

REGISTERED COMPANY NUMBER: 03390138

REGISTERED CHARITY NUMBER: 1063319

**Report of the Trustees and
Unaudited Financial
Statements for the Year
Ended 31 March 2024
For Oswestry Community Action**

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

Mike Griffiths

25/11/24

Oswestry Community Action

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Oswestry Community Action

Chairman's Report for the Year Ended 31 March 2024

Report from the Chair of Trustees

2023/24 has been a busy and often challenging year for Qube as we continued to consolidate the organisations activities.

Under Kim Wootton's management the team has developed significantly and we are in a much better position to work smarter as we progress. A lot of work has been done around improved governance and in trying to secure our position through a phase of continued financial restraints.

In addition Kim has been attending some fully funded training delivered by Heritage Compass Strategy Support and it is expected that this will help us significantly in defining and developing our longer term strategy and fundraising journey. We have held several strategy days during the year to agree our annual business plan and work is underway to finalise our three year strategy.

Our risk register and Finance Committee have benefitted from rigorous and extensive expertise and input from my fellow trustee Charles Brotherton who continues to scrutinise and monitor risk and highlight these to the rest of the Board. We are very grateful for his contribution.

A lot of our time has been focused on the need for new premises pending the end of our current lease in 2026 and we have been and will continue to explore options to not only secure our future but adapt to the needs of our community and the future financial climate.

Partnership working continues to be a significant priority and we have built and continue to build strong relationships with other organisations across the county and into Wales.

We have also seen the resignation of two of our valuable Trustees. Len Graham who had been with us for a significant period of time and Sylvia Dyke who was my Vice Chair for a number of years. We continue to promote Qube and to seek suitable Trustees with the skills and experience we need to take the charity forward.

2024/25 will see us focusing on the future of Qube, finding a new premises and considering how we need to adapt our services to be both efficient, relevant and sustainable ensuring we remain as the much needed resource within our community.



Heather Noble, Chair

Oswestry Community Action, Qube

Report of the Trustees for the Year Ended 31 March 2024

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 2024. The Trustees have adopted the 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).

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 (resigned March 2024)

Janet Byatt

Leonard Graham (resigned December 2023)

Richard Amos

Charles Brotherton

John Duffus (joined July 2024)

Company Secretary and Chief Officer

Kim Wootton

Independent Examiner

Mike Griffiths & Partners

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 Strategic review meeting each year in order to discuss 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.

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 Finance and Risk Committee meeting and key elements drawn to the Trustee Board. The risk register is subject to an annual Board review.

Objectives and aims of Oswestry Community Action

During the year, the Board of Trustees has reviewed its strategic objectives and aims, with a business plan for 2024/25 being approved. Work is now underway to extend this to a three year strategic plan which will provide a focus for the charity.

As part of these discussions the Qube vision has been updated to -

Empowering local and rural communities to live their best lives.

All activities align with Qube's vision namely Community Transport, Wellbeing and Independence, Volunteering and Community Development, Arts and Creative Health, Social Prescribing, Shopmobility and Learning.

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 2023/24 follows the summary.

Community Transport and Shopmobility - accessible door to door transport and scooter and wheelchair hire;

Volunteer Centre - supportive volunteer brokerage service and infrastructure support for voluntary community sector (VCS) organisations;

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

Wellbeing and Independence - provides friendship opportunities and support to people who are socially isolated;

Social Prescribing Community Development – county wide project includes Community Connectors Networks, Voluntary Community Sector (VCS) Directory of services and signing up VCS services as Social Prescribing Interventions;

Room Hire for the community – two rooms available for external hire; and

Learning – digital skills programme to help people in our community get online.

QUBE'S ACHIEVEMENT AND PERFORMANCE

Charitable activities 2023-2024

In Qube's over 30-year history it has achieved many milestones, including –

Arts:

- Qube has showcased the work of thousands of artists from the around the world.
- Over 350 exhibitions have been held over Qube's lifetime.
- Approximately 200,000 people have visited Qube's gallery.

Dial a Ride:

- Dial a Ride has had over 10,000 members.
- 2,500 people have generously volunteered with Dial a Ride, helping us maintain this service.
- A combined total of over 1,000,000 miles have been travelled over the history of Dial a Ride's service.

Volunteering:

Around 6,000 volunteering roles have been posted to organisations.

Care:

Over 1,000 people have visited and taken part in Qube's social groups.

Qube 2023/24 Services Activities

QUBE TRANSPORT

Dial A Ride

At Qube we provide community transport (CT) services to reduce loneliness, isolation, prevent exclusion and address the needs of our rural communities. Our members do not have access to a vehicle (often due to affordability issues), 'traditional' bus services are reducing with service frequency falling by 50.2% since 2010 and many passengers do not have friends or family to rely on. CT provides a safety net for those that fall through the gaps. We operate demand responsive, door to door, transport services for individuals from Monday to Friday. Journeys enable access to health appointments including hospital and GP appointments, dentists, opticians etc. that without CT wouldn't be possible. We also run trips to supermarkets, hairdressers, local social and activity groups.

During 2023, the Shropshire Community Transport Consortium commissioned an Impact Report to raise awareness of CT and its social value. Qube is one of seven partners that make up the Consortium. The report draws on analysis of a number of data sources including consultation with key stakeholders, data captured, online surveys with stakeholder organisations and passengers and use of a bespoke tool for calculating social value to illustrate the impact CT services have on those using them and the wider community. It is clear from the report that CT in Shropshire generates a wide range of benefits for those facing mobility problems in the county, including many who are vulnerable and/or socially or geographically isolated.

Use of the social value tool has enabled many of these benefits to be quantified and valued. Collectively, this demonstrates a benefit cost ratio for CT across Shropshire in 2022/23 of at least 5.09:1. This is equivalent to the CT services generating benefits worth £5.09p for every £1 spent on delivering them, indicating very high value for money (as defined by the UK Department for Transport in their WebTAG transport appraisal guidance).

Dial A Ride has a membership of over 718 and it continues to increase. Qube Transport has undertaken 5,731 journeys – 19.7% of these were for health, 26.3% for shopping and 30.2% for social visits.

The hot meal delivery service has continued in partnership with Osnosh. Osnosh cook up to 45 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 four minibuses and two smaller specialist cars (owned by Qube) and ten cars (owned by Volunteer drivers) – all the vehicles are fully accessible.

Dial A Ride has 27 volunteers, 7 new volunteers have joined during the year and 2 have left us.

Community Cars

Community Cars are used for longer journeys and provide an essential service to our members. In particular, we transport individuals to medical appointments that otherwise they would find difficult to attend.

Trips

During the period we have used our Dial a Ride service to transport to various locations, including Lake Vyrnwy, Powys Castle, Barmouth, Heulwen Trust Canal Boat and Exotic Zoo, Telford.

School contracts and B82

The B82 bus route from Lake Vyrnwy to Oswestry funded through Powys Council continues to be provided.

The Shropshire Council ZS2030 Shrewsbury to Oswestry school route started during the period.

Qube Shopmobility

Qube has two scooters, which have been hired 98 times and six wheelchairs, three self-propelled and three pushed. They were hired 30 times, mostly for weeks during this period. They are an essential service to improve accessibility for individuals that would otherwise find it difficult to visit the town.

QUBE VOLUNTEER CENTRE

Qube Volunteer Centre (VC) continues to gain 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 our communities. 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.

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.

In addition, a Volunteer Coordinator role was added to the Qube team structure in July 2023. The purpose being to specifically recruit and support volunteers into Qube. These volunteer roles include driving and passenger support in transport services; wellbeing social groups, befriending and Nordic walking, and digital skills delivery.

Roles have been advertised on Qube's volunteer centre web page, social media, community connectors network, in local outlets in the town such as Library, Town Hall, Council notice boards, supermarkets and surrounding villages. As well as Qube's own notice boards, vehicles and word of mouth.

The registration process is conducted in a robust manner and matching the volunteer to a suitable role is carefully considered. Once placed, reviews are conducted after the first six months in the role and then annually.

In the period, 14 volunteers have been recruited to join Qube.

SOCIAL PRESCRIBING AND HEALTH INEQUALITIES

Social prescribing

Qube has continued to deliver community development for Social Prescribing across the county. Working in partnership with Community Resource, four Community Development Officers (CDOs) have worked with each of the Shropshire Primary Care Networks.

Since then the service has developed effective partnerships 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 Shropshire Directory of Services has been a particular focus with over 600 organisations signed up as new interventions using the quality assurance framework. The CDOs also identify gaps in provision and work with partners to find a solution, including securing funding.

The Community Connectors' network is a key part of the role and this peer support network continues to build and 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 over 600 members now receiving fortnightly updates from organisations around the county. Small groups see these updates as a useful way to raise awareness of their work too.

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.

WELLBEING AND INDEPENDENCE SERVICES

Funded through the Shropshire Wellbeing and Independence Partnership and the National Community Lottery Fund, our wellbeing and befriending services aim to reduce isolation within the local community and promote independence.

Tuesday & Thursday Social Groups

Members sign up to join the weekly social groups, which are held every Tuesday and Thursday. These sessions continue to be well-attended by our regular group members and for some of the people we support, this is the only time they are able to get out of the house and socialise with others. Due to issues with accessible transport in the surrounding areas, we work closely with our Dial a Ride colleagues to support the running of these groups.

Some of the recent activities have included –

- Day trip to the Heritage Railway
- Summer Party with John the Music Man
- The Orthopaedic Male Voice Choir
- Arthritis Awareness – information talk from Community Resource
- Happiness Coach – talk about mindfulness and guided meditation
- Tai Chi - movement session with local Tai Chi Master
- Green Day Celebration with Oswestry in Bloom
- Drumming with Rick Wilson
- Belly Dancing – talk and demonstration
- Derwen College - gardening presentation and planting demonstration
- Shropshire Fire and Rescue - informative talk from the local Prevention Officer

Befriending

Befriending Group

Qube offers face to face meetings in smaller groups, usually with about 4 or 5 people, where we arrange to meet up for a coffee and chat. The purpose of this group is to offer people the opportunity to socialise and make some new friends in a more intimate setting.

Telephone Befriending

We offer a telephone befriending service for people who may find it difficult to get out and about so they can enjoy chatting with someone over the phone, all from the comfort of their home. One of our team will match the recipient with one of our friendly befriending volunteers to arrange a weekly telephone chat together.

Wellbeing Services

Newsletter

A bi-monthly newsletter with information about local events and services and how to keep well, as well as recipes, quizzes and puzzles is posted to the homes of more than 100 people.

Wellbeing calls

The coordinators aim to make regular contact with members who are unable to attend our other wellbeing services and also reach out to family members (where appropriate and with consent). In recent months, we have noticed more members joining with memory loss and as a result, these wellbeing calls are becoming a larger part of our wellbeing delivery. In addition to this, we ensure that we celebrate all members birthdays either by sending a card to their home address or arranging a cake at the weekly groups. We also send cards to any of our members who are unwell or in hospital.

Home Visits

Our coordinators will organise home visits as and when is appropriate and this year, we have been supporting several members who have been unwell or suffering a bereavement by making regular visits to them at home.

As part of the National Community Lottery funding, we have launched -

My Money Matters

We have partnered with the local Citizens Advice service to have one of their trained advisors offering free, impartial advice to the local community. They hold weekly clinics within the Qube building and people are able to self-refer for financial advice and support. Since launching in January 2024, we have processed 80+ referrals and we have been encouraging members to sign for this service. Our statistics for the last quarter show that the service helped 55 clients with a potential income gain of over £100k.

Mental Health support

The project aims to engage with VCS organisations and source and facilitate a programme of Mental Health support and training across the county that will enable their respective workforces to recognise possible stress and burn-out in themselves and others and to develop as teams and as professionals.

To date 47 organisations have expressed an interest in becoming a partner of the wider Mental Health Alliance and 85 delegates have attended mental health training courses. Six Trauma Resilience

Management sessions have taken place which is used in the early identification of the symptoms of stress.

One attendee commented -

“Thank you again for organising the recent training. I found it very useful. Only to let you know that recently I was on the way with my family and I saw a person near the bridge. Many cars passed him, but I asked my husband to stop and pull over. I went to speak with him, just because I was concerned about his safety. I am not sure if I would have done it 4-5 weeks ago. Maybe I would have been just like those people who passed him. But I feel like that training gave me more confidence to react and not be afraid to stop and speak”.

Blood pressure project

The blood pressure project launched officially in August 2023 with a popup at Qube attended by 12 people. The aim was to bring blood pressure testing in the community to marginalised groups who faced barriers to engaging with primary care services (language, rurality, economic deprivation among others).

Throughout the first six months of the project volunteer blood pressure champions were recruited from various communities around Shropshire. To date 50 people have been trained. At present, there are between 20 and 30 regular popups held each month in a range of locations in market towns and small villages in all 5 PCNs around Shropshire. New venues are constantly sought.

The popups are staffed by the volunteer blood pressure champions. Data collected in June 2024 showed that over 650 blood pressures had been taken. When a member of the public is identified as having a high blood pressure reading (over 140/90) the volunteer signposts them for further monitoring at their GP surgery.

Retention of volunteers has been challenging. There are currently 30 volunteers. A bi-monthly newsletter, a WhatsApp group and coffee-catch ups are a means to draw the volunteers together as a team and aid retention. Reasons for leaving the project are largely personal and positive feedback has been given by volunteers who have stepped down.

We have had very positive feedback from the public. Volunteers find this rewarding and motivating and BBC Radio Shropshire interviewed one of the volunteers at a popup in Wem. Several people have claimed that the service has really improved their health outcomes by flagging up high blood pressure they were not aware of and would not have brought to the attention of their doctor.

Cancer Champions

It has been a busy year for the Cancer Champions project. There are now 305 Cancer Champions in total across Shropshire and Telford with 211 of these in Shropshire.

23 Cancer Champion training sessions have been delivered across the county since last September 2023. People trained include: RJAH Armed Forces Support Volunteers, hairdressers, nurses and student nurses, carers, Carers Support Team Shropshire, disability advisors, Health and Social Care Students at Shrewsbury College, Healthwatch, serving military personnel, people with lived experience of cancer, Cancer Care Coordinators, prison officers, food share staff, Radfield Care Staff, Shrewsbury Ark, Police trainer etc. Furthermore, 17 prisoners who are Health and Wellbeing Champions within HMP Stoke Heath have also been trained.

As the project has expanded, supporting our Cancer Champions has become increasingly important. Coffee catch ups have been organised on a monthly basis across Shropshire in Shrewsbury, Oswestry and Ludlow and they were very well attended. They provide an opportunity to give an update on the project, share resources, provide peer support, discuss latest research and any current advances in screening and

collate feedback for the NHS. Cancer Champions within Stoke Heath prison have also been supported with regular coffee catch ups organised within the prison.

QUBE ARTS

Qube is a diverse and contemporary art venue in our community. Our goal is to provide a warm and nurturing creative space which can be enjoyed by everyone. The main ways that we do this are; offering a gallery space with regularly changing exhibitions, courses and workshops led by talented artists, art events, and community projects. Our exhibition programme showcases work from some of the best local artists, as well as offering a space for emerging artists. We provide opportunities to artists and encourage their development - through exhibitions, selling in our cabinets, or sharing their skills in workshops. We also work with other institutions in the community to provide projects - a particular focus has been engaging young people to ensure the future of Qube and art in the local area.

Exhibitions

The programme of exhibitions at Qube showcase work from local and national artists, both established and emerging, as well as community exhibitions and the results of project work.

The aim for our exhibition space is to show high quality, contemporary work in our rural town, allowing local people access to the types of art that they might not typically see. It is part of our ongoing arts strategy that we introduce different materials and media to the gallery, beyond the historical trend for 2d painting and photography. Our Process exhibition in 2023 featured twenty different artists, and included textiles, metalwork, ceramics, printmaking, jewellery, sculpture and glass. We had several school groups visiting the exhibition, allowing the young people to see the options available for a future in art. We are also actively supporting women artists, people of colour, members of the LGBTQ+ community and people with disabilities as a way for groups who are generally underrepresented in the arts to be seen more widely.

In total there were seven exhibitions in 2023/24, with work by over 130 artists. We had two solo exhibitions, which were from past People's Choice Open winners, and five group exhibitions, including the 2023 Arts Open and the Christmas gift exhibition.

We trialled a new exhibition idea in October 2023, called "One Gallery, Three Exhibitions", where the gallery space was split between two solo artists and a collective of five MA student ceramicists from Wrexham University. Each artist could effectively rent a wall in the gallery, perfect for up-coming artists to share their work, or established artists to show new collections. The exhibition was very successful and will be part of the annual programme in the future.

Artists are encouraged to sell their work during exhibitions, or use the available cabinet space/browser racks.

Cabinets and sales

Qube continues to have a dedicated space used all year round by local artists and craft-makers to sell their work. The work in the cabinets is carefully chosen, prioritising quality but also considering price.

The commission rates for exhibition sales remained at 25% (plus VAT on that commission), over the year there have been £9,686 worth of gallery and cabinet sales, and commission.

Workshops, Courses and Projects

Over the year there were approximately 40 individual courses/workshops at Qube.

This included our two regular Art History blocks (eight sessions each) plus a single art history session on textiles and a special three-part course on Women in the Arts, all completely sold out, as well as our ongoing Paintable group.

Qube has a solid core of participants in Art History and Paintable, with approximately 60 per week for Art History and 20 per week to Paintable.

In line with our evolving strategy for exhibitions we have also varied the offering of workshops to include more textiles, ceramics and glass art, which has proved popular.

During the year the focus has mainly been on one-off workshops, as attempts at longer courses have generally been unsuccessful – feedback has been that the cost of living prevents up-front booking fees.

We worked with the Cultural Consortium ART-effect project in summer 2023 to host two artists in residence, running free workshops which were well attended, this will continue in 2024.

Qube started working with Shropshire Council and SYA to provide free school holiday workshops for young people aged 11-16, which were well attended. We had feedback from the mother of a twelve-year-old boy

"It was lovely and he is so proud of his work! I love that he has a thing, a place where he feels safe. I really love how you and the Qube nourish him and his love of art. Thank you for arranging it, we are both inspired to enter your Open exhibition!"

LEARNING

Digital skills programme

In conjunction with Shropshire Council, Qube has helped 25 learners complete the Learn My Way programme set up by the Good Thing's Foundation. The learner demographic ranges from people in their 50's to those who are 80+, all of which are at various stages of digital isolation.

One of the first learners to complete the course within a total of 8 hours, was an older gentleman. He has been retired for many years and is now a full time carer for his wife, who has various health conditions, and his son who has complex learning difficulties and lives in assisted living accommodations. He had retired before technology became common in the workplace, and so was never properly taught how to use it. However, in recent years with both his wife and son's failing health and his own worries concerning his age – he wanted to find ways to make life easier. He was very skeptical when it came to the internet, especially using it on a smart phone but also realised that it could be used to help with many different tasks – specifically ordering the weekly shop. In the time I spent with him we set up a new smartphone, helped him choose a suitable tariff, helped him with everyday smartphone use, link his new phone to his laptop and smart TV and install various useful apps such as one for time keeping – which helped him keep track of medications and the Tesco app. Both of which he now confidently uses to help both himself and his family. He was able to set up a weekly shopping for himself and his son to be sent directly to their individual homes.

"Before coming to the Qube I had lost touch and confidence with all things digital. I am now able to shop on line for my family, especially my stepson who is disabled and lives on his own. I sincerely hope this course continues to help elderly and people needing digital skills like myself".

QUBE'S 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 2023/24 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

The Trustees are aware of their responsibilities to the beneficiaries of the services and needs of the community and, therefore, aim for unrestricted reserves which equate to six months of core operating expenditure to enable the maintenance of services when grants are difficult to obtain. This requires £50,000 of unrestricted reserves.

At the 31 March 2024 the unrestricted undesignated reserves totalled £124, 329 (excluding fixed assets), therefore, Trustees are able to designate c£74,000 for other purposes.

The Trustees have sought to establish a reserve to allow for the replacement of equipment and vehicles in line with the Replacement Vehicle Policy. The vehicles are largely funded from Restricted Reserves but not exclusively and, therefore, £50,000 is transferred to a designated Vehicle Replacement Reserve.

A further £24,000 is transferred to a Development Reserve to enable the Charity to explore new opportunities ahead of receiving grant funding.

FINANCIAL REVIEW

Significant events

Pressure on budgets have presented challenges for Qube during the year. The services provided by Qube are essential, however, operational costs have increased with little or no rise in funding and grants are more competitive to secure. This has introduced greater financial demands and in response Qube has focused on effectively managing expenditure whilst maximising opportunities to generate income.

Looking to the Future

Qube is determined to ensure that it continues to support those most in need and make a positive difference to people's lives. The Trustees, staff and volunteers are all committed to helping Qube thrive and evolve.

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

Signed on behalf of the Board

Mrs H Noble, Chair



15 October 2024

**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 2024 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 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

Oswestry Community Action
Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
For the Year Ended 31 March 2024

| | | | 31.03.24 | 31.03.23 |
|--|-------|-------------------------|-----------------------|------------------|
| | Notes | Unrestricted Funds £ | Restricted Funds £ | Total funds £ |
| INCOMING RESOURCES | | | | |
| Incoming resources from generated funds | | | | |
| Voluntary income | | 3,508 | 25,609 | 29,117 |
| Investment income | 2 | 4,969 | - | 4,969 |
| Incoming resources from charitable activities | | | | |
| Art | | 29,960 | 5,400 | 35,360 |
| Wellbeing Services (Formerly Care) | | - | 495,666 | 495,666 |
| Transport & Shopmobility | | 82,886 | 51,605 | 134,491 |
| Volunteering | | - | 34,662 | 34,662 |
| Shopmobility (Now with Transport) | | - | - | - |
| Core Qube | | 7,179 | 10,487 | 17,666 |
| Big Local | | - | - | - |
| Qube Learning | | 5,305 | - | 5,305 |
| | | 125,330 | 597,820 | 723,150 |
| | | 810,410 | | |
| Total incoming resources | | 133,807 | 623,429 | 757,236 |
| | | 820,421 | | |
| RESOURCES EXPENDED | | | | |
| Charitable activities | | | | |
| Art | | 39,628 | 3,160 | 42,788 |
| Wellbeing Services (Formerly Care) | | 63 | 317,809 | 317,872 |
| Transport & Shopmobility | | - | 152,318 | 152,318 |
| Volunteering | | - | 37,525 | 37,525 |
| Shopmobility (now with Transport) | | - | - | - |
| Core Qube | | 11,459 | 82,941 | 94,400 |
| Big Local | | - | - | - |
| Qube Learning | | 4,875 | - | 4,875 |
| | | 56,025 | 593,753 | 649,778 |
| | | 890,456 | | |
| Governance costs | | - | 13,644 | 13,644 |
| | | 8,905 | | |
| Total resources expended | | 56,025 | 607,397 | 663,422 |
| | | 899,361 | | |
| NET INCOMING/(OUTGOING) RESOURCES | | 77,782 | 16,032 | 93,814 |
| | | (78,940) | | |
| RECONCILIATION OF FUNDS | | | | |
| Total funds brought forward | | 46,547 | 289,449 | 335,996 |
| | | 414,936 | | |
| TOTAL FUNDS CARRIED FORWARD | | 124,329 | 305,481 | 429,810 |
| | | 335,996 | | |

Oswestry Community Action

Balance Sheet At 31 March 2024

| | Notes | Unrestricted Funds £ | Restricted Funds £ | 31.3.24 Total funds £ | 31.3.23 Total Funds £ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 6 | 2,617 | 49,681 | 52,298 | 99,665 |
| CURRENT ASSETS | | | | | |
| Stocks | | 300 | - | 300 | 300 |
| Debtors | 7 | - | 127,152 | 127,152 | 85,140 |
| Cash at Bank | | 100,078 | 194,139 | 294,217 | 336,795 |
| | | 100,378 | 321,291 | 421,669 | 422,235 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 8 | - | (44,157) | (44,157) | (185,904) |
| NET CURRENT ASSETS | | 100,378 | 277,134 | 377,512 | 236,331 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 102,995 | 326,815 | 429,810 | 335,996 |
| NET ASSETS | | 102,995 | 326,815 | 429,810 | 335,996 |
| FUNDS | | | | | |
| Unrestricted funds | 9 | | | 124,329 | 46,547 |
| Restricted funds | | | | 305,481 | 289,449 |
| TOTAL FUNDS | | | | 429,810 | 335,996 |

Oswestry Community Action

Balance Sheet - continued
At 31 March 2024

For the year ending 31 March 2024 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 of the Companies Act 2006;
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 7 October 2024 and were signed on its behalf by:



Mrs H Noble – Chair

Date: 15 October 2024

Registered Company Number: 03390138

Oswestry Community Action

Statement of Cash Flows

For the year ended 31 March 2024

| | 2024 | 2023 |
|---|-------------------|------------------|
| | £ | £ |
| Reconciliation of net movement in funds to net cash flow from operating activities | | |
| Net movements in funds | 93,814 | (78,940) |
| Add back net depreciation charge | 47,367 | 29,119 |
| Loss on sale of Assets | - | - |
| Deduct Investment income shown in investing activities | (4,969) | (8,580) |
| Decrease (increase) in debtors | (42,012) | 30,473 |
| Increase (decrease) in creditors | (141,747) | (110,017) |
| Cash used in operating activities | (47,547) | (137,945) |
| Cash flows from investing activities | | |
| Investment income | 4,969 | 8,580 |
| Purchase of tangible fixed assets | 0 | (4,283) |
| Disposals of tangible fixed assets | 0 | 4,304 |
| Cash provided by (used in) investing activities | 4,969 | 8,601 |
| increase (decrease) in cash and cash equivalents in the year | (42,578) | (129,344) |
| Cash and cash equivalents at the beginning of the year | 336,795 | 466,139 |
| Total cash and cash equivalents at the end of the year | 294,217 | 336,795 |
| | Cash flows | |
| Analysis of changes in Net Debt | 01-Apr-23 | 31-Mar-24 |
| Cash and cash equivalents | 336,795 | (42,578) |
| | | 294,217 |

Oswestry Community Action

Notes to the Financial Statements for the Year Ended 31 March 2024

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 2019). 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 principal 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 operates a defined contribution pension scheme for its staff. The pension charge in the accounts represents the amounts payable by the company to the fund in respect of the year.

2. INVESTMENT INCOME

| | 31.3.24 £ | 31.3.23 £ |
|--------------------------|--------------|--------------|
| Deposit account interest | 4,969 | 3,053 |
| | <u>4,969</u> | <u>3,053</u> |

3. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

| | 31.3.24 £ | 31.3.23 £ |
|--------------------------------------|---------------|---------------|
| Depreciation – owned assets | 27,036 | 29,119 |
| Governance – Assurance services | 11,744 | 7,155 |
| Governance – Independent examination | 1,900 | 1,750 |
| | <u>40,680</u> | <u>38,024</u> |

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees Expenses

Trustees' expenses totalling £34.40 were paid for the year ended 31 March 2024 and no expenses for the year ended 31 March 2023.

5. STAFF COSTS

| | 31.3.24 £ | 31.3.23 £ |
|--|----------------|----------------|
| Wages and salaries (Incl. Employers N.I) | 324,154 | 309,128 |
| Social Security costs | 17,072 | 16,104 |
| Other pension costs | 5,567 | 5,978 |
| | <u>346,793</u> | <u>331,210</u> |

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

| | 31.3.24 | 31.3.23 |
|---------------------|-------------|-----------|
| Qube Art | 0.6 | 2 |
| Qube Wellbeing | 5.0 | 4 |
| Qube Volunteering | 0.6 | 2 |
| Qube Transport | 2.5 | 3 |
| Qube Administration | 3.5 | 1 |
| Big Local | 0.0 | 2 |
| Qube Learning | 0.8 | 1 |
| | <u>13.0</u> | <u>15</u> |

No employees received emoluments in excess of £60,000.
Key personnel remuneration in the year amounted to £42,472.

| 6.TANGIBLE FIXED ASSETS | | | | | | |
|--------------------------------|---------------------------|---------------------|---|---------------------|-------------------|---------------------|
| | Land and Buildings | | Plant and Machinery including Vehicles | | Totals | |
| | Restricted | Unrestricted | Restricted | Unrestricted | Restricted | Unrestricted |
| | £ | £ | £ | £ | £ | £ |
| COST | | | | | | |
| At 1 April 2023 | 508,424 | | 233,947 | 57,262 | 742,371 | 57,262 |
| Additions | - | | - | | | - |
| Disposals | - | | - | | | - |
| | | | | | | |
| At 31 March 2024 | 508,424 | | 233,947 | 57,262 | 742,371 | 57,262 |
| | | | | | | |
| DEPRECIATION | | | | | | |
| At 1 April 2023 | 435,111 | | 211,218 | 53,639 | 646,329 | 53,639 |
| Charge for year | 40,674 | | 5,687 | 1,006 | 46,361 | 1,006 |
| on disposals | - | | - | | | - |
| | | | | | | |
| At 31 March 2024 | 475,785 | | 216,905 | 54,645 | 692,690 | 54,645 |
| | | | | | | |
| NET BOOK VALUE | | | | | | |
| At 31 March 2024 | 32,639 | | 17,042 | 2,617 | 49,681 | 2,617 |
| | | | | | | |
| At 31 March 2023 | 73,313 | | 22,729 | 3,623 | 96,042 | 3,623 |

Land and Buildings. The lease on the current building ends August 2026. The depreciation charge will reduce the NBV to nil at this point

Oswestry Community Action

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2024**

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.3.24 | 31.3.23 |
|---------------|----------------|---------------|
| | £ | £ |
| Trade Debtors | 112,102 | 79,526 |
| Other Debtors | 15,050 | 5,614 |
| | <u>127,152</u> | <u>85,140</u> |

The increase in Debtors relates to grant income we are expecting to receive.

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.3.24 | 31.3.23 |
|------------------------------|---------------|----------------|
| | £ | £ |
| Trade creditors | 42,688 | 15,452 |
| Taxation and social security | - | - |
| Accruals and deferred income | 1,469 | 170,452 |
| | <u>44,157</u> | <u>185,904</u> |

See Section 11 regarding deferred income changes

9. MOVEMENT IN FUNDS

| | At 1.4.23 | Net movement in funds | At 31.3.24 |
|---------------------------|----------------|-----------------------|----------------|
| | £ | £ | £ |
| Unrestricted funds | | | |
| Undesignated funds | 46,547 | 77,782 | 124,329 |
| | 46,547 | 77,782 | 124,329 |
| Restricted funds | | | |
| Restricted | 289,449 | 16,032 | 305,481 |
| TOTAL FUNDS | <u>335,996</u> | <u>93,814</u> | <u>429,810</u> |

Oswestry Community Action

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

9. MOVEMENT IN FUNDS - continued

| | Incoming Resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| Undesignated fund | 133,807 | 56,025 | 77,782 |
| Restricted funds | | | |
| Restricted | 623,429 | 607,397 | 16,032 |
| TOTAL FUNDS | 757,236 | 663,422 | 93,814 |

The undesignated fund 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 fund balance is for replacement of information technology equipment and to enable the charity to have a structured shutdown period should Oswestry Community Action need to cease operating.

The Restricted funds are mainly represented by the leasehold property granted to the charity, value at year end was £32,640 and the motor vehicles & Equipment, net book value at year end was £17,041. 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

Kim Wootton, Chief Officer is a Director of the Shropshire Community Transport Consortium which is made up of seven likeminded partners. The Trustees are satisfied there is no conflict of interest.

11. DEFERRED INCOME

| | 2024 £ | 2023 £ |
|---|-----------|-----------|
| Total deferred income at start of year | 154,363 | 234,792 |
| Amounts received in year | - | 258,470 |
| Amounts credited to statement of financial activities | (154,285) | (338,899) |
| Total deferred income at end of year | 78 | 154,363 |

The deferred income shown in 2023 has been deferred at the year-end in order to reflect the expected future costs to complete the relevant projects. All income received in the year to 31 March 2024 was credited to the 2024 Accounts in line with the Accounting requirements of the Charities SORP.

12. GOING CONCERN

The Trustees assess the risks identified as presenting the greatest challenges to the charity. These include, but are not limited to increased competition to secure funding, reduced availability of grants, contracts not offered with annual uplifts and the continued inflationary growth across the UK leading to additional costs. A detailed analysis of income and expenditure is reviewed by the Board as part of this exercise.

The Board receive the annual Budget for review in January and for approval in March. In support, the Board determine resilience and mitigation plans for the strategic risks. These measures provide the assurance that the Board can confidently consider the charity a going concern in the medium term.

The Board confirms that the charity is viable as a going concern.

Oswestry Community Action**Detailed Statement of Financial Activities
for the Year Ended 31 March 2024**

| | 31.3.24 £ | 31.3.23 £ |
|--|----------------|----------------|
| INCOMING RESOURCES | | |
| Voluntary income | | |
| Donations | 29,117 | 6,958 |
| Investment income | | |
| Deposit account interest | 4,969 | 3,053 |
| | <u>4,969</u> | <u>3,053</u> |
| Incoming resources from charitable activities | | |
| Rents received | 3,634 | 5,527 |
| Sale of exhibits | 31,888 | 33,026 |
| Fares | 69,146 | 65,009 |
| Other Income | 4,380 | 20,347 |
| Grants | 614,102 | 686,501 |
| | <u>723,150</u> | <u>810,410</u> |
| Total incoming resources | 757,236 | 820,421 |

RESOURCES EXPENDED

| | | |
|---------------------------------------|----------------|----------------|
| Charitable activities | | |
| Wages | 341,226 | 325,232 |
| Pensions | 5,567 | 5,978 |
| Advertising and promotion | 2,570 | 2,749 |
| Exhibitions and events | 12,048 | 12,591 |
| Project costs | 30,671 | 78,617 |
| Subscriptions | 5,309 | 5,306 |
| Volunteer expenses | 1,603 | 4,477 |
| Staff expenses | 7,219 | 19,215 |
| Refreshments | 1,305 | 622 |
| Vehicle running costs | 40,534 | 53,786 |
| Big Grant Scheme | - | 155,983 |
| Wednesday shopping service | - | - |
| Professional fees | 10,684 | 29,930 |
| Consultancy | 30 | 4,716 |
| Rent, rates and water | 5,669 | 4,700 |
| Insurance | 2,910 | 2,533 |
| Light and heat | 9,698 | 11,859 |
| Telephone | 3,501 | 5,498 |
| Printing postage and stationery | 3,386 | 4,631 |
| Repairs and renewals | 12,977 | 16,815 |
| Bank charges | 839 | 855 |
| Sundry expenses | 4,954 | 2,886 |
| Computer and website | 7,455 | 12,026 |
| Other expenditure | | 13,674 |
| Partner payments | 90,415 | 86,658 |
| Depreciation of long leasehold | 40,674 | 20,337 |
| Depreciation of fixtures and fittings | 999 | 1,160 |
| Depreciation of motor vehicles | 5,700 | 7,622 |
| Bad debt | 1,836 | - |
| (Profit)/Loss on disposal | - | - |
| | 649,778 | 890,456 |
| Governance costs | | |
| Assurance services | 11,744 | 7,155 |
| Independent Examination | 1,900 | 1,750 |
| | 13,644 | 8,905 |
| Total resources expended | 663,422 | 899,361 |

