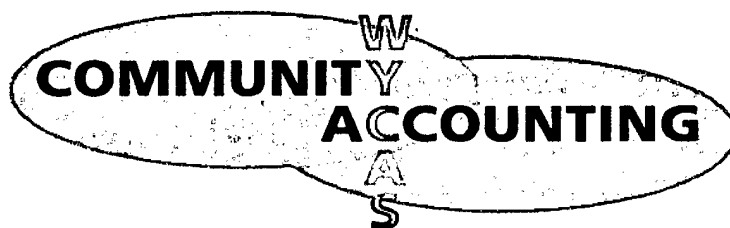


Calderdale Sustainability Forum Limited

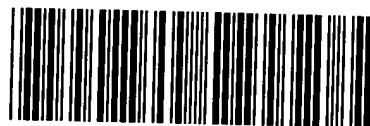
A company limited by guarantee number 04201067

Annual Report and Financial Statements for the year ended 31 March 2015



West Yorkshire Community Accounting Service

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Calderdale Sustainability Forum Limited

Annual Report and Financial Statements for the year ended 31 March 2015

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Prepared by West Yorkshire Community Accounting Service

Calderdale Sustainability Forum Limited

Directors' report for the year ended 31 March 2015

Reference and administrative details of the company, its directors and advisors

The directors during the financial year and up to and including the date the report was approved were:

Name

Dr E J Griffiths
A Rae

Company secretary

A Rae

Company number

04201067

Registered and principal address

21 Chapel Avenue
Hebden Bridge
Halifax
HX7 8DG

Bankers

Yorkshire Bank PLC
7 Waterhouse Street
Halifax
HX1 1XZ

Accountants

West Yorkshire Community Accounting Service
Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The company was formed on 18 April 2001 and is limited by guarantee. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of directors

The directors of the company are appointed by the members at the AGM.

Calderdale Sustainability Forum Limited

Directors' report (continued) for the year ended 31 March 2015

The company's objects

The objects of the Company are to support the development and implementation of a sustainable development strategy for Calderdale by:

- (a) providing a focal point for dialogue between the local authority, its partner organisations and the various environmental, economic and social stakeholder groups
- (b) co coordinating communications support and activities between stakeholder groups
- (c) raising awareness of and providing education on sustainable development issues
- (d) facilitating, organising and where appropriate directly managing activities and projects which support sustainable development.

Principal activities of the company in the course of the year

Income and expenditure broadly matched themselves in this financial year. The directors had previously made a decision that they are prepared to progressively spend down the reserves, should expenditure exceed income from fundraising, with a view to reducing the company's activities, in an orderly fashion, over a period of years.

This position is possible because the company has no fixed costs or ongoing liabilities whatsoever. In practice that situation has not arisen and in practice the company further improved its net financial balance in the period after the close of this financial year. This means that CSF is able to pursue its environmental and sustainability objectives without immediate financial pressures.

The company continued its operations successfully in the year under review:

- Having in 2012 secured the approval of a climate change strategy for Calderdale - its principal objective over the recent period - activity then concentrated on organising that strategy's implementation, culminating in October 2013 with the launch of Calderdale's Energy Future (CEF - www.calderdalesenergyfuture.org.uk). In 2014-15 the CEF partnership spent a lot of its time reviewing how to respond to the failure of the critical national framework for residential energy reduction the Green Deal, which undermined local activity in Calderdale.
- It continued the activities of its Calder Future river partnership and volunteering arm, which uses the services of a freelance volunteer coordinator. After the floods in the summer of 2012 Calder Future was requested by the Environment Agency and Calderdale Council, to develop a programme of 'river stewardship' to reduce flood risk in the Upper Calder Valley to complement the Agency/Council's investments in physical infrastructure. At the start of the 2014-15 year Calder future was actually able to begin to implement the task commissioned by the EA to manage riverbank vegetation in Mytholmroyd; it did this principally using large-scale volunteer work parties contributed by Lloyds Bank plc, and was grant funded from the DEFRA Pathfinder funding administered by Calderdale Council (which ended in March 2015). It also secured a small grant from Hebden Royd town council.
- At the start of the year a lot of intensive activity brought to fruition previous work to establish a new partnership - in collaboration with the Countryside Service, Friends of the Earth and Buglife - aimed at increasing the health of bees and other pollinators in the district, and their habitats. This was launched in June 2014 as 'Get Calderdale Buzzing!'
- At the same time another CSF initiative - to provide a new web portal for environmental activity in Calderdale, including an events and volunteering opportunity calendar, which would also provide a website for CSF itself (something that had been missing for a number of years) was also completed. The new website is: www.greencalderdale.org.uk and increasingly provides an online presence for discussion and campaigning around environmental issues.
- In relation to detailed fundraising activity: the grant provided the previous year via Green Business Network from landfill tax to undertake environmental improvements at Beechwood Park, North Halifax was spent; an annual small grant from Calderdale Council grant to Calder Future was now transferred to the CSF parent body to support its 'environmental partnership activities'; and CSF was advised of a possible payment in lieu of regulatory compliance which it might receive. This was accomplished in 2015-16.

Calderdale Sustainability Forum Limited

Directors' report (continued) for the year ended 31 March 2015

Statement of directors' responsibilities

The directors are responsible for preparing the directors' report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the directors to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for the year. In preparing these financial statements, the directors are required to:

select suitable accounting policies and apply them consistently;

make judgements and estimates that are reasonable and prudent;

state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the accounts on a going concern basis unless it is inappropriate to presume that the company will continue in operation.

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

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of directors:

Signed.....

Name.....

Date.....

A. Rae

Anthony Rae

23rd December 2015

Calderdale Sustainability Forum Limited

Income and expenditure account

for the year ended 31 March 2015

	Notes	2015 Unrestricted funds £	2015 Restricted funds £	2015 Total funds £	2014 Total funds £
Income					
Grants	(2)	13,748	1,250	14,998	10,590
Other income		90	-	90	112
Total incoming resources		<u>13,838</u>	<u>1,250</u>	<u>15,088</u>	<u>10,702</u>
Expenditure					
Insurance		346	-	346	197
Training		160	-	160	90
Website		923	-	923	742
Project overheads and equipment		13,449	1,250	14,699	6,278
Sundry expenses		20	-	20	13
Accountancy		300	-	300	252
Meeting and conference expenses		-	-	-	2,610
Total expenditure		<u>15,198</u>	<u>1,250</u>	<u>16,448</u>	<u>10,182</u>
Net (expenditure) / income		<u>(1,360)</u>	<u>-</u>	<u>(1,360)</u>	<u>520</u>
Fund balances brought forward		<u>27,380</u>	<u>-</u>	<u>27,380</u>	<u>26,860</u>
Fund balances carried forward	(3)	<u>26,020</u>	<u>-</u>	<u>26,020</u>	<u>27,380</u>

All incoming resources and resources expended derive from continuing activities.

Calderdale Sustainability Forum Limited

Balance sheet

as at 31 March 2015

		2015	2015	2015	2014
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Current assets					
Debtors and prepayments	(4)	1,197	-	1,197	2,324
Cash at bank and in hand	(5)	26,870	2,500	29,370	29,558
Total current assets		<u>28,067</u>	<u>2,500</u>	<u>30,567</u>	<u>31,882</u>
Current liabilities:					
amounts falling due within one year					
Deferred income		-	2,500	2,500	4,250
Creditors and accruals	(6)	2,047	-	2,047	252
Total current liabilities		<u>2,047</u>	<u>2,500</u>	<u>4,547</u>	<u>4,502</u>
Net current assets		<u>26,020</u>	<u>-</u>	<u>26,020</u>	<u>27,380</u>
Total assets less current liabilities		<u>26,020</u>	<u>-</u>	<u>26,020</u>	<u>27,380</u>
Net assets		<u>26,020</u>	<u>-</u>	<u>26,020</u>	<u>27,380</u>
Funds					
Unrestricted funds		26,020	-	26,020	27,380
Restricted funds		-	-	-	-
Total funds		<u>26,020</u>	<u>-</u>	<u>26,020</u>	<u>27,380</u>

For the year ending 31 March 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved at a meeting of the directors and signed on its behalf by:

Signed: A. Rae

Date: 23rd December 2015

Name: Anthony Rae

We have prepared these accounts in accordance with the books, records, information and explanations supplied to us by Calderdale Sustainability Forum Limited. We have not carried out an audit or independent examination on these accounts.

West Yorkshire Community Accounting Service

Stringer House, 34 Lupton Street
Leeds LS10 2QW

Date: 15 December 2015

Calderdale Sustainability Forum Limited

Notes to the accounts

for the year ended 31 March 2015

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Incoming resources

All incoming resources are included in the SOFA when the company becomes entitled to the resources, the directors are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants

Grants are initially credited to deferred income. Grants towards revenue expenditure are released to the income and expenditure account as the related expenditure is incurred. Grants towards capital expenditure are released to the income and expenditure account over the expected useful life of the assets.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised as soon as there is a legal or constructive obligation committing the company to pay out the resources.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition.

Fund accounting

Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objectives of the company.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Calderdale Sustainability Forum Limited

Notes to the accounts continued

for the year ended 31 March 2015

2 Grants	2015 Unrestricted funds £	2015 Restricted funds £	2015 Total funds £	2014 Total funds £
Calderdale MBC	9,498	-	9,498	6,340
Calderdale & Kirklees Green Business Network	4,250	-	4,250	4,250
Hebden Royd Town Council	-	1,250	1,250	-
	<u>13,748</u>	<u>1,250</u>	<u>14,998</u>	<u>10,590</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Hebden Royd Town Council	-	1,250	1,250	-

Fund name	Purpose of restriction
Hebden Royd Town Council	For vegetation management

4 Debtors and prepayments	2015 £	2014 £
Debtors	946	2,050
Prepayments	251	274
	<u>1,197</u>	<u>2,324</u>

5 Cash at bank	2015 £	2014 £
Current account one	24,261	21,065
Current account two	5,109	8,493
	<u>29,370</u>	<u>29,558</u>

6 Creditors and accruals	2015 £	2014 £
Creditors	1,747	-
Accruals	300	252
	<u>2,047</u>	<u>252</u>

7 Directors' expenses

No director received any expenses during this or the previous financial year.

8 Related party transactions

There were no related party transactions during this or the previous financial year.