborough Local Resilience Forum Recovery Co-ordination
- Health Protection Board
- Vulnerable People Recovery Sub-Group
- Public Health & Prevention Sub-Group
- Communities Sub-Group
- Huntingdonshire Community Co-ordination Group
- VCS Countywide Co-ordination
- Huntingdonshire District Council GOLD meeting

Along with other infrastructure organisations Hunts Forum was asked to become a member of the VCS Emergencies Partnership – the aim of which was to drive stronger collaboration and co-ordination across the VCSE.

Influencing

- Best Start in Life
- Child Health & Wellbeing Board
- Mayoral Forum
- System Transformation Partnership

Engaging

- North Alliance (Health Network)
- South Alliance (Health Network)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Achievements and performan (continued)**

***'Hunts Forum and all its staff have been invaluable during the last 12 months. The support you have shown us, encouragement and guidance has been excellent. In what was a really scary and uncertain time for small charities and organisations like CARECSO you gave us a voice and allowed us to stand up and do what we do best which is help the community. I look forward to working alongside the Hunts Forum team for many more years to come and building up our working relationship even further.'***

Communications

Communications played a huge role during the pandemic, having access to up-to-date information was key to supporting VCS groups and the community response. We used a variety of communication methods to get information out to groups and worked with Public Health colleagues on disseminating information.

- Website – 1,503 users
- Newsletter – 398 subscribers
- Funding Alert – 386 subscribers
- Twitter – 977 followers
- LinkedIn – 95 followers
- Facebook – 160 followers
- 3,318 views of support videos

Research

Each year we gather the views of voluntary sector organisations through our annual survey, but we were unable to do our normal survey due to COVID. We did however undertake 2 COVID specific surveys; Impact of COVID 19 on Huntingdonshire groups and charities and Lessons learnt from the pandemic.

Lessons learnt from the Pandemic is an in-depth review of the contribution VCS groups made during the emergency response to COVID 19.

- 20 in-depth interviews with VCS groups
- 6 interviews with district council COVID hubs
- 1 interview with county COVID hub
- 8 presentations to district, county and MPs

Community Development

Hunts Forum is based in and runs the Maple Centre on the Oxmoor estate, one of the most deprived areas in Cambridgeshire. The Centre is the base for 6 organisations who are also our members, we provide meeting and training rooms. The Centre is owned by Huntingdonshire District Council and managed on their behalf by Hunts Forum. The COVID 19 Pandemic has meant that the Centre has been closed for most of the year; some member organisations did continue to use the building when restrictions allowed. Hunts Forum applied for and was successful in getting business grants to offset the loss of income; we also were able to support our member tenants in received grants during the period.

Oasis Centre

Support Cambridgeshire received funding from Clarion housing to support the Oasis Centre in Wisbech board of trustees to build their skills and confidence. Unfortunately, the impact of COVID 19 meant we were unable to deliver the training sessions required. Clarion asked for the remaining funding to be transferred into support for Wisbech Independent Community Vehicle.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Achievements and performan (continued)**

Wisbech Independent Community Vehicle

Following on from the success of I Love Wisbech, we led the development of a governance structure and partnership agreement. During COVID 19 the group became dormant and so Clarion asked that the remaining funding from Oasis be moved to support the group again. Working with all group members we are reviewing refining and suggesting 'what's next'.

Love it Hate it Shape it

Hunts Forum developed a concept of surveying local communities around what they liked about where they live, what they don't like and what they are willing to do to support change. We received funding from Cambridge City Council to deliver the project in Coleridge – 124 residents were active in the project.

VCS Vaccine Programme

As a direct result of our representation at health meetings we were able to champion the role VCS played during the COVID 19 Pandemic. Partners acknowledged the central role VCS groups and volunteer's play and gave Support Cambridgeshire a grant to co-ordinate the Vaccine for Volunteers Programme.

- 789 individuals received a vaccine.

COVID Volunteering

As the impact of the COVID 19 Pandemic was felt by health and social care colleagues, the ask from the VCS grew especially around the need for volunteers to support the Vaccine Programme and Testing. To support our Primary Care Network colleagues, we developed an information pack on how to use volunteers. Hunts Forum received a grant to adapt this pack and to support Lateral Flow Test sites.

**Longer Term Impact on Organisational Delivery**

With the support of Lloyds Bank Foundation Enhanced Programme we will be reviewing the medium and longer term impact of COVID 19. Using a diagnostic tool to help identify risks a designated development manager will support a working group of trustees and staff over a 12 month period.

**Financial review**

**a. Going concern**

Despite the current pandemic, trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. We have responded to a tender for the renewal of our Countywide infrastructure grant to provide infrastructure services for the next 5 years from Cambridgeshire County Council, and await the outcome of the tender process. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**b. Reserves policy**

In accordance with guidance given by the Charity Commission and the legal obligations of Trustees, a formal policy on reserves has been agreed. The Trustees have set a policy which requires reserves to be maintained at a level that ensures the organisation's core activity could continue during a period of unforeseen difficulty. In setting the level of reserves the Trustees have considered the reliability of income and the financial risk facing the charity.

The Trustees have concluded that the charity should hold reserves sufficient to fund the organisation for 3 months, giving time to consider their options and find a solution to the difficulties. This level of reserves has been calculated at £57,217.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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As at 31st March 2021 the level of free unrestricted reserves was £196,634. This is significantly above the level required in our policy. However, it is expected that with Maple Centre income remaining low for the coming year due to the ongoing impact of Covid 19, there will be a need to use some reserves to cover the cost of maintaining and running the Centre.

**Structure, governance and management**

**a. Constitution**

Hunts Forum of Voluntary Organisations is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association dated 26 April 2006.

**b. Methods of appointment or election of Trustees**

The management of the charitable company is the responsibility of the trustees who are elected and co-opted under the terms of the Articles of Association.

The trustees who have served during the year are set out on page 1. The trustees are elected annually by members of the charity and serve for an initial period of three years. A further three year term may be served.

Trustees must be nominated by member organisations. The Board may also co-opt individuals with the skills and experience required to support the direction of the charity, such individuals must not exceed 50% of the total number of elected members. These co-opted Trustees shall be eligible for re-appointment provided they do not hold office for more than six consecutive years.

All members of the Executive Committee give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 11 to the accounts.

All members are circulated with invitations to nominate trustees prior to the AGM advising them of any retiring trustees and requesting nominations for the AGM.

Trustees are required to declare all relevant interests and register them with the Company Secretary and, in accordance with organisational policies, withdraw from decisions where a conflict of interest arises.

**c. Policies adopted for the induction and training of Trustees**

New trustees are provided with a trustee induction pack and receive orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these facilitate the undertaking of their role. COVID 19 has meant that virtual meetings and training have taken place this year, but once appropriate we will return to being face-to-face.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Structure, governance and management (continued)**

**d. Organisational structure and decision-making policies**

The members of the Forum shall be those voluntary organisations and/or statutory authorities operating in the area of benefit and pursuing any of the said objects which are invited to appoint a number of individuals to represent such organisations or authorities as the Forum may from time to time determine. These members will form the Executive Committee and administer the charity.

Trustees meet bi-monthly and are responsible for the strategic direction and policy of the charity. A Chief Executive is appointed by the trustees to manage the day to day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and ensuring key performance indicators are met.

**e. Pay policy for key management personnel**

The charity refers to the NJC payscales as a basis for all staff salaries, including the CEO, but the charity may use other payscales more appropriate to the position.

**f. Related party relationships**

The charity has close working relationships with Huntingdonshire District Council and Cambridgeshire County Council who provide essential core funding.

Hunts Forum of Voluntary Organisations works with other charities and is the lead partner for Support Cambridgeshire which is a consortium of infrastructure organisations that delivers countywide support to community, voluntary groups and parish councils enabling them to survive and thrive.

All partner organisations are strongly committed to partnership working in order to add value and strengthen core activities and, that all front line organisations should have access to the same quality services wherever they are.

**g. Financial risk management**

The Trustees examine the major risks which the charity faces in relation to external factors and relationships, its governance and management, its internal operations and its business. A risk register has been established and is updated annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

- A strategic plan and an annual budget approved by the trustees.
- Regular consideration by the Trustees of financial results, variance from budgets and performance against the non-financial plan
- Health and safety of staff, volunteers and visitors to the Maple Centre
- Emergency and contingency plans in the event of fire, electrical malfunction and food hygiene.

A key element in the management of financial risk is the setting of a reserves policy and its regular review by trustees.

The internal financial controls conform to guidelines issued by the Charity Commission.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Plans for future periods**

As we start to emerge from the challenges of COVID 19 Pandemic and plan for recovery, we will continue to adapt and support the sector.

We will continue with to support the sector by:

- Supporting — communities, charities & volunteers across Cambridgeshire
- Developing — a strong VCSE that is adaptable and sustainable.
- Guiding — our members, communities, and partners
- Connecting — our network, working together to cultivate greater relationships.

We will support those groups and individuals who have been adversely affected by COVID 19 by:

- Working with hard-to-reach communities building confidence and skills
- Supporting the development of volunteering opportunities and training

Utilising the support of Lloyds Bank Foundation Enhanced Programme, we will:

- Use the programme to help develop post COVID infrastructure services.
- Use the programme to develop a medium- and long-term sustainability plan including a succession plan for the senior leadership team.

We will continue to support the community around the Maple Centre and Maple Centre Tenants.

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the charitable company for the purposes 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 . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Statement of Trustees' responsibilities (CONTINUED)**

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

**C J Farrow**  
Company Secretary  
Date: 12 July 2021

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Independent Examiner's Report to the Trustees of Hunts Forum of Voluntary Organisations ('the charitable company')**

I report to the charity Trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021.

**Responsibilities and Basis of Report**

As the Trustees of the charitable company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent Examiner's Statement**

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts 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 accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no 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 accounts to be reached.

This report is made solely to the charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

Signed:

Dated:

Linda J Lord

BSc BFP FCA TEP

**Streets Chartered Accountants**  
**Potton House, Wyboston Lakes, Great North Road, Wyboston, Bedford MK44 3BZ**

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>Income from:</b>					
Donations and legacies	4	2,500	-	2,500	-
Charitable activities	5	84,877	304,642	389,519	311,694
Investments	6	1,932	-	1,932	2,378
		<u>89,309</u>	<u>304,642</u>	<u>393,951</u>	<u>314,072</u>
<b>Total income</b>					
<b>Expenditure on:</b>					
Charitable activities	7	78,082	272,026	350,108	320,841
		<u>78,082</u>	<u>272,026</u>	<u>350,108</u>	<u>320,841</u>
<b>Total expenditure</b>					
<b>Net income/(expenditure)</b>					
Transfers between funds	15	11,227	32,616	43,843	(6,769)
		20,578	(20,578)	-	-
		<u>31,805</u>	<u>12,038</u>	<u>43,843</u>	<u>(6,769)</u>
<b>Net movement in funds</b>					
<b>Reconciliation of funds:</b>					
Total funds brought forward		199,829	40,616	240,445	247,214
Net movement in funds		31,805	12,038	43,843	(6,769)
		<u>231,634</u>	<u>52,654</u>	<u>284,288</u>	<u>240,445</u>
<b>Total funds carried forward</b>					

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 16 to 30 form part of these financial statements.

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 05795877**

**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	12	<b>23,227</b>	24,733
<b>Current assets</b>			
Debtors	13	<b>68,632</b>	14,529
Cash at bank and in hand		<b>285,225</b>	270,330
		<u><b>353,857</b></u>	<u>284,859</u>
Creditors: amounts falling due within one year	14	<b>(92,796)</b>	(69,147)
<b>Net current assets</b>		<b>261,061</b>	215,712
<b>Total assets less current liabilities</b>		<u><b>284,288</b></u>	<u>240,445</u>
<b>Total net assets</b>		<u><b>284,288</b></u>	<u>240,445</u>
<b>Charity funds</b>			
Restricted funds	15	<b>52,654</b>	40,616
Unrestricted funds	15	<b>231,634</b>	199,829
<b>Total funds</b>		<u><b>284,288</b></u>	<u>240,445</u>

The charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

**P Kadewere**

Chair

Date: 12 July 2021

The notes on pages 16 to 30 form part of these financial statements.

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. General information**

As set out in the trustees' report, Hunts Forum of Voluntary Organisations is a incorporated charity registered in England and Wales. The address of their registered office is The Maple Centre, 6 Oak Drive, Huntingdon, Cambridgeshire PE28 7HN.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Hunts Forum of Voluntary Organisations meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Going concern**

The trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

The trustees have reviewed the level of reserves held by the charity and are satisfied that they are sufficient to enable the charity to continue its activities for the foreseeable future. During the year, the UK has experienced a pandemic of the coronavirus. The potential effects to the charity and its future prospects cannot be fully quantified but the trustees remain committed to the protection of the organisation. The situation is being regularly reviewed by the trustees. In addition, the trustees are mindful of the significant ongoing support being offered by the Government. Accordingly, the financial statements have been prepared on a going concern basis.

**2.3 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Accounting policies (continued)**

**2.4 Income**

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**2.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.6 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.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure heading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charitable company's objectives, as well as any associated support costs.

**2.7 Tangible fixed assets and depreciation**

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Fixtures and fittings	- 10% per annum straight line
Office equipment	- 20% per annum straight line

**2.8 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.9 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Accounting policies (continued)**

**2.10 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**2.11 Financial instruments**

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.12 Operating leases**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**2.13 Pensions**

The charitable company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charitable company to the fund in respect of the year.

**3. Critical accounting estimates and areas of judgment**

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

Allocation of costs - Direct expenses are charged to individual cost centres wherever possible. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of those resources.

The charitable company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**4. Income from donations and legacies**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Donations	2,500	<b>2,500</b>	-
<i>Total 2020</i>	-	-	

**5. Income from charitable activities**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Charitable services	84,877	304,642	<b>389,519</b>	311,694
<i>Total 2020</i>	83,769	227,925	311,694	

**6. Investment income**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Interest received	1,932	<b>1,932</b>	2,378
<i>Total 2020</i>	2,378	2,378	

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**7. Analysis of expenditure on charitable activities**

**Summary by fund type**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Charitable services	78,082	272,026	<b>350,108</b>	320,841
<i>Total 2020</i>	<u>109,967</u>	<u>210,874</u>	<u>320,841</u>	

**8. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2021 £</b>	<b>Support costs 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Charitable services	119,547	230,561	<b>350,108</b>	320,841
<i>Total 2020</i>	<u>61,339</u>	<u>259,502</u>	<u>320,841</u>	

**Analysis of direct costs**

	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Course development, materials and tutors	<b>17,883</b>	4,424
Support Cambridgeshire partnership payments	<b>101,664</b>	56,915
	<u><b>119,547</b></u>	<u>61,339</u>

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**8. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Staff costs	<b>175,092</b>	174,869
Depreciation	<b>5,917</b>	6,122
Office costs	<b>5,730</b>	7,944
Travel and subsistence	<b>72</b>	5,493
Refreshments	<b>15</b>	1,632
Rent and rates	<b>1,608</b>	806
Light and heat	<b>4,954</b>	7,446
Property maintenance	<b>12,079</b>	18,395
Insurance	<b>2,630</b>	2,531
Cleaning and waste disposal	<b>867</b>	2,848
Telephone	<b>4,333</b>	5,707
Training costs	<b>3,874</b>	7,526
Subscriptions and books	<b>731</b>	602
Repairs and renewals	<b>169</b>	426
Miscellaneous	<b>432</b>	341
Loss on disposal of Fixed Assets	-	2,112
Website development for Support Cambridgeshire	<b>10,387</b>	12,799
Governance costs	<b>1,671</b>	1,903
	<b>230,561</b>	<i>259,502</i>

**9. Independent examiner's remuneration**

The independent examiner's remuneration amounts to an independent examiner fee of £1,560 (2020 - £1,560).

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**10. Staff costs**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>160,969</b>	<i>160,163</i>
Social security costs	<b>9,715</b>	<i>10,469</i>
Contribution to defined contribution pension schemes	<b>4,408</b>	<i>4,237</i>
	<b><u>175,092</u></b>	<i><u>174,869</u></i>

The average number of persons employed by the charitable company during the year was as follows:

	<b>2021</b>	<i>2020</i>
	<b>No.</b>	<b>No.</b>
Staff	<b><u>7</u></b>	<i><u>8</u></i>

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The trustees all give their time voluntarily, and the total remuneration paid to key management personnel during the year was £38,447 (2020 £42,500).

**11. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**12. Tangible fixed assets**

	Fixtures and fittings £	Office equipment £	Total £
<b>Cost or valuation</b>			
At 1 April 2020	31,930	19,013	50,943
Additions	-	4,411	4,411
At 31 March 2021	<u>31,930</u>	<u>23,424</u>	<u>55,354</u>
<b>Depreciation</b>			
At 1 April 2020	17,911	8,299	26,210
Charge for the year	2,255	3,662	5,917
At 31 March 2021	<u>20,166</u>	<u>11,961</u>	<u>32,127</u>
<b>Net book value</b>			
At 31 March 2021	<u>11,764</u>	<u>11,463</u>	<u>23,227</u>
<i>At 31 March 2020</i>	<u>14,019</u>	<u>10,714</u>	<u>24,733</u>

**13. Debtors**

	2021 £	2020 £
<b>Due within one year</b>		
Trade debtors	63,354	7,960
Prepayments and accrued income	5,278	6,569
	<u>68,632</u>	<u>14,529</u>

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**14. Creditors: Amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	<b>2,224</b>	<b>2,158</b>
Other taxation and social security	<b>4,303</b>	<b>4,615</b>
Accruals and deferred income	<b>86,269</b>	<b>62,374</b>
	<b>92,796</b>	<b>69,147</b>

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Deferred income at 1 April 2020	<b>55,446</b>	<b>11,004</b>
Resources deferred during the year	<b>77,575</b>	<b>55,446</b>
Amounts released from previous periods	<b>(55,446)</b>	<b>(11,004)</b>
	<b>77,575</b>	<b>55,446</b>

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**15. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>					
General Fund	164,829	89,309	(78,082)	20,578	196,634
Maple Centre Fund	35,000	-	-	-	35,000
	<u>199,829</u>	<u>89,309</u>	<u>(78,082)</u>	<u>20,578</u>	<u>231,634</u>
<b>Restricted funds</b>					
Fixed Asset Reserve	24,733	-	(5,917)	4,411	23,227
Support Cambs	(769)	126,103	(110,519)	(10,748)	4,067
HDC	960	62,300	(55,298)	(7,155)	807
Huntingdon Freeman's Trust	-	68,450	(44,787)	(4,636)	19,027
Oasis Centre	3,750	-	-	(3,750)	-
Soham Sparks	1,224	-	(1,224)	-	-
Wisbech ICV	6,022	-	(6,098)	3,750	3,674
CCG	4,495	13,609	(18,104)	-	-
Cambridge City Council	201	-	-	-	201
Cambridgeshire Community Foundation	-	5,000	(5,000)	-	-
Impact research	-	10,000	(7,550)	(2,450)	-
VCS Emergency Partnership	-	3,000	(1,349)	-	1,651
VCS Vaccine	-	10,000	(10,000)	-	-
LTF Volunteering	-	2,000	(2,000)	-	-
Cambridgeshire County Council	-	4,180	(4,180)	-	-
	<u>40,616</u>	<u>304,642</u>	<u>(272,026)</u>	<u>(20,578)</u>	<u>52,654</u>
<b>Total of funds</b>	<u><u>240,445</u></u>	<u><u>393,951</u></u>	<u><u>(350,108)</u></u>	<u><u>-</u></u>	<u><u>284,288</u></u>

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**15. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2020 £</i>
<b>Unrestricted funds</b>					
General Fund	172,343	86,147	(106,291)	12,630	164,829
Maple Centre Fund	35,000	-	(3,676)	3,676	35,000
	<u>207,343</u>	<u>86,147</u>	<u>(109,967)</u>	<u>16,306</u>	<u>199,829</u>
<b>Restricted funds</b>					
Fixed Asset Reserve	22,556	-	(8,234)	10,411	24,733
Support Cambs	3,176	126,101	(119,298)	(10,748)	(769)
HDC	6,077	62,300	(57,887)	(9,530)	960
Huntingdon Freeman's Trust	-	4,380	(360)	(4,020)	-
Prevention at Scale	5,149	-	(5,149)	-	-
Oasis Centre	1,137	7,004	(3,313)	(1,078)	3,750
Soham Sparks	1,776	4,000	(4,277)	(275)	1,224
Wisbech ICV	-	9,418	(3,030)	(366)	6,022
CCG	-	5,805	(1,310)	-	4,495
Cambridge City Council	-	7,000	(6,099)	(700)	201
Health and Wellbeing Network	-	1,917	(1,917)	-	-
	<u>39,871</u>	<u>227,925</u>	<u>(210,874)</u>	<u>(16,306)</u>	<u>40,616</u>
<b>Total of funds</b>	<u><u>247,214</u></u>	<u><u>227,925</u></u>	<u><u>(320,841)</u></u>	<u><u>-</u></u>	<u><u>240,445</u></u>

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**15. Statement of funds (continued)**

**Unrestricted funds**

General Fund - The General Fund represents those funds which are not restricted and not designated for specific purposes. Net transfers into the general fund comprise contributions from restricted projects for their share of indirect support costs, less transfers to the Maple Centre Fund and the Fixed Asset Reserve.

Maple Centre - The Maple Centre Fund was created to provide funds for building repairs and renovations. The trustees are committed to maintaining the designated fund balance at £35,000.

**Restricted funds**

Fixed Asset Reserve - The Fixed Asset Reserve Fund represents the value of assets bought for the use of the charity, with additions being recognised by transfers from general or restricted funds. Depreciation has been charged to the fund, reducing the fund balance over the life of the assets.

Support Cambridgeshire (Support Cambs) - Support Cambridgeshire is a consortium that provides infrastructure support to voluntary and community groups, town and parish councils across Cambridgeshire. Hunts Forum leads the consortium which also includes Cambridge CVS and Cambridgeshire ACRE. Direct expenditure is charged to the fund and the transfer of funds represents a contribution to the charity's indirect costs.

Huntingdonshire District Council (HDC) - The charity received a grant from Huntingdonshire District Council to increase the capacity of the voluntary sector in Huntingdonshire. The transfer of funds represents a contribution to the charity's indirect costs. This is the first year of a three-year contract.

Huntingdon Freeman's Charity - A local Trust provided grant funding to Hunts Forum to allocate grants to eligible local groups for COVID hardship including cashflow support. They also provided grant funding to produce an online training platform for volunteers. The transfer of funds represents a contribution to the charity's indirect costs.

Oasis Centre - Support Cambridgeshire received some neighbourhood investment from Clarion Housing Association to support the development of the board of trustees at the Oasis Centre. This project is a restricted grant. During the year Clarion Housing approved the transfer of remaining funds to Wisbech Independent Community Vehicle (WICV).

Soham Sparks - The charity applied for and was successful in gaining a grant from the National Lottery Community Fund to deliver its Love it Hate it Shape it social action research project in Soham

Wisbech ICV - The charity received funding from Clarion Futures and Fenland District Council to continue the Prevention at Scale work in Wisbech. The project was ongoing at the year end.

Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) - Support Cambridgeshire received some funding to continue some of the work previously undertaken by the Health & Wellbeing Network.

Love it Hate it Shape it (Cambridge City Council) - The charity applied for and was successful in gaining a grant from Cambridge City Council to deliver its Love it Hate it Shape it social action research project in the Coleridge Ward of Cambridge.

Cambridgeshire Community Foundation (CCF) - Hunts Forum received grant funding to work with Huntingdonshire Community Group and their Covid Response Project.

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**15. Statement of funds (continued)**

Impact Research - Support Cambridgeshire received funding from Cambridgeshire County Council, Peterborough City Council, South Cambridgeshire District Council, Huntingdonshire District Council and Cambridge City Council to do a piece of qualitative research into how we can learn from the challenges of responding to the Covid-19 emergency across Cambridgeshire and Peterborough. The transfer of funds represents a contribution to the charity's indirect costs.

VCS Emergencies Partnership (VCS EP) - A Local Intelligence Network grant was awarded to Hunts Forum to be part of work undertaken in response to Covid-19 and to build mechanisms that are sustainable, effective and equipped to respond to future emergencies.

VCS Vaccine - Support Cambridgeshire received a grant from the Cambridgeshire County Council Covid Outbreak Management Fund to support the mass vaccination for the Community Voluntary Sector Workforce.

LFT Volunteering - Support Cambridgeshire received a grant from the Cambridgeshire County Council Covid Outbreak Management Fund to develop a pathway to support Lateral Flow Testing sites.

Cambridgeshire County Council - The County Council provided funding towards the Open4Communities funding portal due to an increased need during the Covid-19 pandemic.

**16. Summary of funds**

**Summary of funds - current year**

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
General funds	199,829	89,309	(78,082)	20,578	231,634
Restricted funds	40,616	304,642	(272,026)	(20,578)	52,654
	<u>240,445</u>	<u>393,951</u>	<u>(350,108)</u>	<u>-</u>	<u>284,288</u>

**Summary of funds - prior year**

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
General funds	207,343	86,147	(109,967)	16,306	199,829
Restricted funds	39,871	227,925	(210,874)	(16,306)	40,616
	<u>247,214</u>	<u>314,072</u>	<u>(320,841)</u>	<u>-</u>	<u>240,445</u>

**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**17. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	-	23,227	<b>23,227</b>
Current assets	324,430	29,427	<b>353,857</b>
Creditors due within one year	(92,796)	-	<b>(92,796)</b>
<b>Total</b>	<b>231,634</b>	<b>52,654</b>	<b>284,288</b>

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	-	24,733	24,733
Current assets	268,976	15,883	284,859
Creditors due within one year	(69,147)	-	(69,147)
<b>Total</b>	<b>199,829</b>	<b>40,616</b>	<b>240,445</b>

**18. Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

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**HUNTS FORUM OF VOLUNTARY ORGANISATIONS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**19. Related party transactions**

All member organisations pay a nominal annual subscription in addition to fees for room hire and other services, as appropriate. A number of the trustees and key management personnel are connected to members and other organisations. No one person is considered to be in a position to exercise significant influence over these organisations and consequently no related party transactions are declared in these financial statements.

During the year ended 31 March 2021, the charity finance officer was seconded to also work for Living Sport, a separate registered charity which is a member of Hunts Forum. R Evans, trustee of Hunts Forum is also an employee of Living Sport. The charity charged Living Sport £3,050 (2020 £680 for work undertaken on their behalf).

H Williams, trustee of Hunts Forum is also a Director and shareholder of Keystone Marketing Limited. During the year the Keystone Marketing Limited charged £1,200 to run a marketing strategy workshop (2020 £Nil).