

Low Carbon West Oxford

A company limited by guarantee

Annual Report and Unaudited Financial Statements for the Year Ended 31 March 2022

Company registration number: 06907815

Charity registration number: 1135225

Accountants: SPX Oxford Ltd

Peace House

19 Paradise Street

Oxford

OX1 1LD

Low Carbon West Oxford

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Low Carbon West Oxford

Reference and Administrative Details

Charity Name	Low Carbon West Oxford
Charity registration number	1135225
Company registration number	06907815
Registered office	22 Oatlands Road Oxford OX2 0ET
Trustees	AC Mathias (Chair) GJ Irvine (Treasurer) JH Hindmarch GEJ Ferres GA Darnton AW O'Rourke
Accountant	SPX Oxford Ltd Peace House 19 Paradise Street Oxford OX1 1LD

1. Structure, Governance and Management

1.1 Governance and structure

LCWO is a charitable company limited by guarantee, incorporated on 18th May 2009 and registered as a charity on 1st April 2010. The Charity is governed under its Memorandum and Articles of Association which are available on request from info@lcwo.org.uk. In the event of the Charity being wound up, members are required to contribute an amount not exceeding £10.

LCWO is run by a Management Committee and its work is overseen by a Board of Trustees, which is responsible for the strategic direction of the charity. The Management Committee meets regularly and is the key driver of the Charity's activities. It agrees policy, projects and expenditure and, where appropriate, recommends them to the Trustees for approval. Trustees meet a minimum of three times per year and have a standing invitation to attend the Management Committee, which they attend on a regular basis.

LCWO holds an annual strategic review meeting at which members of the Management Committee and Trustees discuss and plan the focus for the coming year and beyond. Activities and actions agreed at the meeting feed into the Annual Plan for the next financial year. The Annual Budget is drawn up based on, and in conjunction with, the Annual Plan.

LCWO actively seeks to engage with the local community and encourages people to become members or supporters. At the end of 2020/21 LCWO had a total of 47 members and 276 additional supporters (those in receipt of the newsletter, but not members through choice or location), growing to 319 supporters by the end of 21/2022. Its membership is free of charge and is open to anyone who lives within West Oxford and subscribes to LCWO's objectives. Interested parties outside the defined area can become supporters, which means they can be active within the organisation, but unlike members, they are not permitted to vote at general meetings.

1.2 Recruitment and appointment of Trustees

The Articles of Association provide for there to be not less than four and not more than seven Trustees. Up to two Trustees may live outside West Oxford.

LCWO actively communicates its activities through its own newsletters and those of the West Oxford Community Association, which are delivered to every household in West Oxford, and also through its own website and its other communications. It welcomes applications from local people and members to become Trustees. Individuals may also be approached to become a Trustee on the basis of a recommendation from a Trustee or a member of the Management Committee.

When someone becomes a Trustee for the first time, they must sign a declaration of willingness to act as a Trustee of the charity before they may vote at a meeting of the Board. Every new Trustee receives an induction pack and is offered appropriate training. There are currently 6 Trustees. Trustees may be of three kinds:

Appointed Trustees There must always be two Appointed Trustees, appointed by the Board of Trustees, who may serve any number of two-year terms of office. Grainne Darnton and Jean Hindmarch were re-appointed in December 2021.

Elected Trustees There should be between two and five Elected Trustees, elected by the members at Annual General Meetings. One third of the Elected Trustees retire at each Annual General Meeting but may stand for re-election. Details of candidates for election are circulated with the papers for each Annual General Meeting. In 2021/22, elected Trustees were: Helen Reid (Chair), Alison Mathias (Vice Chair), Gary Irvine (Treasurer), Geoffrey Ferres and Tony O'Rourke.

Co-opted Trustees Between Annual General Meetings the Board may co-opt a person to fill any vacancy that exists among the Elected Trustees. Co-opted Trustees only serve until the next Annual General Meeting but may stand for re-election. There were no Co-opted Trustees in 2021/22.

1.3 Executive

LCWO's Management Committee comprises some of the core volunteers who set up the Charity and some additional volunteers who have been invited to replace those who have stepped down. New volunteers are generally recruited through recommendation.

The members of LCWO's Management Committee during 2021/2 were: Helen Reid (Chair), Ruth Mayne, Lois Muddiman, Hugo Crombie, Neville Scrivener and Fiona Scrivener. The Trustees also regularly attended monthly Management Committee meetings.

1.4 Paid staff and consultants

LCWO employs a part-time Lead Programme Manager, Mim Saxl. This role was created and Mim appointed in early 2017. Mim worked 3 days per week up to September 2021 when her working time for LCWO was reduced to 2 days a week and she took on a 2-day-a-week role with Low Carbon Hub, an arrangement which is felt to work well for both organisations. We are pleased to be able to use the services of Karen Starr on a consultancy basis for events management, and Julian Cottee for work on the development of the business sustainability scorecard.

1.5 Volunteers

The Management Committee and Trustees are all volunteers, and many of LCWO's successful events also depend on volunteers, not least the Bring and Takes, Love Your Stuff Repair Cafés and Beet the Waste events. In 2021/2, Lorraine Cotterell joined us during

2021/2 as Waste Champion, and contributed to the success of these activities. Communications expert Esme Butterfield facilitated our Strategy Day for the second time.

An important principle guides the volunteers' involvement, namely that each volunteer decides the extent and nature of their individual commitment. Our thanks to all who generously give their time (the equivalent to 1120 hours through the year, not including those given by the Management Committee and Trustees) to enable the work of Low Carbon West Oxford.

2. Objectives and Activities

2.1 Objectives

- i To conserve, improve and protect the physical and natural environment for the public benefit by promoting:
 - the prudent use and sharing of resources
 - the reduction of waste through reuse, reclamation, recycling, use of recycled products and use of surplus
 - the reduction in the consumption of fossil-based fuels
 - the use of low carbon means of transport
 - the planting of trees to sequester carbon and reduce floodingwith the aim of reducing the carbon footprint of West Oxford by 80% by the year 2050.
- ii To advance the education of the public in the protection, enhancement and rehabilitation of the environment and to promote study and research in such subjects and dissemination of the results of such research and study to the public.

LCWO seeks to achieve its objectives by motivating, engaging and enabling residents and businesses (through a range of carbon-cutting initiatives) of West Oxford to cut carbon emissions to benefit the community as a whole. We aim to carry out our activities in an inclusive manner, and to ensure that the practical benefits of projects are accessible to everyone in the community.

In 2021/2, LCWO Trustees and Management Committee members noted that Oxford City Council has adopted a target to achieve zero carbon by 2040, and has a stated goal 'for Oxford to achieve zero carbon emissions across the city as a whole by the year 2040'. The LCWO Trustees and Management Committee therefore agreed that our objectives should be updated with the tagline, 'award-winning community action for net zero and a greener, fairer future'.

Whilst grassroots activity is key to achieving our aims, LCWO sees itself as a complement to, not a substitute for government action. Moreover, success at the grassroots level requires a supportive policy environment and local infrastructure. We therefore campaign and seek to persuade government at all levels to take a lead in combating climate change and to deliver a policy framework which supports local action. LCWO welcomed the progress made by COP26 in Glasgow in December 2021. It recognises that current carbon reduction commitments by the world governments need to be significantly more ambitious to avoid

dangerous climate change. Commitments also need to be translated into a strong and equitable national policy environment including funding to support local communities who are taking action, and this necessitates continuing campaigning for government action at all levels.

LCWO works in association with West Oxford Community Renewables (WOCORE), which generates renewable energy, runs community-owned renewable projects to reduce carbon emissions and generates income from the sale of electricity and the Feed-in-Tariff¹. The surplus income generated from the FiT is donated by WOCORE to LCWO to run its carbon-cutting projects. Known as the [West Oxford Model](#), this creates a 'double carbon cut'.

We also achieve our aims by collaborating with, amongst many others:

- Osney Lock Hydro (OLH), now part of WOCORE, a community-owned micro hydro generating renewable energy in the heart of our community, by helping them to promote the benefits of renewable energy in reducing our consumption of fossil fuels.
- Hogacre Common Eco-Park, which borders West Oxford, where our volunteers have helped to plant trees and children from our local primary school attend a forest school to learn about biodiversity and the importance of conserving the environment for the benefit of all.

2.2 Main activities

Public benefit

The Trustees have sought to ensure that all projects and activities comply with Charity Commission guidance on public benefit. The criteria for new projects being approved include that they meet LCWO objects and the public benefit criteria. Approved projects are monitored regularly by Trustees and members of the Management Committee, who ensure that activities are undertaken in accordance with LCWO's objects.

Impact of Covid-19

The Government removed most Covid-19 restrictions in England in July 2021, relying on vaccinations, travel constraints and summer weather to respond to the pandemic. The public were advised to be cautious about attending face-to-face gatherings and meetings; and in November a new, more virulent variant emerged which reinforced the need to adopt cautious behaviour. The legal requirement to self-isolate together with contact tracing were removed in February 2022, although Government advice was to stay at home and avoid contact if infected with Covid-19. LCWO therefore proceeded with caution with regards to face-to-face meetings and events and conducted a number of activities online.

¹ The FIT scheme closed to new installations from March 2019, but the following describes what it was: "If you install an electricity-generating technology from a renewable or low-carbon source such as solar PV or wind turbine, the UK Government's Feed-in Tariffs scheme (FITs) could mean that you get money from your energy supplier. You can be paid for the electricity you generate, even if you use it yourself, and for any surplus electricity you export to the grid." (Definition from the Energy Saving Trust).

Community engagement and awareness raising

In 2021/22 we carried out the following activities to inform people in West Oxford and beyond about the climate crisis, and to provide practical advice and support to help them reduce their carbon emissions and live more sustainably:

2.2.1 Projects

ACT Now We continued to hold workshops in our community carbon reduction project ACT Now. 40 people attended 'Talking waste and climate' at the end of March, and 50 people came to 'Improving your home to use less energy' in May. In December, Jo Hamilton led 'Why it really matters what we feel about climate change', to explore how we might manage responses to the climate crisis at an emotional and psychological level. All of these were held online and were open to the public. The first two were delivered in partnership with other Oxford-based Community Action Groups (CAGs), under the collaborative name, Communities for Zero Carbon. We also completed an evaluation survey of West Oxford participants in the ACT Now programme; findings included positive responses to the workshops and home energy visits in particular, and some significant changes at a household level. This has informed our intention to focus on home energy in 2022/23, and we held a number of meetings with various organisations to explore how best to provide ongoing energy support in the form of, amongst other ideas, home visits.

Business Scorecard We continued our Business Scorecard project, seeking to engage businesses on the Botley Road retail parks with a scorecard assessing their environmental and sustainability performance and policies at a corporate and local level. We held an open meeting in May 2021, conducted a second round of scoring in the summer, approached store managers, and ended the year with the successful engagement of a quarter of the sustainability managers (from 4 out of 16 retailers) at head office level. In addition to the ongoing scorecard project, LCWO partnered with Energy Solutions Oxfordshire (ESOX, a project run by Low Carbon Hub) to actively engage businesses in West Oxford in ESOX's free energy assessment programme, co-designing and circulating a leaflet about the offer to all businesses in the area.

Kids Climate Action Network (KidsCAN) Our project to deliver a written guide on talking to children about climate change was significantly delayed by Covid but began to progress again this year. In spring 2022, LCWO was successful in a bid to the Low Carbon Hub for a small grant to allow us to commission three experts to contribute sections to the guide.

In spring 2021, we chose and donated 23 books to Oxford Poetry Library's Many Voices Collection, seeking to significantly increase the number of books available in the Oxford area which feature people of colour and carry an environmental theme.

We were pleased to be able to visit West Oxford Primary School during COP26, to talk to the children about COP26 and launch a postbox where children can post messages about their concerns and worries about climate change.

In December 2021, Mim was asked by Green Squirrel to be the first interviewee on their new podcast series for the Something Club online platform, ['10 minutes with'](#).

Mim was invited by Oxford University Press (OUP) to write a blog for the Oxford OWL website on talking about climate change at home, [published in January](#).

West Oxford Apple Juice In the autumn, we produced another vintage of [local apple juice](#). People donated apples from trees in their gardens and allotments, and Oxford micro-enterprise Tiddly Pomes transformed them into delicious juice. This year we produced 75 75cl bottles, available for purchase in the [shop](#) on the LCWO website.

2.2.2 Community events

The continuing threat of Covid-19 during 2021/2 prevented us from running the highly popular Spring Bring and Take, however we returned to in-person events in September, with our Love Your Stuff repair café. This popular event included a junk workshop with local artist Groovy Sue, and a darning workshop where people could learn the very attractive art of Sashiko - Japanese darning. There were experts in electronic repair, knife and tool sharpening, darning and bike repair on offer. 38kg of items were checked in for repair, not including bikes, and over half were successfully repaired.

Beet the Waste was back on 26 September with the famed Ready Steady Cook competition (cooks: Kanta Gopal & Kiran Bhandari, Saman Jamshidifard, Damascus Rose), food from Damascus Rose Kitchen, music from Motherfolkers and a vegan cake competition. Around 50 people attended.

LCWO was invited to be one of a small number of Community Action Groups contributing to 'From the Ground Up – stories of climate action', an exhibition and programme of events to celebrate 20 years of climate action in Oxfordshire. Initially at the Old Fire Station in Oxford for six weeks, the exhibition toured around different venues in Oxfordshire. As part of this celebration, LCWO invited Oxford Poetry Library to run a family nature walk and poetry workshop at Kingfisher Corner and the West Oxford Community Centre.

We were finally able to hold our much-anticipated tree planting in Oatlands Road Recreation Ground on 6 March. Oxford City Council supplied 450 trees, and 25 were supplied by Oxford Friends of the Earth. These were planted in only an hour and a half by 100 enthusiastic local volunteers!

2.2.3 Communications

Printed newsletter In November 2021, we were able to circulate a printed newsletter, delivered through our partnership with West Oxford Community Association as an insert in their quarterly newsletter, for the first time since the arrival of Covid-19.

Online newsletters We issued 8 monthly online newsletters and 13 other Mailchimp messages covering things like volunteering opportunities. 43 people joined our newsletter mailing list.

Social media We continued our social media activity, using Facebook and twitter on a regular basis and increasing our following.

Website We continued to maintain and update our website www.lowcarbonwestoxford.org.uk, including publishing 45 blog posts. The site was visited 9,854 times and the busiest time was November, which coincided with the post 'Understanding what net zero actually means and why it is much more significant than carbon neutral' and the lead up to COP26, hosted by the UK in Glasgow.

Other communications In addition to updating our leaflet '[8 things we can all start doing right now](#)' to coincide with COP26 and creating an up-to-date list of funding and energy saving tips, LCWO published its [Bring & Take guide](#) as a downloadable resource on its website.

Contributions to externally led communications LCWO was invited to write a blog post for OUP, and record a podcast interview for the Something Club. Members also gave two BBC Oxford interviews (one on the 2007 floods, another on its repair café and avoiding waste), and was asked by LCWO collaborator Dr Phil Grunewald to be part of an [Oxford Sparks documentary](#) on home energy use and what we learnt about it during lockdown.

2.2.4 Campaigning and policy influencing

In winter 2020-21, Lead Programme Manager Mim Saxl and Trustee Grainne Darnton took part in a six-month guided group exploring whiteness, racism and the environmental movement, led by Jo Hamilton, and in partnership with participants from Low Carbon Oxford North. This course formed part of LCWO's ongoing work to engage with the issues raised by the BlackLivesMatter movement, to start to address the lack of diversity in the climate movement and focus on the social justice aspects of the climate crisis. This followed the publication of a [LCWO primer on climate justice and racism](#), published on the website in August 2020.

In May 2021, LCWO worked with colleagues as part of Communities for Zero Carbon to circulate a questionnaire to candidates in the local government elections about their policies on Climate Change, and publicised the responses. We also worked to the same end with the Coalition for Healthy Streets and Active Travel (CoHSAT) .

LCWO facilitated the participation of residents from Botley and West Oxford in the city-centre Walk for Life, by coordinating a feeder march in Great Big Green Week.

The International Panel on Climate Change (IPCC) report 'Climate Change 2021: The Physical Science Basis', published in August 2021, in the lead up to COP26 in November, was hard-hitting. LCWO worked to encourage our members and supporters to feel that their actions count and we can make a difference, by updating and promoting '[8 things we can all start doing right now](#)', our list of what we can all be doing to face the climate crisis, and to reduce possible impacts.

2.2.5 Dissemination and partnership working

- In the course of our community engagement work this year, we have worked in partnership with the Something Club, Oxford University Press, Oxford Poetry Library, Old Fire Station, CAG Oxfordshire, Dr Bike, Tiddly Pommies, Many Voices Collection, West Oxford Community Primary School, WOCA, Oxford City Council, Low Carbon Hub / ESOx, Share Oxford, Oxfam, OxFoE, CoHSAT, Wytham Woods, University of Oxford, Oxford Sparks and others.
- We have continued to work with Communities for Zero Carbon. As well as facilitating the sharing of ideas, good practice, and some on-line events, this group worked creatively together to prepare an application to hold an Energy Saving Homes week and fair in 2022/23. We also supported the development of fellow CAG, the nascent Sustainable Botley, aiding them with the design of their first public event in March, on home energy, providing expertise on the day on a panel and by running a workshop. It was for the purposes of this workshop that LCWO first developed its list of tips for reducing energy at home and local sources of funding.
- Input to CoHSAT has involved supporting aspects of pollution reduction and carbon cutting policy. Neville Scrivener contributed regularly to the coalition, including his input to the project exploring cycle hangars as a way to create secure street storage.
- We continued to liaise with our partner low carbon organisations in West Oxford; West Oxford Community Renewables (WOCORe), Hogacre Common Eco-Park, and with the Low Carbon Hub, on future plans and how we can support each other.

3. Achievements and performance

During 2021/22, LCWO generated the following outputs and outcomes in relation to its objects. We:

- engaged the whole community and raised awareness about a wide range of subjects, through our newsletters, distributed to every household in West Oxford.
- sent 8 online newsletters to 319 subscribers and 2 ACT Now newsletters.
- ran a series of events with a total of 615 attendees, and activities representing 1120 volunteer hours.
- maintained and updated the website with 45 blog posts (some attracting 100+ reads), with over 9,000 page views.
- gave 2 BBC radio interviews; starred in an Oxford Sparks (Oxford University) documentary on home energy and lockdown; wrote a blogpost for OUP; published a guide to organising Bring & Take swap shops.

Our projects also generated various incidental, but important social and economic benefits for the community which contributed to public benefit and provided an important incentive for people to take practical action. They included helping residents to save money on expensive fuel bills, improve the warmth of their homes, access grants, strengthen community interaction, promote healthier living and improve local public spaces.

4. Plans for the future

In 2022/3 we plan to:

- contribute to the Energy Saving Homes events, encouraging people to see energy efficient measures in people's homes
- publish the report on our ACT Now programme
- launch a report on our business engagement and scorecard project
- develop our home energy support offering, focusing on what people can do to save energy and reduce carbon emissions; this includes developing leaflets with information and actions
- complete a guide on talking to kids about the climate crisis
- investigate and secure funding for a cargo bike to be made available for community use
- investigate the possible implementation of a community heat pump system, in partnership with appropriate organisations (e.g. WOCORE, City Council, Low Carbon Hub and Kensa). This would also increase the motivation for local residents to improve their insulation.

We will continue to work with partners including potential new partners in order to achieve our aims as efficiently as possible.

5. Financial review

5.1 Annual Report and Financial Statements 2021/22

Low Carbon West Oxford's Annual Report and Financial Statements cover the period 1 April 2021 to 31 March 2022. During that period the charity's income was £26,708. LCWO was pleased to receive donations from our major funder, West Oxford Community Renewables (WOCORE) totalling £22,000. Total expenditure for the year was £23,619 leaving a balance of £26,801 to be carried forward. General Reserves of £10,000 are included in the balance carried forward.

Note 10 to the Financial Statements provides a more detailed breakdown of expenditure against projects.

5.2 Policy on reserves

LCWO's Financial Reserves Policy requires a sum equivalent to six months core expenditure to be held as reserves to meet its contractual obligations to staff, suppliers and service providers for a period to enable LCWO to increase its income from other sources. The sum specified this year was £10,000. The policy is reviewed annually as part of the annual planning and budget setting process.

5.3 Risk management

LCWO has had a risk management process in place since September 2013. The risks identified and the actions agreed to mitigate them are reviewed and updated on an annual basis and as appropriate throughout the year.

Low Carbon West Oxford
Statement of Financial Activities for the
Year Ended 31st March 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Income and endowments from:							
Donations and legacies	2	26,640	-	26,640	25,507	5,530	31,037
Charitable activities	3	68	-	68	288	-	288
Total income		<u>26,708</u>	<u>-</u>	<u>26,708</u>	<u>25,795</u>	<u>5,530</u>	<u>31,325</u>
Expenditure on:							
Costs of generating funds							
Fundraising costs		96	-	96	96	-	96
Charitable activities	4	<u>20,137</u>	<u>3,386</u>	<u>23,523</u>	<u>24,507</u>	<u>2,140</u>	<u>26,647</u>
Total expenditure		<u>20,233</u>	<u>3,386</u>	<u>23,619</u>	<u>24,603</u>	<u>2,140</u>	<u>26,743</u>
Net income / expenditure		6,475	- 3,386	3,089	1,192	3,390	4,582
Transfers between funds		<u>4</u>	<u>- 4</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>6,479</u>	<u>- 3,390</u>	<u>3,089</u>	<u>1,192</u>	<u>3,390</u>	<u>4,582</u>
Reconciliation of funds							
Total funds brought forward		<u>20,322</u>	<u>3,390</u>	<u>23,712</u>	<u>19,130</u>	<u>-</u>	<u>19,130</u>
Total funds carried forward		<u>26,801</u>	<u>-</u>	<u>26,801</u>	<u>20,322</u>	<u>3,390</u>	<u>23,712</u>

Low Carbon West Oxford (Company number 6907815)
Balance Sheet as at Year Ended 31st March 2022

		2022		2021	
	Note	£	£	£	£
Fixed Assets					
Tangible assets	7		-		173
Current assets					
Stocks and work in progress		-		-	
Debtors: Amounts falling due within one year	8	3,665		6,207	
Cash at bank and in hand		<u>24,041</u>		<u>17,968</u>	
		27,706		24,175	
Creditors: Amounts falling due within one year	9	<u>- 905</u>		<u>- 636</u>	
Net current assets			26,801		23,539
Net assets			<u>26,801</u>		<u>23,712</u>
The funds of the charity					
Unrestricted funds			26,801		20,322
Restricted funds			-		<u>3,390</u>
Total funds	10		<u>26,801</u>		<u>23,712</u>

For financial year ended 31 March 2022, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

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

Approved by the Board on 19/10/2022

Gary Irvine – Treasurer - LCWO

The notes on pages 13 to 18 form an integral part of these financial statements.

Low Carbon West Oxford
Notes to the Financial Statements for the Year Ended 31st March 2022

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2019)' applicable to charities preparing their accounts in accordance with FRS102 ('Charities SORP (FRS102)'), and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 10.

Income

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Low Carbon West Oxford
Notes to the Financial Statements for the Year Ended 31st March 2022 (contd)

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures, fittings and equipment	25% straight line basis
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Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

Operating leases

Rental payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

Low Carbon West Oxford
Notes to the Financial Statements for the Year Ended 31st March 2022 (contd)

2. Income from donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Donations	25,665	-	25,665	31,037
Grants	975	-	975	-
	<u>26,640</u>	<u>-</u>	<u>26,640</u>	<u>31,037</u>

3. Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Apple juice	68	-	68	288
	<u>68</u>	<u>-</u>	<u>68</u>	<u>288</u>

4. Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Direct costs				
Cost of activities	7,585	3,386	10,971	11,566
Community grants	-	-	-	1,613
Support costs				
Employment Costs	8,105	-	8,105	10,110
Establishment costs	1,986	-	1,986	282
Training	60	-	60	472
Printing, postage & stationery	87	-	87	236
IT software	455	-	455	585
Governance				
Cost of trustee meetings	108	-	108	-
Trustee indemnity insurance	546	-	546	535
Accountancy fees	1,205	-	1,205	1,010
Other governance costs	-	-	-	238
	<u>20,137</u>	<u>3,386</u>	<u>23,523</u>	<u>26,647</u>

Low Carbon West Oxford
Notes to the Financial Statements for the Year Ended 31st March 2022 (contd)

5. Employees' remuneration

	2022	2021
	No.	No.
Charitable activities	<u>1</u>	<u>1</u>

The aggregate payroll costs were as follows:

	2022	2021
	£	£
Wages and salaries	14,850	18,226
Employer's National Insurance	-	-
Employer's pension contributions	<u>446</u>	<u>547</u>
	<u><u>15,296</u></u>	<u><u>18,773</u></u>

No employees received remuneration of more than £60,000 during the year (2021: No 0)

6. Taxation

The company is a registered charity and therefore exempt from Corporation Tax.

7. Tangible fixed assets

	Fixtures, fittings and equipment
	£
Cost	
As at 1st April 2021	689
Additions	<u>-</u>
As at 31st March 2022	<u>689</u>
Depreciation	
As at 1st April 2021	516
Charge for the year	<u>173</u>
As at 31st March 2022	<u>689</u>
Net book value	
As at 1st April 2021	<u>173</u>
As at 31st March 2022	<u><u>-</u></u>

Low Carbon West Oxford
Notes to the Financial Statements for the Year Ended 31st March 2022 (contd)

8. Debtors

	2022	2021
	£	£
Trade debtors	-	-
Other debtors	3,665	6,207
Prepayments and accrued income	-	-
	<u>3,665</u>	<u>6,207</u>

9. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	-	-
Accruals	771	354
Other creditors	136	281
	<u>906</u>	<u>635</u>

10. Analysis of funds

	At 1st April 2021	Income	Expenditure	Transfers between funds	At 31st March 2022
	£	£	£	£	£
General Funds					
Unrestricted income funds	21,204	26,708	12,649	- 7,582	27,681
Designated Funds					
Bring and Take	-	-	200	200	-
Fun Day	-	-	-	-	-
Repair Cafes	-	-	800	800	-
Food	-	-	482	482	-
Trees & Wildlife	-	-	997	997	-
Act Now	-	-	668	668	-
Schools / Kidscan	-	-	114	114	-
Newsletter	-	-	905	905	-
Website & social media	-	-	518	518	-
Business engagement	-	-	1,801	1,801	-
Other communications and engagement	-	-	860	860	-
Landscaping Osney Lock	-	-	241	241	-
Total designated funds	<u>-</u>	<u>-</u>	<u>7,585</u>	<u>7,586</u>	<u>-</u>
Total Unrestricted Funds	<u>21,204</u>	<u>26,708</u>	<u>20,234</u>	<u>4</u>	<u>27,681</u>
Restricted Funds					
Schools / Kidscan	3,390	-	3,386	- 4	-
Street by Street	-	-	-	-	-
Total Restricted Funds	<u>3,390</u>	<u>-</u>	<u>38,590</u>	<u>- 4</u>	<u>-</u>

Low Carbon West Oxford
Notes to the Financial Statements for the Year Ended 31st March 2022 (contd)

11. Related Party Transactions

No trustees received any remuneration, expenses or received any other benefits from an employment with the charity.

12. Pensions

The charity operates a defined contributions pension scheme and made contributions of £446 (2021: £547) during the year. Outstanding employer contributions payable at the year end were £105 (2020: £105).

Independent examiner's report to the trustees of Low Carbon West Oxford (Charity 1135225)

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages 12 to 19.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my 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;
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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 any 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Sheila Parry

Relevant professional qualification or body: ACCA

Address: SPX Oxford Ltd
Peace House
Paradise Street
Oxford
OX1 1LD

Date: