

CAMBRIDGE CARBON FOOTPRINT LTD

(A Company Limited by Guarantee)

Statement of Accounts

For the Year Ended 31 December 2017

Company Registration Number – 05750297

Registered Charity Number - 1127376

Cambridge Carbon Footprint Ltd

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Cambridge Carbon Footprint Ltd

LEGAL AND ADMINISTRATIVE INFORMATION

Status: Cambridge Carbon Footprint is a charitable company limited by guarantee, incorporated on 21 March 2006 and registered as a charity on 5 January 2009.

Cambridge Carbon Footprint was established under a Memorandum of Association, which was amended to reflect the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles the members of the Trustee Board are elected at the AGM, or can be appointed by resolution of the Board or co-opted by the Board.

The following people served as trustees of the charity during 2017 and up to the date of this report:

Trustees	Role	Date Elected	Date Resigned
Tom Bragg	Chair (from 5 May 2017 until 16 July 2018)	31 Oct 2008	
Bev Sedley		30 Nov 2009	
Jane Heal		16 May 2013	
Katharine Smith		16 May 2013	
Jane Frank	Chair (from 12 May 2016 until May 5 2017)	8 May 2014	5 May 2017
Suzanne Goldsmith	Treasurer	26 Feb 2015	5 May 2017
Sarah Whitebread	Chair (from 16 July 2018)	14 Sep 2015	
Claudia Zheng	Treasurer	11 Sep 2017	14 Feb 2018
Alice Collier		15 May 2017	

Registered address: The Bike Depot, 140 Cowley Road, Cambridge, CB4 0DL

Operational address: The Bike Depot, 140 Cowley Road, Cambridge, CB4 0DL

Independent examiner: Websters Cambridge Limited, Sumpter House, Station Road, Histon, Cambridge, CB24 9LQ

Bank: The Co-operative Bank, PO Box 250, Delft House, Southway, Skelmersdale WN8 6WT

Company registration no. 05750297

Registered charity no. 1127376

Tel: 01223 301842 **email:** info@cambridgecarbonfootprint.org

Cambridge Carbon Footprint Ltd

TRUSTEES' ANNUAL REPORT 2017

The Board presents its report and the financial statements for the year ended 31st December 2017.

Objects of the Charity

The object of the Charity as stated in the Memorandum of Association is:

“The promotion for the benefit of the public of the conservation, protection and improvement of the physical and natural environment by raising awareness of climate change and encouraging practical steps to reduce atmospheric carbon dioxide levels.”

The trustees have considered the Charity Commission's guidance on public benefit, and they consider that Cambridge Carbon Footprint is fulfilling its obligations in this respect by achieving the above objective.

Organisation

Cambridge Carbon Footprint (CCF) is administered by a Trustee Board who meet at least four times a year. Trustees who served during the year are detailed above.

Projects, activities and achievements

Cambridge Carbon Footprint undertook the following projects and activities during 2017:

1. Outreach and events

In 2017 we ran 8 stalls and gave 8 outreach talks and workshops, engaging approximately 440 members of the public in discussion about climate change and carbon reduction. In addition to our outreach activities, we organised a total of 30 events open to the public.

Although most of our 2017 activities were under our consumption and home energy strands (see 2. and 3. below) we also continued to collaborate with Cambridge Sustainable Food, this year assisting them with running a WWII Rationing Challenge, and providing advice on setting up their Directory of Sustainable Food.

CCF also ran several events with Paul Allen from the Centre for Alternative Technology. 70 people drawn from many sectors gathered at Anglia Ruskin University to hear about the Zero Carbon Britain Report and came up with '12 Areas for Action' for Cambridge. This event was preceded by a live, audio-visual storytelling of Extraordinary Story with accompaniment by ClimateKeys founder and composer Lola Perrin.

CCF teamed up with the Global Sustainability Institute to organise a lively and well attended environmentally themed hustings debate. 204 people joined the questioning, many of them new to CCF and the event was broadcast on Cambridge News' website.

2. Circular Cambridge

Tackling climate change by addressing our consumption via the Circular Cambridge project continues to deliver strong outcomes for CCF. Eye catching and unique events have captured the media's attention, getting the message out to a wider audience.

The 2017 Circular Festival focused on an attempt to set a record for the world's biggest Repair Café. 600 attendees had 232 items fixed which diverted 794kg of resources from the waste stream. The existing world record was exceeded by 50%. The record attempt was covered by ITV, the BBC, the local papers and more.

Cambridge Carbon Footprint, through the Cambridgeshire Repair Café Network has continued to support other local groups to run repair cafes in the region. Cambridgeshire has become a global Repair Café hub with 14 individual Repair Café groups.

In 2017 the number of charity shops featured in the CirculART Trail increased to 22. 70% of artists showcased in the event indicated they would be more likely to use repurposed materials in their work in the future. Shop managers reported that shop footfall had increased over the 3 weeks of the trail. Over 2000 brochures featuring the trail map and information about waste reduction, reuse and climate change were distributed and these were reinforced with posters, social media and press coverage.

Cambridge Carbon Footprint Ltd

TRUSTEES' ANNUAL REPORT 2017

CCF also played a key role in the Solutions Fair of the global #EarthOptimism event at the University's David Attenborough Building. We used a Repair Cafe and clothes swap to demonstrate community solutions to overconsumption and waste. CCF had the great honour of introducing Sir David Attenborough to both activities - he was new to both and very enthusiastic.

3. Home Energy Projects

13 Cambridge-area homes attracted the most visitors since 2012, with homeowners showing how they save energy and live sustainably. Visitors were inspired by seeing energy-saving measures in real homes, and being able to discuss their benefits, drawbacks and alternatives. In 2017 444 one-hour tours were made by 207 visitors, 66% of visitors were new to Open Eco Homes, and 78% of visitors expected to save home energy as a result of what they'd seen. Practical evening events following the open days attracted 97 attendees who heard and discussed detailed advice, helping them turn their energy-saving ideas into reality.

In 2017 we continued to train people to use our 2 thermal imaging cameras and interpret their images, which can vividly reveal where buildings are leaking heat. 25 people attended 3 popular training sessions, now supplemented with an [online guide](#).

31 Thermal Imaging surveys were completed in 2017, 6 for members of the public who requested them. Householders valued seeing the energy-wasting problems that were revealed, leading to fixes for draughts, insulation problems and building defects in new homes.

4. Carbon Conversations

Carbon Conversations have been a part of what CCF has offered since the start in 2006. In recent years, we have run fewer series of Conversations, and in 2017 we did not run any. The pattern of Carbon Conversations across the UK has been similar, and in 2017 Carbon Conversations ceased to be actively promoted as a nationwide programme.

The insights of the approach remain of lasting importance and inform CCF's outreach and communications work. CCF will continue to offer the Conversations when and where there is interest.

Summary

In total we ran 45 events and activities in 2017, and supported 12 more events to take place, a comparable number to 2016, where we ran or enabled a total of 56 events. In 2017 we estimate our combined attendance for events, stalls and outreach talks was 3497, compared with 2240 attendees in 2016. Events we supported attracted an additional 533 attendees. In 2017 we engaged approximately 2298 people new to our organisation, including 2001 new people attending our events, and 297 who attended events we enabled to take place.

Financial review

Total incoming resources amounted to £56,090 (2016 £44,470) which, after total expenditure of £67,082 (2016 £56,860) resulted in a deficit before transfers of £10,992 (2016 deficit £12,390). The increase in income in the year was due to increased donations and grants received compared to the previous year. The increase in expenditure in the year was primarily due to a grant of £10,759 (2016 £2,450) made to Cambridge Sustainable Food. This was offset by donations of £9375 (2016 £1500) made specifically for charitable work on sustainable food. Staff costs increased to £40,452 (2016 £31,498) this is due largely to employing an extra staff member rather than freelancer for Open Eco Homes project work. Correspondingly there are no freelancer fees in 2017 (2016 £8,754). Costs have been kept to a minimum wherever possible.

At the end of the year, the Charity had total funds of £19,953 (2016 £30,945), of which £19,953 (2016: £30,445) was unrestricted funds.

The attached accounts give full details of the state of the finances of Cambridge Carbon Footprint, and the Board is confident that the company can continue to meet its objectives for the immediate future.

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Reserves

Until recently, CCF was primarily funded by grants, however our core funding ceased in March 2012, and we now bid for funds on a project by project basis. As a result, our primary funding source is now donations. As donated income cannot always be predicted, and the success of funding bids is not guaranteed, the trustees believe it is prudent for the charity to hold minimum reserves equivalent to at least 3 months expenditure, currently this equates to approximately £16,770.

This will provide:

- the ability to meet unforeseen expenditure, including costs arising should CCF be wound up (closedown costs, redundancy payments, return of grant funding);
- flexibility in achieving our objectives; and
- a financial 'cushion' until additional core funding can be secured.

The trustees plan to review this policy in accordance with the Charity Commission's guidelines on a regular basis, at least once a year.

Investments

A judgement is taken with regard to cash balances held by the Charity. Cash not required in day to day operations is held in a separate deposit account, which is considered by the trustees to be the most low risk, and hence suitable arrangement.

Responsibilities of the Board

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the board should follow best practice and:

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The board is responsible for maintaining proper accounting records which 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. The Board is 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.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Recruitment, Appointment of Trustees

Trustees, who are also Directors of the Company, are elected by members of the Company or appointed by resolution or co-option by the Trustees.

Induction of Trustees

Induction and training of Trustees is currently carried out informally but the Trustees will review this if and when the size of the Board increases.

Trustees Indemnities

In accordance with normal commercial practice the charity has purchased insurance to protect them from claims arising from negligent acts, errors or omissions occurring whilst on charity business.

Cambridge Carbon Footprint Ltd

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Risk Assessment

The Board assesses the risks facing the charity on an ongoing basis, with the key risks during the year being:

- a funding shortfall
- exhaustion or loss of staff members or key trustees
- less concern and motivation from the public on acting against climate change

The board gives attention to handling these risks, and is working to create a more detailed action plan to mitigate the key risks, clarifying responsibilities for dealing with the concerns.

Our fundraising group has continued to be active and CCF supporters were generous, helping us to maintain staffing levels and continue to provide a wide programme of events throughout the year.

Contribution of Volunteers

The charity receives help and support in the form of voluntary assistance in advising the public and administering the charity. In 2017 233 (2016: 235) volunteers donated 5,320 (2016: 6,146) hours to the organisation.

Members of the Board

Members of the board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during 2017 and up to the date of this report are set out above.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of members at 31 December 2017 was 22.

The company has taken advantage of the small companies exemption in preparing the report above. The trustees declare that they have approved the trustees' report (including directors' report) above.

Approved by the Board on 2nd July 2018 and signed on its behalf by:

Tom Bragg

Chair of Trustees

Cambridge Carbon Footprint Ltd

Independent Examiner's Report to the Trustees for the year ended 31 December 2017

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2017.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 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 your charity's accounts as 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

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 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).

Frederick J H Anderson FCA

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STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an income and expenditure account)
FOR THE YEAR ENDED 31 DECEMBER 2017

	Notes	Unrestricted General £	Restricted Funds £	2017 Total Funds £	2016 Total Funds £
Income from:					
Donations and legacies					
Grants	3	-	9,500	9,500	10,200
Donations		34,732	9,375	44,107	31,883
Income from other trading activities					
Fundraising and sponsorship		-	2,300	2,300	2,200
Investments					
Bank interest		183	-	183	187
Total income		34,915	21,175	56,090	44,470
Expenditure on:					
Charitable activities	4	35,889	31,193	67,082	56,860
Total expenditure		35,889	31,193	67,082	56,860
Net income/(expenditure)		(974)	(10,018)	(10,992)	(12,390)
Transfers between funds	11	(9,518)	9,518	-	-
Net movement in funds		(10,492)	(500)	(10,992)	(12,390)
Reconciliation of funds:					
Total funds brought forward	11	30,445	500	30,945	43,335
Total funds carried forward	11	19,953	-	19,953	30,945

The notes on pages 9 to 19 form part of these accounts.

BALANCE SHEET
AS AT 31 DECEMBER 2017

	Notes	2017 £	2016 £
Fixed Assets			
Tangible assets		439	114
Total fixed assets	7	439	114
Current assets			
Debtors	8	2,835	7,409
Cash at bank and in hand		19,361	26,636
Total current assets		22,196	34,045
Liabilities			
Creditors: amounts falling due within one year	9	2,682	3,214
Net current assets		19,514	30,831
Total assets less current liabilities		19,953	30,945
The funds of the charity:			
Restricted income funds			
Open Eco-Houses		-	500
	10	-	500
Unrestricted funds			
General fund	10	19,953	30,445
Total charity funds	11	19,953	30,945

For the year ending 31 December 2017 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 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The notes on pages 9 to 19 form part of these accounts.

Approved by the Board on

2018 and signed on its behalf by:

Tom Bragg
Trustee

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017**1 Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

These accounts have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with 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) issued on 16 July 2014 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

Cambridge Carbon Footprint Ltd meets the definition of a public benefit entity under FRS 102.

b) Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

With regards to the following year, the most significant area of uncertainty of the charity is the level of donation income which needs to be raised each and every year to fulfill a programme of events.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations, grants and gifts are recognised when receivable.

Income from Gift Aid tax reclaims is recognised for any donations with valid Gift Aid declarations in the same period as the donation. Gift aid is considered to be part of the original gift and is added to the same fund as the original donation unless the donor specifies otherwise. Any amounts of Gift Aid not received by the year end are accounted for in income and accrued income in debtors.

Interest on deposit funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

Sponsorship from fundraising and events are recognised in income when the event takes place.

Trading income is recognised on point of sale for both donated and purchased goods and services.

d) Expenditure and irrecoverable VAT

Expenditure and liabilities are recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and is classified as expenditure on charitable activities.

Expenditure on charitable activities includes the direct costs of activities undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

e) Governance and support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities.

Support costs are allocated across funds on the basis of employee time or allocated to the general fund.

f) Redundancy costs

The charity made no redundancy payments during the reporting period.

g) Grants

Grants awarded to other bodies are recognised when an acceptable grant application has been received from the applicant and has been approved by the trustees.

h) Financial instruments

The charity 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.

i) Deferred income

No material item of deferred income has been included in the accounts.

j) Creditors

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

k) Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at best estimate of the amount required to settle the obligation at the reporting date.

l) Fixed assets

Equipment, furniture and fittings owned by the Company are capitalised at cost and are depreciated over two to four years on a straight line basis.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

n) Cash at bank and in hand

Cash at bank and cash 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 amount.

o) Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017**p) Fund accounting**

Where the charity undertakes a specific project, as determined internally or by the external donor, all incoming and expended resources are accounted for separately through a separate fund.

These funds are classified as follows:

- | | |
|--------------------|--|
| Restricted funds | - Where the grant donor specifies how the funds should be applied. |
| Unrestricted funds | |
| General reserve | - All other funds, which are available for general purposes. |

q) Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 5. There was £156 outstanding contributions at the year end (2016: £120).

The money purchase plan is managed by NEST and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan. The pension fund is then converted into a pension upon the employee's normal retirement age which is defined as when they are eligible for a state pension. The charity has no liability beyond making its contributions and collecting and paying across the deductions for the employee's contributions.

Employer pension contributions are allocated to funds using the same calculation that the related salary costs are allocated to funds.

r) Critical accounting estimates and area of judgement

Estimates and judgements such as general expenditure accruals and the gift aid debtor 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.

Based upon the results shown in these accounts, there are no estimates or assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

2 Legal status of the Charity

The Company is limited by guarantee, registered in England and Wales and does not have a share capital. As at 31 December 2017 there were 22 (2016 - 19) members.

Members' liability is limited to £10 each in the event of the Company being wound up, while they are members or within one year after they cease to be a member, for payment of debts and liabilities contracted before they ceased to be a member.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

3 Grant Income - Current Year

	Note	Unrestricted		Restricted Funds			Total £
		General Funding £	Cambridge Sustainable Food £	Circular Cambridge £	Events £	Open Eco-houses £	
Cambridge City Council		-	-	7,000	-	2,000	9,000
South Cambridge District Council		-	-	-	-	500	500
		-	-	7,000	-	2,500	9,500

Grant Income - Prior Year

	£	£	£	£	£	£
Cambridge City Council	-	-	6,000	-	2,000	8,000
AC Architects	-	-	-	-	200	200
CFCI Trust	-	-	-	-	2,000	2,000
	-	-	6,000	-	4,200	10,200

4 Expenditure on Charitable Activities - Current Year

	Note	Cambridge		Circular Cambridge £	Events £	Open Eco-houses £	Total £
		General Funding £	Sustainable Food £				
Staff Costs	5	26,166	-	7,767	-	6,519	40,452
Establishment		4,228	-	1,224	-	1,047	6,499
Communications		544	-	-	-	-	544
Other	6	4,951	10,759	1,955	378	1,544	19,587
		35,889	10,759	10,946	378	9,110	67,082

Expenditure on Charitable Activities - Prior Year

	£	£	£	£	£	£
Staff Costs	21,177	-	8,132	-	2,189	31,498
Establishment	5,045	-	1,605	-	387	7,037
Communications	304	-	27	-	7	338
Other	4,772	2,450	1,610	-	9,155	17,987
	31,298	2,450	11,374	-	11,738	56,860

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

	Note	General Funding £	Cambridge Sustainable Food £	Circular Cambridge £	Events £	Open Eco-houses £	Total £
5 Staff Costs - Current Year							
Salary costs		25,349	-	7,600	-	6,488	39,437
Employer's National Insurance		-	-	-	-	-	-
Pension		541	-	167	-	31	739
Travel and subsistence		141	-	-	-	-	141
Training		135	-	-	-	-	135
	4	<u>26,166</u>	<u>-</u>	<u>7,767</u>	<u>-</u>	<u>6,519</u>	<u>40,452</u>
Staff Costs - Prior Year		£	£	£	£	£	£
Salary costs		21,188	-	8,222	-	2,214	31,624
Employer's National Insurance		(270)	-	(105)	-	(28)	(403)
Pension		36	-	15	-	3	54
Travel and subsistence		223	-	-	-	-	223
	4	<u>21,177</u>	<u>-</u>	<u>8,132</u>	<u>-</u>	<u>2,189</u>	<u>31,498</u>

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

The average monthly head count during the year was 2 (2016 - 2).

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

6	Other expenditure - Current Year	Note	Unrestricted		Restricted Funds			Total £
			General Funding £	Cambridge		Events £	Open Eco-houses £	
				Sustainable Food £	Circular Cambridge £			
	Books, Journals & Information Packs		344	-	1,002	130	574	2,050
	Exhibition & presentation costs		1,176	-	953	248	970	3,347
	Subscriptions		260	-	-	-	-	260
	Volunteer expenses		488	-	-	-	-	488
	Freelancer fees		-	-	-	-	-	-
	Sundry Expenses		110	-	-	-	-	110
	Independent Examiner's Fee - examination of the accounts		1,068	-	-	-	-	1,068
	Independent Examiner's Fee - other accountancy services		524	-	-	-	-	524
	AGM Expenses		81	-	-	-	-	81
	Professional Fees		900	-	-	-	-	900
	Grants to institutions		-	10,759	-	-	-	10,759
		4	4,951	10,759	1,955	378	1,544	19,587
6	Other expenditure - Prior Year	Note	Unrestricted		Restricted Funds			Total £
			General Funding £	Cambridge		Events £	Open Eco-houses £	
				Sustainable Food £	Circular Cambridge £			
	Books, Journals & Information Packs		1,067	-	609	-	389	2,065
	Exhibition & presentation costs		1,086	-	967	-	-	2,053
	Subscriptions		100	-	-	-	-	100
	Volunteer expenses		142	-	-	-	12	154
	Freelancer fees		677	-	34	-	8,754	9,465
	Sundry Expenses		116	-	-	-	-	116
	Independent Examiner's Fee - examination of the accounts		1,000	-	-	-	-	1,000
	Independent Examiner's Fee - other accountancy services		524	-	-	-	-	524
	AGM Expenses		60	-	-	-	-	60
	Professional Fees		-	-	-	-	-	-
	Grants to institutions		-	2,450	-	-	-	2,450
		4	4,772	2,450	1,610	-	9,155	17,987

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

6 Other expenditure (continued)

Governance costs - current year:

Included with the above expenses are governance costs as follows:	Unrestricted	Restricted Funds				Total £
	General Funding £	Cambridge Sustainable Food £	Circular Cambridge £	Events £	Open Eco-houses £	
AGM expenses	81	-	-	-	-	81
Independent Examiner's fees	1,068	-	-	-	-	1,068
	1,149	-	-	-	-	1,149

Governance costs - prior year:

	£	£	£	£	£	£
AGM expenses	60	-	-	-	-	60
Independent Examiner's fees	1,000	-	-	-	-	1,000
	1,060	-	-	-	-	1,060

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

	2017 £	2016 £	
7 Fixed Assets			
Fixtures, fittings & equipment			
Cost			
As at 1 January 2017	5,148	5,148	
Additions	470	-	
As at 31 December 2017	<u>5,618</u>	<u>5,148</u>	
Depreciation			
As at 1 January 2017	5,034	4,199	
Charge for year	145	835	
As at 31 December 2017	<u>5,179</u>	<u>5,034</u>	
Net book value			
As at 1 January 2017	<u>114</u>	<u>949</u>	
As at 31 December 2017	<u>439</u>	<u>114</u>	
	2017 £	2016 £	
8 Debtors			
Debtors	400	-	
Other debtors	2,435	6,712	
Prepayments and accrued income	-	697	
	<u>2,835</u>	<u>7,409</u>	
All debtors are recoverable in less than one year.			
	2017 £	2016 £	
9 Creditors: Amounts falling due within one year			
Accruals	2,377	1,810	
Payroll liabilities	305	1,404	
	<u>2,682</u>	<u>3,214</u>	
10 Analysis of net assets between funds - Current Year			
	General funds £	Restricted funds £	Total funds £
Tangible fixed assets	439	-	439
Current assets	22,196	-	22,196
Current liabilities	(2,682)	-	(2,682)
Net assets at 31 December 2017	<u>19,953</u>	<u>-</u>	<u>19,953</u>
Analysis of net assets between funds - Prior Year			
	General funds £	Restricted funds £	Total funds £
Tangible fixed assets	114	-	114
Current assets	33,545	500	34,045
Current liabilities	(3,214)	-	(3,214)
Net assets at 31 December 2016	<u>30,445</u>	<u>500</u>	<u>30,945</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

11 Funds and Reserves

Separate funds have been established for the following reasons:

Restricted funds

Climate Friendly Homes	Originally funded by survey donations and grants to provide home energy surveys this activity now continues and is funded by general donations. A number of assets, which are fully depreciated but which are still in use, were purchased with funds from this restricted fund.
Cambridge Sustainable Food	A network of individuals and organisations, formally hosted by CCF but now independent, that have come together to promote sustainable food in Cambridge, working on four key areas: food waste, healthy and sustainable diets, food poverty and developing a food hub for Cambridge.
Circular Cambridge	Funded by a grant from the Network for Social Change, Circular Cambridge is a season of events that celebrates ways to design, manufacture, access and reuse the things we want and need in our lives.
Events	Funded by Cambridge City Council to provide a regular programme of public events which follow three main strands: food, home energy, and waste and consumption.
Open Eco-houses	Funded by Cambridge Sustainable City and other grant funders as disclosed in note 3 and sponsorship from local companies to support visits to energy efficient homes.

Movements on Funds - Current Year:

	Balance 1 January 2017 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance 31 December 2017 £
Climate Friendly Homes	-	-	-	-	-
Cambridge Sustainable Food	-	9,375	(10,759)	1,384	-
Circular Cambridge	-	7,000	(10,946)	3,946	-
Events	-	-	(378)	378	-
Open Eco-houses	500	4,800	(9,110)	3,810	-
	500	21,175	(31,193)	9,518	-
General Reserve	30,445	34,915	(35,889)	(9,518)	19,953
Total	30,945	56,090	(67,082)	-	19,953

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

11 Funds and Reserves (continued)

Movements on Funds - Prior Year:

	Balance 1 January 2016 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance 31 December 2016 £
Climate Friendly Homes	-	-	-	-	-
Cambridge Sustainable Food	1,220	1,500	(2,450)	(270)	-
Circular Cambridge	4,612	6,000	(11,374)	762	-
Events	-	-	-	-	-
Open Eco-houses	-	6,400	(11,738)	5,838	500
	<u>5,832</u>	<u>13,900</u>	<u>(25,562)</u>	<u>6,330</u>	<u>500</u>
General Reserve	37,503	30,570	(31,298)	(6,330)	30,445
Total	<u>43,335</u>	<u>44,470</u>	<u>(56,860)</u>	<u>-</u>	<u>30,945</u>

12 Related Parties

The Trustees neither received nor waived any emoluments during the year (2016 - £nil), neither were they reimbursed expenses during the year.

No Trustee received payment for professional or other services supplied to the charity (2016: £nil).

During the year aggregate donations were received from 4 trustees and their close family (2016:4) amounting to £16,500 (2016: £16,900).

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an income and expenditure account)
FOR THE YEAR ENDED 31 DECEMBER 2016

		Unrestricted General £	Restricted Funds £	2016 Total Funds £
Income from:				
Donations and legacies				
Grants	3	-	10,200	10,200
Donations		30,383	1,500	31,883
Income from other trading activities				
Fundraising and sponsorship		-	2,200	2,200
Investments				
Bank interest		187	-	187
Total income		30,570	13,900	44,470
Expenditure on:				
Charitable activities	4	31,298	25,562	56,860
Total expenditure		31,298	25,562	56,860
Net income/(expenditure)		(728)	(11,662)	(12,390)
Transfers between funds	11	(6,330)	6,330	-
Net movement in funds		(7,058)	(5,332)	(12,390)
Reconciliation of funds:				
Total funds brought forward	11	37,503	5,832	43,335
Total funds carried forward	11	30,445	500	30,945

The notes on pages 9 to 19 form part of these accounts.