

COMPANY REGISTRATION NUMBER: NI608232

CHARITY REGISTRATION NUMBER: NIC104550

**Carrickfergus Community Forum
Company Limited by Guarantee
Financial Statements
31 March 2021**



Carrickfergus Community Forum

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2021

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Carrickfergus Community Forum

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2021.

Reference and administrative details

Registered charity name Carrickfergus Community Forum

Charity registration number NIC104550

Company registration number NI608232

Principal office and registered office 31 Lancasterian Street
Carrickfergus
Co Antrim
BT38 7AB

The trustees

Mr B Dornan	
Mr A Herron	
Mr W Adamson	(Resigned 20 October 2020)
Ms A Mayne	
Mr D McCoubrey	
Mr G Clarke	
Mr J McCaw	
Mr J Simms	
Mrs M Lavery	(Appointed 18 January 2021)
Mr W Sibley	(Resigned 18 January 2021)
Mr N Jordan	(Resigned 18 January 2021)
Mr T Rainey	(Appointed 18 January 2021)

Company secretary None

Auditor Gilmour & Co Limited
Chartered accountants & statutory auditor
25 High Street
Carrickfergus
Co Antrim
BT38 7AN

Carrickfergus Community Forum

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Structure, governance and management

Organisational structure

Carrickfergus Community Forum (The Forum) was established as a company limited by guarantee under a Memorandum of Association which established the objects and powers of the company and is governed under its Articles of Association. The Forum is governed by the Board of Directors. The Board of Directors, who are elected members, consist of thirteen elected persons. Every year one third of the elected directors retire by rotation. The directors to retire are those who have been longest in office since their last election. A retiring director is eligible for re-election. New directors are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making process, the organisational plan and recent performance of The Forum. They are free to discuss any issues with other directors or key employees. Directors are encouraged to attend any appropriate external training events where these will facilitate the undertaking of their role. Janice Cherry is appointed to supervise the day to day operations of the company.

The directors who served The Forum are detailed on page 1. The Forum is limited by guarantee.

Risk Management

The directors have actively reviewed the major risks which the charity faces and believe that maintaining the unrestricted reserves at the required levels to finance the working capital and continue the charity's activities on a short term basis, combined with the annual review of controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The directors have also examined other business and operational risks which The Forum faces and confirm that they have established systems to mitigate significant risks

Objectives and activities

The Trustees have regard to the Northern Ireland Charity Commission's Public Benefit Requirements statutory guidance. The objectives and principal activities of the charity are:

The advancement of community development in the Carrickfergus Area and district area of County Antrim (the "area of benefit") and in particular the promotion of the community and voluntary sector for the benefit of the public through provision of training, support, information, facilities and amenities and the promotion of good practice among community and voluntary groups.

To provide and maintain a Forum where member organisations can join together to find mutual support, exchange views, share common issues and information, create a collective voice for the community and voluntary sector and work in partnership with the agencies and authorities.

To advance education and training.

To promote good community relations, religious and racial harmony and equality and diversity.

The main activities undertaken to further these aims are outlined in the "Achievements and Performance" section of this report.

Carrickfergus Community Forum

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Achievements and performance

The Covid 19 pandemic presented significant challenges for service provision and safe working practices across the community and voluntary sector. Carrickfergus Community Forum was required to rapidly implement an action plan for service delivery in line with Covid rules and regulations from March 2020.

Successful funding applications were made to The Big Lottery Awards for All Fund, Cooperation Ireland, Neighbourly Fund and the Community Foundation for Northern Ireland Covid Fund to enable CCF to assist local residents to cope with lockdown and ensure that practical help was available to those in need. We also secured resources to make our premises Covid compliant and ensure the safety of user groups and staff on the premises. This included installing safety screens in our shared spaces and meeting rooms and providing PPE equipment and enhanced cleaning and infection control measure to welcome groups back on to the premises.

During the initial phase of Covid lockdown CCF purchased and delivered assistance parcels containing food, cleaning products and essential items to households across the Mid and East Antrim area. We developed excellent working relationships with local suppliers of fresh food and produce and were able to provide households with nutritious food supplies reducing the need to leave home for shopping and easing financial pressures of our most vulnerable residents.

We also received requests for assistance from people who had moved far away from the area but still had elderly relatives living in the area that were without support and they were unable to travel to assist them. We ensured that they were contacted and received all available assistance including making referrals to other agencies where appropriate.

The Covid 19 pandemic brought about the need for a new way of engaging and delivering services. Following on from the initial response phase of essential support through delivery of food parcels, we looked at the need to reduce isolation as it became clear that the pandemic was going to continue to prevent people from seeing family and friends.

Through the Small Pockets of Deprivation Programme CCF delivered various courses through Zoom including Home Cooking, Community Development OCN Level 1, Health & Wellbeing and self-care. Support and mentoring of groups in Greenisland continued remotely throughout the pandemic with food and essential support parcels being organised for the area in partnership with Greenisland Community Council. Through this programme CCF purchased a number of slow cookers enabling local people to eat healthier, low cost meals and look after themselves and their families during a very difficult period.

We were able to commence programmes to improve employability in February 2021 including a learner driver programme and a Construction Skills Industry Health and Safety (CSR) Card training course. We also assisted a local primary school in Greenisland with getting some exterior painting work completed to improve the physical appearance of the premises.

Through the Department for Social Development Community Investment fund, The Forum has continued to provide support and mentoring to groups through assistance with sourcing funding, completing application forms, group set up, managing projects and guidance on community development practice and principles. The Forum has continued to act as a networking organisation enabling groups to interact and make sustainable connections within the community to share experiences and promote partnership working through the community workers and volunteers network.

CCF joined forces Mid & East Antrim Community Advice Services to direct resources to local vulnerable households. Local residents were identified by CCF and referred to MEACAS to receive

Carrickfergus Community Forum

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

regular deliveries of nutritious prepared meals that could be reheated to ensure families, pensioners and other vulnerable people were able to have at least one hot meal per day. This continued for a period of 12 weeks and was very successful.

The Forum was unable to host the various groups that meet on the premises on a face to face basis for much of the year as a result of the pandemic. Service providers continued to hold sessions online and in August 2020 we were able to bring staff back into the office on a full time basis enabling some essential face to face serviced to be resumed.

Information has been distributed on a regular basis via weekly Ezine newsletter and social media providing local groups and organisations with information that may be useful or relevant. These communications promote the work of the community and voluntary sector and ensure that the local community is well informed on local policy issues, community events, funding opportunities and any relevant information that is useful to local residents and community organisations.

The Forum has maintained representation on various networks, including the community planning committee of Mid & East Antrim Borough Council, representing our member groups throughout the year.

Carrickfergus Community Forum has secured resources to continue the work of The Forum until 31st March 2022.

Financial review

The Forum is a non-profit making organisation.

The Statement of Financial Activities shows net expenditure of £12,049. (2020 - income of £6,377). At 31 March 2021 the total funds of the charity amounted to £72,218 comprising restricted funds of £673 and unrestricted funds of £71,545. The majority of income received by The Forum is earmarked by the donors for specific projects (restricted income). Other income generated by the Forum is generally unrestricted and can be used to finance running costs.

Reserves Policy

The Trustees have considered in their assessment of risks faced by the Forum the need to hold unrestricted reserves. They aim to hold at least 6 months costs in reserve to allow time to source alternative funding should a major source of funds bring their support to an end. Reserves are currently in excess of 6 months costs.

Plans for future periods

The Forum has prepared an updated Strategic and Operational Plan to 31st March 2022 and will focus on delivering programmes designed to help rebuild and strengthen the community sector in the aftermath of the pandemic. There will be an emphasis placed on mental health and wellbeing and economic recovery through employability programmes. People will be encouraged and supported to reintegrate into local community life after a difficult period of isolation for many. This will be achieved through maintaining CCF as a safe space to meet and undertake leisure, educational and wellbeing courses and activities.

Carrickfergus Community Forum

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Trustees' responsibilities statement

The trustees, who are also directors 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 charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the 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 in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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.

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

A resolution to reappoint Gilmour & Co Limited as auditors will be proposed at the forthcoming Annual General Meeting.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Carrickfergus Community Forum

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

The trustees' annual report was approved on 6 December 2021 and signed on behalf of the board of trustees by:

Mr B Dornan
Trustee



Carrickfergus Community Forum

Company Limited by Guarantee

Independent Auditor's Report to the Members of Carrickfergus Community Forum

Year ended 31 March 2021

Opinion

We have audited the financial statements of Carrickfergus Community Forum (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 the provisions available for small entities, in the circumstances set out in note 22 to the financial statements, 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Carrickfergus Community Forum

Company Limited by Guarantee

Independent Auditor's Report to the Members of Carrickfergus Community Forum *(continued)*

Year ended 31 March 2021

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. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Carrickfergus Community Forum

Company Limited by Guarantee

Independent Auditor's Report to the Members of Carrickfergus Community Forum (continued)

Year ended 31 March 2021

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes 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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at 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 members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members 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 members as a body, for our audit work, for this report, or for the opinions we have formed.



Robert Gilmour (Senior Statutory Auditor)

For and on behalf of
Gilmour & Co Limited
Chartered accountants & statutory auditor
25 High Street
Carrickfergus
Co Antrim
BT38 7AN

6 December 2021

Carrickfergus Community Forum
Company Limited by Guarantee
Statement of Financial Activities
(including income and expenditure account)

Year ended 31 March 2021

		Unrestricted funds	2021 Restricted funds	Total funds	2020 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	5	—	110,257	110,257	105,425
Other trading activities	6	520	—	520	6,676
Investment income	7	68	—	68	105
Total income		<u>588</u>	<u>110,257</u>	<u>110,845</u>	<u>112,206</u>
Expenditure					
Expenditure on charitable activities	8,9	3,962	118,932	122,894	105,829
Total expenditure		<u>3,962</u>	<u>118,932</u>	<u>122,894</u>	<u>105,829</u>
Net (expenditure)/income and net movement in funds		<u>(3,374)</u>	<u>(8,675)</u>	<u>(12,049)</u>	<u>6,377</u>
Reconciliation of funds					
Total funds brought forward		74,919	9,348	84,267	77,890
Total funds carried forward		<u>71,545</u>	<u>673</u>	<u>72,218</u>	<u>84,267</u>

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

The notes on pages 12 to 20 form part of these financial statements.

Carrickfergus Community Forum

Company Limited by Guarantee

Statement of Financial Position

31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible fixed assets	15	9,146	9,305
Current assets			
Cash at bank and in hand		74,198	87,558
Creditors: amounts falling due within one year	16	<u>11,126</u>	<u>12,596</u>
Net current assets		<u>63,072</u>	<u>74,962</u>
Total assets less current liabilities		<u>72,218</u>	<u>84,267</u>
Net assets		<u>72,218</u>	<u>84,267</u>
Funds of the charity			
Restricted funds		673	9,348
Unrestricted funds		<u>71,545</u>	<u>74,919</u>
Total charity funds	20	<u>72,218</u>	<u>84,267</u>

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

These financial statements were approved by the board of trustees and authorised for issue on 6 December 2021, and are signed on behalf of the board by:

Mr B Dornan
Trustee



Mr D McCoubrey
Trustee



The notes on pages 12 to 20 form part of these financial statements.

Carrickfergus Community Forum

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2021

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in N Ireland and a registered charity in Northern Ireland. The address of the registered office is 31 Lancasterian Street, Carrickfergus, Co Antrim, BT38 7AB.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, "The Financial Reporting Standard applicable in the UK and Republic of Ireland", the 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) (Charities SORP FRS 102)), the Charities Act (Northern Ireland) 2008 and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

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

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Judgements and key sources of estimation uncertainty

The Trustees have estimated both the useful life and the expected residual value of each fixed asset in arriving at the amount charged each year for depreciation.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Carrickfergus Community Forum
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2021

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

Carrickfergus Community Forum
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and Equipment - 15% reducing balance

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Carrickfergus Community Forum
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The company is limited by guarantee. In accordance with the company's Memorandum of Association the members have undertaken to contribute to the assets of the company in the event of it being wound up, an amount not exceeding £1 each.

Carrickfergus Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Donations	—	—	—
Grants			
Housing Executive	—	41,198	41,198
Dept. of Social Dev. Community Investment Fund	—	56,855	56,855
Cooperation Ireland	—	4,304	4,304
Awards for All	—	—	—
CFNI Covid	—	2,500	2,500
Neighbourly Fund	—	400	400
Lottery Fund	—	5,000	5,000
Halifax Grant	—	—	—
	<u>—</u>	<u>110,257</u>	<u>110,257</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations	100	—	100
Grants			
Housing Executive	—	36,552	36,552
Dept. of Social Dev. Community Investment Fund	—	55,053	55,053
Cooperation Ireland	—	—	—
Awards for All	—	10,000	10,000
CFNI Covid	—	—	—
Neighbourly Fund	—	—	—
Lottery Fund	—	—	—
Halifax Grant	—	3,720	3,720
	<u>100</u>	<u>105,325</u>	<u>105,425</u>

6. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Pip Income	—	—	—
Boardroom Hire	520	—	520
Printing and Copying Services	—	—	—
Facilitation	—	—	—
	<u>520</u>	<u>—</u>	<u>520</u>

Carrickfergus Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

6. Other trading activities *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Pip Income	–	5,296	5,296
Boardroom Hire	360	–	360
Printing and Copying Services	20	–	20
Facilitation	1,000	–	1,000
	<u>1,380</u>	<u>5,296</u>	<u>6,676</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	<u>68</u>	<u>68</u>	<u>105</u>	<u>105</u>

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Support costs	<u>3,962</u>	<u>118,932</u>	<u>122,894</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Support costs	<u>4,801</u>	<u>101,028</u>	<u>105,829</u>

9. Expenditure on charitable activities by activity type

	Support costs £	Total funds 2021 £	Total fund 2020 £
Activity type 1	116,298	116,298	99,779
Governance costs	<u>6,596</u>	<u>6,596</u>	<u>6,050</u>
	<u>122,894</u>	<u>122,894</u>	<u>105,829</u>

Carrickfergus Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

10. Analysis of support costs

	Analysis of support costs activity 1 £	Total 2021 £	Total 2020 £
Wages & Salaries	63,987	63,987	60,063
Rent and Rates	10,693	10,693	13,665
Awards for All	4,753	4,753	5,247
Covid response	11,421	11,421	—
Conference Expenses	—	—	2,620
Project Expenses	13,312	13,312	7,323
Training Courses	10,637	10,637	7,910
Light and Heat	1,494	1,494	2,951
	<u>116,297</u>	<u>116,297</u>	<u>99,779</u>

11. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	2021 £	2020 £
Depreciation of tangible fixed assets	<u>1,615</u>	<u>1,643</u>

12. Auditors remuneration

	2021 £	2020 £
Fees payable for the audit of the financial statements	<u>1,980</u>	<u>1,440</u>

13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021 £	2020 £
Wages and salaries	58,209	54,396
Social security costs	4,013	3,858
Employer contributions to pension plans	1,766	1,809
	<u>63,988</u>	<u>60,063</u>

The average head count of employees during the year was 3 (2020: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2021 No.	2020 No.
Average number of Employees	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

14. Trustee remuneration and expenses

No remuneration was paid during the year to any Trustees. (2019 - £Nil).

Carrickfergus Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

15. Tangible fixed assets

	Fixtures and fittings £	Total £
Cost		
At 1 Apr 2020	18,611	18,611
Additions	1,456	1,456
At 31 Mar 2021	20,067	20,067
Depreciation		
At 1 Apr 2020	9,306	9,306
Charge for the year	1,615	1,615
At 31 Mar 2021	10,921	10,921
Carrying amount		
At 31 Mar 2021	9,146	9,146
At 31 Mar 2020	9,305	9,305

16. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	11,126	12,596

17. Deferred income

	2021 £	2020 £
At 1 April 2020	9,305	8,020
Amount released to income	(1,615)	(1,643)
Amount deferred in year	1,456	2,928
At 31 March 2021	9,146	9,305

18. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £(1,766) (2020: £(1,809)).

19. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2021 £	2020 £
Recognised in creditors:		
Deferred government grants due within one year	(1,615)	(1,643)

Carrickfergus Community Forum
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

20. Analysis of charitable funds

Unrestricted funds

	At 1 Apr 2020	Income	Expenditure	At 31 Mar 2021
	£	£	£	£
General funds	<u>74,919</u>	<u>588</u>	<u>(3,962)</u>	<u>71,545</u>

	At 1 Apr 2019	Income	Expenditure	At 31 Mar 2020
	£	£	£	£
General funds	<u>78,135</u>	<u>1,585</u>	<u>(4,801)</u>	<u>74,919</u>

Restricted funds

	At 1 Apr 2020	Income	Expenditure	At 31 Mar 2021
	£	£	£	£
Restricted Funds	<u>9,348</u>	<u>110,257</u>	<u>(118,932)</u>	<u>673</u>

	At 1 Apr 2019	Income	Expenditure	At 31 Mar 2020
	£	£	£	£
Restricted Funds	<u>(245)</u>	<u>110,621</u>	<u>(101,028)</u>	<u>9,348</u>

21. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Tangible fixed assets	9,146	–	9,146
Current assets	73,525	673	74,198
Creditors less than 1 year	<u>(11,126)</u>	<u>–</u>	<u>(11,126)</u>
Net assets	<u>71,545</u>	<u>673</u>	<u>72,218</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Tangible fixed assets	9,305	–	9,305
Current assets	78,209	9,348	87,557
Creditors less than 1 year	<u>(12,595)</u>	<u>–</u>	<u>(12,595)</u>
Net assets	<u>74,919</u>	<u>9,348</u>	<u>84,267</u>

22. Ethical standards

In common with many organisations of our size and type we use our auditors to assist with the preparation of our annual accounts.