

REGISTERED COMPANY NUMBER: 03390138
REGISTERED CHARITY NUMBER: 1063319

**Report of the Trustees and
Unaudited Financial
Statements for the Year
Ended 31 March 2021
For Oswestry Community Action**

**Mike Griffiths & Partners Ltd
The Yew Tree Inn
High Street
Gresford
Wrexham
LL12 8RF**

Oswestry Community Action

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for the Year Ended 31 March 2021**

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Oswestry Community Action

Chairman's Report for the Year Ended 31 March 2021

Report from the Chair of Trustees

Financial year 2020/21 has generally speaking been a good year for Qube. We have continued to deliver significant and important services across our local community whilst responding to the needs of our members.

Again funding is harder to come by as more organisations are applying to funders however, we continue to be a credible and reliable proposition as we deliver value for money, increasingly creative solutions and ever more needed support and opportunities to members, volunteers and the wider community.

With the Buy Us a Bus scheme we made our first proper foray into fundraising which was much more successful than we had anticipated and we continue to build on this for the future.

The number of volunteering opportunities and volunteer hours continues to grow and it is our volunteers expertly managed and supported by our staff who allow us to make a difference.

The financial year ended with the arrival of the Covid 19 pandemic and of course, this had significant impact on our members many of whom were at high risk, were shielding or were isolated from friends and family. We worked quickly and effectively to adapt and deliver many of our core services and flexed where necessary to provide support safely and sensitively.

It became clear very early on the crisis that our work was not only needed but relied upon and appreciated by a great number of people including members, their families and local service providers. We were able to take a lead on many occasions as a trusted and knowledgeable source of information for existing and emerging support agencies.

We have made some key strategic investments in the Arts as we continue to build on our existing position as a gallery and source of access to arts and this will build to form a stronger platform for the future.

We continue to keep our eye on the future of the organisation and the needs of the wider community and with potential changes to the ownership of our current building we are exploring options in terms of future accommodation needs and opportunities.

We hope that further opportunities will emerge as we move away from the pandemic and begin to position ourselves for the future.

Heather Noble, Chair, Oswestry Community Action, Qube

Report of the Trustees for the Year Ended 31 March 2021

The Trustees, who are also Directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number 03390138

Registered Charity number 1063319

Registered office

Qube, Oswald Road, Oswestry, Shropshire, SY11 1RB

Trustees

Heather Noble – Chair

Sylvia Dyke – Vice Chair

Davina Fairweather

Janet Byatt

Leonard Graham

Company Secretary and Chief Officer

Laurel Roberts

Independent examiner

Mike Griffiths & Partners Ltd

The Yew Tree Inn

High Street

Gresford

Wrexham

LL12 8RF

Bankers

The Co-operative Bank

PO Box 250 Delf House

Southway

Skelmersdale

WN8 6WT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 20th June 1997, and amended on 12th March 2002.

Recruitment and appointment of new trustees

Trustees are recruited by personal approach by another trustee or staff member, or by advertising. Those interested in becoming a trustee are then asked to write, matching their skills and experience against a job description. The applicants are assessed by the trustees and those suitable are invited to an interview with the Chair. The successful applicants are nominated to the Board and given a full induction to the organisation which includes ensuring they are aware of the responsibilities of being a trustee and all the role entails. The recruited trustees then participate in service activities across the organisation to learn first-hand how they operate, meet our users and experience what it is like to be a customer of Qube. They are introduced to staff and volunteers to learn their roles and given past Board papers to read including forecast budgets, cash flow and annual accounts to help them understand the current issues and financial position of the organisation

The Board holds an Organisational Review meeting each year in order to review the strategic objectives, policies and procedures of Qube and to ensure they continue to meet our charitable objects and are operating within the scope and ethos of the Memorandum and Articles. This meeting also reviews staff pay including salary increases for the coming year

Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Objectives and aims of Oswestry Community Action

To improve the quality of life for those in the communities of Shropshire and Welsh Borderlands, within the main service areas of community transport, prevention and wellbeing, volunteering, arts, Shopmobility, learning and other associated activities.

Significant activities

The Trustees have considered the Charity Commission's guidance on public benefit and consider public benefit to be at the heart of the activities of the Charity. A summary of the significant activities of the charity is given below under the headings. The detail of the activities for 2020/21 follows the summary.

Community Transport - accessible door to door transport

Volunteer Centre - supportive volunteer brokerage service.

Arts – A contemporary gallery with a full arts programme of exhibitions, workshops and projects

Shopmobility – scooter and wheelchair hire

Well-being and Independence - Provides friendship opportunities and support to people who are socially isolated.

Room Hire

Three Parishes Big Local – Qube is the Locally Trusted Organisation for the Big Lottery funded 'Three Parishes Big Local' project

QUBE'S ACHIEVEMENT AND PERFORMANCE

Charitable activities 2020-2021

Covid Pandemic

At the start of the 2020-21 financial year we found ourselves in lockdown, with Qube closed and all staff working from home. The Covid pandemic meant that all Qube's services had to quickly change or temporarily close.

Fortunately, Qube was flexible enough to respond to the pandemic very well and moved swiftly to put support measures in place for our vulnerable members and our staff and volunteers. Qube's well established partnerships with Shropshire Council and the wider VCS sector meant that Qube was able to co-ordinate local community effort, keep people informed about what was happening and where to get help, and support people who were isolated and afraid.

We also found that as we all went into lockdown the usual networks and services which people had relied on also closed, such as Day Care, leaving many people completely unsupported and isolated. Qube has responded to this and provided essential services such as shopping and links to medical help and transport, hot meals, activities to keep people occupied at home, referrals to counselling and other support services, and a trusted and friendly volunteer to listen and provide support.

As a result of the pandemic the financial year of 2020-21 has been like no other, but Qube has risen to the challenge, forged new partnerships, created new projects and supported people in the local community; getting many vulnerable people through a very difficult year. Feedback from our members has been that Qube was the only organisation to stay in touch with them and to provide essential support and a link to the outside world.

The pandemic has meant that Qube has found new ways to engage the community such as on-line exhibitions and creative activities, telephone befriending, posting activity packs and our priority shopping partnership with Morrisons. Therefore, the following is not our usual reporting of activities but Qube's response to an exceptional year.

Qube's services for this year are as follows:

QUBE TRANSPORT

Qube transport had to close during the first Covid lockdown from April to July 2020, but since then has been operating a reduced service providing essential journeys for medical transport or shopping. It became clear immediately that Qube transport could not operate once we went into lockdown. The age and vulnerability of our members meant that they needed to shield, as did many of our volunteers who we rely on to drive our vehicles. Therefore during April 2020 we established a partnership with Lakeside Transport, Ellesmere. From April to July Lakeside provided essential medical transport for our members, delivered PPE and medical equipment. Qube is very grateful for their support.

During this time Qube also set up a new service, in partnership with Osnosh, to deliver hot meals to vulnerable people. It became clear very quickly once the Day Care Centres had closed that some of our members were not able to cook for themselves and were not getting the hot meals they would have got at the Day Centre. Our partnership with Osnosh has meant that from October 2020 Qube volunteers has delivered hot and nutritious meals plus a grocery box to 40 people a week. This service has also reduced isolation for those receiving them as the volunteer drivers stop for a chat and to check they are all right.

At the start of the pandemic it was difficult to get shopping. Supermarket shelves were empty and as many of our older members are not on-line they could not access on-line shopping either. To enable our members to continue to shop during the pandemic Qube partnered with Morrisons, Oswestry. Our members called us with their shopping list and we passed it on to Morrisons who then provided a doorstep delivery service as a priority for our members. This service has been a lifeline to many and we have enabled more than 1100 deliveries.

Since the first lockdown Qube Transport has provided a reduced service. Membership for Dial a Ride currently stands at 237. A lot of members have not renewed their membership due to the uncertainty of Covid, but we have seen an increase in new members who wish to travel.

Qube Transport has carried a total of 3389 passengers on 6898 journeys – 28% of these were for health and 23% for shopping. All of this was determined by various lockdowns at certain times of the year. In January, when the vaccine programme began, we provided transport for Shropshire Council and Powys Council, taking patients to various vaccine centres for injections.

Qube's fleet is 5 buses and 2 cars – all the vehicles are fully accessible. In September 2020 we were able to buy a bus with the funds from the Buy us a Bus crowdfunding campaign, which had run from October 2019-January 2020. The total fund was finally a fantastic

£20500 with which we bought a Peugeot Boxer 17 seat minibus. Qube is very grateful to everyone who donated towards the campaign.

Many of our volunteers had to shield during Covid. At that time we had 28 volunteer drivers and assistants. We are grateful that some of our volunteers have continued to volunteer with us and we would not be able to deliver our transport services without them.

Community Cars

Two of our car drivers retired during the pandemic. Our current car driver pool of 4 have managed to undertake all the long-distance journeys and maintained a high level of service. They have also been very active during the vaccination programme.

School contracts and B82

Transport for Shropshire Council to Bryn Offa School in Pant and Bicton Primary School has continued throughout the year when the schools were open.

The B82 stopped operating from April – October. The Vyrnwy Hotel being closed affected the number of people wanting to use the service, but since re-opening the service has started to pick up again.

All revenue earned from these contracts goes to support the charitable aims of Qube Transport.

QUBE SHOPMOBILITY

Shopmobility has not been operational for most of the year. Qube has 4 scooters and 5 wheelchairs. Scooter hires for the year totaled 110 and wheelchair hires 183.

QUBE VOLUNTEER CENTRE

Qube Volunteer Centre (VC) brokerage had to move on-line during this financial year and although there was a lot of volunteering activity in response to the pandemic, much of this was informal and ad hoc. At the same time many organisations which use volunteers closed. This meant that we did not have organisations in which to place volunteers. Despite this, the volunteer centre moved to an on-line service and continued to support those preparing to volunteer with a range of issues from mental health support to training.

During 2020/21 the VC received 243 enquiries about volunteering with 104 people referred to other organisations. 68 people registered as volunteers. This figure may be higher as this year we were unable to follow up on volunteer enquiries to see how many referrals to other organisations were taken up.

The VC worked with 166 organisations to advertise their volunteering opportunities and support them with volunteer management.

Building Better Opportunities

Building Better Opportunities (BBO) is funded by the National Lottery Community Fund and European Social Fund. The project led by Landau, is a large partnership of over 20 organisations across Shropshire working with people who are long-term unemployed and economically inactive, to help them develop their skills and get back into employment. Qube VC is offering one to one volunteering support as a partner on the project.

During 2020/21, 55 participants have engaged with the BBO programme at Qube. Of these 6 participants have successfully moved into education/training and 24 have started volunteering.

SOCIAL PRESCRIBING

Social prescribing has continued to develop across the county. Shropshire Council has been contracted by the Shropshire Primary Care Networks to develop Shropshire Social Prescribing and Qube is a main partner in its delivery. Qube employed Sara Lanyon as North Shropshire Social Prescribing Community Development Officer in January 2021. The role has concentrated on updating existing directory entries, contacting organisations to add to the directory and to support certain services in registering as Social Prescribing Interventions.

Sara has worked with local organisations and the Social Prescribing team to identify gaps in provision across north Shropshire and is supporting local groups with infrastructure advice and signposting.

The role has become a valuable part of social prescribing in Shropshire, providing much needed support for advisors who don't always have the time to find local services.

The Community Connectors' network is a key part of the role and has grown in strength, particularly during lockdown. The regular updates and online meetings have helped groups find funding, discover community partnerships and raised awareness of local initiatives at a time when normal services were severely disrupted. The network continues to have over 600 members, with a blended approach to meeting face to face and online later this year.

Typical searches include: volunteering opportunities for people with low mood, LGBTQ+ social groups and support, referrals into Qube's Social Groups, offline resources for socially isolated people (book clubs and Qube's activity packs) and opportunities for groups of people to improve strength and mobility.

Typical infrastructure support includes: creating risk assessments, finding funding, connecting organisations to share good practice, safeguarding and GDPR for non-clinical work.

WELLBEING AND INDEPENDENCE SERVICES

Tuesday and Thursday Club Social Groups and Befriending Services

Funded through the Shropshire Well-being and Independence Partnership and the Masonic Charitable Foundation, Qube's Well-being and Independence services aim to reduce isolation in the community. This service has faced particular challenges as a result of the Covid pandemic, with face to face meetings unable to be held, and our vulnerable members having to stay in their homes; the challenge was how to stay in touch, ensure our members got the essential services they needed and how to try to mitigate the increase in isolation many would inevitably feel.

Telephone Be-friending

To do this Qube quickly developed new services as soon as it became apparent what was happening and within 3 weeks had a telephone befriending service up and running. 22 volunteers made 970 telephone calls to lonely and vulnerable members. These calls are weekly or more often and have proved to be a real life-line to many people and became a way in which we were able to monitor our members well-being. As a result of this more than 124 people received additional support as issues were identified. This included respite care for an older member who was caring for their spouse, who had dementia and whose condition was deteriorating, bereavement counselling, monitoring those home from hospital, referral to mental health services, hot meal deliveries and much more.

Activities at Home

Qube social groups could not be held throughout the year due to Covid restrictions, although we were able to hold small gatherings in Oswestry Park during the warmer summer months. Therefore, instead of holding face to face groups, Qube has sent activity packs to its members once a fortnight. These packs include stories about people in the local community, updates from Qube, puzzles and quizzes, recipes and craft activities with materials. The packs have been very well received by our members and we understand, shared widely among their families and contacts.

Qube has also made audio recordings to send to members with sight loss, partnering with Oswestry Talking Newspaper. It became apparent that those with sight loss were particularly excluded from their communities, as usual support networks stopped operating. Feedback from our members with sight loss was that it was lovely to hear a familiar and trusted voice with news of what was happening with their friends from the groups and in the local community.

Qube's Well-being service now has over 60 members, varying in age from early 40s to mid-90s. As restrictions continue to ease, we aim to return to hosting our social groups at Qube with a planned schedule of activities, but will remain cautious over numbers attending, as we monitor the effects of social mixing in the wider community.

We've had some great feedback from the group over the last year, as COVID has caused the loneliest people to become even more isolated. All members receiving the postal activity packs have looked forward to their arrival and in combination with regular phone calls, have reported feeling less lonely and in many cases have described Qube as their lifeline.

It has been noticeable that the lockdowns have had a negative impact on the mobility of many of our members and that their ability to get out has become much more of a challenge. On the occasions where we have been able to host small meetings, those attending have been overjoyed to see other people and the short time out of their homes has really boosted their confidence.

QUBE ARTS

Qube Arts provides a full and diverse, year-round programme of quality projects, exhibitions, events and workshops. Despite the pandemic, the programme for 2020/21 has brought in new audiences, identified local emerging artists and inspired many others to get creative. We provide opportunities for artists to develop skills, sell works and for anyone to share their work with others. Through our outreach projects we use arts and creativity as a tool to engage individuals and communities many of whom will not have engaged otherwise.

Exhibitions

Qube's exhibitions aim to bring new art to the area and act as a platform for local and emerging artists to display and sell their work. Working with other galleries and organisations in the town, the exhibitions help to put Oswestry on the map as a culturally attractive place to visit.

Qube has three gallery spaces with a programme of exhibitions by local, national and international artists, heritage displays, community exhibitions and project work. During the last year we have had to suspend bookings on the Balcony and Alcove Gallery to enable social distancing but have instead hosted a series of popular online exhibitions.

In total there were 18 exhibitions in 2020/21, with work by 627 artists. Despite being closed to the public for 8 months, there were over 3000 visitors to the gallery. Artists are welcome to offer their work for sale during exhibitions and sell accompanying merchandise. Over the year there have been £7438 worth of gallery sales.

Main Gallery Exhibitions:

7th August to 2nd October – Qube Arts Open 2020

26th October to 23rd December - Christmas Arts and Crafts exhibition

30th March to 12th May – Society of Wood Engravers

Online Exhibitions:

Elements: Stefanie Gundlach & Joanna Dale

Creativity In Isolation

Qube Staff 2.6 Challenge

'Lines' Photography Competition

Filmmaking for Creative Practitioners

Umbrella

'Light' Photography Competition

Qube Arts Open 2020

Christmas Arts and Crafts Exhibition

Society of Wood Engravers

Qube Creative Groups

Good things to do at Home

Khalil Salem Bterram High School, Lebanon

Dave Andrews Poetry

David Bannister: Facing it

Cabinets and sales

Qube continues to have a dedicated space used all year round by local artists and craftsmakers to sell their work. Work on display ranges from cards and prints to ceramics, jewellery, glass and woodwork. This space will be developed with new display equipment in 2021.

Qube Outreach Projects

There have been three outreach projects during 2020/21.

Oswestry Youth Music Collective

Qube's brand-new music project Oswestry Youth Music Collective has been funded by 'Youth Music', to provide creative music opportunities for young people in Oswestry and the surrounding area.

Participants will have the opportunity to develop their musical skills and build confidence through a variety of experimental music activities based on their own interests, and across a range of genres, to include: jamming and improvisation, vocal, percussion and guitar workshops, song-writing and recording, stage-craft and performance. Importantly, the project provides the space and support for young people to work creatively together, developing a musical style as part of a collective group.

Suspended due to the pandemic. Due to start in July 2021.

Work in Progress

In 2020 Qube launched a new creative social group for women in Oswestry and North Shropshire thanks to funding support from the Tampon Tax Community Fund, run by The Community Foundation for Staffordshire. The yearlong project called 'Work in Progress' offered two free monthly meetups at Qube for women, over the age of 18, who wanted to take some time out, be creative and make new friends, in a safe non-judgmental space for women to get together and be creative. The sessions are overseen by Gemma Manning who is a well-established jewellery designer/maker and owner of Gemmipop Designs based in Oswestry. The project had to be suspended after two sessions because of the pandemic but lead artist, Gemma, continued engaging with participants online. A two-week artist in residence, exhibition and daily drop in sessions are set for June 2021

Good things to do at home

Qube teamed up with Taking Part and Shropshire Council to create imaginative, fun and creative activities for people, who would normally attend Day Care Services, to do at home during lockdown and beyond. Resources have been commissioned especially for the 'Good things to do at home' project by creative practitioners from across the country.

These activities have also been added to the Qube website to make them accessible to all.

Workshops and Courses

Our regular courses programme had to be suspended in 2020 due to the pandemic and is expected to start again in September 2021. We were able to hold two online workshops via Zoom that were subsidised by Arts Council funding. These were attended by 21 people.

Arts Strategy

Qube has taken this time to examine its model of working and has gained Arts Council England funding to research and develop new strategies to create a sustainable model for the future. To do this we are working with the Audience Agency and Cause4 and will begin implementing our new model during the next financial year.

Volunteers

Qube is committed to offering opportunities to those looking to develop professional skills in the arts. Volunteering roles within Qube Arts vary from research, marketing, IT support, teaching and administrative support. We also offer work experience placements to local school pupils, gap year students and to those working towards their Duke of Edinburgh Award or Welsh Baccalaureate.

Due to the pandemic, opportunities to volunteer in Qube Arts have been limited in 2020/2021. However, volunteers have been working remotely teaching online courses and

creating activities for people to do at home. In total, 3 volunteers have given over 150 hours of their time

Marketing

Qube engages with new and existing audiences through a range of marketing activities online and in print. Over 2020/21 our marketing was developed significantly to maintain contact with our audiences throughout lockdowns, whilst the building was closed. A regular monthly email was set up with news and updates and a substantial amount of content, including online exhibitions and activities, were added online. As the Qube website began to be used for content it wasn't originally designed for, it was decided that a new site needed to be commissioned. This new site went live in July 2021. The figures on our online platforms for the year are:

Mailchimp signups: 869

Facebook followers: 1747

Twitter followers: 2066

Instagram followers: 1140

Social Media Posts: 1662

Total website views: 64390

THREE PARISHES BIG LOCAL

Qube acts as the Accountable body for the Big Local project area of St Martins, Gobowen and Weston Rhyn otherwise known as the Three Parishes Area. Instigated by Big Lottery and now managed by a Partnership of local residents, Big Local supports activities and investment which will make a significant difference to that area over a 10 year period.

QUBES STRATEGIC WORK

Qube in its role as a community anchor organisation continues to be a bridge between the voluntary sector and the public sector and during 2020/21 represented the sector at the Shropshire Voluntary Sector Assembly, the Shropshire Infrastructure Partnership, The Community Transport Consortium, Social Prescribing and the Shropshire Cultural Consortium.

Qube considers it important that we are able to use our experience of working with our communities to represent them at a strategic level and influence policy for future development.

FINANCIAL REVIEW

Reserves policy

It is the policy of the charity to maintain unrestricted reserves at a level which equates to six months operating expenditure. The Trustees are also aware of their responsibilities to the service users and the needs of the community and therefore may use unrestricted reserves to maintain services when grants are difficult to obtain and to allow for the replacement of equipment and vehicles, at a level appropriate to the age profile of these assets.

At the year end the unrestricted undesignated reserves totalled £109,987. The trustees are aware that this is beneath the policy stated above but are acting to address this.

Significant events

This financial year was significantly affected by the Covid pandemic. The nature of the services provided by Qube and the age and vulnerability of the people who access them meant that we took an early decision to close services to protect people. This included the social groups and some aspects of our Dial a Ride operations as well as the courses programme, both an earned income revenue stream. This means that we experienced a significant loss of earned income throughout the financial year which is continuing.

However Qube has been able to access Covid emergency funding throughout this time which has mitigated the loss of earned income and grant funding on hold. But, the pandemic has also meant our usual grant applications were also on hold and therefore we expect that funding will be a real issue as the country recovers.

Looking to the Future

The Covid pandemic has had a significant effect on all Qubes services and finances. It is as yet unknown what the funding climate will be as the country recovers. Qube has responded well to the crisis and changed services to meet the needs of the community. This has primarily meant moving from a model of providing services which people access to a model of delivery which responds to people's individual needs. This model is more bespoke where we anticipated less need for transport services and social groups and more need for helping people within their homes. To meet this we established new services and found innovative ways in which to deliver existing services.

We are very proud of Qube's response to the pandemic. The hard work of the Trustees, staff and volunteers has meant that many people in the community have received support during an extraordinary year.

This report has been prepared having taken advantage of the small Companies exemption in the Companies Act 2006.

Signed on behalf of the board:

A handwritten signature in black ink, appearing to read 'H. Noble', written in a cursive style.

Mrs H Noble, Chair

31 August 2021

**Independent Examiner's Report
to the Trustees of Oswestry Community Action**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021 set out on pages Sixteen to twenty-six.

Responsibilities and basis of report

As the charity trustees of the Company (and also its the 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 Company'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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

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 requirements 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 2019 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)]

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



James Denton
The Association of Chartered Certified Accountants
Mike Griffiths & Partners Ltd
The Yew Tree Inn
High Street
Gresford
Wrexham
LL12 8RF

31 August 2021

Oswestry Community Action

Statement of Financial Activities (Incorporating an Income and Expenditure Account) For the Year Ended 31 March 2021

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		3,158	5,249	8,407	12,173
Investment income	2	1,318	-	1,318	7,441
Incoming resources from charitable activities					
Art		18,953	116,285	135,238	58,665
Care		-	74,326	74,326	153,073
Transport		16,927	139,089	156,016	172,885
Volunteering		-	19,598	19,598	27,675
Shopmobility		553	7,000	7,553	9,270
Core Qube		57,889	-	57,889	19,735
Big Local		-	111,480	111,480	150,490
Qube Learning		-	-	-	11,297
Total incoming resources		98,798	473,027	571,825	622,704
RESOURCES EXPENDED					
Charitable activities					
Art		13,484	115,309	128,793	90,633
Care		-	74,326	74,326	146,211
Transport		7,617	101,062	108,679	168,127
Volunteering		-	31,934	31,934	37,290
Shopmobility		-	7,000	7,000	12,135
Core Qube		44,371	-	44,371	52,363
Big Local		-	111,480	111,480	150,490
Qube Learning		-	-	-	28,099
Governance costs		-	3,455	3,455	2,800
Total resources expended		65,472	444,566	510,038	688,148
NET INCOMING/(OUTGOING) RESOURCES		33,326	28,461	61,787	(65,444)
RECONCILIATION OF FUNDS					
Total funds brought forward		76,661	271,540	348,201	413,645
TOTAL FUNDS CARRIED FORWARD		109,987	300,001	409,988	348,201

Oswestry Community Action

**Balance Sheet
At 31 March 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.21 Total funds £	31.3.20 Total Funds £
FIXED ASSETS					
Tangible assets	6	674	160,184	160,858	176,468
CURRENT ASSETS					
Stocks		300	-	300	300
Debtors	7	-	9,039	9,039	22,069
Cash at Bank		109,013	327,554	436,567	237,857
		109,313	336,593	445,906	260,226
CREDITORS					
Amounts falling due within one year	8	-	(196,776)	(196,776)	(88,493)
NET CURRENT ASSETS		109,313	139,817	249,130	171,733
TOTAL ASSETS LESS CURRENT LIABILITIES		109,987	300,001	409,988	348,201
NET ASSETS		109,987	300,001	409,988	348,201
FUNDS	9				
Unrestricted funds				109,987	76,661
Restricted funds				300,001	271,540
TOTAL FUNDS				409,988	348,201

Oswestry Community Action

Balance Sheet - continued
At 31 March 2021

For the year ending 31 March 2021 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements were approved by the Board of Trustees on 31 August 2021 and were signed on its behalf by:



Mrs H Noble – Chair

Date: 31 August 2021

Registered Company Number: 03390138

Oswestry Community Action

Statement of Cash Flows

For the year ended 31 March 2021

		2021	2020
		£	£
Reconciliation of net movement in funds to net cash flow from operating activities			
Net movements in funds		61,787	-65,444
Add back net depreciation charge		35,961	34,385
Loss on sale of Assets		-2,857	458
Deduct Investment income shown in investing activities		-1,318	-7,441
Decrease (increase) in debtors		13,030	727
Increase (decrease) in creditors		108,284	124,212
Cash used in operating activities		214,887	161,527
Cash flows from investing activities			
Investment income		1,318	7,441
Purchase of tangible fixed assets		-20,995	-23,990
Disposals of tangible fixed assets		3,500	1,400
Cash provided by (used in) investing activities		-16,177	-15,149
increase (decrease) in cash and cash equivalents in the year		198,710	-176,676
Cash and cash equivalents at the beginning of the year		237,857	414,533
Total cash and cash equivalents at the end of the year		436,567	237,857
		Cash flows	
Analysis of changes in Net Debt	01-Apr-20		31-Mar-21
Cash and cash equivalents	237,857	198,710	436,567
Borrowings			
Debt due within one year	110,344	-136,923	-26,579
Total	348,201	61,787	409,988

Oswestry Community Action

Notes to the Financial Statements for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared in accordance with the Charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice 2019 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principle accounting policies adopted are set out below.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on accruals basis and has been classified under headings that have aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Wages not directly allocated to an activity are apportioned pro rata between unrestricted and restricted funds based on fund income; this method of allocation also applies to unallocated vehicle running expenses and volunteer expenses.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	- 4% on cost
Plant and machinery, etc	- 25% on cost and 25% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Hire purchase and leasing commitments

Rentals paid under operations leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

Oswestry Community Action participates in a multi-employer defined benefit pension scheme for its staff. As a result it is not possible or appropriate to identify the assets and liabilities of the scheme, which are attributable to Oswestry Community Action. Where the scheme has a deficit this would only crystallise as a liability to the charity if there cease to be any staff members registered for the scheme. Contributions to the scheme are recognised as they become due.

2. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Rents received	264	4,926
Deposit account interest	1,054	2,515
	<u>1,318</u>	<u>7,441</u>

3. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Depreciation – owned assets	35,961	34,385
Governance – Assurance services	2,055	1,400
Governance – Independent examination	1,400	1,400
	<u>39,416</u>	<u>37,185</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees Expenses

There were no trustees' expenses paid for the year ended 31 March 2021, nor for the year ended 31 March 2020.

Oswestry Community Action

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

5. STAFF COSTS

	31.3.21	31.3.20
	£	£
Wages and salaries (Incl. Employers N.I.)	242,465	295,729
Other pension costs	4,553	5,776
	<u>247,018</u>	<u>301,505</u>

The average monthly number of employees during the year was as follows

	31.3.21	31.3.20
Qube Art	2	2
Qube Care	3	3
Qube Volunteering	3	3
Qube Transport	4	4
Qube Administration	-	-
Big Local	2	2
IT Learning	1	1
	<u>15</u>	<u>15</u>

No employees received emoluments in excess of £60,000.

Trustee and key personnel remuneration in the year amounted to £39,875.

6. TANGIBLE FIXED ASSETS

	Land and Buildings	Plant and machinery etc	Totals
	£	£	£
COST			
At 1 April 2020	508,424	293,115	801,539
Additions	-	20,995	20,995
Disposals	-	(3,000)	(3,000)
At 31 March 2021	<u>508,424</u>	<u>311,110</u>	<u>819,534</u>
DEPRECIATION			
At 1 April 2020	374,100	250,971	625,071
Charge for year	20,337	15,624	35,961
On disposals	-	(2,357)	(2,357)
At 31 March 2021	<u>394,437</u>	<u>264,238</u>	<u>658,675</u>
NET BOOK VALUE			
At 31 March 2021	<u>113,987</u>	<u>46,872</u>	<u>160,859</u>
At 31 March 2020	<u>134,324</u>	<u>42,144</u>	<u>176,468</u>

Oswestry Community Action

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade Debtors	(2,844)	13,419
Other Debtors	11,883	8,650
	<u>9,039</u>	<u>22,069</u>

**8. CREDITORS:
AMOUNTS
FALLING DUE
WITHIN ONE
YEAR**

	31.3.21	31.3.20
	£	£
Trade creditors	3,312	9,338
Taxation and social security	-	6,608
Accruals and deferred income	193,464	72,547
	<u>196,776</u>	<u>88,493</u>

9. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
Undesignated funds	76,661	33,326	109,987
	<u>76,661</u>	<u>33,326</u>	<u>109,987</u>
Restricted funds			
Restricted	271,540	28,461	300,001
TOTAL FUNDS	<u>348,201</u>	<u>61,787</u>	<u>409,988</u>

Oswestry Community Action

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

9. MOVEMENT IN FUNDS - continued

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Undesignated fund	98,798	(65,472)	33,326
Restricted funds			
Restricted	473,027	(444,566)	28,461
TOTAL FUNDS	571,825	(510,038)	61,787

The undesignated fund is for anticipated capital expenditure on the building, replacement of information technology equipment and to enable the charity to have a graceful shutdown period should Oswestry Community Action need to cease operating.

It also represents various types of income received and expended in accordance with the charitable objectives of the charity. The details of the various service areas are given in the Report of the Trustees attached to these accounts.

The Restricted funds are mainly represented by the leasehold property donated to the charity, value at year end was £113,988 and the motor vehicles, net book value at year end was £46,197. The balance of restricted funds represents the residue of the various grants and donations that enable the charity to continue and that remained unspent as at the year end.

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

11. DEFERRED INCOME

	2021 £	2020 £
Total deferred income at start of year	63,325	182,355
Amounts received in year	597,241	272,192
Amounts credited to statement of financial activities	(481,137)	(391,222)
Total deferred income at end of year	179,429	63,325

The deferred income shown has been deferred at the year end in order to reflect the expected future costs to complete the relevant projects.

Oswestry Community Action

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2021**

	31.3.21 £	31.3.20 £
INCOMING RESOURCES		
Voluntary income		
Donations	8,407	12,173
Investment income		
Rents received	264	4,926
Deposit account interest	1,054	2,515
	<u>1,318</u>	<u>7,441</u>
Incoming resources from charitable activities		
Sale of exhibits	9,014	45,615
Fares	33,963	89,421
Other Income	28,718	21,359
Grants	490,405	446,695
	<u>562,100</u>	<u>603,090</u>
Total incoming resources	571,825	622,704

RESOURCES EXPENDED

Charitable activities		
Wages	242,465	295,729
Pensions	4,553	5,776
Advertising and promotion	6,040	5,134
Exhibitions and events	5,302	17,702
Project costs	45,463	48,576
Subscriptions	2,491	3,299
Volunteer expenses	2,084	7,121
Staff expenses	787	3,422
Refreshments	338	774
Vehicle running costs	26,042	63,707
Big Grant Scheme	17,288	30,762
Wednesday shopping service	3,929	10,680
Professional fees	26,725	83,913
Consultancy	5,358	1,417
Rent, rates and water	4,136	3,786
Insurance	2,965	3,034
Light and heat	4,191	5,269
Telephone	9,038	2,946
Printing postage and stationery	5,117	4,875
Repairs and renewals	20,943	17,383
Bank charges	499	1,143
Sundry expenses	1,197	530
Computer and website	9,063	7,555
Other expenditure	27,465	21,609
Partner payments	-	4,363
Depreciation of long leasehold	20,337	20,337
Depreciation of fixtures and fittings	160	213
Depreciation of motor vehicles	15,464	13,835
(Profit)/Loss on disposal	(2,857)	458
	506,583	685,348
Governance costs		
Accountancy	3,455	2,800
Total resources expended	510,038	688,148
Net income/(expenditure)	61,787	(65,444)

This page does not form part of the statutory financial statements