

**REGISTERED COMPANY NUMBER: 03390138**

**REGISTERED CHARITY NUMBER: 1063319**

Report of the Trustees and  
Unaudited Financial  
Statements for the Year  
Ended 31 March 2022  
For Oswestry Community Action

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

Oswestry Community Action

Contents of the Financial Statements  
for the Year Ended 31 March 2022

	Page
Chairman's Report	3
Report of the Trustees	4 to 16
Independent Examiner's Report	17
Statement of Financial Activities	18
Balance Sheet	19 to 20
Cash flow statement	21
Notes to the Financial Statements	22 to 26
Detailed Statement of Financial Activities	27 to 28

## **Oswestry Community Action**

### **Chairman's Report for the Year Ended 31 March 2022**

#### **Report from the Chair of Trustees**

The 2021/22 financial year started with us still in the depths of the pandemic and working hard to deliver services in very difficult circumstances.

We continued to support our members in their own homes with activity packs and newsletters to keep them in touch with the wider world and look forward to being able to take our social groups back to normal capacity and frequency as time moves on.

Money, as ever was very much on our minds and whilst funding was still available it has been primarily for short term projects and every pound has been harder to secure despite there being no let-up in need.

As with many other sectors staffing has been a huge challenge post pandemic and finding suitable candidates for new roles and/or to fill posts that have fallen vacant has been time consuming and slow particularly as we find ourselves involved in more and more projects.


It is pleasing to see Qube being used as a trusted partner in the delivery of additional community support services but with a growing workforce and the continued need for social distancing we have been struggling for space to accommodate everyone.

We have invested in ways to help our staff work more flexibly and from home during this period but we hope to be able to bring everyone back into the workplace as soon as possible.

We have continued work on the future strategic vision for Qube although it can prove difficult to anticipate the future needs when everything is in such flux at present. We have utilised available support from external agencies to help us review our digital engagement strategy to maximise awareness and support with the wider world. We have developed a new website in order to make communication easier and more accessible for those who are isolated whilst building capacity to use social media for raising awareness of our work.

The final accounts reflect some of the challenges we have faced this year and we will need to keep a close watch on funding streams and expenditure in the next financial year.

Heather Noble, Chair, Oswestry Community Action, Qube



## **Report of the Trustees for the Year Ended 31 March 2022**

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 2022. 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

Richard Amos

#### **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 from another trustee or staff member, or by advertising. Those interested in becoming a trustee are then asked to apply in writing, 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. The organisation has a risk register which is reviewed at each meeting.

### **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, Well-being and Independence, Volunteering and Community Development, Arts and Creative Health, Social Prescribing, 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 2021/22 follows the summary.

**Community Transport** - accessible door to door transport

**Volunteer Centre** - supportive volunteer brokerage service and infrastructure support for VCS organisations.

**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.

**Social Prescribing Community Development** – County wide project includes Community Connectors Networks, VCS Directory of services and signing up VCS services as Social Prescribing Interventions

**Room Hire for the community**

**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 2021-2022

### **Covid Pandemic**

After a year of lockdowns and uncertainty, 2021/22 was a year of recovery and coming together again. The challenges brought by the pandemic were significant but whilst recovery brought wonderful moments of reunion with colleagues, volunteers and members, it also brought its own difficulties to overcome. As Covid continued the main priority was that people felt safe to come back and be at Qube and new procedures were implemented to ensure this. One member said *"Qube is the only place I feel safe to come out too"*

Other challenges also came in staff who have been with Qube for a long time moving on to new opportunities. Recruitment nationally has been difficult with a lack of appropriate candidates and Qube had several vacancies which continued well into 2022. This has caused a lot of issues with capacity as we try to cope with the aftermath of the pandemic.

Fortunately, Qube is now overcoming these issues and although Covid is still with us currently we are able to resume services and bring our members back to the building.

### **Qube 2021/22 Services Activities**

#### **QUBE TRANSPORT**

Despite the ongoing pandemic and restrictions placed on the population transport remained operating for the whole year – if vastly reduced.

Dial A Ride has a membership of 297. This is an increase from last year as people did not renew during Covid. However, since coming out of lockdowns membership has gradually increased we have had more new members especially for medical trips.

Qube Transport has carried a total of 4516 passengers on 6562 journeys – 17.6% of these were for health and 35.7% for shopping. Health journeys had a reduction initially as hospitals and GP's were only offering face to face appointments for urgent cases but this is picking up again now and journey numbers are gradually increasing again.

The shopping service partnership with Morrisons continued where they provided a doorstep delivery to our members who were shielding or unable to access online supermarket shopping. As people get out again there has been a reduction in the amount of people accessing this service but it still remains a lifeline for some. We have made 215 shopping deliveries.

The hot meal delivery service, More Than Meals On Wheels, continues in partnership with Osnosh. Osnosh cook 40 meals per week and provide grocery bags. The meals are then delivered to those who need them by Dial A Ride volunteers.

The current fleet remains at 5 buses and 2 cars – all the vehicles are fully accessible. We have not renewed any of the fleet as the vehicles have been under utilised during Covid.

Dial A Ride has 28 volunteers. 5 new volunteers have joined during the year and 2 have left us. Fortunately, we have not felt the effects of a lack of volunteers too much as services have not returned to pre-pandemic delivery.

### **Community Cars**

We were lucky to recruit two more car drivers which made 6 volunteers driving their own cars. Community Cars are used for longer journeys so this was a great help as hospitals began to schedule appointments again. The volunteers provide an outstanding service to our members and without them many people would not be able to access their health appointments.

### **Trips**

Vyrnwy Nursing Home has managed to reinstate their trips for their residents and we have taken them to Heulwen Trust canal boat in Welshpool, The British Ironworks and Lake Vyrnwy Hotel.

### **School contracts and B82**

Qube continues to provide transport for Shropshire Council to Bryn Offa School in Pant and Bicton. Bryn Offa has 8 children and Bicton 4. All revenue earned from these contracts goes to support the charitable aims of Qube Transport.

Continues the B82 bus route from Lake Vyrnwy to Oswestry funded thorough Powys Council.

### **QUBE SHOPMOBILITY**

Shopmobility has had a slow year as people were reluctant to come out. Qube has 4 scooters and 5 wheelchairs. Scooter hires for the year totaled 298 which has more than doubled from last year and wheelchair hires were 445 which is nearly four times as many as the year before. This reflects other Shopmobilities in the area closing or greatly reducing their services.

### **QUBE VOLUNTEER CENTRE**

Qube Volunteer Centre (VC) gained funding from Shropshire Council to provide infrastructure support and volunteer brokerage. This is a partnership project delivered with Community Resource and is a recognition of the importance of the VCS in supporting communities during the pandemic. Shropshire Council recognised the need for a strong, sustainable and supported VCS sector and that provision of infrastructure support is crucial for this to be maintained. The funding from Shropshire Council was part of a much larger package of support for the sector commissioned through the Shropshire Infrastructure Partnership.

Qube employed Eden Ihle-Vance as Volunteering and Infrastructure Support Officer for the Infrastructure Support project. Her role is to provide advice and guidance for organisations about a range of issues they may be facing such as volunteer management, governance, policies and more. She has also been supporting the army of volunteers signed up by Community Resource for the Covid Vaccination programme; ensuring that as the programme eases the volunteers have new opportunities to go to.

The Infrastructure Project has also been working closely with Social Prescribing Community Development, which is led by Qube. This provides the opportunity for cross referral to both services and provides a much more comprehensive service of support for the VCS Sector.

During 2021/22 the VC received 259 enquiries about volunteering with 110 people referred to other organisations. 131 people registered as volunteers. These figures are an increase on the year before and 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.

Qube VC worked with 161 organisations to advertise 406 volunteering opportunities on our Shropshire Volunteering Directory; a searchable directory which is part of Qube's website.

### **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 partnership of 12 organisations across Shropshire working with people who are long-term unemployed and economically inactive.



The project aims to help people develop their skills and get into employment. Qube VC is offering one to one volunteering support as a partner on the project.

Since its beginning 203 participants have engaged with the BBO programme at Qube. Of these 30 participants have successfully moved into employment or education and training.

### **SOCIAL PRESCRIBING**

During October 21 Qube won the tender to deliver community development for Social Prescribing across the county. Working in partnership with Hands Together Ludlow and Community Resource Community Development Officers (CDOs) were recruited to work with each of the Shropshire 4 Primary Care Networks. Since then the service has been developing fast with greater communication between the Healthy Lives Advisors, who see those with a social prescription, and refer to local services, GP practices and other areas of health.

The CDOs continue to develop the Shropshire Directory of Services, sign up new interventions using the quality assurance framework and identify gaps in provision.

The Community Connectors' network is a key part of the role and this peer support network goes from strength to strength. Meetings are held both in person and virtually in each area across the county and this blended approach means that larger organisations such as SATH and the Mental Health Team can attend.

The virtual Community Connector Information bulletins have continued to develop with 684 members now receiving weekly updates from organisations around the county. Healthwatch, Shropshire Council and other large organisations now see these updates as a useful way to get information out to the voluntary sector in good time.

Small groups see these updates as a useful way to raise awareness of their work too. We have new members such as The Rural Art Hub and Shropshire Paddlesports playing an active role in our online and in person communities.

This project creates links with community organisations which grow stronger each year with consistency, regular meetings and chances to discuss gaps in provision in increasing detail. This has been helped by working closely with the Infrastructure Support Team and we plan to continue to grow this in 2022.

### **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. Many of our members were desperate to return and have that social interaction with others again but others were still understandably fearful of being out and about and mixing with others.

To mitigate this as much as possible we made the social groups invitation only as apposed to our usual just drop in. This kept the numbers attending within government guidelines and helped some of the less confident members feel safer. However some of our more isolated members felt they wanted to come every week so as soon as the guidelines allowed we relaxed the invitation only stipulation and since then have been having an average of 25 attending on Tuesdays and 20 on Thursdays. We also have 8 volunteers who kindly provide support for the members at the groups.

There have been 91 social groups held this year and the activities have ranged from seated hip-hop sessions, singing farmers, local history talks, and staying healthy sessions, as well as creating their own memory boxes and participating in a fabulous photo shoot (complete with mocktails) the results of which is being exhibited in the Qube upper gallery.

The members have also enjoyed trips out to the Cambrian Railway, Oswestry Town Museum, Nant Mawr Visitor Centre and Oswestry Cemetery where they had an interesting session identifying wild flowers with a representative from The God's Acre organisation.

We have not continued the Qube Activities at Home activity packs since social groups have restarted, but we now send out a bi-monthly newsletter with information about local events and services and how to keep well, as well as recipes, quizzes and puzzles. This newsletter is posted to the homes of more than 100 people.

### **Telephone Be-friending**

Once people were able to come back to social groups demand for the telephone befriending service has reduced although some telephone relationships have continued.

## **QUBE ARTS**

Qube Arts provides a full and diverse, year round programme of quality projects, exhibitions, events and workshops. Although the pandemic and economic pressures have meant people are still cautious about participating in events and activities, the programme for 2021/22 has brought in new audiences, identified local emerging artists and inspired many others to get creative. Qube Arts provides opportunities for artists and creative practitioners to sell and promote their works and for anyone to share their work with others. Through outreach projects Qube uses arts and creativity as a tool to engage individuals and communities, many of whom will not have engaged with Qube's activities 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.

In total there were 15 exhibitions in 2021/22, with work by 170 artists. There were also over 250 further artists continuing to exhibit on the website in one of our online exhibitions. Artists are welcome to offer their work for sale during exhibitions and sell accompanying merchandise. The commission rates for exhibition sales increased to 25% (plus VAT on that commission) for this year and over the year there have been £6866.30 worth of gallery sales.

#### Main Gallery exhibitions:

13 May to 12 June 2021 - Colin Singleton (Arts Open People's Choice winner 2020)

14 to 28 June 2021 – Work in Progress project exhibition and drop-in meetups

1 July to 25 August 2021 – Qube Arts Open, 'Shape and Colour'

27 August to 29 September – Pushing the Boundaries, 7 printmakers and an enameller

1 to 30 October – Mosses and Marshlands, Andrew Howe (UK) & Kim V Goldsmith (Australia)

2 November to 23 December – Christmas Arts and Crafts exhibition

15 January to 14 February – Michelle Woodward (Arts Open People's Choice winner 2021)

18 February to 28 March – Qube Photography Competition, 'Identity'

31 March to 2 May – Sylvia Stead, textile and mixed media artist.

#### Balcony Gallery:

September 2021 – Pushing the Boundaries, workshop participants

October 2021 – Lisa Lochhead

March 2022 – Colin Rose

#### Alcove Gallery:

August 2021 - Steve Jones

September 2021 - Joanna Dale & Stefanie Gundlach

March 2022 – Gill Crozier & Janie McLeod

#### Cabinets and sales

Qube continues to have a dedicated space used all year round by local artists and craftmakers to sell their work. Work on display ranges from cards and prints to ceramics, jewellery, glass and woodwork. Thanks to funding from the Arts Council recovery fund, this space has been developed with new display equipment this year, allowing for better presentation and additional space for artists and makers. Shop sales have been affected by the pandemic and economic struggles over the past year. Sales figures for the year are £1570.97.

#### Qube Outreach Projects

Funded projects continue to be an important part of the Qube Arts programme. Funding comes from a variety of sources including, Arts Council, The Community Foundation for Staffordshire, Shropshire Council and Oswestry Town Council. Qube Arts also continues to work with Heritage Compass and Audience Agency.

#### Oswestry Youth Music Collective

Qube's **Oswestry Youth Music Collective project** was funded by 'Youth Music', to provide creative music opportunities for young people in Oswestry and the surrounding area. Participants had 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. The project provided the space and support for young people to work creatively together, developing a musical style as part of a collective group.

The project was suspended initially due to the pandemic but was able to start in September 2021. Working in partnership with musician James Hicklin and Matthew Shepherd and also Hermon Chapel, a core group of 8 young people were able to develop their musical skills and experience. The group performed a final gig at the end of the project at Hermon Chapel.

#### 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 was organised for June 2021. Those who had stayed involved in the project throughout brought in work to display in the gallery to inspire others to have a go, with Gemma's encouragement. An online exhibition and booklet of all the work were also created.

#### 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 were commissioned especially for the 'Good things to do at home' project by creative practitioners from across the country. These activities were also added to the Qube website to make them accessible to all.

Once daycentres were allowed to reopen to their members workshops were held at Albert Road and Abbots Wood with creative practitioners, Emily Wilkinson, Joseph Schneider and Emma and Jon from Seeds of Sound. Additional workshops are planned.

#### Holiday workshops

Qube received funding from Shropshire Youth Association and Oswestry Town Council to hold arts and crafts activities during the school holidays. A series of 6 painting and craft workshops were held with local artist Claire Somerville.

#### HAF Holiday activities

Qube received funding from the government Holiday activities and food programme (HAF) to provide provisions for young people on Free School Meals during the holidays. Four workshops were set for the Easter holidays at venues in and around Oswestry, with further events planned for Summer 2022. Each session is required to have at least an hour of physical activity, a healthy hot meal with nutritional information and an enrichment activity (arts and crafts).

#### **Workshops and Courses**

At the start of the 2021/22 year it became clear that online courses and workshops were no longer of interest to our audience. Three online workshops were held around filmmaking, in response to

successful workshops earlier in the year. However, these new workshops led by String Media attracted low numbers.

In September 2021 we restarted our workshop and course programme on a smaller scale to gauge interest. Initial printmaking workshops running alongside the Pushing the Boundaries exhibition proved to be quite popular. The workshops were Introduction to Printmaking, Lino printing, Monoprinting and Collage, Family Kite making, Drypoint and Creative Artists Books.

Qube's regular courses, PaintAble, Art History, Tai Chi and Untutored Life Drawing, restarted with many previous participants returning. All have attracted new audiences too. Life Drawing increased to two sessions a month in the new year due to the popularity. Many of the group now use this session for social interaction.

New courses were also introduced over the year. Amy from Rustic and Wild led a series of silversmithing courses. There was also wreath making at Christmas and spring, Introduction to Watercolour with Joseph Schneider and a Yoga course with Emily Wilkinson.

There have been 48 workshops and courses over the year with a total of 349 participants.

### **Partnerships**

Qube continues to work with and seek out new partners to deliver projects and expand our audience. Over the past 12 months we worked with local independent creative practitioners and social care workers. We have also worked closely with Piece of String Media, Media Active, Taking Part, Shropshire Council and Adult Services, The Audience Agency, Cause 4, Shropshire Youth Association, The New Saints FC Foundation, OsNosh, Hermon Chapel and Oswestry Town Council.

### **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.

### **Marketing**

Qube engages with new and existing audiences through a range of marketing activities online and in print. A regular monthly email and social media posts continue to share news and updates across all areas of Qube. The new website has proved much more efficient than the previous one. New content is added regularly and website page views have increased by 37%. Print marketing is also produced and distributed in the form of twice-yearly booklets, leaflets and posters.

The figures on our online platforms for the year are:

**Mailchimp signups:** 835

**Facebook followers:** 2104

**Twitter followers:** 2132

**Instagram followers:** 1379

**Social Media Posts:** 1517

**Total website views:** 88197

## **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. 2021-2022 saw the end of the seventh year, and the first half of the eighth year, of programme delivery. The programme will end in December 2022, so a lot of the decisions made in this time scale were focused on areas that hadn't received much of the funds to date, spending the money and leaving a legacy.

Key events during the time period are:

- 13 Community chest grants were awarded, totalling £6,317.99. These grants included equipment for first aid training and funding for Jubilee events.
- 12 Business grants were awarded, mainly £500 each, with an exceptional grant of £3,500 for St Martins Unlimited. This funded phase 1 of a business / enterprise project in St Martins with Paul Newman.
- £67,745.19 was awarded through the Big Grants scheme to 10 different projects including continued support for TNS running youth clubs and HAF activities in the Three Villages and £20,000 to fund a project manager for the St Martins Sports Development.
- The Happiness Club – positive mental health and wellbeing programme was offered to all schools in the Three Parishes. One school declined. It was successfully delivered in Weston Rhyn, St Martins Primary and for years 7 & 8 in St Martins Secondary school – the students who missed transition due to covid.
- A series of Health and wellbeing sessions continued with Community Resource across the three villages.
- Thirzah Deacon and OsNosh visited a range of community groups to share what OsNosh do and speak to group members about the support they would benefit from. Development of the Eat Well for Less Programme continued as a result of the research, to be delivered later on in 2022.
- A decision was made by the partnership to finish My Money Matters at the end of 2022 and a closure plan was developed. This project has brought more than £1mil into the area through maximising people's income by ensuring they can make savings and claim benefits they are entitled to.

#### **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 2021/22 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.

Laurel Roberts is Chair of the Shropshire Infrastructure Partnership (SIP) and throughout this year SIP has been developing the partnership to become a vehicle for collaborative working within the VCS and with our public sector partners. This has resulted in the introduction of new SIP partners and almost £1mil investment in VCS sector support from Shropshire

Council. This covers the Infrastructure Support project, Social Prescribing, Mental Health VCS support, Hot Meals, Food Poverty Alliance and grant giving. The aim is to develop SIP so that it is ready to work with public and health sectors as fits with their strategic aims.

## **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 £125,487 when fixed assets are excluded. The trustees are aware that this is beneath the policy stated above but are acting to address this.

## **FINANCIAL REVIEW**

### **Significant events**

This financial year has continued to be 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 had to be cautious and introduce services at the pace of our members. This has meant reduced income for this financial year.

### **Looking to the Future**

The Covid pandemic has had a significant effect on all Qubes services and finances. In 2022 we expect the challenges to continue with world and domestic events having a profound effect on peoples lives and livelihoods. The cost of living crisis, especially the cost of fuel, rising inflation and possible recession and return to austerity will make the next few years difficult with reduced funding and rising demand. Qube has responded well to crisis as proved by its response to the pandemic but it will need to continue to be flexible, listen to its members and to find innovative ways to meet their needs.

This year has been difficult but also brought joy. The hard work of the Trustees, staff and vounteers 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 'Heather Noble', written in a cursive style.

Mrs H Noble, Chair

14 November 2022



## **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 2022 set out on pages Eighteen 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

14 November 2022

**Oswestry Community Action**

**Balance Sheet - continued**  
**At 31 March 2022**

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**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 477;

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 13 October 2022 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Heather Noble', is written over a faint, larger, and less legible signature.

Mrs H Noble – Chair

Date: 14 November 2022

Registered Company Number: 03390138

**Oswestry Community Action**

**Statement of Cash Flows**

**For the year ended 31 March 2022**

		<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
<b>Reconciliation of net movement in funds to net cash flow from operating activities</b>			
Net movements in funds		4,948	61,787
Add back net depreciation charge		32,055	35,961
Loss on sale of Assets		-	-2,857
Deduct Investment income shown in investing activities		-5,905	-1,318
Decrease (increase) in debtors		-106,576	13,030
Increase (decrease) in creditors		-99,145	108,284
<b>Cash used in operating activities</b>		<b>23,667</b>	<b>214,887</b>
<b>Cash flows from investing activities</b>			
Investment income		5,905	1,318
Purchase of tangible fixed assets		-	-20,995
Disposals of tangible fixed assets		-	3,500
<b>Cash provided by (used in) investing activities</b>		<b>5,905</b>	<b>-16,177</b>
increase (decrease) in cash and cash equivalents in the year		29,572	198,710
Cash and cash equivalents at the beginning of the year		436,567	237,857
<b>Total cash and cash equivalents at the end of the year</b>		<b>466,139</b>	<b>436,567</b>
		<b>Cash flows</b>	
<b>Analysis of changes in Net Debt</b>	<b>01-Apr-21</b>		<b>31-Mar-22</b>
Cash and cash equivalents	436,567	29,572	466,139
<b>Borrowings</b>			
Debt due within one year	-26,579	-24,624	-51,203
<b>Total</b>	<b>409,988</b>	<b>4,948</b>	<b>414,936</b>

## Oswestry Community Action

### Statement of Financial Activities

(Incorporating an Income and Expenditure Account)

For the Year Ended 31 March 2022

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.22 Total funds £	31.3.21 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		1,152	3,935	5,087	8,407
Investment income	2	5,095	-	5,095	1,318
<b>Incoming resources from charitable activities</b>					
Art		26,625	97,029	123,654	135,238
Care		-	125,319	125,319	74,326
Transport		667	177,648	178,315	156,016
Volunteering		-	44,715	44,715	19,598
Shopmobility		2,289	7,000	9,289	7,553
Core Qube		15,421	36,849	52,270	57,889
Big Local		-	173,195	173,195	111,480
Qube Learning		3,022	-	3,022	-
<b>Total incoming resources</b>		<b>54,271</b>	<b>665,690</b>	<b>719,961</b>	<b>571,825</b>
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Art		34,685	97,029	131,714	128,793
Care		-	125,319	125,319	74,326
Transport		352	150,982	151,334	108,679
Volunteering		-	46,320	46,320	31,934
Shopmobility		-	847	847	7,000
Core Qube		134	82,550	82,684	44,371
Big Local			173,195	173,195	111,480
Qube Learning		3,600	-	3,600	-
<b>Governance costs</b>					<b>3,455</b>
<b>Total resources expended</b>		<b>38,771</b>	<b>676,242</b>	<b>715,013</b>	<b>510,038</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>15,500</b>	<b>(10,551)</b>	<b>4,948</b>	<b>61,787</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		109,987	300,001	409,988	348,201
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>125,487</b>	<b>289,449</b>	<b>414,936</b>	<b>409,988</b>

# Oswestry Community Action

## Balance Sheet

At 31 March 2022

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.22 Total funds £	31.3.21 Total Funds £
<b>FIXED ASSETS</b>					
Tangible assets	6	506	128,299	128,805	160,858
<b>CURRENT ASSETS</b>					
Stocks		300	-	300	300
Debtors	7	-	115,613	115,613	9,039
Cash at Bank		124,681	341,458	466,139	436,567
		124,981	457,071	582,052	445,906
<b>CREDITORS</b>					
Amounts falling due within one year	8	-	(295,921)	(295,921)	(196,776)
<b>NET CURRENT ASSETS</b>		124,981	161,150	286,131	249,130
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		125,487	289,449	414,936	409,988
<b>NET ASSETS</b>		125,487	289,449	414,936	409,988
<b>FUNDS</b>	9				
Unrestricted funds				125,487	109,987
Restricted funds				289,449	300,001
<b>TOTAL FUNDS</b>				414,936	409,988

## **Oswestry Community Action**

### **Notes to the Financial Statements for the Year Ended 31 March 2022**

#### **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**

	31.3.22	31.3.21
	£	£
Rents received	3,839	264
Deposit account interest	1,256	1,054
	<u>5,095</u>	<u>1,318</u>

**3. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation – owned assets	32,055	35,961
Governance – Assurance services	1,635	2,055
Governance – Independent examination	1,750	1,400
	<u>35,440</u>	<u>39,416</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**Trustees Expenses**

There were no trustees' expenses paid for the year ended 31 March 2022, nor for the year ended 31 March 2021.

## Oswestry Community Action

### Notes to the Financial Statements - continued for the Year Ended 31 March 2022

#### 5. STAFF COSTS

	31.3.22	31.3.21
	£	£
Wages and salaries (Incl. Employers N.I)	284,179	225,876
Social Security costs	15,377	16,589
Other pension costs	3,016	4,553
	<u>302,572</u>	<u>247,018</u>

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

	31.3.22	31.3.21
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 £40,273.

#### 6. TANGIBLE FIXED ASSETS

	Land and Buildings	Plant and machinery etc	Totals
	£	£	£
<b>COST</b>			
At 1 April 2021	508,424	311,111	819,535
Additions	-		
Disposals	-		
At 31 March 2022	<u>508,424</u>	<u>311,111</u>	<u>819,534</u>
<b>DEPRECIATION</b>			
At 1 April 2021	394,437	264,238	658,675
Charge for year	20,337	11,718	32,055
On disposals	-		
At 31 March 2022	<u>414,774</u>	<u>275,956</u>	<u>690,730</u>
<b>NET BOOK VALUE</b>			
At 31 March 2022	<u>93,650</u>	<u>35,155</u>	<u>128,805</u>
At 31 March 2021	113,987	46,871	160,858



Oswestry Community Action

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.22	31.3.21
	£	£
Trade Debtors	113,217	(2,844)
Other Debtors	2,396	11,883
	<u>115,613</u>	<u>9,039</u>

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

	31.3.22	31.3.21
	£	£
Trade creditors	21,595	3,312
Taxation and social security	-	-
Accruals and deferred income	274,326	193,464
	<u>295,921</u>	<u>196,776</u>

**9. MOVEMENT  
IN FUNDS**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
Undesignated funds	109,987	15,500	125,487
	<u>109,987</u>	<u>15,500</u>	<u>125,487</u>
<b>Restricted funds</b>			
Restricted	300,001	(10,552)	289,449
<b>TOTAL FUNDS</b>	<u>409,988</u>	<u>4,948</u>	<u>414,936</u>

## Oswestry Community Action

### Notes to the Financial Statements - continued for the Year Ended 31 March 2022

#### 9. MOVEMENT IN FUNDS - continued

	Incoming Resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Undesignated fund	54,271	(38,771)	15,500
<b>Restricted funds</b>			
Restricted	665,690	(676,242)	(10,552)
<b>TOTAL FUNDS</b>	<b>719,961</b>	<b>(715,013)</b>	<b>4,948</b>

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 £93,651 and the motor vehicles, net book value at year end was £34,795. 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

	2022 £	2021 £
Total deferred income at start of year	179,429	63,325
Amounts received in year	490,882	597,241
Amounts credited to statement of financial activities	(435,519)	(481,137)
Total deferred income at end of year	234,792	179,429

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

#### 12. GOING CONCERN

No material uncertainties currently exist.

**Oswestry Community Action****Detailed Statement of Financial Activities  
for the Year Ended 31 March 2022**

	31.3.22 £	31.3.21 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	5,087	8,407
<b>Investment income</b>		
Rents received	3,839	264
Deposit account interest	1,256	1,054
	5,095	1,318
<b>Incoming resources from charitable activities</b>		
Sale of exhibits	43,061	9,014
Fares	51,440	33,963
Other Income	25,364	28,718
Grants	589,914	490,405
	709,779	562,100
<b>Total incoming resources</b>	719,961	571,825

**RESOURCES EXPENDED****Charitable activities**

Wages	299,556	242,465
Pensions	3,016	4,553
Advertising and promotion	3,945	6,040
Exhibitions and events	15,198	5,302
Project costs	80,381	45,463
Subscriptions	4,818	2,491
Volunteer expenses	3,828	2,084
Staff expenses	2,445	787
Refreshments	392	338
Vehicle running costs	40,697	26,042
Big Grant Scheme	48,713	17,288
Wednesday shopping service	417	3,929
Professional fees	57,268	26,725
Consultancy	18,972	5,358
Rent, rates and water	3,461	4,136
Insurance	2,500	2,965
Light and heat	4,276	4,191
Telephone	5,629	9,038
Printing postage and stationery	5,335	5,117
Repairs and renewals	16,793	20,943
Bank charges	1,000	499
Sundry expenses	2,879	1,197
Computer and website	9,099	9,063
Other expenditure	16,177	27,465
Partner payments	32,644	-
Depreciation of long leasehold	20,337	20,337
Depreciation of fixtures and fittings	120	160
Depreciation of motor vehicles	11,598	15,464
Bad debt	134	
(Profit)/Loss on disposal	-	(2,857)
	711,628	506,583
<b>Governance costs</b>		
Accountancy	3,385	3,455
<b>Total resources expended</b>	715,013	510,038
<b>Net income/(expenditure)</b>	<b>4,950</b>	<b>61,787</b>

This page does not form part of the statutory financial statements