**THE COMMUNITY ACTION GROUPS PROJECT OXFORDSHIRE LIMITED**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 MARCH 2022**

Company Registration No: RS008117

**UNAUDITED FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2022**

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**GENERAL INFORMATION**

| Registered society name | The Community Action Groups Project Oxfordshire Limited |
| --- | --- |
|  |  |
| Society registration number | RS008117 |
|  |  |
| Principal & registered office address | Makespace Oxford1 Aristotle LaneOxfordOX2 6TP |
|  |  |
| Directors (date became a director) | **Current Directors**Jamie Hartzell (January 2020)Emma Gordon (July 2019)Philip Mousley (October 2020)Ruthi Brandt (July 2020)Nicola Shafer (August 2021)Katheirne Chesson (April 2022)Anais Bozetine (April 2022)**Directors resigning in the course of the year:**Mim NorvellPhilippa Wheaton Marta Lomza Henry Owen  |
|  |  |
| Accountants | SPX Oxford LtdPeace HouseParadise StreetOxfordOX1 1LD |
|  |  |
| Bankers | Co-operative Bank |

**Board’s annual report**

**for the period ending 31 March 2022**

The trustees present their report and the unaudited financial statements for the year ended 31st March

2022. Included within the trustees’ report is the directors’ report as required by society law.

Reference and administrative information set out on page 2 forms part of this report. The financial

statements comply with current statutory requirements, the memorandum and articles of association

and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable

to charities preparing their accounts in accordance with FRS 102. For the purposes of this report the terms

‘trustee’, ‘director’ and ‘board member’ mean the same thing. ‘CAG(s)’ refers to individual member(s) of the

CAG Oxfordshire Network.

## Objectives and Activities

The charitable objectives of CAG Oxfordshire are to:

1. Build the capacity of third sector organisations focused on environmental and social issues in Oxfordshire and its environs, to enable them to pursue or contribute to any charitable purpose, through providing them with the necessary support, advice, resources and training.

2. Promote, organise and facilitate cooperation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purpose within the area of benefit.

In addition, to these rather formal charitable objectives we have a shared vision that reflects the future we are all working towards in the CAG Oxfordshire Network:

| ***An Oxfordshire with resilient and empowered communities, working together so that people and planet can thrive within ecological limits.*** |
| --- |

Our mission outlines how the staff team will work to achieve the overall vision.

| ***To support and facilitate the development of a strong, well-connected network that is enacting community-led social change.*** |
| --- |

Our strategy sets out our five key goals for our core work. Our activities and progress on each goal over this period are outlined below.

**1**. **Develop a locally-based CAG network support organisation, which is steered by its member groups.**

* We held our third AGM in July 2021, electing new board members and taking the opportunity to make new connections in the network.
* We have secured renewed funding with Oxfordshire County Council (OCC).
* We continue to grow our membership, form new partnerships and diversify our income streams (see below).

**2. Provide in-person, tailored support to empower network members and community groups**

* Across our staff team we were in contact with many of our member groups providing 1:1 support and advice on everything from legal structures when establishing a group, to insurance provision and risk assessment, to fundraising and communications support.

**3. Provide tools, resources, training and learning opportunities to support network members to achieve their own missions, as well as providing learning to engage the wider community in Oxfordshire.**

* We continued to curate relevant resources and guides on our website for members (and the wider movement) to access freely.
* We ran a huge number of training events and workshops in this period including: Restarting activities safely, Working with local media, Audio recording, How to start a community repair project, Facilitating effective meetings, Storytelling for climate action, Talking to children about climate change, Integrity in inclusion, Legal structures for social enterprises, Meanwhile in Oxfordshire, Social Enterprise and Climate Action: Where Are We At?, Love food hate waste, Home growing and composting on a budget. And more…
* We sent 50 newsletters over the year, highlighting resources, funding opportunities, training events and relevant news to our members and the general public.

**4. Act as a network facilitator, the glue to connect CAGs and the network with local institutions, partner organisations, and actors at the regional and national level.**

* In addition to the training events mentioned above, we facilitated several ‘C[ollaborate groups](https://cagoxfordshire.org.uk/collaborate-groups/)’ over the year, focusing on key themes: Energy, Waste and Repair, Plastics, Food Waste and Surplus Distribution, Community Growing and Trees and Rewilding. These are for CAGs working on similar projects or across a common theme to meet up, share and find ways of working together. We are expanding on this work in 2022 by revitalising our Schools and Kids Collaborate group and creating a new Biodiversity group.
* Since April 2021, CAG has been running the Owned by Oxford community wealth building project. Funded by the Friends Provident Foundation, with a grant of £174,400 for an 18-month pilot, Owned by Oxford is delivered by a consortium of five partners, Makespace Oxford, the Solidarity Economy Association, Oxford City Council and Aspire with CAG as the lead partner. The aim is to integrate bottom up community-led economic development of democratic businesses with better-known, institution-led approaches to community wealth building. The project prioritises support for enterprises that are linked to areas of the city that experience significant deprivations as well as those that are led-by Black and Minoritised communities.
* CAG was a member of the external stakeholder steering group that is developing Oxfordshire’s Voluntary and Community Sector Strategy, led by Oxfordshire County Council.
* Our Network Support/Replenish coordinator attends the OCC Reduction Projects Group meetings to provide updates regarding CAG Oxfordshire and the Replenish project. They are also part of the Food Sustainability and Health Group led by OCC Public Health.
* Beyond this, we continue to engage with a wide range of partner organisations including: Makesapce, Good Food Oxfordshire, the Low Carbon Hub, Friends of the Earth Oxfordshire, Wild Oxfordshire, Bioregional and Oxfordshire Social Enterprise Partnership.

**5. To communicate that a more sustainable and just future is possible, focusing on the activities of Community Action Groups and the network.**

* We produced weekly newsletters highlighting the successes and news from the CAG Network.
* Our website, Twitter, Facebook, and Instagram presences enabled us to share stories and news from the CAG Network and other allied groups and movements. Our Instagram account was new this year.
* We’ve continued to use our blog to share more in depth updates and case studies about CAG members’ work with the aim of inspiring further action.

In our [2021 annual survey](https://cagoxfordshire.org.uk/annual-survey-2020-told-us/), we had responses from 26 of our members representing different areas in the county. Some of our headline findings were:

* 80%of respondents feel that CAG Oxfordshire helped them be more effective. CAG members told us that a number of factors contributed to this feeling including attending Collaborate groups and CAG’s partnership facilitation; practical tools and advice on things like fundraising and risk management; resource sharing in the CAG newsletter; and training opportunities.
* 65% of respondent groups consider themselves to be more active than a year ago.
* 73% have worked with their local authorities in some capacity this year.
* 81% of groups feel that their group is welcoming and that everyone is able to participate in activities and discussions that interest them.
* 82% feel that their group is a safe and supportive environment in which relationships can thrive.

This infographic summarises the impact of the CAG Oxfordshire network as a whole in the period 1 December 2020 – 30 November 2021 (our contract year with the County Council):



Ensuring Our Work Delivers Our Aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission’s general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## Structure, Governance and Management

CAG Oxfordshire is a charitable society incorporated on 14 May 2019 and recognised as a charity with HMRC on 10 December 2020.

The society was established under rules which established the objects and powers of the charitable society and which set out the proceedings of meetings of directors and members.

Members of the charitable society each have at least £1 of shares in the society. Shares are refundable and non-transferable. Shares may be repaid at par but do not carry any right to participation in assets in the event of a winding up, beyond their £1 par value. The trustees have no beneficial interest in the charity.

Trustee remuneration for specific work and any expenses claimed are disclosed in note 14 of the accounts.

Trustees are elected by the membership at the society’s AGM, co-opted by the board, or elected by and from the society’s employees according to our Rules. The board met quarterly throughout the year and supported the strategic direction of the staff team by Henry as Lead Coordinator (through mid-January 2022) and Katherine Chesson as Director (beginning mid-January 2022).

### Membership

Over this period we welcomed a significant number of new member groups to our network, and to our co-operative. Our membership stood at 100 groups at the time of reporting our year end impact (13 new groups joined). Throughout the period we’ve had interest from a number of new groups getting started, and from established groups, wanting to join the CAG Oxfordshire Network.

### Finances

Detailed financial information is provided in our financial statements below this report. In summary, the trustees consider our overall financial position at the end of this year to be healthy. We have been financially cautious due to COVID-19 and also not spent money in areas where we might have without the impacts of the pandemic (e.g. travel and events).

In this year, our key sources of income and areas of expenditure were as follows:

Key Income Streams Key Expenditure Streams

Contract Income (OCC[[1]](#footnote-0) & OSEP2): 47% Staff & Employment Costs: 60%

Grants (FPF3 and ARG4): 52% Core Business Expenses (Office Space): 6%

Other: <1% Other (Member Support, Grants, etc): 34%

Our policy is to hold 3 months of core costs in reserve, in case our core funding doesn’t get renewed or other major issues arise. At the end of this financial year we held a little over 5 months of core costs in reserve, and we have made plans to spend some of the money in excess of our reserves target on better achieving our aims.

### Partnerships and Fundraising

As the rest of this report shows, almost all of our work happens in close partnership with our members and the other organising the wider ecosystem of social change organisations in Oxfordshire.

Over 2021, we began the pilot ‘Owned by Oxford’ project, aiming to build a fairer, more democratic, economy in Oxford. This project was developed by a consortium, made up of CAG Oxfordshire, Makespace Oxford, Solidarity Economy Association, Aspire Oxford, and Oxford City Council. Important community members Oxford Community Action, African Families in the UK, Syrian Sisters, Mothers 4 Justice, and Transition Lighthouse sit on the Steering Group.

We also partnered with Friends of the Earth on Great Big Green Week and the Trees Collaborate group, Low Carbon Hub to co-facilitate our Energy Collaborate group, Good Food Oxfordshire on a county-wide food strategy, and OSEP to deliver social enterprise support in Oxfordshire.

CAG Oxfordshire is also a member of Locality, OCVA, and Co-ops UK.

### Thanks

First and foremost, thanks to all of our members (and their members and volunteers!) for the creativity, determination and care you bring to your vital work across our community. You’re the reason we exist!

Thanks to Oxfordshire County Council for funding a large part of our work, and working closely in partnership with us.

Thanks also to our friends and colleagues at Makespace Oxford who have provided our team with affordable office space, and a community of people and organisations to work alongside – all while enduring the challenges of COVID.

**RESPONSIBILITIES OF THE DIRECTORS**

The directors are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company Law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the income and expenditure of the company for that year.

In preparing these financial statements, the directors are required to:

* select suitable accounting policies and apply them consistently;
* observe the methods and principles in the Charities SORP;
* 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 financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company’s transactions and disclose with reasonable accuracy at any time the financial position of the company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the directors

Emma Gordon (Treasurer)

Date: ……………………

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 MARCH 2022**

|  |  |  **Unrestricted Funds**  |  **Restricted Funds**  |  **Total**  |  **Unrestricted Funds**  |  **Restricted Funds**  |  **Total**  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **2022** |  **2021**  |
|  |  |  **£**  |  |  **£**  |  |  **£**  |  |  **£**  |  |  **£**  |  |  **£**  |
|  | **Notes** |  |  |  |  |  |  |  |  |  |  |  |
| **Income from:** |  |  |  |  |  |  |  |  |  |  |  |
| Donations and legacies | 3 |  2,474  |  |  -  |  |  2,474  |  |  630  |  |  -  |  |  630  |
| Charitable activities |  |  145,683  |  |  120,257  |  |  265,940  |  |  149,457  |  |  |  |  149,457  |
| Other income | 5 |  16  |  |  -  |  |  16  |  |  19  |  |  -  |  |  19  |
| **Total income** |  |  148,173  |  |  120,257  |  |  268,430  |  |  150,106  |  |  -  |  |  150,106  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Expenditure on:** |  |  |  |  |  |  |  |  |  |  |  |  |
| Raising funds |  |  152  |  |  149  |  |  301  |  |  437  |  |  -  |  |  437  |
| Charitable activities |  |  145,168  |  |  77,184  |  |  222,351  |  |  108,252  |  |  120  |  |  108,372  |
| **Total expenditure** |  |  145,320  |  |  77,333  |  |  222,652  |  |  108,689  |  |  120  |  |  108,809  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Net income / -expenditure** |  2,853  |  |  42,925  |  |  45,778  |  |  41,417  |  | - 120  |  |  41,297  |
| **Transfers between funds**  |  |  4,089  |  | - 4,089  |  |  -  |  | - 120  |  |  120  |  |  -  |
| **Net movement in funds** |  |  6,942  |  |  38,836  |  |  45,778  |  |  41,297  |  |  -  |  |  41,297  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Reconciliation of funds:** |  |  |  |  |  |  |  |  |  |  |  |  |
| Total funds brought forwards |  63,734  |  |  -  |  |  63,734  |  |  22,437  |  |  -  |  |  22,437  |
| **Total funds carried forward** |  70,676  |  |  38,836  |  |  109,512  |  |  63,734  |  |  -  |  |  63,734  |

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 6 to 11 form part of these financial statements.

**BALANCE SHEET**

**AS AT 31 MARCH 2022**

|  |  | **2022** | **2021** |
| --- | --- | --- | --- |
|  |  |  **£**  |  |  **£**  |  |  **£**  |  |  **£**  |
|  | **Notes** |  |  |  |  |  |  |  |
| **CURRENT ASSETS** |  |  |  |  |  |  |  |  |
| Debtors | 12 |  53,458  |  |  |  |  1,020  |  |  |
| Cash at bank  |  |  120,508  |  |  |  |  119,677  |  |  |
|  |  173,966  |  |  |  |  120,697  |  |  |
|  |  |  |  |  |  |  |  |  |
| **CREDITORS:** Amounts falling due within one year | 13 | - 64,454  |  |  |  | - 56,963  |  |  |
|  |  |  |  |  |  |  |  |  |
| **NET CURRENT ASSETS** |  |  |  |  109,512  |  |  |  |  63,734  |
|  |  |  |  |  |  |  |  |  |
| **CREDITORS:** Amounts falling due after more than one year | 14 |  |  |  -  |  |  |  |  -  |
|  |  |  |  |  |  |  |  |  |
| **NET ASSETS** |  |  |  |  109,512  |  |  |  |  63,734  |
|  |  |  |  |  |  |  |  |  |
| **FUNDS** |  |  |  |  |  |  |  |  |
| **INCOME FUNDS** |  |  |  |  |  |  |  |  |
| Unrestricted Income funds | 15 |  |  |  70,676  |  |  |  |  63,734  |
| Restricted Income funds | 16 |  |  |  38,836  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **TOTAL INCOME FUNDS** |  |  |  |  109,512  |  |  |  |  63,734  |

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 85 of the Co-operatives and Community Benefit Societies Act 2014 relating to small companies.

Directors responsibilities:

* The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 85; and
* The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the board of directors and authorised for issue on …14 September 2022……. and are signed on their behalf by:

Emma Gordon (Treasurer)

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

1. **COMPANY STATUS**

The Community Action Groups Project Oxfordshire Limited is a Co-operative and Community Benefit Society.

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 Charities Act 2011 and in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) as amended by the early adoption of Update Bulletin 1 published on 2nd February 2016 reflecting amendments to FRS102.

The company constitutes a public benefit entity as defined by FRS 102 and is recognised as a charity by HMRC.

The directors consider that there are no material uncertainties about the company’s ability to continue as a going concern.

**Cash flow statement**

The directors have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

**Accounting period**

This is the third set of accounts since incorporation on 14 May 2019. The comparative figures cover the period from 1 April 2020 to 31 March 2021.

**Fund accounting**

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

**Income**

All income is included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donations and legacies income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the company, are recognised when the company becomes unconditionally entitled to the grant.

Grants that impose speciﬁed future performance-related conditions on the recipient are recognised in income only when the performance-related conditions are met

**Fixed assets**

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £500 are not capitalised.

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

**Depreciation**

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

Plant and machinery – 20% straight line

Computer equipment – 33% straight line

Office equipment – 25% straight line

Leasehold improvements – 10% straight line

**Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure represents amounts invoiced, including value added tax.

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

1. **DONATIONS AND LEGACIES**

|  |  **Unrestricted**  |  |  **Restricted**  |  |  **Total Funds**  |  |  |  **Total Funds**  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  **2022**  |  |  |  **2021**  |
|  |  **£**  |  |  **£**  |  |  **£**  |  |  |  **£**  |
|  |  |  |  |  |  |  |  |  |
| Donations |  2,474  |  |  -  |  |  2,474  |  |  |  630  |
|  |  2,474  |  |  -  |  |  2,474  |  |  |  630  |

1. **INCOME FROM CHARITABLE ACTIVITIES**

|  |  **Unrestricted**  |  |  **Restricted**  |  |  **Total Funds**  |  |  |  **Total Funds**  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  **2022**  |  |  |  **2021**  |
|  |  **£**  |  |  **£**  |  |  **£**  |  |  |  **£**  |
|  |  |  |  |  |  |  |  |  |
| Contract income |  125,530  |  |  -  |  |  125,530  |  |  |  139,130  |
| Event fees |  120  |  |  -  |  |  120  |  |  |  327  |
| Grant income |  20,033  |  |  120,257  |  |  140,290  |  |  |  10,000  |
|  |  145,683  |  |  120,257  |  |  265,940  |  |  |  149,457  |

1. **OTHER INCOME**

|  |  **Unrestricted**  |  |  **Restricted**  |  |  **Total Funds**  |  |  |  **Total Funds**  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  **2022**  |  |  **2021**  |
|  |  **£**  |  |  **£**  |  |  **£**  |  |  |  **£**  |
|  |  |  |  |  |  |  |  |  |
| Other income |  16  |  |  -  |  |  16  |  |  |  19  |
|  |  |  |  |  |  -  |  |  |  -  |
|  |  16  |  |  -  |  |  16  |  |  |  19  |

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

1. **EXPENDITURE ON RAISING FUNDS**

|  |  **Unrestricted**  |  |  **Restricted**  |  |  **Total Funds**  |  |  |  **Total Funds**  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  **2022**  |  |  |  **2021**  |
|  |  **£**  |  |  **£**  |  |  **£**  |  |  |  **£**  |
|  |  |  |  |  |  |  |  |  |
| Fundraising costs |  152  |  |  149  |  |  301  |  |  |  437  |
|  |  152  |  |  149  |  |  301  |  |  |  437  |

1. **EXPENDITURE ON CHARITABLE ACTIVITIES**

|  |  **Unrestricted**  |  |  **Restricted**  |  |  **Total Funds**  |  |  |  **Total Funds**  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  **2022**  |  |  |  **2021**  |
|  |  **£**  |  |  **£**  |  |  **£**  |  |  |  **£**  |
|  |  |  |  |  |  |  |  |  |
| Staff costs |  99,099  |  |  34,107  |  |  133,206  |  |  |  83,854  |
| Professional fees |  5,481  |  |  1,838  |  |  7,319  |  |  |  3,309  |
| Office and travel costs |  14,249  |  |  60  |  |  14,309  |  |  |  9,752  |
| Website and comms |  8,573  |  |  184  |  |  8,757  |  |  |  1,243  |
| Member costs |  17,766  |  |  2,092  |  |  19,858  |  |  |  10,164  |
| Grants Disbursed |  -  |  |  38,903  |  |  38,903  |  |  |  |
| Corporation Tax |  -  |  |  -  |  |  -  |  |  |  -  |
| Governance |  -  |  |  -  |  |  -  |  |  |  50  |
|  |  145,168  |  |  77,184  |  |  222,351  |  |  |  108,372  |

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

1. **STAFF COSTS AND EMOLUMENTS**

|  |  **2022**  |  |  **2021**  |
| --- | --- | --- | --- |
|  |  **£**  |  |  **£**  |
|   |  |  |  |
| Gross salaries |  123,889  |  |  79,283  |
| Employer's NIC |  5,601  |  |  2,193  |
| Employer's pension |  3,717  |  |  2,378  |
|  |  133,206  |  |  83,854  |

None of the employees of the company earned £60,000 or more during the periods ended 31 March 2022.

The average number of employees during the period was 4 (2020: 4). All employees are involved in the provision of the company’s objects.

1. **DEBTORS**

|  |  **2022**  |  |  **2021**  |
| --- | --- | --- | --- |
|  |  **£**  |  |  **£**  |
|  |  |  |  |
| Trade debtors |  53,458  |  |  1,020  |
|  |  53,458  |  |  1,020  |

1. **CREDITORS**

|  |  **2022**  |  |  **2021**  |
| --- | --- | --- | --- |
|  |  **£**  |  |  **£**  |
|  |  |  |  |
| Trade creditors |  690  |  |  1,491  |
| Deferred income |  53,000  |  |  43,841  |
| HMRC payable |  9,412  |  |  10,679  |
| Accruals |  500  |  |  500  |
| Other creditors |  852  |  |  452  |
|  |  64,454  |  |  56,963  |

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

1. **MOVEMENT OF FUNDS**

|  |  **Balance at 1 April 2021**  |  **Income**  |  **Expenditure**  |  **Transfers**  |  **Balance at 31 March 2022**  |
| --- | --- | --- | --- | --- | --- |
|  |  **£**  |  |  **£**  |  |  **£**  |  |  **£**  |  **£**  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Unrestricted funds** |  |  |  |  |  |  |  |  |  |
| General |  63,734  |  |  148,173  |  | - 145,320  |  |  4,089  |  70,676  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Restricted funds** |  |  |  |  |  |  |  |  |  |
| ARG Buildbackbetter  |  **-**  |  |  26,000  |  |  -  |  |  **-**  |  26,000  |  |
| Friends Provident Foundation |  **-**  |  |  79,924  |  | - 67,088  |  |  **-**  |  12,836  |  |
| Valpak: Dec19-Jun21 |  **-**  |  |  14,333  |  | - 10,244  |  | **- 4,089**  | -  |  |
| **Restricted funds** |  -  |  |  120,257  |  | - 77,333  |  | - 4,089  |  38,836  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  63,734  |  |  268,430  |  | - 222,652  |  |  -  |  109,512  |  |

**Restricted funds**

Valpak - A grant from Oxfordshire County Council through a joint application to a Valpak WEEE reduction funding scheme to support Repair Cafes in Oxfordshire.

ARG Buildbackbetter - Additional Restrictions Grant from Oxford City Council to support the Owned by Oxford community wealth building initaitive.

Friends Provident Foundation - A grant to support Owned by Oxford, a pilot community wealth building initiative.

1. **KEY MANAGEMENT PERSONNEL & RELATED PARTY TRANSACTIONS**

The key management personnel of the company comprise the directors and the Lead Co-ordinator (through January 2022)/Director (starting January).

Neither the management committee nor any persons connected with them received any remuneration

or reimbursed expenses during the year except as detailed below

The total employee benefits of the key management personnel were £28,369 (2021: £19,570).

During the period there were no related party transactions (2021: no transaction ).

 There were no donations from related parties which are outside the normal course of business and no

restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or

transaction entered into by the charity, including guarantees, during the year (2020: nil).

**REPORTING ACCOUNTANT’S REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF THE COMMUNITY ACTION GROUPS PROJECT OXFORDSHIRE LIMITED**

**FOR THE YEAR ENDED 31 MARCH 2022**

I report on the financial statements of The Community Action Groups Project Oxfordshire Limited for the year ended 31 March 2022.

This report is made solely to the members of the society, as a body, in accordance with Section 85 of the Co-operative and Community Benefit Societies Act 2014. My work has been undertaken so that I might state to the members of the society those matters we are required to state to them in our report and for no other purpose. In those circumstance, to the fullest extent permitted by law, I will not accept or assume responsibility to anyone other than the society and the members of the society as a body for my work, for the report or for the opinions I form.

**Directors’ Responsibility for the Financial Statements**

The society’s management committee are responsible for the preparation of the financial statements and they consider that neither an audit nor an independent reporting accountant’s report is required for the current year. However, in the interests of transparency the management committee have decided it would be appropriate for a qualified accountant (without an audit qualification) to prepare an accountant’s report.

**Reporting accountant responsibilities for the Financial Statements**

It is my responsibility to carry out procedures designed to enable me to report my opinion.

Basis of opinion

My work was conducted in accordance with the principals included in ISAE 3000 Assurance Engagements other than Audits or Reviews of Historical Financial Information. My procedures included a review of the accounting records kept by the society and a comparison of the financial statements prepared with those records. It also included consideration of any unusual items or disclosures in the financial statements and seeking explanations from the management committee concerning such matters. The procedures undertaken do not provide all the evidence that would be required for an audit and consequently I do not express an audit opinion on the financial statements.

**Opinion**

In my opinion:

• the financial statements are in agreement with the accounting records kept by the society under section 75 of the Co-operative and Community Benefit Societies Act 2014;

• having regard only to, and on the basis of, the information contained in those accounting records the financial statements have been drawn up in a manner consistent with the accounting requirements of the Co-operative and Community Benefit Societies Act 2014; and

• the society satisfied the conditions for exemption from an audit of the financial statement for the year specified in section 84 of the Act and did not, at any time within that year, fall within any of the categories of societies not entitled to the exemption specified in section 84.

Sheila Parry FCCA Date………………………..

SPX Oxford Ltd

Oxford

OX1 1LD

1. Oxfordshire County Council; 2 Oxford Social Enterprise Partnership; 3 Friends Provident Foundation; 4 Additional Restrictions Grant [↑](#footnote-ref-0)