

Annual Report and Financial Statements

Year ended 31 March 2025



Oxfordshire Community and Voluntary Action

Company registration number: 05363946

Charity reference number: 1108504



Trustees' Annual Report

The Trustees present their report and the audited financial statements for the year ended 31 March 2025, which have been prepared in accordance with Charity Law and the Statement of Recommended Practice: Accounting and Reporting by Charities.

Reference and administrative details

Oxfordshire Community and Voluntary Action is a registered charity number 1108504 and a company limited by guarantee number 5363946, registered in England and Wales.

Trustees

The Members holding office as at 31 March 2025 and changes in the year were:

- David Agnew – Chair
- Matthew Mycock – Treasurer
- Robert Buckeldee
- Tanya Hameed
- Paula Coutts
- Lucian Ashbourne

The Trustees are elected at the Annual General Meeting from those who are nominated by member organisations or who are individual members.

Registered office and principal address

The Old Court House, Floyds Row, St Aldates, Oxford OX1 1SS

OCVA Staff team

Chief Executive Officer

Laura Price

Business Development Officer

Angela Cristofoli

Development Officer

Jaimie Hewett

Volunteering Development Manager

Jenny Bowley

Administrator

Jayne Wheeler (resigned January 2025)

Katie Hall (joined January 2025)

Communications Officer

Danielle Hilton (joined September 2024)

Partnerships and Projects Officer

Clare Woodcock

Community Development Programme Officer (Connected Communities Fund)

Vicki Baker

Jacqueline Bradney (joined

September 2024)

Well Together Programme Manager

Eleanor Evans (resigned July 2024)

Vicki Baker (took up post July 2024)

Bullington Community Connections Co-ordinator

Bernard Auton (joined November 2024)

Independent Auditors

UHY-Ross Brooke

Suite I

Windrush Court

Abingdon Business Park

OX14 1SY

Bankers

Unity Trust Bank

Nine Brindley Place

4 Oozells Square

Birmingham

B1 2HB

Triodos Bank

Deanery Road

Bristol

BS1 5AS

Introduction from the Chair

As Chair of Trustees, I am pleased to present OCVA's 2024/25 Annual Report. Bringing our work together offers a valuable perspective on the range of ways our team supports Oxfordshire's voluntary and community sector. From promoting and enabling volunteering to providing advice, training and practical guidance for local organisations, OCVA continues to play an essential role in helping communities across the county to flourish. We remain focused on ensuring that our support is relevant, accessible and responsive to the changing needs of the sector.

This year has been one of purposeful growth, achieved through strong partnerships and a shared commitment to collaboration. Working closely with Community First Oxfordshire, we have strengthened our joint infrastructure offer, ensuring that voluntary and community organisations can access the advice and support they need. Alongside this, we have delivered key programmes such as the Connected Communities Fund on behalf of Oxfordshire County Council and Well Together on behalf of the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board. These initiatives have

allowed us to reach new communities, test new approaches and learn from the organisations we support.

The wider sector continues to experience significant challenges, including financial uncertainty, rising demand for services and a reduction in volunteer capacity. Despite this, community groups across Oxfordshire continue to respond with energy, creativity and commitment. Their resilience reinforces the importance of OCVA's role in championing local action, building connections and ensuring that the contribution of volunteers and community organisations is recognised and valued.

On behalf of the Board, I would like to thank our staff, volunteers, funders and partners for their continued commitment and collaboration. Together, we are helping to sustain a vibrant, inclusive and active voluntary sector across Oxfordshire.

David Agnew

Chair of Trustees



Introduction from our CEO

Looking back on 2024/25, I'm struck by how much we have achieved together. This year's progress reflects the collective effort of many people and organisations who share a commitment to strengthening Oxfordshire's voluntary and community sector. Through advice, training and governance support, as well as community development initiatives OCVA has worked alongside local groups to build skills, share knowledge and celebrate the impact of our sector.

This has been a demanding year for many organisations. Ongoing funding uncertainty, higher levels and complexity of need, and challenges in attracting and retaining volunteers have continued to shape the environment we work in. In response, we've stayed focused on practical support alongside exploring new ideas and innovation. Throughout the year we have been in touch with 1,000 organisations, supported over 600 groups in more depth, and worked with hundreds of prospective volunteers and volunteering organisations through our Oxfordshire Volunteers platform. Our innovative community funding and development programmes, Connected Communities Fund and Well Together, delivered in partnership with Community First Oxfordshire, have

empowered communities to shape and deliver their own solutions, tackling health inequalities, and challenging loneliness and social isolation.

We have also continued to bring organisations together to share learning and strengthen their collective voice. The Communities of Practice network continues to create space for staff in health, care and the voluntary and community sector to exchange ideas and build local knowledge to support The Oxfordshire Way. Our Let's Talk Volunteering events have encouraged reflection and practical action around the volunteering landscape.

I am grateful to our staff team for their professionalism, creativity and commitment. Their ability to adapt, support others and work collaboratively is at the heart of everything OCVA achieves. I also thank our trustees for their guidance, and our funders, partners and members for their continued confidence in our work.

Looking ahead, we will keep developing new ways to work together, build capacity and ensure that our sector is valued and recognised for the role it plays in creating the best possible Oxfordshire.

Laura Price

CEO, OCVA



Structure, governance and management

The governing document of OCVA is the Memorandum and Articles of Association of the company. The OCVA Board of Trustees comprises not less than five nor more than 15 members. Trustees are elected at the Annual General Meeting. Nominations are made in writing before the meeting. All Board members must be over 18 years of age and be a member or a representative of a member organisation of OCVA. At each AGM one third of the Board Members, made up of those who have served the longest, are required to retire. However, a Board Member who retires may, if willing to act, be re-elected for a maximum of three consecutive terms. The Board may from time to time appoint any member of the Charity to be a member of the Board provided that the maximum is not exceeded. Any such Board Member holds office only until the next Annual General Meeting but is then eligible for re-election.

All Trustees are given an induction pack containing copies of relevant Charity Commission publication and key information about OCVA including the Memorandum and Articles of Association, Trustee minutes, the current business plan and budget, a staff chart and employment policies and procedures. Trustees are required to sign a Declaration re any conflicts of interest, a company director form and a Trustee Declaration. Role descriptions are in place for Trustees and for the Chair and Treasurer.

All Trustees give their time voluntarily and receive no personal benefits from the organisation. Any expenses reclaimed are set out in Note 6 to the accounts. The Trustees are financially and legally liable for OCVA but their liability is limited as defined by the Memorandum and Articles of Association of the limited company. The Trustees agree any delegation of their powers. Such delegations include those to the Finance and General Purposes Committee, elected annually and comprising at least two Trustees with the Chief Executive in attendance.

This deals with the details of budget setting and financial management as well as staffing matters and reports and making recommendations to the Board for decision unless any decision is explicitly delegated to that committee by the Board. The committee's terms of reference are reviewed annually by the Board of Trustees.

The Chief Executive is appointed by the Board and is responsible for advising the Trustees and for carrying out the policies and implementing the plans of OCVA. Other staff are appointed by the Chief Executive. Job descriptions and contracts of employment are in place and a staff appraisal scheme is in operation.

Risk management

The Trustees identify risks facing the charity and record them on the OCVA risk register, which is regularly reviewed with systems in place to mitigate risks.

2024 Volunteer Fair at The Westgate Centre, Oxford

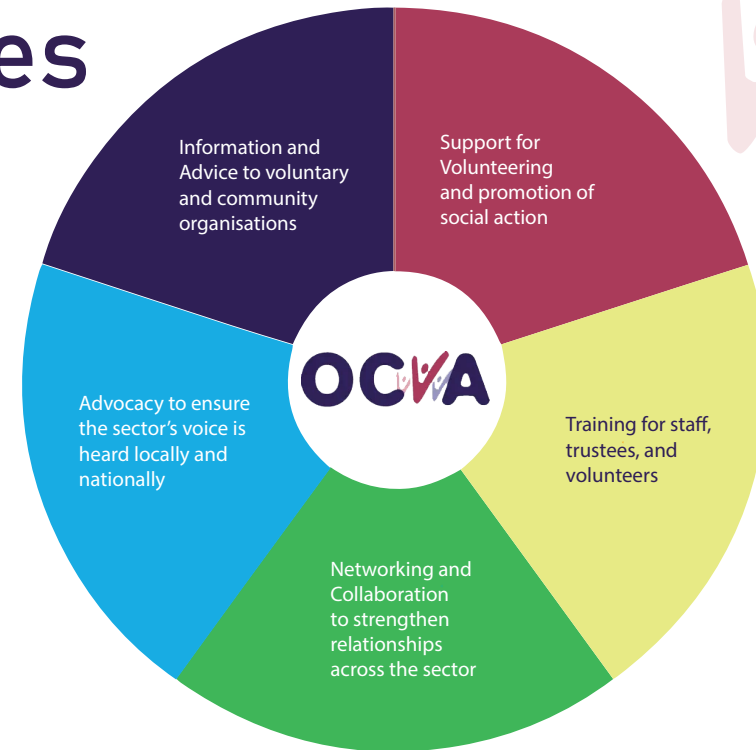


Our strategic objectives

Our mission is to **enable a diverse voluntary and community sector to thrive in Oxfordshire**. We achieve this through five key strands of work:

- Information and Advice to voluntary and community organisations.
- Support for Volunteering and promotion of social action.
- Training for staff, trustees, and volunteers.
- Networking and Collaboration to strengthen relationships across the sector.
- Advocacy to ensure the sector's voice is heard locally and nationally.

All of our work is guided by our core values: **Inclusive**, **Empowering**, **Proactive**, and **Collaborative**.



Witney Community Meal, supported by the Connected Communities Fund

Iraqi Women, Art and War, supported by Well Together



Our Year in Numbers

1,023
contacts with groups

1,757
newsletter subscribers

517 new
volunteers registered



61 corporate volunteering
requests handled

21 charities represented at
the Volunteer Fair



73 groups funded
through the Connected
Communities Fund

660
In-depth advice
and support
conversations



11,265
monthly website views

87 new provider
registrations



354 attendees
at Communities of
Practice sessions

114 men engaged
in Bullingdon Community
Connections

Supporting Groups and Building Capacity

1,023 contacts with groups
(including membership and newsletter
communications).

660 in-depth advice and support
sessions provided.

Pulse weekly newsletter subscribers
grew from **1,563** to **1,757**.

Website traffic averaged **11,265**
views per month, up **17.6%** from
2023/24.

4 Oxfordshire Chairs' Network
meetings and **4** National Lottery
workshops delivered.

7 charity leaders supported by
'First Stop' in partnership with Charity
Mentors.

Promoting and Supporting Volunteering

517 new volunteer registrations on
Oxfordshire Volunteers.

87 new provider registrations (with
quality and eligibility checks).

61 corporate volunteering requests
supported.

12 Volunteer Co-ordinator Forums
hosted across the county.

50 trustee vacancies circulated via the
Oxfordshire Trustee Leadership List.

Christmas Volunteering calendar viewed
932 times.

Volunteer Fair at Westgate Centre: **21**
charities showcased.

Annual Volunteer Awards held at
Headington Hill Hall in partnership with
Oxford Brookes.

Training and Skills Development

160 attendees across **17** training
courses.

84% of participants were staff, **7%**
trustees, **5%** other, and **4%** volunteers.

Reported confidence improvements
ranged from **22%** to **44%** across key
subjects.

9 free volunteer training sessions
delivered in partnership with Abingdon
& Witney College, attended by **74**
volunteers.

100% of participants (who provided
data) would recommend our courses.

17 training courses delivered to over **160** people

PROJECT SPOTLIGHT

Oxfordshire Communities of Practice

The Communities of Practice (CoPs) bring together people who work with adults in the community. They offer a place for staff and volunteers from the community and voluntary sector, social and health care, employment support, housing and more to come together, discuss, learn, and collaborate. The initiative is funded by Oxfordshire County Council as part of its commitment to delivering and embedding 'The Oxfordshire Way'.

During 2024/25, membership of the Communities of Practice has continued to grow and a wide range of meetings and training sessions have been offered.

Speakers this year included:

- Dementia Oxfordshire and Alzheimer's Society
- Sense
- Oxfordshire Local Nature Partnership
- Royal British Legion
- Adult Social Care, Oxfordshire County Council
- Healthwatch Oxfordshire
- Oxford Head Injury Services
- Banbury Integrated Neighbourhood Teams
- Stop for Life Oxon

A highlight of this year's training offer was an in-person workshop led by My Life My Choice on supporting people with learning disabilities, which was attended by 20 people from 16 different organisations across the community and voluntary sector, county and district councils, and local GPs surgeries.

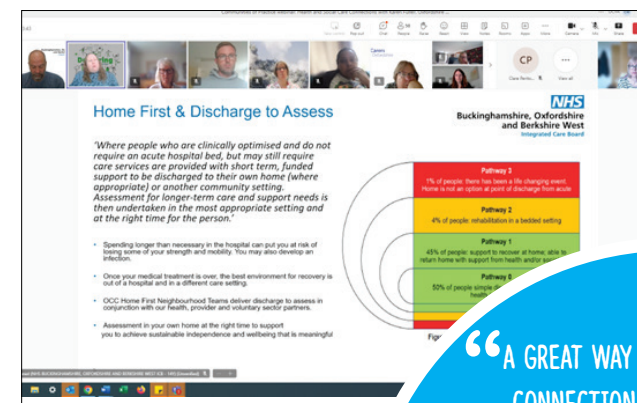
A total of 43 place-based meetings and training sessions were held, with an average attendance of 12 people.

“I GET SO MUCH OUT OF YOUR MEETINGS. PART OF OUR ROLE IS TO ENGAGE WITH AND IDENTIFY NEW HEALTH SUPPORT SERVICES, SO WE LOVE TO MEET ALL OTHER ATTENDEES AND WE LEARN SO MUCH FROM YOUR SPEAKERS.”



CoP in-person meeting with Royal British Legion

Sharing pathways for hospital discharge in a CoP meeting



Our 2025 Spring survey said:

84% of respondents strongly agree or agree that the Communities of Practice help them to feel more connected locally

88% strongly agree or agree that they know more about what is available locally

87% strongly agree or agree that they know more about the work of colleagues in other sectors

74% have made a new connection with a new person or organisation

“A GREAT WAY TO MAKE NEW CONNECTIONS BUT ALSO TO HEAR WHAT IS HAPPENING IN AND AROUND OUR LOCAL AREA, AND THE TALKS BY DIFFERENT ORGANISATIONS ARE GREAT TO GET TO KNOW MORE ABOUT THE SERVICES THEY OFFER.”

PROJECT SPOTLIGHT

Connected Communities Fund

In 2024/25, the Connected Communities Fund entered its third year, continuing to support local initiatives that help people across Oxfordshire stay connected, active, and well. This year, a total of 73 projects received a share of £183,500, with grants ranging from £500 to £5,000.

Delivered in partnership with Community First Oxfordshire (CFO) on behalf of Oxfordshire County Council, this innovative programme combines accessible funding with ongoing, practical support from OCVA and CFO. Together, we help communities to create local opportunities that enable people to live well and feel connected where they are.

The fund supports a wide range of community-led activities, including:

- Community-based social events
- Health and wellbeing initiatives
- Arts, culture and creative projects
- Green, environmental and outdoor activities
- Skills development and lifelong learning

The programme is designed to encourage creativity and inclusivity, helping to build wellbeing, strengthen social connections and support more resilient communities across Oxfordshire.



MoMu Creative help older people with age-related health conditions to improve and maintain their physical and mental health through dance, music and movement sessions

**CONNECTED
COMMUNITIES
FUND**

“THE GENEROUS SUPPORT WE HAVE FROM THE CONNECTED COMMUNITIES FUND HAS HELPED US BUILD CONNECTIONS IN OUR LOCAL COMMUNITY THROUGH A SHARED MEAL TO WHICH ANYONE AND EVERYONE IS WELCOME”



Grove Stroke Group: with the funding from the Connected Communities Fund this year, they have been able to hire a larger venue, allowing those in wheelchairs to circulate more freely and for more activities

PROJECT SPOTLIGHT

Well Together



Delivered in partnership with Community First Oxfordshire, Well Together is a transformational community development programme addressing health inequalities at a local level. Funded by the NHS Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, the programme recognises the essential role community and voluntary organisations play in providing trusted and accessible health-promoting opportunities within neighbourhoods.

The programme invests in community-led health and wellbeing activities for all ages by providing bespoke, dedicated capacity building support to grassroots organisations, while distributing grants via an accessible funding scheme. Following initial allocations in 2023/24, the full £1million of grant funding was distributed to a total of 128 projects across 10 Priority Areas:

- Abingdon Caldecott
- Banbury Ruscote, Neithrop, Grimsbury
- Oxford Barton, Blackbird Leys, Central Oxford, Greater Leys, Littlemore, Rose Hill

Towards the end of the financial year, we held our first collaboration event – kicking off in Caldecott. Co-hosted by our Community Health Development Officer partner based within Vale of White Horse District Council, the event provided an opportunity for networking and Asset Based Community Development training for organisations supported through Well Together and the Public Health Community Insight grants.



Caldecott collaboration event held in March 2025

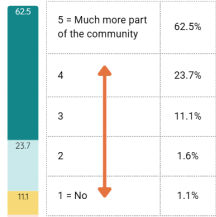


Participant at Caldecott event

Oxford Community Action walking group

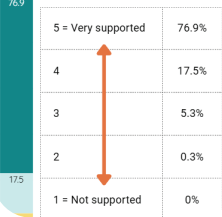


Do you feel more part of your community through attending this activity?



Based on 371 respondents

Do you feel better supported through attending this activity?



Well Together survey results 2024

“WHAT A GREAT EVENT REALLY WELL PUT TOGETHER! IT WAS SO WONDERFUL TO CONNECT WITH SUCH AMAZING PEOPLE AND ORGANISATIONS. LOOKING FORWARD TO FUTURE COLLABORATIONS!”

PROJECT SPOTLIGHT

Bullington Community Connections

The HMP Bullington Community Connections Project, which commenced in November 2022, was established to address the challenges faced by people leaving prison and to help reduce reoffending through stronger community connections. The project continues to focus on linking individuals with a wide range of voluntary and community organisations across Oxfordshire, enabling access to positive social networks, volunteering, training and wellbeing opportunities.

During 2024/25, the project expanded significantly in response to the increasing need for purposeful and positive activity both within HMP Bullington and for men returning to their communities. Funding from the Dawes Trust has been instrumental in supporting this growth, allowing us to strengthen our presence both inside and outside the prison.

A new Community Connector role, based at OCVA, has played a vital part in developing partnerships across the Thames Valley. This role has helped to raise the profile of the project, build links with a broader range of voluntary and community groups, and provide direct support to men on release, helping them take their next steps with confidence.

Inside the prison, there has been a steady increase in activity, with more community organisations now delivering workshops, creative sessions and wellbeing programmes. These initiatives not only build confidence and skills but also help individuals prepare for a

successful transition into community life. Looking ahead, the focus will be on deepening partnerships, expanding the range of activities available, and gathering evidence of impact to demonstrate the project's contribution to rehabilitation and community reintegration.

Gardening sessions at HMP Bullington, one of the initiatives of Bullington Community Connections



“THE MENTAL HEALTH WORKSHOP WAS POSITIVE, I LEARNED A LOT OF INFORMATION I DID NOT KNOW – SUCH AS NOT TO IGNORE WARNING SIGNS LIKE SOMEBODY DISTANCING THEMSELVES, OR IF THEY ARE SEGREGATING THEMSELVES FROM OTHERS”

Participant in Mental Health & Wellbeing Workshop

“THE COMMUNITY CONNECTIONS PILOT HAS BEEN OVERWHELMINGLY SUCCESSFUL AT ESTABLISHING NEW SERVICES AND INITIATIVES, EXPANDING THE RANGE OF PROVISION FOR PRISONERS AT HMP BULLINGTON.”

Russell Webster,
independent evaluator

PROJECT SPOTLIGHT

Let's Talk Volunteering

This year we launched the Let's Talk Volunteering workshop series, creating a practical and reflective space for volunteers, volunteer managers and organisations. Building on the Oxfordshire Vision for Volunteering, the series explored key themes such as flexible and inclusive volunteering, measuring impact, nurturing relationships and strengthening community foundations.

The sessions brought together people from across the sector to share learning, challenges and successes. Discussions focused on improving accessibility, balancing capacity with impact, and ensuring that volunteering remains meaningful and rewarding. Through this work, OCVA has helped turn strategic vision into action, strengthening volunteer management and ensuring that volunteers feel valued and connected to purpose.

Looking ahead, insights from the series will continue to shape how we support volunteering across Oxfordshire. They are already informing new training, resources and partnerships aimed at helping organisations offer inclusive, sustainable and impactful volunteer experiences that help communities thrive.



Celebrating exceptional volunteers at the 2024 OCVA Awards

“THE PRACTICAL NATURE OF THE SESSIONS, REALLY HELPFUL HINTS AND TIPS AS WELL AS THOUGHT PROVOKING TOPICS. MOTIVATES ME TO DO MY JOB!”

Attendee feedback, Let's Talk Volunteering

“A CHANCE TO LOOK AT THE WIDER PICTURE OF VOLUNTEERING AND COVER SUBJECTS IN BREADTH AND DEPTH WITH OTHERS”

Attendee feedback, Let's Talk Volunteering



Need for befriending training for e.g. Good Neighbours type groups

Clare Woodcock

Opportunity to see volunteer training as part of professional development - opening up new career opportunities and paths.

Laura Price

Volunteers resistant to using charity resources for their own development... need to support and encourage to do this

OCVA Youtube

Having someone to book things, small numbers of volunteers who do want it, where do we go when capacity is low?

OCVA Youtube

What support do Good Neighbour schemes need around training and learning - both around practical matters but also value of volunteering, other learning opportunities etc

Clare Woodcock

Take learning to where people are - Trace talked about delivering learning in e.g. food larders.

Laura Price

Ongoing training is really important. AI? Got to ask, and volunteers know what they want to have training in?

OCVA Youtube

Challenges: getting volunteers to sign up to training. People can be put off by the need to do training before being able to volunteer.

Clare Woodcock

Training and Support Matters
What challenges are there in this area?
What opportunities or solutions are there?

OCVA Youtube

Some volunteers don't want to attend training courses if there is a longer commitment. People who are retired can often have a busy schedule of activities.

Laura Price

Please use this whiteboard to record any thoughts or reflections you have on the session. Click on elements on the left side to create a post it note. Thank you

OCVA Youtube

Training for poor performance?

OCVA Youtube

Great to offer training to volunteers, that they can access if they want to

OCVA Youtube

How can we signpost volunteers to high-quality training? Both the stuff that we put on through OCVA/Abingdon & Witney but also other opportunities - e.g. Oxford County Council run Public Health run workshops which are open to volunteers; others e.g. Red Cross run online training that is open to volunteers across the country

Clare Woodcock



Financial review

Overall resources at the end of the year were £447,110. Core income was received from Oxfordshire County Council to fund our strategic aims. Income was also earned from membership fees the provision of training courses, and sale of bespoke services. For details of restricted funds see note 13.

Finance policy

The annual budget is prepared and approved by the Finance and General Purposes committee and recommended to the trustees. It covers both income and expenditure. Bids for new funding are prepared by the Chief Executive, or by other members of staff, in which case they are approved by the Chief Executive. New funding received during the year is reported to trustees and if appropriate, new budget headings are put in place. Financial performance is measured against budgets at each meeting of the Finance and General Purposes committee and the Board using quarterly management accounts provided by the Finance Officer and Chief Executive.

Reserves policy

Restricted funds: these are earmarked for particular projects and are carried over for expenditure from year to year as appropriate. Details of restricted fund balances at the end of the year are shown in note 13.

Designated funds: A total of £15,000 had been designated to cover winding up costs including staff redundancies. There is a balance of £34,089 in the buildings contingency fund and a balance of £15,000 in a general contingency reserve.

Unrestricted funds: OCVA aims to build up its unrestricted reserves to six months in order to cope with any unexpected downturn. The surplus brought forward at 31 March 2024 was £39,821 which increased to £61,457 at 31 March 2025. This, together with the staff contingency reserve and contingency reserve represents reserves equivalent to just over five months' budgeted unrestricted expenditure.

Plans for future periods

Our 3 year strategy continues to guide the focus of our work into 2026. We will deliver and develop our support to Oxfordshire's Community and Voluntary Sector through our 5 key areas: **Information and Advice to the sector**, **Support for Volunteering**, **Training for the sector**, **Networking and Collaboration**, and **Advocacy on behalf of the sector**.

In partnership with Community First Oxfordshire we will work to re-secure core infrastructure funding from statutory partners while also pursuing funding from non-statutory sources to ensure that we have the right staff capacity and resources. We will use research and co-production methods to be responsive to the needs of the sector, using feedback to shape our activity.

We will continue to deliver our current funded projects to a high standard and will look for future projects which match our mission and complement our core work. Developing our membership offer and increasing our support to members will be an ongoing focus in 2024/25, with a dedicated team member.

Our review of facilities and IT systems will enable us to find more efficient and effective ways of working, and we will look for opportunities to contribute to environmental sustainability, through our own building, our staff policies and our collaborations with others.

We will carefully increase our staff team to provide the skills we need, particularly in relation to communications and impact measurement. Equality, diversity and inclusion will sit at the heart of everything we do, from our recruitment processes through to our external communications and community development work.

A lack of long-term funding is a feature of the voluntary and community sector, but we will continue to advocate for a more sustainable approach to funding for the sector as a whole.



Statement of Trustees responsibilities

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

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently; make judgements and accounting estimates that are reasonable and prudent; prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

Statement as to disclosure to auditors

So far as each person who was a trustee at the date approving this report is aware, there is no relevant audit information of which the charitable company's auditor is unaware. Additionally, the trustees individually have taken all the necessary steps that they ought to have taken as trustees in order to make themselves aware of all relevant audit information and to establish that the charitable company's auditor is aware of that information.

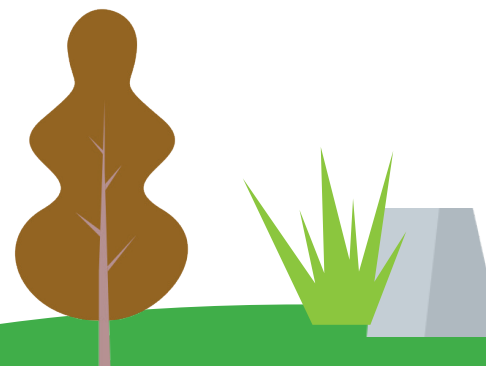
This report has been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees on and signed on their behalf by:

David Agnew

David Agnew

28/11/25





Independent Auditors Report to the Members of Oxfordshire Voluntary and Community Action

Opinion

We have audited the financial statements of Oxfordshire Community and Voluntary Action (the company) for the year ended 31 March 2025 which comprise the statement of financial activities, the balance sheet, the cashflow statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 'the Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- Give a true and fair view of the state of the company's affairs as at 31 March 2025, and of their incoming resources and expenditure of resources, including their income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for the period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The directors are responsible for the other information. The other information comprises the information included in the directors' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.



Opinion on other matters prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of the audit:

- the information given in the Directors' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Annual Report has been prepared in accordance with applicable legal requirements.

Other matters

The company took advantage of audit exemption for 2024 and therefore the comparatives are unaudited.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.
- the directors were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Responsibilities of the directors

As explained more fully in the Statement of Trustees Responsibilities set out on page 14 the directors (who are also the trustees of the charitable company for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed auditor under the Companies Act 2006 and report in accordance with this Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.



The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- We identified the laws and regulations applicable to the company through discussions with management, and from our cumulative audit and knowledge and experience of the charity and the sector;
- We focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company and assessed the extent of compliance with laws and regulations;
- We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:
 - making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected, and alleged fraud;
 - considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- enquiring of management as to actual and potential litigation and claims; and
- and analysing legal costs to ascertain if there have been instances of non-compliance with laws and regulations.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings,

including any significant deficiencies in internal control that we identify during our audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditors/audit-assurance-ethics/auditors-responsibilities-for-the-audit>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Name of auditor: **Caroline Webster (Senior Statutory Auditor)**

For and behalf of **UHY-Ross Brooke, Statutory Auditor,**
UHY-Ross Brooke

Address: **Suite 1, Windrush Court, Abingdon Business Park, OX14 1SY**

Signed:

Date: 04/12/2025



Statement of Financial Activities

	Note	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		2025	2024		2025	2024	
		£	£	£	£	£	£
Income							
Donations and legacies	2	275	25,000	25,275	375	35,600	35,975
Charitable activities	3	297,168	1,325,974	1,623,142	290,323	655,068	945,391
Other trading activities		7,748	–	7,748	6,548	–	6,548
Investments		2,170	–	2,170	1,756	–	1,756
Total income		307,361	1,350,974	1,658,335	299,002	690,668	989,670
Expenditure							
Charitable activities	4	286,728	1,436,589	1,723,317	261,222	537,022	798,244
Total expenditure		286,728	1,436,589	1,723,317	261,222	537,022	798,244
Net income/ expenditure		20,633	-85,615	-64,982	37,780	153,646	191,426
Transfers between funds		1,003	-1,003	–	-245	245	–
Net movement in funds		21,636	-86,618	-64,982	37,535	153,891	191,426
Investment gains/(losses)		–	–	–	–	–	–
Net movement in funds		21,636	-86,618	-64,982	37,535	153,891	191,426
Reconciliation of funds:							
Total funds brought forward		103,910	408,182	512,092	66,375	254,291	320,666
Total funds carried forward		125,546	321,564	447,110	103,910	408,182	512,092

Income and Expenditure Account is included for the year ended 31 March 2025



Balance sheet

31 March 2025

Company number: 5363946

	Note	2025 £	2025 £	2024 £	2024 £
Tangible fixed assets	8		19,134		28,901
Current assets					
Debtors	9	32,324			9,714
Cash at bank and in hand		456,013			530,831
		488,337			540,545
Creditors: amounts falling due within one year	10	-60,361			-57,354
Net current assets			427,976		483,191
Net assets			447,110		512,092
Funds					
Restricted funds	13		321,564		408,182
Designated	14		64,089		64,089
Unrestricted funds general	15		61,457		39,821
Total charity funds			447,110		512,092

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements on pages 18–28 have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements on pages 18–28 were approved and authorised for issue by the Trustees on 28/11/25 and are signed on their behalf by:

David Agnew

David Agnew, Chair

Matthew Mycock

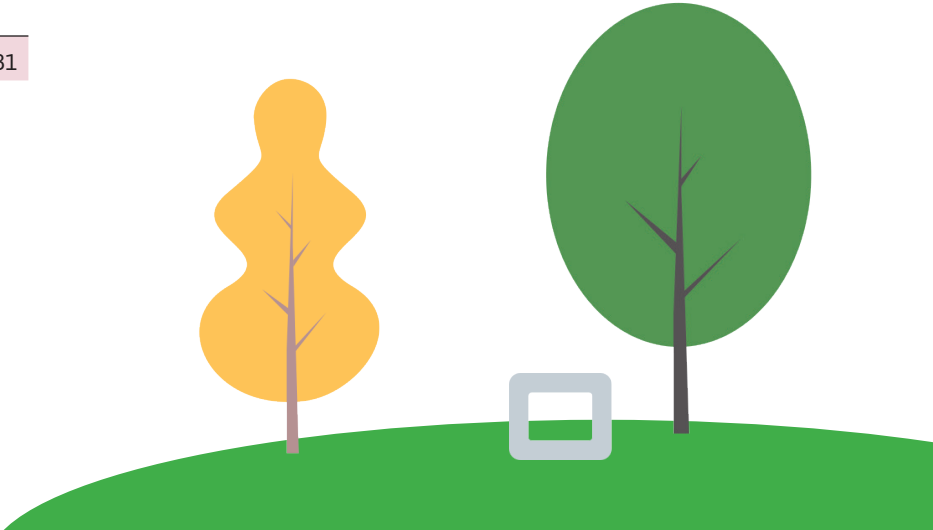
Matthew Mycock, Treasurer



Statement of Cash Flows

For the year ended 31 March 2025

	Notes	2025 £	2024 £
Cash used in operating activities	18	-76,988	207,851
Cash flows from investing activities			
Dividends and interest from investments		2,170	1,756
Proceeds from the sale of fixed assets		-	-
Purchase of fixed assets		-	-2,010
Cash provided by (used in) investing activities		2,170	-254
Increase (decrease) in cash and cash equivalents in the year		-74,818	207,597
Cash and cash equivalents at the beginning of the year		530,831	323,234
Total cash and cash equivalents at the end of the year		456,013	530,831





Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies

a. Legal form

The charity is a company limited by guarantee.

b. Basis of preparation of accounts

These financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards and the requirements of the Statements of Recommended Practice 2019 (SORP 2019), 'Accounting and Reporting by Charities'.

Oxfordshire Community and Voluntary Action meets the definition of public benefit entity under FRS102.

c. Donations and other forms of voluntary income

These are accounted for on a cash basis.

d. Tangible fixed assets

All fixed assets are stated at historical cost less depreciation. Assets under £2,000 are not capitalised unless this is a requirement of the funder.

Depreciation is provided on these assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life as follows:

Leasehold buildings

4% per annum on a straight line basis

Portal licence

33.33% per annum on a straight line basis

All other assets

25% per annum on a straight line basis

e. Income

Income is generally included on a receivable basis. The only exception to this is where the donor has specified that the amount is to be expended in a following financial year in which case the amount that relates to the following financial year is deferred and included in creditors.

f. Grants payable

Grants payable are accounted for when awarded.

g. Expenditure

Expenditure is included on an accruals basis and includes irrecoverable VAT.

The overheads of the Charity are allocated wherever possible to the relevant funds.

Where expenditure cannot be allocated specifically, this is apportioned between funds on an estimate of usage.

h. Fund accounting

Restricted funds are those where the donor has imposed restrictions

on how the money can be spent. Designated funds are unrestricted funds set aside by the Trustees for specific purposes.

i. Pensions

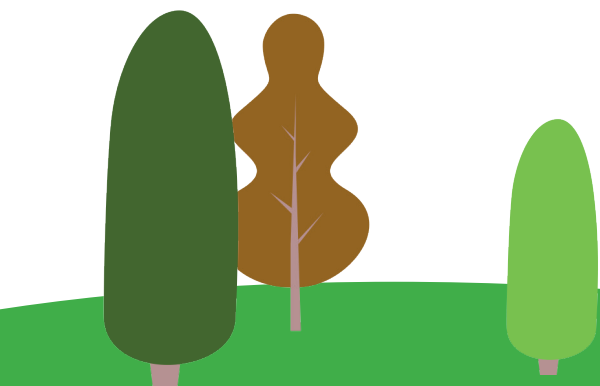
The charity operates a money purchase (defined contribution) pension scheme. Contributions payable to this scheme, or appropriate scheme of the employee's choice are charged to the profit and loss account in the period to which they relate. These contributions are invested separately from the charity's assets. Pension arrangements are in line with auto-enrolment requirements.

j. Taxation

Oxfordshire Community and Voluntary Action is a charitable institution with exemption from UK taxation under section 505 of the Income and Corporation Taxes Act 1998.

k. Going concern

The trustees are satisfied that there are no material uncertainties as to the charities ability to continue as a going concern.





Notes to the financial statements (continued)

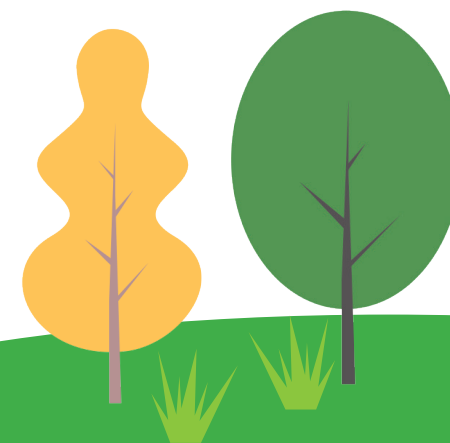
For the year ended 31 March 2025

2. Income from donations and legacies

	Unrestricted	Restricted	Total 2025	Unrestricted	Restricted	Total 2024
	£	£	£	£	£	£
Donations	275	25,000	25,275	375	35,600	35,975
	275	25,000	25,275	375	35,600	35,975

3. Income from charitable activities

	Unrestricted	Restricted	Total 2025	Unrestricted	Restricted	Total 2024
	£	£	£	£	£	£
Contractual payments	–	1,325,949	1,325,949	–	655,068	655,068
Training fees	6,875	–	6,875	9,935	–	9,935
Membership income	5,659	25	5,684	3,613	–	3,613
Contract Fees	3,000	–	3,000	3,000	–	3,000
Provision of services	–	–	–	-3,425	–	-3,425
Other income	281,634	–	281,634	277,200	–	277,200
	297,168	1,325,974	1,623,142	290,323	655,068	945,391





Notes to the financial statements (continued)

For the year ended 31 March 2025

4. Expenditure on charitable activities

	Unrestricted £	Restricted £	Total 2025 £	Unrestricted £	Restricted £	Total 2024 £
Direct costs						
Consultants and partners	77,575	198,903	276,478	77,850	129,492	207,342
Grants given	–	1,084,033	1,084,033	831	289,755	290,586
Training and events	4,161	7,134	11,295	3,392	1,608	5,000
Other direct costs	13,402	421	13,823	5,599	1,408	7,007
Staff costs	68,026	123,959	191,985	71,636	104,533	176,169
	163,164	1,414,450	1,577,614	159,308	526,796	686,104
Support costs						
Indirect staff costs	61,617	–	61,617	39,647	–	39,647
General overheads	50,947	19,139	70,086	55,929	8,926	64,855
Governance costs	11,000	3,000	14,000	6,338	1,300	7,638
	123,564	22,139	145,703	101,914	10,226	112,140
Total resources expended on charitable activities	286,728	1,436,589	1,723,317	261,222	537,022	798,244



Notes to the financial statements (continued)

For the year ended 31 March 2025

5. Governance costs

	Unrestricted	Restricted	Total 2025	Unrestricted	Restricted	Total 2024
	£	£	£	£	£	£
Independent Examination fee	–	–	–	1,350	–	1,350
Audit fee	8,500	–	8,500	–	–	–
Accountancy, bookkeeping and payroll fees	2,500	3,000	5,500	4,988	1,300	6,288
	11,000	3,000	14,000	6,338	1,300	7,638

6. Staff costs and key management personnel

	2025	2024
	£	£
Wages and salaries	230,851	196,152
Social security costs	14,834	11,436
Pension costs (see note 15)	7,362	6,460
Staff travel and subsistence	689	1,768
	253,736	215,816

No employees' emoluments exceeded £60,000 in the period.

Key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel were £44,197 (2024: £42,873).

The average monthly number of employees is as follows:

	2025	2024
	£	£
	9.8	8.8

7. Trustees emoluments and related party transactions

No trustees were reimbursed for any expenses (2024: nil). No trustees received any remuneration (2024: nil).

There were no related party transactions (2024: nil).



Notes to the financial statements (continued)

For the year ended 31 March 2025

8. Tangible fixed assets

	Leasehold buildings	Equipment	Total
	£	£	£
Cost			
Cost at 1 April 2024	221,620	10,166	231,786
Additions	–	–	–
Disposals	–	–	–
At 31 March 2025	221,620	10,166	231,786
Depreciation			
At 1 April 2024	195,027	7,858	202,885
Charge for the period	8,865	902	9,767
Disposals	–	–	–
At 31 March 2025	203,892	8,760	212,652
Net book value			
At 31 March 2025	17,728	1,406	19,134
At 31 March 2024	26,593	2,308	28,901

9. Debtors

	2025	2024
	£	£
Trade debtors	7,530	9,714
Prepayments and accrued income	1,805	–
Other debtors	22,989	–
	32,324	9,714

10. Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade creditors	36,587	45,665
Accruals	12,316	3,405
Deferred income	939	1,260
Other taxes and social security	8,823	5,828
Other creditors	1,696	1,196
	60,361	57,354

11. Operating lease commitment

There is one operating lease for a printer.

	2025
	£
Due within 1 year	1,761
Due within 2-5 years	1,174
	2,935

12. Related party donations

The aggregate donations from related parties was £40.



Notes to the financial statements (continued)

For the year ended 31 March 2025

13. Restricted funds

	Balance at 31 March 2024	Income	Expenditure	Transfer (to)/from unrestricted funds	Balance at 31 March 2025
	£	£	£	£	£
Capital grant	26,591	–	-8,865	–	17,726
ESF – grant management	920	–	–	-920	–
Community Ambassadors	385	–	–	–	385
MAD week	2,524	–	-30	–	2,494
Age UK	9,790	22,000	-22,286	–	9,504
Oxfordshire County Council Connected Communities	4,078	–	–	-4,078	–
Oxfordshire County Council Connected Communities (2)	8,726	25	-11,690	2,939	–
Oxfordshire County Council Connected Communities (3)	–	228,375	-174,068	1,139	55,446
Communities of Practice	56,514	12,771	-41,525	–	27,760
Oxfordshire County Council Children's Centres Training	18,750	–	-18,000	–	750
Oxford City Council Community Champions	83	–	–	-83	–
Well Together	236,149	957,303	-1,096,790	–	96,662
Bullington Community Connections	43,672	130,500	-63,335	–	110,837
	408,182	1,350,974	-1,436,589	-1,003	321,564

Notes on restricted funds

Capital Grant

This represents the net book value of the charity's leasehold buildings (see note 7).

European Social Fund – Management

The funding received provided all the back up support for the administration of the grants allocated to organisations directly from Surrey Community Action, including administration, contract monitoring, resources, staff time and expenses and organisational overheads. This fund is now considered complete and the balance has been transferred to general funds.

Community Ambassadors

This fund is for expenses for the Community Ambassadors, who are OCVA's volunteers.

Mad Week

Fund to cover staff and volunteer expenses during the delivery of activities for Make a Difference Week.

Age UK

To support and promote Oxfordshire's Good Neighbour Scheme network. To work with OCC and VCSE to explore opportunities to develop consortia.

OCC COMF Fund

COMF funding to review the state of volunteering in Oxfordshire, create a vision and develop an action plan. This fund was slightly overspent during 2023-24 and was topped up from general funds.

Oxfordshire County Council Connected Communities

Grant fund for distribution to community and voluntary groups

on behalf of adult social care with ongoing support and advice. This fund had incorrectly been amalgamated with funding for Children's Centres Training, which has been disaggregated by a transfer between funds.

Communities of Practice

To co-ordinate and develop 6 local networks of Communities of Practice for Adult Social Care bringing together the VCS, Health and Adult Social Care.

Oxford City Council Community Champions

To support the Oxford City Community Champions with volunteering and training advice and support.

Oxfordshire County Council Children's Centres Training

To help fund training for Children's Centres.

Well Together

To support a community development programme funded by the NHS Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, which recognises the essential role community and voluntary organisations play in addressing health inequalities at a local level.

Bullington Community Connections

Hosting a dedicated prison officer to provide connections to the local VCSE sector to promote prisoner rehabilitation and reduce reoffending.



Notes to the financial statements (continued)

For the year ended 31 March 2025

14. Designated funds

	Balance at 31 March 2024	Income	Expenditure	Transfer (to) / from unrestricted funds	Balance at 31 March 2025
	£				£
Staff contingency fund	15,000	–	–	–	15,000
Buildings contingency reserve	34,089	–	–	–	34,089
Contingency reserve	15,000	–	–	–	15,000
	64,089	–	–	–	64,089

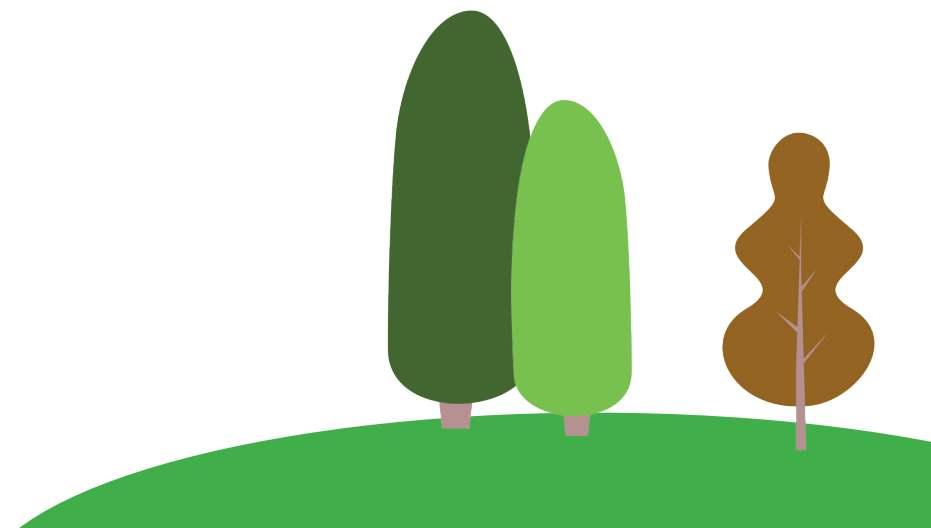
The Staff contingency fund was set up to cover the estimated redundancy and winding up costs which would be required to be paid if the company were to cease its activities or have its funding withdrawn. This has been reduced slightly to reflect a different mix of staffing and a reduced estimate of the redundancy costs.

The Buildings contingency fund is held against repairs to the premises.

The Contingency reserve is to protect the organisation against predicted reductions in funding.

15. Unrestricted funds

	Balance at 31 March 2024	Income	Expenditure	Transfer (to) / from unrestricted funds	Balance at 31 March 2025
	£				£
Designated funds	64,089	–	–	–	64,089
General unrestricted funds	39,821	307,361	-286,728	1,003	61,457
	103,910	307,361	-286,728	1,003	125,546





Notes to the financial statements (continued)

For the year ended 31 March 2025

16. Analysis of net assets between funds

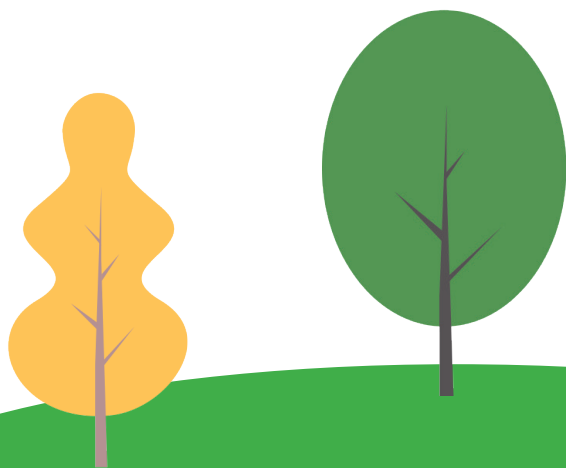
	Restricted	Unrestricted	Total cost
	£	£	£
Fixed assets	17,726	1,408	19,134
Net current assets	303,363	121,613	424,976
	321,089	123,021	444,110

17. Pension contributions

The charity made employer contributions to a defined contribution scheme totalling £7,362 (2024: £6,460). Outstanding employer contributions payable at the year end were £1,695 (2024: £1,195).

18. Reconciliation of net movement of funds to net cash flow from operating activities

	2025	2024
	£	£
Net income/expenditure for the year (as per the Statement of Financial Activities)	-64,982	191,426
Add back depreciation charge	9,767	10,720
Investment income	-2,170	-1,756
Loss on disposal of fixed assets	-	-
Decrease (increase) in stock	-	-
Decrease (increase) in debtors	-22,610	12,118
Increase (decrease) in creditors	3,007	-4,657
Net cash used in operating activities	-76,988	207,851





OCVA Member Organisations as at March 2025

OCVA thanks all its members in 2024/25 for their support and important work on behalf of Oxfordshire.

A full list of the 2024/25 membership can be found here:

ocva.org.uk/membership/ocva-member-directory-2024-25/



Oxfordshire Community and Voluntary Action