

Registered Charity number  
1131659

Oxygen House Foundation

Report of the Trustees and Financial Statements for the Year Ended

30 June 2021

**Oxygen House Foundation**  
**Contents of the Financial Statements**  
**for the year ended 30 June 2021**

	<b>Page</b>
Report of the Trustees	1 to 3
Report of the Independent Examiner	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 10
Detailed Statement of Financial Activities	11

## **Oxygen House Foundation**

### **Report of the Trustees**

The trustees present their report with the financial statements for the year ended 30 June 2021.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **Registered Charity Number**

1131659

#### **Operational Address**

Oxygen House  
Grenadier Road  
Exeter  
EX1 3LH

#### **Trustees serving during the year**

Mr C Atkinson	Mrs E McClelland
Mr D Bromley	Mr G Littler
Mr M Gingell	Mr E Kirby
Mr S Witts	Ms C Pym
Mr S Thorner	Ms B Barrie
Dr D Irons	Mr T Duckworth
Miss A Clark	Mr R Howard
Mrs E Kingston	Mr S Esgate
Mr T Landy	Mr D Smith
Mr S Lees	Ms. D Stead
Mr M Manton	Mrs G Anderson
Dr T Paulden	Mr G Pawley
Mr D Williamson	Mr S Buckley
Mrs K Williamson	Mr A Altman
Dr E Dixon	
Mr S Doherty	

#### **Executive Trustees for Oxygen House Foundation are:**

Mr Paul Jones (Treasurer)  
Mrs E Adams  
Mr Ken Smith  
Ms V Cobb

#### **Bankers**

Lloyds Bank  
234 High Street  
Exeter  
Devon  
EX4 3NL

#### **Accountants**

Oakleys  
Pitt Farm  
Uffculme  
Cullompton  
Devon  
EX15 3BY

## **Oxygen House Foundation**

### **Report of the Trustees**

#### **Structure, Governance and Management**

##### **Governing Document**

Oxygen House Foundation (formerly ATASS Foundation) is a registered charity, number 1131659 and is constituted under a Trust Deed dated 6th August 2009 as amended on 29th October 2019.

##### **Recruitment and appointment of new trustees**

The Trust Deed provides for a minimum of 3 trustees. New trustees are appointed by the 4 first executive trustees who check that there are no reasons for them not to be offered trusteeship under the rules of the Charities Commission and serve for one year after which they may put themselves forward for re-appointment.

##### **Induction and training of new trustees**

Each new trustee is given a copy of the Trust Deed for the Foundation, as well as general information on the structure of the charity. New trustees are also encouraged to familiarise themselves with the relevant Charity Commission publications on what is required of a charity trustee.

##### **Organisational structure**

The charity has a board of 4 Executive Trustees and a board of 30 Non-Executive Trustees.

The board of trustees meet regularly throughout the year and at each meeting discuss any matters that arise, and the trustees seek independent advice where necessary regarding the governance and management of the Foundation.

##### **Related Parties**

There were no transactions with related parties in the year.

##### **Risk Management**

The executive 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 charity exists to receive donations from employees and former employees within companies of the Oxygen House Group and related companies. The charity has minimal ongoing costs and all time provided by the trustees is on a voluntary basis.

Oxygen House Foundation has not identified any major risks, but will continue to review and document any risks that may arise and will take action to minimise these as required, and to notify the Charities Commission where necessary.

#### **Objectives and Activities**

##### **Objectives and aims**

The objects as defined within the Trust Deed are:

To pay or apply the income towards or for the advancement or in furtherance of such charitable purposes of charitable institutions or organizations or persons and in such proportions as the trustees may from time to time in their absolute discretion determine.

##### **Grant Making**

At each meeting a review is undertaken of the finances and money available at the time of the meeting and a donation amount is agreed. The trustees then vote on any of the charities proposed and the donations are distributed accordingly. The governance and management of each proposed charity or charitable cause is scrutinised beforehand to ensure that the Foundation is donating effectively and is adhering to the objects of the trust and the rules as laid out by the Charities Commission. Any charity deemed unsuitable under these terms will provoke discussion and if necessary be withdrawn from the round of donations.

## **Oxygen House Foundation Report of the Trustees**

### **Achievement and Performance**

#### **Charitable activities**

Oxygen House Foundation's activities include offering financial help and monetary donations to other charitable causes and charities. Oxygen House Foundation has donated to charities across the UK and abroad. The trustees feel that the donations made this year reflect a wide range of charitable areas, including health, care and medical research, education, sports and arts, homelessness and protection of children. In addition, Oxygen House Foundation has donated to local, national and international charities, ensuring that many geographical areas are benefitting.

There have been no changes in the charity's objects or activities this year and Oxygen House Foundation will continue to make donations as the trustees see fit. The trustees will ensure that the objects are adhered to, and will continue to evaluate the charity's activities to make sure that Oxygen House Foundation is donating effectively. In the next financial year we hope to continue to support a wide range of charitable causes, donate responsibly and hope to build long-term relationships, particularly with local charities.

The objects of the Oxygen House Foundation ensure that there is a diverse range of charities and charitable causes that the Foundation will help, across several geographical locations, and that by carrying out these activities, the trustees are ensuring that the Foundation is working for the public benefit.

### **Financial Review**

#### **Reserves Policy**

Oxygen House Foundation is considering whether to adopt a reserves policy in the near future, but there is currently no policy in place.

#### **Financial Review and Plans for the Future**

The Foundation is currently funded entirely by donations and resultant Gift Aid (voluntary income). Voluntary income for the year amounted to £109,881. The Foundation paid out £96,000 (£140,400 in 2020) in donations to charitable institutions.

At the year end the Foundation was holding cash resources of £20,163.

### **Statement of Trustees Responsibilities**

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to; and
- presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which 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 charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed.

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.

On behalf of the Board of Trustees of the Oxygen House Foundation

Mr K Smith - Secretary

25 April 2022

## **Oxygen House Foundation**

### **Independent examiner's report to the trustees of Oxygen House Foundation**

We report on the accounts of Oxygen House Foundation (Charity Number:1131659) for the year ended 30th June 2021.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

#### **Basis of independent examiner's report**

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. the procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with our examination, no material matter has come to my attention which gives us reasonable cause to believe that in any material respect :

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Tudor Jones

Oakleys

Pitt Farm  
Uffculme  
Cullompton  
Devon  
EX15 3BY

25 April 2022

**Oxygen House Foundation**  
**Statement of Financial Activities**  
**for the year ended 30 June 2021**

	Notes	2021 Unrestricted Funds £	2021 Total Funds £	2020 Prior Year Funds £
<b>INCOMING RESOURCES</b>				
<b>Incoming resources from generated funds</b>				
Donations and legacies	2	109,876	109,876	105,858
Investment income		-	-	-
Other incoming resources		5	5	167
<b>Total incoming resources</b>		<u>109,881</u>	<u>109,881</u>	<u>106,025</u>
<b>RESOURCES EXPENDED</b>				
<b>Charitable activities</b>				
Donations to other charities	3	96,000	96,000	140,400
Governance costs	5	<u>393</u>	<u>393</u>	<u>360</u>
<b>Total resources expended</b>		<u>96,393</u>	<u>96,393</u>	<u>140,760</u>
<b>NET INCOME</b>		<u>13,488</u>	<u>13,488</u>	<u>(34,735)</u>
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>		19,391	19,391	54,126
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>32,879</u>	<u>32,879</u>	<u>19,391</u>

**Oxygen House Foundation**  
**Balance Sheet**  
**as at 30 June 2021**

	Notes	2021 £	2020 £
<b>Current assets</b>			
Debtors	6	13,076	13,498
Cash at bank and in hand		<u>20,163</u>	<u>6,987</u>
		33,239	20,485
<b>Creditors: amounts falling due within one year</b>	7	(360)	(1,094)
<b>Net Current Assets</b>		<u>32,879</u>	<u>19,391</u>
<b>NET ASSETS</b>		<u>32,879</u>	<u>19,391</u>
<b>FUNDS</b>			
Unrestricted funds	8	32,879	19,391
<b>TOTAL FUNDS</b>		<u>32,879</u>	<u>19,391</u>

The financial statements were approved by the Board of Trustees and were signed on their behalf by:

Mr K. Smith  
Trustee  
Approved by the board on 25 April 2022



**Oxygen House Foundation**  
**Notes to the Financial Statements**  
**for the year ended 30 June 2021**

**1 Basis of preparation**

**Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (SORP 2015 FRS 102) and include the results of the charity's operations all of which are continuing .

**Going concern**

The accounts have been prepared on a going concern basis.

**Change of accounting policy**

The accounts present a true and fair view and the accounting policies adopted are as outlined.

**Changes to accounting estimates**

No changes to accounting estimates have occurred in the reporting period.

**Material prior year errors**

No material prior year errors have been identified in the reporting period.

**2 Accounting policies**

**2.1 INCOME**

**Recognition of income**

Income is included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources and it is more likely than not that the trustees will receive the resources, and
- the monetary value can be measured with sufficient reliability.

**Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

**Grants and donations**

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

**Oxygen House Foundation**  
**Notes to the Financial Statements**  
**for the year ended 30 June 2021**

**Tax reclaims on donations and gifts**

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

**2.2 EXPENDITURE AND LIABILITIES**

**Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**Governance and support costs**

Support costs have been allocated between governance and other support costs.

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

**2 DONATIONS AND LEGACIES**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Donations	100,036	93,096
Gift aid	9,840	12,762
	<u>109,876</u>	<u>105,858</u>

**Oxygen House Foundation**  
**Notes to the Financial Statements**  
**for the year ended 30 June 2021**

**3 CHARITABLE ACTIVITY COSTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Donations to other charities	96,000	140,400
	<u>96,000</u>	<u>140,400</u>

**4 GRANTS PAYABLE**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Donations to other charities	96,000	140,400
	<u>96,000</u>	<u>140,400</u>

Recipients of institutional grants:

Name of institution	<b>£</b>
Carers UK	14,119
The Honeypot Charity	12,369
The Woodland Trust	17,219
Stem 4	11,944
Team Unlimbited	4,350
Phase Worldwide	4,959
Ride-on cycling for all	4,100
Open Door Exmouth	4,288
Rewilding UK	5,641
Vaccinaid	8,976
Sightsavers	8,035
	<u>96,000</u>

**5 GOVERNANCE COSTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Auditors' remuneration	393	360
Auditors' remuneration for non-audit work	-	-
	<u>393</u>	<u>360</u>

**6 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other debtors	13,076	13,498
	<u>13,076</u>	<u>13,498</u>

**Oxygen House Foundation**  
**Notes to the Financial Statements**  
**for the year ended 30 June 2021**

<b>7 Creditors: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2021</b>	<b>2020</b>
	£	£
Other creditors	360	1,094

<b>8 Movement in Funds</b>	<b>2021</b>	<b>2020</b>
	£	£
<b>Unrestricted funds</b>		
General fund		
At 1st July 2020	19,391	54,126
Net movement in funds	13,488	(34,735)
	<u>32,879</u>	<u>19,391</u>

Net movement in funds, included in the above are as follows

	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Movement in funds</b>
	£	£	£
<b>Unrestricted funds</b>			
General fund	109,881	96,393	13,488
Total Funds	<u>109,881</u>	<u>96,393</u>	<u>13,488</u>

**Oxygen House Foundation**  
**Schedule to the Profit and Loss Account**  
**for the year ended 30 June 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>INCOMING RESOURCES</b>		
<b>Voluntary Income</b>		
Donations	100,036	93,096
Gift aid	9,840	12,762
	<u>109,876</u>	<u>105,858</u>
 <b>Investment Income</b>		
<b>Other incoming resources</b>		
Interest on gift aid receipts	5	167
Total incoming resources	<u>109,881</u>	<u>106,025</u>
 <b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Donations to institutions	96,000	140,400
<b>Governance costs</b>		
Auditors' remuneration	393	360
	<u>393</u>	<u>360</u>
Total resources expended	<u>96,393</u>	<u>140,760</u>
 <b>Net (deficit)/income</b>	 <b>13,488</b>	 <b>(34,735)</b>

*This page does not form part of the statutory financial statements*