

# FOREVER ACTIVE FORUM LTD

## ANNUAL REPORT AND ACCOUNTS

### for the period ending 31 August 2022

Chair: David Watkinson

Bank: NatWest, 56 St. Andrews Street, Cambridge, CB2 3DA

Forever Active Forum Ltd is a company limited by guarantee (number 08077735)  
and a registered charity (number 1159692)

Registered office: 16 Percheron Close, Impington, Cambridge, England, CB24 9YX

#### Directors and Trustees

During the period under review, the following served as directors and trustees:

Elizabeth Crow	
Susan Dabner	
Simon Hanna	
Edye Hoffman	(resigned April 22)
Anne Johnson	(Secretary)
Penny McClean	(Chair – resigned Nov 21)
Sue Morley	(Treasurer)
Stefania van Lieshout	(resigned September 22)
David Watkinson	(Chair)
Chris Wojtecki	

#### Objects and structure

Forever Active's charitable objects are to preserve and protect the good health of people over 50 in the City of Cambridge and the County of Cambridgeshire by:

- (1) providing a broad range of exercise, physical activities and sporting opportunities for residents of the City of Cambridge and the County of Cambridgeshire aged 50 years or more;
- (2) making such provision for such persons who have long term medical conditions or are vulnerable adults;
- (3) co-operating with other bodies in developing such provision;
- (4) providing training for participants in such activities and persons acting as leaders or instructors in relation to such activities; and
- (5) contributing to the education of the general public as to the benefits of life-long physical exercise.

Forever Active was originally set up by Cambridge City Council in 2006 to provide evidence based exercise sessions for the 50+ age group and those returning to a more active lifestyle. In 2012 it became an independent organisation as a company limited by guarantee. At the end of 2014 it achieved charity status. Forever Active has a Board of Directors; the directors are also trustees of the registered charity. All the Board members are volunteers and receive no fees for their work. When it first became an independent organisation, the Board continued its established pattern of monthly meetings. It now meets quarterly, with a Management Group meeting monthly between Board meetings. There are also ad hoc task force groups dealing with specific matters.

Forever Active has one employee: a part-time Operations Manager. It engages qualified instructors who receive fees for each class they take. It has also engages on a freelance basis an assistant to the Operation Manager and a part time database officer to support the day to day operations of the organisation's online database system. The database is an integral part of the business in terms of class management, monitoring and evaluation.

## The year in review

Yet another year bedeviled by Covid! Not only troubled by the health of the nation, we also had to cope with the departure in November of the longstanding Chair – Penny McClean whose long association with Forever Active has been sorely missed.

The key issue faced by the Board was could Forever Active survive another period of significantly uncertain activity and subsequent lack of income. Reserves continued to be severely depleted as we fought to keep the organisation alive and sufficiently solvent to be able to recover as Covid restrictions were lifted. 2020/21 had seen our cash funds reduce from nearly £50K to just over £18K – a perilous drop which did not auger well for 2021/22!

So it is with relief that we ended this year with cash funds at end August 2022 of £17,784 – apparently a stabilized performance. It is not the objective of the charity to make large surpluses but we will now need to re-build the reserve funds that the board previously determined was the minimum to safeguard the future of Forever Active – our aim will be to restore a cash balance of at least £25K.

One aim of our charitable activity is to ensure that our classes are made available and affordable in some of the more deprived areas that we serve. Encouraging all residents to stay fit and active is the core tenet of Forever Active and we can only achieve this through ensuring that the income from members exceeds the costs of providing classes.

When Covid first hit in 2020 we were hoping to celebrate our 1000<sup>th</sup> member – little did we know. As we started to emerge post-Covid our membership had fallen below 300. By the end of August 2022 membership numbers were approaching 500 – a remarkable recovery but still a long way to go. Our ability to survive and re-grow is down to a small number of factors

- The commitment and support of our loyal membership base
- The dedication and resilience of the Forever Active team – Jane Jones our Operation manager and her admin team, instructors who went above and beyond to keep activity going and the volunteering directors and trustees
- The healthy finances created over several years leaving us with significant reserves that enable us to weather the storm

Thank you to all concerned.

2022 has started well thanks to the awarding of a new contract by Public Health, Cambridgeshire County Council. As a result we are opening new classes under the banner of Pre-Ffit and Re-Ffit. These new classes are enhancements to our tried and tested Strength and Balance classes offering participants an opportunity for progression. Additional support has also been forthcoming from Cambridge City Council for our activities in the City itself which has been most welcome. Partnerships in East and South Cambs are also progressing.

Funding continues to be a major issue and concern – whilst many classes appear to be self-funding there is an overhead cost to cover administration, book-keeping and marketing which still has to be met. The more classes we can run, the more members paying membership fees the easier it is to meet these costs. However, any contribution whether by grant or donation makes significant difference to our ability to provide affordable classes to our members.

And a final word about the volunteers and especially Trustee/Directors who dedicate so much time and energy to make Forever Active happen. The November AGM will see familiar faces move on and new faces arrive. The past year has seen ridiculous effort and dedication from Stefania van Lieshout and Sue Dabner and their loss to the board will be significant. The retirement of our Treasurer, Sue Morley, after many years of dedicated volunteering leaves a gap that we will never completely fill. We wish them well in pastures new. We welcome new faces to the board Chris Wostecki and shortly David Hartley. We continue to seek additions to strengthen the Board and ensure that we continue to provide members with the classes and services they seek.

David Watkinson - Chair

**FOREVER ACTIVE FORUM LTD**  
**Accounts for the year ended 31 August 2022**  
**Income and expenditure**

	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>
	<b>2021-22</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2018-19</b>
	£	£	£	£
<b>Receipts</b>				
Fundraising and class income	58,410	18,496	69,556	100,408
Membership income	7,050	4,495	11,966	12,286
Grant income	22,510	0	18,725	51,179
HMRC Gift aid	885	2,157	1,652	1,423
Equipment sales	336	765	779	968
Donations	574	1,504	2,898	174
Other income	0	200	120	160
<b>Total income</b>	<b>89,765</b>	<b>27,619</b>	<b>105,695</b>	<b>166,598</b>
<b>Payments</b>				
Instructors' fees	39,758	18,116	45,188	66,248
Hall hire	14,224	2,837	21,567	29,754
Materials purchased	686	1,411	2,176	4,716
Salaries and pension costs	21,492	7,098	0	0
Administration	6,138	19,813	22,228	27,753
Print, postage and stationery	913	1,243	2,122	3,298
Training	0	262	382	850
Telephone and internet	162	157	137	197
Computer costs	977	1,238	1,500	476
Insurance	569	489	201	460
Meetings and entertainment	0	0	112	10
Accountancy	3,366	2,683	179	2,115
Travel	852	661	1,164	1,561
Fundraising costs	0	1,000	382	0
Subscriptions	542	846	582	0
Miscellaneous costs	13	200	0	277
<b>Total payments</b>	<b>89,692</b>	<b>58,057</b>	<b>100,374</b>	<b>138,405</b>
<b>Surplus (deficit)</b>	<b>-73</b>	<b>-30,438</b>	<b>5,321</b>	<b>27,845</b>
<b>Cash funds last year end</b>	<b>18,162</b>	<b>49,729</b>	<b>49,976</b>	<b>18,444</b>
<b>Cash funds this year end</b>	<b>17,752</b>	<b>18,162</b>	<b>49,729</b>	<b>49,976</b>

**Balance Sheet**  
**Forever Active Forum Ltd**  
**As at 31 August 2022**

	31 Aug 2022	31 Aug 2021
<b>Assets</b>		
<b>Bank</b>		
Forever Active Forum Ltd	£17,751.95	£18,162.04
Lottery Fund	£32.51	£32.51
<b>Total Bank</b>	<b>£17,784.46</b>	<b>£18,194.55</b>
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<b>Current Assets</b>		
Prepayments	£3,917.10	£3,901.35
<b>Total Current Assets</b>	<b>£3,917.10</b>	<b>£3,901.35</b>
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<b>Total Assets</b>	<b>£21,701.56</b>	<b>£22,095.90</b>
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<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	£438.84	£450.79
Accruals	£833.32	£833.32
Pensions Payable	£86.10	£143.50
Rounding	(£0.13)	(£0.13)
Suspense	(£400.31)	(£1.53)
<b>Total Current Liabilities</b>	<b>£957.82</b>	<b>£1,425.95</b>
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<b>Total Liabilities</b>	<b>£957.82</b>	<b>£1,425.95</b>
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<b>Net Assets</b>	<b>£20,743.74</b>	<b>£20,669.95</b>
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<b>Equity</b>		
Current Year Earnings	(£73.79)	(£30,472.72)
Retained Earnings	£20,669.95	£51,142.67
<b>Total Equity</b>	<b>£20,743.74</b>	<b>£20,669.95</b>
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The accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

David Watkinson  
17 November 2022