

Charity registration number 1144439

Company registration number 7239285 (England and Wales)

OXFORD CITY FARM
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2023

OXFORD CITY FARM

LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|-----------------|--|--|
| Trustees | John Manton Martin Reed Lucy Davies Nicholas Rose Jane Fisher Catherine McCosker Catherine Wilson Maria Bates William Porter | (Resigned 12 April 2023) (Resigned 12 April 2023) |
|-----------------|--|--|

Charity number 1144439

Company number 7239285

Registered office Oxford City Farm
Cornwallis Road
Oxford
OX4 3NH

Independent examiner Critchleys Audit LLP
Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

OXFORD CITY FARM

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OXFORD CITY FARM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 APRIL 2023

The Trustees present their annual report and financial statements for the year ended 30 April 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The objective of the charitable company is to promote and provide, for the benefit of the community, facilities for the edification of the public. In addition, the charitable company will also serve to advance the education of the public in the agricultural arts, to include but not limited to horticulture, crafts, animal husbandry, country life and the protection and improvement of the natural environment through the best agricultural practices.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

It is undeniable that 2022-23 has marked some big changes at the Farm, which has seen huge growth in terms of the opportunities offered to local communities thanks to the growth of the staff team. This was largely due to the commitment and efforts of the equivalent of approximately 5.8 full time staff plus the superb commitment of our volunteer groups – we were lucky enough to register 114 new volunteers in 2022. The Farm was delighted to head into this financial year knowing that it had secured a three-year National Lottery Reaching Communities grant, which has enabled it to make and realise several exciting goals in 2022-23 and develop plans for implementation over the next two years.

It's been an exciting time and we are very thankful and proud of all that has been achieved.

Social impact - Community farming sessions and volunteer commitment

A core part of what the Farm offers the community is an opportunity for people of all ages to connect with nature and learn skills related to the growing and harvesting of food. We principally do this through our free Community Farming and Visitor sessions. In 2022 (January to December) we ran 44 community volunteering sessions, nearly double the number of sessions hosted in the previous year. We increased the number of Wednesday Wellbeing sessions, which offer a smaller volunteer group additional support from 37 to 45 sessions over the year. Overall, volunteers have contributed more than 2,200 hours of time to the Farm and enabled our community to access this space.

As well as contributing their time, people in our community also come to enjoy the nature, animals and special events that take place on our 2.5 acres site. We welcomed 1,097 visitors during our regular visitor sessions and our hugely successful Autumn Festival, which saw over 1,155 people walk through our gates on the day and raised £1800 towards the farm's activities. Thanks to the Oxford Community Foundation, we secured funding to run twice-weekly volunteer sessions (April 2022 to March 2023). The National Lottery has enabled us to expand this provision to every Saturday from October 2022 and every Friday from March 2023.

Environmental impact - Growing together and caring for animals with our community

Adverse weather conditions caused by the hot, dry summer of 2022, followed by a long mild autumn, and then a swift drop to sustained sub-zero temperatures and low rainfall in the winter months presented some challenges. In addition to a drop in the volume of food produced, we also lost 4 out of our 5 bee colonies. We have appreciated community support to repair damage caused by frozen pipes and donations from the Elsevier Beekeeping group to restore the colonies in our hives. We produced just under 400 kg of fruit and vegetables of which 88% was distributed among volunteers or went to local food larders/community groups and 12% was either used by our kitchen, sold direct from the farm or to other local shops. This not only created connections across traditional social divides but also provided fresh local organically produced food to the plates of those who may not ordinarily have access to it.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 APRIL 2023

Our Growing Team is consistently engaged in the ongoing process of learning and refining, driving innovation and change on our small-yet-mighty farm site. We have already made changes to make us more resilient to climate shocks with a new polytunnel completed in January 2023 and planned irrigation improvements for 2023. We have quadrupled the number of growing beds going into the 2023/24 growing season and expect to see a big jump in the amount that the Farm is able to provide.

The animals onsite remain hugely popular, but due to issues with foxes we took the decision to rehome the rabbits as fox attacks happened during the day. The animals continue to aid our ability to support education and therapeutic interaction with nature. We have invested in protection for our new polytunnel and re-skinned our existing tunnels that were damaged by badgers. This was funded as capital expenditure for site and infrastructure improvements directed by the Wellies and Bellies group supported by the People's Health Trust. We have plans to expand badger protection in 2023/24 subject to funding and introduced goats in May 2023 to ensure that we bring new animals to the farm.

Working with local schools, local groups and networks

We ran 51 school sessions to provide hands-on experience to help children and young people thrive and reach their full potential. We have continued to work with a local special needs school providing regular curriculum linked visits to the farm. We have also started working with a local primary school to provide weekly term-time visits and are pleased that both relationships will continue into the academic year 2023/24.

National Lottery funding meant that we could build on a successful pilot project that we initiated when we launched the community kitchen in 2021. This year, we offered 66 field-to-fork kitchen sessions for groups such as the Children in Care Commission, Farmability, Syrian Sisters, Pause and Age UK. Weekly contact with co-farmers from Farmability between April and November enabled us to develop new recipes and cooking skills, the outputs of which were often shared with people living in the residential home next door. Thanks to the National Lottery Funding this joint working is something we have been able to sustain in 2023/24 with a growing partnership of mutual support developing between the two organisations.

The project supported by People's Health Trust to target communities from Rosehill, Littlemore and Blackbird Leys has gone from strength to strength. The focus was to enable people to form new friendships and offer each other mutual support. The funder was open to adaptations which also saw us also pilot a toddler group in addition to the established adult friendship forming group. The sessions focussed on animal care, harvesting produce and creating a nutritious shared lunch that can be easily recreated at home on a small budget. This funding also saw the arrival of a new teaching polytunnel and improvements to the children's play area including a sandpit. We secured bridge funding to continue the group until August 2023 and are actively seeking funding to continue to support this valuable outreach work.

Our connections with other local organisations continued to grow and include new partnerships with the OX4 Food Crew and Waste Innovation Station Headquarters as well as joint events with Friends of the Earth, Refugee Resource and the Eden Project. We have successfully delivered permaculture, composting and growing workshops, leveraging relationships to have a greater impact in our surrounding community.

We welcomed five new part-time team members who joined the existing team to make all these incredible things happen over the last year, adding an additional community grower role, a kitchen facilitator, an events and communications officer as well as a finance officer and a maintenance technician.

Future Plans

We were invited to submit a second stage application to the Step Change Fund in April 2023. This was successful and grant funding is due to start in May 2023. This funding will be transformational in enabling us to develop our site infrastructure and ability to zone different areas to safely accommodate a wider number of groups. We will see goats arriving at the Farm in June 2023, solar panels installed on the shipping containers (for which we were granted permanent planning permission in 2023). We will also be able to increase the number of chickens on-site to allow for egg sales that will help fund the animals feed and health care as well as install a yurt to offer more supported sessions to vulnerable groups throughout the year.

We are committed to working in partnership with other organisations and have submitted several joint funding

OXFORD CITY FARM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 APRIL 2023

bids with the OX4 Food Crew and the Waste Innovation Station Headquarters and will continue to nurture existing relationships with Farmability and local schools. We will be investing in our volunteer management systems to ensure we are better able to communicate with a growing cohort of volunteers and communicate their impact to funders and our wider community. We will also be reviewing our strategic plan in December 2023 to shape the direction of the Farm for the next 3-5 years and maintain our journey for sustainable growth.

Financial review

The results for the year ending 30 April 2023 are set out in the Statement of Financial Activities on page 9.

Reserves held at the year-end amounted to £188,028 of which £61,433 is restricted (2022: £191,512 of which £116,564 is restricted.) These funds will be used to support the aims and activities of the charity in the years ahead.

The Trustees are aware that accumulating reserves that enable the Farm to cope with unforeseen events, contingencies and opportunities is an essential part of carrying out their duties in the overall management of the Farm's affairs. A review of the adequacy of such reserves is made on a regular basis. A policy of having reserves equivalent to three months' running costs has been set.

The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

Oxford City Farm is a company limited by guarantee and registered as a charity under the Charities Act. The charitable company is governed by its Memorandum and Articles of Association. Oxford City Farm was incorporated as a company on 29 April 2010 (registered company number 7239285) and registered by the Charity Commission on 26 October 2011 (charity number 1144439).

The Board of Trustees appoints new members to the board to fill vacancies or broaden expertise. Particular emphasis is placed upon the appointment of Trustees with knowledge and experience relevant to the charitable company's activities. The board are keen to recruit trustees who reflect the broad beneficiary base of the charitable company.

Before appointment Trustees fill in an expression of interest form, provide references, attend a meeting of the board as a guest and are asked to read induction materials which include a trustee job description, background information on the charity and an overview of their responsibilities under the Companies and Charities Acts.

Decision making powers are retained by the Trustees and exercised at their regular meetings.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

John Manton - Secretary
Lucy Davies - Chair
Martin Reed - Treasurer
Nicholas Rose
Jane Fisher
Catherine McCosker
Catherine Wilson
Maria Bates (Resigned 12 April 2023)
William Porter (Resigned 12 April 2023)

The Trustees have identified and considered the major risks to which the charity is exposed and have established systems and procedures to mitigate those risks.

OXFORD CITY FARM

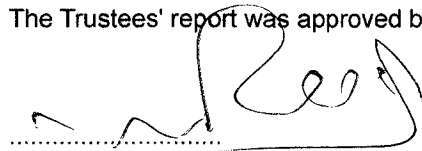
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 APRIL 2023

Small company exemptions

The financial statements have been prepared in accordance with provisions applicable to companies subject to the small companies' regime under the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities.

The Trustees' report was approved by the Board of Trustees.



Martin Reed
Trustee – Treasurer

Date: 7/9/23

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF OXFORD CITY FARM**

I report to the Trustees on my examination of the financial statements of Oxford City Farm (the Charity) for the year ended 30 April 2023.

Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



Robert Kirtland FCA
Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

8/9/2023
Dated:

OXFORD CITY FARM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 APRIL 2023

| | | Unrestricted funds | Restricted Funds | Total | Unrestricted funds | Restricted Funds | Total |
|---|------|-----------------------|---------------------|----------------|-----------------------|---------------------|----------------|
| | | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 |
| | Note | £ | £ | £ | £ | £ | £ |
| Income from: | | | | | | | |
| Donations and legacies | 3 | 12,319 | 160,534 | 172,853 | 31,675 | 83,102 | 114,777 |
| Charitable activities | 4 | 27,402 | 50 | 27,452 | 35,665 | - | 35,665 |
| Total Income | | 39,721 | 160,584 | 200,305 | 67,340 | 83,102 | 150,442 |
| Expenditure on: | | | | | | | |
| Raising funds | 5 | 52 | 420 | 472 | - | - | - |
| Charity activities | 6 | 69,826 | 133,491 | 203,317 | 22,073 | 98,936 | 121,009 |
| Total expenditure | | 69,878 | 133,911 | 203,789 | 22,073 | 98,936 | 121,009 |
| Net incoming / (outgoing) resources before transfers | | (30,157) | 26,673 | (3,484) | 45,267 | (15,834) | 29,433 |
| Gross transfers between funds | | 81,804 | (81,804) | - | (795) | 795 | - |
| Net income/ (expenditure) for the year | | 51,647 | (55,131) | (3,484) | 44,472 | (15,039) | 29,433 |
| Net movement in funds | | | | | | | |
| Fund balances at 1 May 2022 | | 74,948 | 116,564 | 191,512 | 30,476 | 131,603 | 162,079 |
| Fund balances at 30 April 2023 | | 126,595 | 61,433 | 188,028 | 74,948 | 116,564 | 191,512 |
| | | ===== | ===== | ===== | ===== | ===== | ===== |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

OXFORD CITY FARM

BALANCE SHEET

AS AT 30 APRIL 2023

| | | 2023 | | 2022 | |
|---|-----------|----------------|----------------|----------------|----------------|
| | Note | £ | £ | £ | £ |
| Fixed assets | | | 73,634 | | 94,560 |
| Tangible assets | 10 | | | | |
| Current assets | | | | | |
| Debtors | 11 | 1,390 | | 3,632 | |
| Cash at bank and in hand | | 117,814 | | 96,620 | |
| | | <u>119,204</u> | | <u>100,252</u> | |
| Creditors: amounts falling due within one year | 12 | (4,810) | | (3,300) | |
| Net current assets | | | 114,394 | | 96,952 |
| Total assets less current liabilities | | | <u>188,028</u> | | <u>191,512</u> |
| | | | ===== | | ===== |
| Income funds | | | | | |
| Restricted funds | 14 | | 61,433 | | 116,564 |
| Unrestricted funds | | | 126,595 | | 74,948 |
| | | | <u>188,028</u> | | <u>191,512</u> |
| | | | ===== | | ===== |

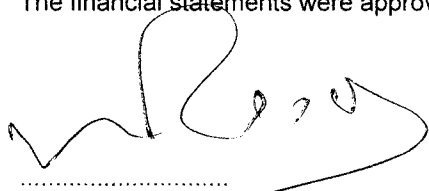
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 April 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on 18/8/23


.....
Martin Reed
Trustee

Company registration number 7239285

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 APRIL 2023

1. Accounting policies

Charity information

Oxford City Farm is a private company limited by guarantee incorporated in England and Wales. The registered office is Cornwallis Road, Oxford, OX4 3NH.

1.1. Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2. Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3. Charitable funds

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objects of the Charity.

Designated funds are those earmarked by the trustees for use in a particular area or for specific areas.

Where income is received for purposes specified by the donor or by the terms of an appeal under which it was raised, that income is shown as restricted in the Statement of Financial Activities. Expenditure for the specified purposes is shown as restricted expenditure. Any unexpended balance at the balance sheet date is carried forward as a restricted reserve.

1.4. Income

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received. The following specific policies are applied to particular categories of income:

Donations – For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated goods, facilities and services – Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example, the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 APRIL 2023

Grants- Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

1.5. Expenditure

Expenditure is accounted for on an accruals basis and gross of any related income. Costs are classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of the resources.

- Costs of charitable activities comprise direct expenditure. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of resources.
- Governance costs include those costs, such as independent examination fees and legal and professional fees, associated with constitutional and statutory requirements.

1.6. Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

| | |
|--------------------------|------------------------------|
| Improvements to property | 20% on a straight-line basis |
| Plant and equipment | 20% on a straight-line basis |
| Fixtures and fittings | 20% on a straight-line basis |

Tangible fixed assets acquired using restricted funds are re-classified as unrestricted assets once all funding restrictions are met.

1.7. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

2. Critical accounting estimates and judgments

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are re-viewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision only affects that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The key area of estimation uncertainty in these financial statements is the depreciation charge, in 2023 this was £26,706 (2022: £14,010).

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 APRIL 2023

3. Donations and legacies

| | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|------------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Donations and legacies | 10,837 | 20,288 | 31,125 | 30,175 | 3,000 | 33,175 |
| Income from grants | 1,482 | 140,246 | 141,728 | 1,500 | 80,102 | 81,602 |
| | <u>12,319</u> | <u>160,534</u> | <u>172,853</u> | <u>31,675</u> | <u>83,102</u> | <u>114,777</u> |
| | ===== | ===== | ===== | ===== | ===== | ===== |

4. Charitable activities

| | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Unrestricted funds 2022 £ | Restrict ed funds 2022 £ | Total 2022 £ |
|--------------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|-----------------------------------|--------------------|
| School visits and events | 25,864 | 50 | 25,914 | 33,889 | - | 33,889 |
| Produce | 1,538 | - | 1,538 | 1,776 | - | 1,776 |
| | <u>27,402</u> | <u>50</u> | <u>27,452</u> | <u>35,665</u> | <u>-</u> | <u>35,665</u> |
| | ===== | ===== | ===== | ===== | ===== | ===== |

5. Raising funds

| | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|--------------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Cost of generating funds | 52 | 420 | 472 | - | - | - |
| | <u>=====</u> | <u>=====</u> | <u>=====</u> | <u>=====</u> | <u>=====</u> | <u>=====</u> |

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 APRIL 2023

6. Charitable activities

| | 2023 | 2022 |
|-----------------------------------|---------|---------|
| | £ | £ |
| Staff costs | 142,571 | 84,489 |
| Depreciation | 26,706 | 14,010 |
| Insurance and utilities | 4,240 | 4,478 |
| Repairs, renewals and maintenance | 5,828 | 1,264 |
| Site Development | 2,577 | - |
| Training costs | 371 | 2,745 |
| Consultancy | 3,000 | 600 |
| Events costs | 3,993 | 1,628 |
| Animal costs | 3,436 | 494 |
| Growing costs | 2,092 | 186 |
| Other costs | 3,956 | 5,855 |
| Management systems | 1,638 | 1,412 |
| | <hr/> | <hr/> |
| | 200,408 | 117,161 |
| Governance costs | 2,909 | 3,848 |
| | <hr/> | <hr/> |
| | 203,317 | 121,009 |
| | ===== | ===== |
| Analysis by fund | | |
| Unrestricted funds | 69,826 | 22,073 |
| Restricted funds | 133,491 | 98,936 |
| | <hr/> | <hr/> |
| | 203,317 | 121,009 |
| | ===== | ===== |

7. Governance costs

| | 2023 | 2022 |
|------------------------|-------|-------|
| | £ | £ |
| Accountancy Fees | 1,800 | 2,350 |
| Legal and professional | 854 | 1,485 |
| Other governance costs | 255 | 13 |
| | <hr/> | <hr/> |
| | 2,909 | 3,848 |
| | ===== | ===== |
| Analysed between | | |
| Charitable activities | 2,909 | 3,848 |
| | ===== | ===== |

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2023

8. Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

9. Employees

The average monthly number of employees during the year was:

| | 2023 | 2022 |
|-------------------------|---------|--------|
| | Number | Number |
| | 8 | 6 |
| | ===== | ===== |
| Employment costs | | |
| | 2023 | 2022 |
| | £ | £ |
| Wages and Salaries | 133,361 | 80,523 |
| Social security costs | 3,959 | - |
| Pension costs | 5,251 | 3,966 |
| | ----- | ----- |
| | 142,571 | 84,489 |
| | ===== | ===== |

There were no employees whose annual remuneration was more than £60,000.

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2023

10. Tangible fixed assets

| | Improvements to property £ | Plant and equipment £ | Fixtures and fittings £ | Total £ |
|------------------------|----------------------------------|-----------------------------|-------------------------------|------------|
| Cost | | | | |
| At 1 May 2022 | 59,472 | 6,661 | 66,865 | 132,998 |
| Additions | 2,918 | - | 2,864 | 5,782 |
| Disposals | (28) | (67) | (328) | (423) |
| At 30 April 2023 | 62,362 | 6,594 | 69,401 | 138,357 |
| Depreciation | | | | |
| At 1 May 2022 | 11,508 | 913 | 26,017 | 38,438 |
| Charged in the year | 12,045 | 1,332 | 13,329 | 26,706 |
| Disposals | (28) | (65) | (328) | (421) |
| At 30 April 2023 | 23,525 | 2,180 | 39,018 | 64,723 |
| Carrying amount | | | | |
| At 30 April 2023 | 38,837 | 4,414 | 30,383 | 73,634 |
| | ===== | ===== | ===== | ===== |
| At 30 April 2022 | 47,964 | 5,748 | 40,848 | 94,560 |
| | ===== | ===== | ===== | ===== |

11. Debtors

| | 2023 £ | 2022 £ |
|---------------|-----------|-----------|
| Trade debtors | 1,390 | 3,632 |
| | ===== | ===== |

12. Creditors: amounts falling due within one year

| | 2023 £ | 2022 £ |
|------------------------------|-----------|-----------|
| Taxation and social security | 2,163 | - |
| Accruals and other creditors | 2,647 | 3,300 |
| | ===== | ===== |
| | 4,810 | 3,300 |
| | ===== | ===== |

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 APRIL 2023

13. Retirement benefit schemes

Defined contribution schemes

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £5,251 (2022 - £3,966).

14. Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

| | Balance at 1 May 2022 £ | Incoming Resources £ | Resources expended £ | Transfers £ | Balance at 30 April 2023 £ |
|----------------------------------|-------------------------------|----------------------------|----------------------------|-----------------|----------------------------------|
| Site Development | 15,625 | - | (306) | (15,319) | - |
| Postcode Lottery | 4,395 | - | (345) | (4,050) | - |
| OCF Healthy Hearts | 22,957 | - | (21,635) | (779) | 543 |
| Bernard Sunley | 2,925 | - | (25) | (2,900) | - |
| Bright Ideas | 3,705 | - | (2,919) | (786) | - |
| Thames Water | 3,068 | - | (36) | (3,032) | - |
| James Schumann | 338 | - | (338) | - | - |
| Tesco Bags Help | 2,135 | - | (35) | (2,100) | - |
| International Tree Foundation | 536 | - | - | (536) | - |
| Main Grants | 9,987 | - | (3,563) | (6,424) | - |
| CAG | 460 | - | (370) | (90) | - |
| OCF Covid Response | 3,686 | - | (3,686) | - | - |
| Kitchen Fund | 40,642 | - | - | (40,642) | - |
| Kickstart | 17 | - | - | (17) | - |
| People's Health Trust | 1,588 | 23,008 | (21,872) | (3,129) | (405) |
| WISH | 2,500 | 5,000 | (6,667) | - | 833 |
| Sylvia Waddilove Foundation | 2,000 | - | - | (2,000) | - |
| National Lottery | - | 112,238 | (71,644) | - | 40,594 |
| Sally Mullard Memorial | - | 20,288 | (420) | - | 19,868 |
| Mini Good Food | - | 50 | (50) | - | - |
| | <u>116,564</u> | <u>160,584</u> | <u>(133,911)</u> | <u>(81,804)</u> | <u>61,433</u> |
| | ===== | ===== | ===== | ===== | ===== |

Fixed Asset Purchases - Tangible fixed assets acquired using restricted funds are re-classified and transferred to unrestricted assets once all funding restrictions are met.

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2023

14. Restricted funds

(Continued)

Site Development - Community funding raised to support infrastructure development on the site.

Postcode Lottery - The wild edges project will part fund our community grower, and the training and support of a volunteer co-leader to run weekly drop-in volunteering sessions. During sessions volunteers developed the forest garden and created a wildlife pond and rain garden. Improving habitat, increasing crop production, and demonstrating sustainable solutions to rainwater management.

Oxford Community Foundation - Healthy Heart project grant funding to support sessions focused on improving physical health and nutritious eating.

Bernard Sunley - £5,000 contribution to site improvement fundraising target of £32,000 for installing new fencing and gates to secure the site, installing water and electricity lines, and purchasing a converted storage container to act as secure storage and a sheltered classroom.

Bright Ideas - Funding to support organisational development through customer and market analysis, business planning, legal and HR support and salary of a part-time development worker.

Thames Water - Grant to fund a fully accessible shipping-container toilet block.

James Schumann - Grant providing match funding for volunteer coordinator and interim operation manager.

Tesco Bags Help - Grant to support the building works associated with the outdoor kitchen area.

International Tree Foundation - Grant to run forest garden workshops, two tree planting events and a community event to celebrate community effort.

Main Grants - A collection of smaller funds that were donated to assist the farm in its set up and delivery of its core objectives.

CAG - Grant for borehole and solar pumping equipment and installation along with community sharing sessions about the build process.

OCF Covid response - Grant to cover staffing costs so we can offer more volunteering opportunities and visits to the Farm for people in the local community and those referred to us by special support services including vulnerable children and families.

Kitchen Fund - These funds were raised through a community crowdfund to rehome a portable classroom building destined for landfill which now holds our community kitchen and office spaces.

Kickstart - Funding from government to offer apprenticeship for two young people

People's Health Trust - Funding to run weekly sessions open to Rose Hill, Littlemore and Blackbird Leys residents for the farm to develop relationships with harder to reach communities to support them to make long-term friendships and a sense of ownership of a community resource.

WISH - Delivery of workshops and support around growing activities.

Sylvia Waddilove Foundation - Grant to support Animal Infrastructure at Oxford City Farm.

National Lottery – Food to Fork – Three-year funding from National Lottery's Reaching Communities grant scheme to support the Community Framing and Community Kitchen sessions at the farm and assist in increasing public access.

Sally Mullard Memorial – Donations received from a fundraising campaign to install a yurt at the farm in memory of the late Sally Mullard.

Mini Good Food – Mini grant from Good Food Oxfordshire to support OCF Pumpkin Festival event.

OXFORD CITY FARM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2023

15. Analysis of net assets between funds

| | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|--|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Fund balances at 30 April 2023 are represented by: | | | | | | |
| Tangible assets | 73,634 | - | 73,634 | 19,284 | 75,276 | 94,560 |
| Current assets/ (liabilities) | 52,961 | 61,433 | 114,394 | 55,664 | 41,288 | 96,952 |
| | ----- | ----- | ----- | ----- | ----- | ----- |
| | 126,595 | 61,433 | 188,028 | 74,948 | 116,564 | 191,512 |
| | ===== | ===== | ===== | ===== | ===== | ===== |

16. Related party transactions

There were no disclosable related party transactions during the year (2022 – none).

