

## **Trustees' Annual Report**

for the period 1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023

### **Oak Tree Farm Rural Project**

Registered Charity 1138396  
Co. Ltd by Guarantee 7343296

Oak Tree Farm Rural Project,  
Oak Cottage Farm  
Sandon Road  
Hilderstone  
Stone  
ST15 8RT

**Charity Trustees for period** – serving during the period covered above.

#### **Appointed by Members**

David Folkes	Chairman
Anne Bird	Vice Chairman
Helen Anderson	
Carol Blurton	
Anne Bird	
Colin Campbell	
Stacey Holmes	
Simon Mountford	
Jean Pattinson-Evans	
Sheila Penfold	
Alan Rawlings	
Angela Thomas	
Paul Wyatt	

#### **Appointed by Trustees**

Ian Parry  
Bill Scarlett  
Janet Markwell

#### **Patrons**

The Earl of Harrowby  
The Countess of Harrowby  
The Lord Stafford

Independent accounts examiner	- David Rogers FCA
General Manager	- David Moreton

## **Structure, governance and management**

Oak Tree Farm Rural Project is Company Limited by Guarantee governed by a Memorandum and Articles of Association and was incorporated in August 2010. Registered with the Charity Commission in October 2010 the organisation was previously an unincorporated association and charity set up in May 1988.

Trustees/Directors are elected by the Members of the charity at the Annual General Meeting, one third of these Trustees are required to retire each year. Up to twelve Trustees are elected and three others have been appointed or co-opted by the elected Trustees. These appointed Trustees must all retire each year.

New Trustee induction involves awareness of the Trustees' responsibilities, constitution, procedures, policies, history and general 'ethos' of the charity. Trustees are required to read the pack of policies and procedures which are reviewed and adopted annually. The Trustees review the risks that the charity faces annually. Currently the risks relate mainly to health and safety issues, and are managed by individual, area and process risk assessments and six-monthly health and safety meetings. There are some risks associated with employing staff which are covered by proper procedures and insurance. Trustees are also aware of threats to finances from recession, new projects, biological farming problems, possible changes in government funding, competition from other providers and changes in the needs and preferences of potential Team Members.

The current priority is to complete the development of new toilet and office facilities in order to maintain the safety of beneficiaries and visitors. This was dependent on returning to a stable financial position following the lifting of coronavirus restrictions and re-establishing regular income streams. The charity is now confident of its financial position and this work is now underway. Our insurers carry out an independent review of risk periodically.

## **Objectives and Activities**

The objects of the charity set out in the Memorandum and Articles of Association are 'the support of people with learning disabilities and difficulties through activities and of vocational training in horticulture, agriculture, catering, pottery and associated rural activities.'

The main activities relating to these objects are the provision of training and supported occupation for adults with learning disabilities known as 'Team Members'. The setting for these activities is primarily a 15-acre small holding with a horticultural unit growing plants and flowers. The holding also has beef cattle and poultry and from time-to-time pigs. A fully equipped pottery on site

produces garden pots and other ceramics. The 'Oak Leaf Tea Room' has established itself as a destination for visitors, including those with disabilities, as well as providing further opportunity for Team Members. 'Acorn Garden Services', an element of the farm project, carries out gardening work in the community, which helps those individuals with the potential of gaining sheltered employment. 'Branching Out' is a related scheme to give opportunity to less able Team Members to work off site and access community activities.

The Charity's staff team is headed by a General Manager who has regular contact with Trustees. The team consists of a Team Member Coordinator, an Admin/Finance Coordinator, four Project Assistants, a part time Pottery Instructor, and a Retail Catering Manager, Cook and two Tea Room Assistants for the Oak Leaf Tea Room.

In addition, volunteers have a vital role providing additional support to Team Members with disabilities and offering time, expertise and experience to the Charity. All staff and volunteers undertake Disclosure and Barring Service checks.

## **Achievements and Performance**

The Charity offered a top number of eighty-seven day places each week for people with learning disabilities during 2023, this figure fluctuates over time as people move on to other things and are replaced by new starters. Normal attendance is two days a week. Fifty-five individuals regularly benefited from the farm's activities.

During 2023, 52% of Team Members were funded by Direct Payments from either Staffordshire County Council or Stoke on Trent City Council. The remainder were funded by other local authority agreements, through residential establishments or privately. A very small number people were funded wholly or partly by internal fundraising activities; the charity supported them. Fifteen work regularly in the 'Oak Leaf Tea Room' and seventeen are involved in 'off site' activities 'Branching Out' or 'Acorn Garden Services'.

The main activities are growing basket and bedding plants, perennials, vegetables and cut flowers, and planting hanging baskets, all sold through our shop and plant sales area. The Pottery produces hand built and thrown wares. Fettling, decorating, glazing and firing are all done on site, along with associated reclaiming and designing.

In addition to their core activities, Team Members assist at the public events, help in the shop, run coffee mornings and welcome visitors. This promotes ownership and pride in their achievements. Team Members were involved in the Advent Windows event in Stone town centre. Team Members artwork was used for the window display and a number attended the unveiling. The Team Members planted up planters for the Staffordshire Federation Women's Institute and The Staffordshire Agricultural Society Ladies Section marquees at the Staffordshire County Show. The Team Members annual trip was replaced with a 'Staycation' in 2023, they enjoyed archery, laser shooting, a

vintage car, animatronic dinosaur, alpacas, an eagle owl and a hog roast! The annual 'Bike-a-thon' fundraiser took place in July. The Team Members raised money for The Staffordshire Wildlife Rescue Centre.

The 'Branching Out' team continued their volunteer work in the gardens at Sandon Hall and undertook paid for work in private gardens. The 'Branching Out' team also planted spring bulbs in an area of public space in one of the local villages and maintained a 'Village Green' space, again locally. Off-site activities being shared by three different members of staff.

The Team Members' own newsletter, produced entirely by them, 'The Cowpat' includes recipes, jokes, farm news, a feature on a Team Member, volunteer or member of staff. An art group for Team Members delivered by volunteers meets approximately five times a year.

The Oak Leaf Tea Room's menu includes lunches, cream teas, specials as well as drinks and ice cream. The tea room is open six days a week, Team Members with learning disabilities are always involved. The Annual General Meeting was held in the tea room in April, and at other times hosted visiting groups from schools, WIs, The NFU, Rotary and Lions clubs among others. The tea room was also used for a fundraising Craft Group, a Quiz Night and 'Musical High Tea'.

In addition to the fundraisers held in the tea room, we held a summer concert at the farm featuring local musicians, a Christmas event also at the farm and many other stalls at events and fayres manned by ourselves and other supportive groups.

## **Financial Review**

### **Reserves**

The Trustees policy is to hold reserves of at least £100,000. This would be sufficient to cover the Charity's wind-up costs in the event of an unforeseen disaster. This figure includes the worst case of two years rent in lieu of notice, the redundancy of current staff and half of the three months running costs likely to be needed to wind up the charity. The reserves policy is reviewed annually to take account of any changing circumstances. The level of reserve was £256,000 at the end of 2023 and is kept in a CAF account.

### **Sources of Funds and Expenditure**

The principal sources of funds for 2023 are split into two, the sale of services and products £334,976 and donations and fundraising £108,784.

Oak Tree Farm Rural Project received a legacy of £240,000 in 2019, the Trustees have set aside an initial £170,000 of this for capital purchases. This

includes the building of new toilets and office and the replacement of the thirty-year-old tractor. These purchases were put on hold due to the financial uncertainties of the pandemic but are planned for 2024.

The charity's key objective, the support of people with learning disabilities, is covered both directly and indirectly (write down of fixed assets) by an expenditure of £401,772. The largest proportion of this expenditure being a staff cost of £277,642.

## **Declaration**

The Trustees declare that they have approved the above Trustees' Report.

Signed on behalf of the Trustees

Signature

Full Name	David Folkes
Position	Chairman
Date	9 <sup>th</sup> April 2024

Signature

Full Name	Anne Bird
Position	Secretary
Date	9 <sup>th</sup> April 2024



OAK TREE FARM RURAL PROJECT			Charity No (if any)	700299	CC39a
Annual accounts for the period					
Period start date	1.1.2023	To	Period end date	31.12.2023	

## Section A Statement of financial activities

Recommended categories by activity	Note	Restricted			Total this year £	Total last year £
		Unrestricted funds £	income funds £	Endowment funds £		
		F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>						
Donations, legacies and Grants		100,379	-	-	100,379	129,183
Shop sales		129,201	-	-	129,201	71,818
Fees for charitable services		194,954	-	-	194,954	181,217
Interest and dividends		10,821	-	-	10,821	2,069
Fundraising events		8,405	-	-	8,405	7,065
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
<b>Total incoming resources</b>	S01	443,760	-	-	443,760	391,352
<b>Resources expended (Notes 4-7)</b>						
Wages, salaries, pensions and NI		277,642	-	-	277,642	245,581
Rent, rates and Insurance		12,335	-	-	12,335	11,251
Repairs and maintenance		8,941	-	-	8,941	12,120
Light and heat		15,143	-	-	15,143	10,563
Telephone postage and stationery		4,877	-	-	4,877	-
Bank charges and interest		3,825	-	-	3,825	2,687
Depreciation		18,043	-	-	18,043	19,040
Cost of fundraising events		60,916	-	-	60,916	44,197
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
<b>Total resources expended</b>	S02	401,722	-	-	401,722	345,439
<b>Net incoming/(outgoing) resources before transfers</b>	S03	42,038	-	-	42,038	45,913
<b>Gross transfers between funds</b>	S04	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>	S05	42,038	-	-	42,038	45,913
<b>Other recognised gains/(losses)</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S06	-	-	-	-	-
Gains and losses on investment assets	S07	-	-	-	-	-
<b>Net movement in funds</b>	S08	42,038	-	-	42,038	45,913
<b>Total funds brought forward</b>	S09	488,183	-	-	488,183	442,270
<b>Total funds carried forward</b>	S10	530,221	-	-	530,221	488,183

## Section B Balance sheet

		Note	Total this year £	Total last year £
			F01	F02
<b>Fixed assets</b>				
Tangible assets	(Note 8)	B01	166,114	167,563
		B02	-	-
Investments	(Note 9)	B03	-	-
<b>Total fixed assets</b>		B04	166,114	167,563
<b>Current assets</b>				
Stock and work in progress		B05	15,688	18,690
Debtors	(Note 10)	B06	17,215	12,836
(Short term) investments		B07	256,000	210,993
Cash at bank and in hand		B08	93,679	88,640
<b>Total current assets</b>		B09	382,582	331,159
<b>Creditors: amounts falling due within one year</b>	(Note 11)	B10	18,475	10,539
<b>Net current assets/(liabilities)</b>		B11	364,107	320,620
<b>Total assets less current liabilities</b>		B12	530,221	488,183
<b>Creditors: amounts falling due after one year</b>	(Note 11)	B13	-	-
Provisions for liabilities and charges		B14	-	-
<b>Net assets</b>		B15	530,221	488,183
<b>Funds of the Charity</b>				
Unrestricted funds		B16	530,221	488,183
Designated funds		B17		
<b>Total unrestricted funds</b>			530,221	488,183
Restricted income funds (Note 12)		B18	-	-
Endowment funds (Note 12)		B19	-	-
<b>Total funds</b>		B20	530,221	488,183

Signed by one or two trustees on behalf of all the trustees

Signature

Date of approval

Alan Rawlings

17 April 2024

**Section C****Notes to the accounts****Note 1 Basis of preparation**

***This section should be completed by all charities .***

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\* 

✕
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 Accounting Standards;
- or 

*
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 Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act 1993.

***Give details in this box if a different standard has been followed.***

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick “Accounting Standards”;
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick “Financial Reporting Standards for Smaller Enterprises (FRSSE)”.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year

***Give details in this box of any material changes that have been made.***

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years

***Give details in this box of any material changes that have been made.***

§§ if no changes have been made to accounts for previous periods then delete these words.



## Note 2

## Accounting policies

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>the trustees are virtually certain they will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.  Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.  Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

**Note 3**                      **Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

Analysis	Unrestricted £	restricted £	This year £	Last year £
			-	-
			-	-
			-	-
			-	-
Total			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-
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			-	-
			-	-
			-	-
Total			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-

<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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**Note 4                      Analysis of resources expended**  
Resources expended may be further analysed if this would help the reader of the accounts.

Analysis	Unrestricted £	restricted £	This year £	Last year £
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-

			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-

			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-

			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
Total			-	-

<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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**Note 5**                      **Details of certain items of expenditure**

**5.1 Trustee expenses**

*Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).*

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**5.2 Fees for examination or audit of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).*

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £

Section C	Notes to the accounts	(cont)
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**Note 6**                      **Paid employees**  
*Please complete this note if the charity has any employees.*

**6.1 Staff Costs**

	This year £	Last year £
Gross wages, salaries and benefits in kind	248,696	219,964
Employer's National Insurance costs	17,253	15,269
Pension costs	11,693	10,348
	-	-
<b>Total staff costs</b>	<b>277,642</b>	<b>245,581</b>

**6.2 Average number of full-time equivalent employees in the year**

The parts of the charity in which the employees work

	This year Number	Last year Number
	-	-
Charitable Activities	14	12
	-	-
	-	-
<b>Total</b>	<b>14</b>	<b>12</b>

**6.3 Defined contribution pension scheme**

*Please complete if a defined contribution pension scheme is operated.*

Brief details of the scheme

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	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		

<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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**Note 7 Grantmaking**

*Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.*

**7.1 Total value of grants**

Purpose for which grants made	Grants to institutions Total amount £	Grants to individuals Total amount £
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
<b>Total</b>	-	-

**7.2 Grants made to institutions**

*If the charity has made grants to particular institutions that are material in the context of its grantmaking please give details of the institution supported, purpose of the grant and total paid to each institution listed. Sufficient information should be given to provide a reasonable understanding of the range of institutions supported.*

Names of institutions	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
<b>Total grants to institutions</b>		-

**Note 9 Investment assets**

*Please complete this note if the charity has any investment assets.*

**9.1 Fixed assets investments**

	£
Carrying (market) value at beginning of year	-
<b>Add:</b> additions to investments at cost	-
<b>Less:</b> disposals at carrying value	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

*Please provide below:*

**9.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**9.3 A breakdown of the income from investments agreeing with SOFA.**

**Analysis of investments****Investment properties**

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

Investments in subsidiary or connected undertakings and companies

Securities not listed on a recognised Stock Exchange

Cash held as part of the investment portfolio

Other investments

	9.2 Market value at year end £	9.3 Income from investments for the year £
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
<b>Total</b>	-	-

**9.4 Material investment holdings**

If any investments are material in terms of their value (for example each represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held	Market value at year end £
	-
	-
	-
	-
<b>Total</b>	-

**Section C****Notes to the accounts****(cont)****Note8****Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***8.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	242,095	114,198	36,337	-	392,630
Additions	-			16,595	-	16,595
Revaluations	-	-	-	-	-	-
Disposals	-	-		-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	242,095	114,198	52,932	-	409,225

**8.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL or RB	RB	RB	SL	SL or RB
<b>** Rate</b>		5 or 10	10	10	

Balance brought forward	-	132,176	70,456	22,435	-	225,067
Depreciation charge for year	-	8,816	7,238	1,990	-	18,044
Impairment provisions	-				-	-
Revaluations	-				-	-
Disposals	-				-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	140,992	77,694	24,425	-	243,111

**8.3 Net book value**

Brought forward	-	109,919	43,742	13,902	-	167,563
Carried forward	-	101,103	36,504	28,507	-	166,114

**8.4 Revaluation***If any fixed assets have been revalued please give details of the valuer and method of valuation*

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\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.



**Section C****Notes to the accounts****(cont)****Note 10 Debtors and prepayments***Please complete this note if the charity has any debtors or prepayments.***Analysis of debtors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	-	-	-	-
Prepayments and accrued income	17,215.0	12,836.0	-	-
<b>Total</b>	<b>17,215.0</b>	<b>12,836.0</b>	<b>-</b>	<b>-</b>

**Note 11 Creditors and accruals***Please complete this note if the charity has any creditors or accruals.***11.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	18,475	10,539	-	-
Accruals and deferred income	-	-	-	-
<b>Total</b>	<b>18,475</b>	<b>10,539</b>	<b>-</b>	<b>-</b>

**11.2 Security over assets***If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.*

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**Note 12**                      **Endowment and restricted income funds**

*Please complete this section if the charity has any endowment or restricted income funds.*

**12.1 Funds held**

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).
- other funds .

Fund Name	Type PE, EE , R or other	Purpose and restrictions

**12.2 Movements of major funds**

*Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.*

Fund names	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Gains and losses £	Fund balances carried forward £
	-	-	-	-	-	-
				-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
<b>Total Funds</b>	-	-	-	-	-	-

**12.3 Transfers between funds**

*Please give details of any transfers between funds.*

From Fund (Name)	To Fund (Name)	Reason	Amount

**12.4 Analysis of net assets between funds**

	Unrestricted funds £	Restricted funds £	Endowed funds £	Total £
<b>Fixed assets</b>	167,563	-	-	167,563
<b>Investments</b>		-	-	-
<b>Net current assets</b>	320,620		-	320,620
<b>Creditors due in more than one year and provisions</b>				-
<b>Total net assets</b>	488,183	-	-	488,183

<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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## Note 13 Transactions with related parties

*If the charity has any transactions with related parties (other than the trustee expenses explained in note 5) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.*

### 13.1 Remuneration and benefits

*Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.*

Name of trustee or related party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

### 13.2 Loans

*Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.*

	Name of trustee or related party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

### 13.3 Other transaction(s) with trustees or related parties

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.*

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

<b>Note 14</b>	<b>Additional Disclosures</b>
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The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

**Income categories**

Donations, legacies and Grants  
Fundraising events  
Shop sales  
Interest and dividends  
fees for charitable services  
Grants for services

**Expenditure categories**

Wages, salaries, pensions and NI  
Cost of fundraising events  
Rent, rates and Insurance  
Repairs and maintenance  
Light and heat  
telephone postage and stationery  
Donations and Grants  
legal and professional fees  
bank charges and interest  
depreciation  
Insurance

To edit the lists replace existing categories on either list with the new headings you prefer to use.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
OAK TREE FARM RURAL PROJECT

On accounts for the year  
ended

31<sup>ST</sup> DECEMBER 2023

Charity no  
(if any)

1138396

Set out on pages

1-15

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me 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.

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

*\* Please delete the words in the brackets if they do not apply.*

Signed: David Rogers

Date: 15.08.24

Name: David Rogers

Relevant professional  
qualification(s) or body  
(if any):

Chartered Accountant – Member of Institute of Chartered Accountants

<b>Address:</b>	3 Balliol Way
	Shrewsbury
	SY3 6AP

<b>Section B</b>	<b>Disclosure</b>
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

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