

THE BESOM IN WITNEY

Accounts – 31st October 2023

THE BESOM IN WITNEY

(A company limited by guarantee and not having a share capital)

Charity number: 1146040
Company number: 7844402

Accounts – 31st October 2023

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THE BESOM IN WITNEY

**REPORT OF THE TRUSTEES
for the year ended 31st October 2023**

The Trustees are pleased to present their annual report and financial statements of the charitable company for the year ended 31st October 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and the charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland; FRS 102) issued in October 2019.

Reference and Administration Details

The charity's name is The Besom in Witney.

Charity Registration Number: 1146040

Company Number: 7844402

Registered Office: 22b High Street, Witney, Oxon, OX28 6RB

Trustees and Directors

The Trustees of the charitable company (the charity) are its Directors for the purposes of company law. The Trustees and officers who served during the year and since the year end were as follows:

R Crossley (resigned 31st July 2023)
P Ledden (resigned 31st July 2023)
S Wingfield Digby
D Taylor
H St John (appointed 30th September 2022)
S Grenfell (appointed 10th July 2023)
R Honour-Smith (appointed 29th November 2023)

Objectives and Activities

The main objects of the charity are:

- i) To relieve persons in conditions of need or hardship or who are aged or distressed
- ii) The advancement of education
- iii) The advancement of the Christian faith

In planning the activities of the charitable company, the directors have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

The public benefit objective is achieved through our work in the community outlined below.

Achievements and Performance

For the operating year 2022-2023 we have overall slightly increased our food and furniture deliveries over the previous year.

The Food team delivered 355 food parcels, less than last year, but we have had more requests from larger families, and have fed 929 people in total. We also delivered 75 Christmas hampers, compared to 62 last year. Emergency food parcels comprised what food gifts we could include, generally a minimum of 3-days' worth of food, plus an accompanying supermarket voucher, where appropriate, so that the recipient had the dignity of buying their own fresh food items.

**REPORT OF THE TRUSTEES
for the year ended 31st October 2023 (Continued)**

Achievements and Performance (continued)

The van team carried out 29 runs between November 2022 and October 2023, three more than in the same period 2021-2022. The van team comprises a pool of seven time-givers who have offered their services.

In February 2022 we took over a storage unit at New Yatt Business Centre which is larger and more suitable for storing items out of damp conditions. This has meant we have been able to build up a small stock of general items such as beds, mattresses and tables rather than relying on donors to hold on to items until a matching recipient comes along. This has allowed us to react more quickly and provide items in an emergency situation where people move into completely empty properties.

We reviewed our mission and current strategy and on the basis of them have made decisions about areas of work we can undertake and requests that we can respond to.

One of these areas is organizing Gardening or DIY Projects. We do not currently have the human resources to organise these or the potential volunteers to hand to take them on. We concluded that we will henceforth act as a 'bridge' (in keeping with our vision) between those needing help and church groups that might be interested in taking projects on.

Another is our decision to partner with the clothes charity Apollos where we are able to act as a bridge when given items which Apollos can use

We have also decided to improve our reach to young potential time-givers by seeking to recruit a time-giver who has expertise in digital communication.

As always, we are very grateful to our wonderful team of time-givers at the Besom in Witney. We also give thanks for the generosity of people in our area and to God for all his blessing and provision.

Reserves Policy

The trustees have considered the charity's requirements for reserves and presently have a policy of maintaining funds equivalent to four months of average expenditure. This would be in the region of £4,500 currently. We do not directly fundraise and so if there were significant and sustained drops in income this would provide enough time to adapt to changing circumstances. Our premises are sensibly licensed, not leased, to mitigate against potential future variances in income, but we are potentially at the mercy of landlord whims. Our rented properties are rented on a 1 month notice arrangement. Healthy reserves provide flexibility to take on alternative suitable premises at short notice should that become necessary.

Some donations are ring-fenced for particular purposes. There is no deliberate policy of holding such money back from being spent. We will do so as we become aware of needs fitting the criteria specified by the giver. We are grateful that to date we have not turned down a reasonable request for help due to lack of funds.

Structure, Governance and Management

Governing Document

The Besom in Witney is a company limited by guarantee governed by its Memorandum and Articles of Association dated 7th November 2011. It is registered as a charity with the Charity Commission. Members of the charitable company guarantee to contribute amounts not exceeding £10 to the assets of the charitable company in the event of winding up.

REPORT OF THE TRUSTEES
for the year ended 31st October 2023 (Continued)

Structure, Governance and Management (continued)

Appointment of Trustees

The trustees keep the composition of the board under review and will seek to appoint additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charitable company in order to make them aware of current activities.

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

Approved by the trustees on 14th February 2024 and signed on its behalf by:

D Taylor

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D Taylor - Trustee/Director

Witney

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the trustees on my examination of the accounts of The Besom in Witney for the year ended 31st October 2023.

Responsibilities and Basis of Report

As the charity's trustees (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the charitable company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts have not been prepared in accordance with 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 accounts to be reached.

A P Williams BSc FCCA
A J Carter & Co
Chartered Accountants

22b High Street
Witney
Oxon
OX28 6RB

20th February 2024

Statement of Financial Activities
(including an income and expenditure account)

for the year ended 31st October 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
		£	£	£	£
Income from:					
Donations and legacies	3	33,493	-	33,493	32,598
Investment income	4	361	-	361	30
Total incoming resources		<u>33,854</u>	<u>-</u>	<u>33,854</u>	<u>32,628</u>
Expenditure on:					
Charitable activities	5	<u>27,772</u>	<u>-</u>	<u>27,772</u>	<u>34,427</u>
Total expenditure		<u>27,772</u>	<u>-</u>	<u>27,772</u>	<u>34,427</u>
Net income/(expenditure) and net movement in funds for the year		6,082	-	6,082	(1,799)
Transfer between funds		-	-	-	-
Net movement in funds		<u>6,082</u>	<u>-</u>	<u>6,082</u>	<u>(1,799)</u>
Reconciliation of funds					
Total funds brought forward		<u>20,664</u>	<u>-</u>	<u>20,664</u>	<u>22,463</u>
Total funds carried forward		<u><u>£26,746</u></u>	<u><u>£-</u></u>	<u><u>£26,746</u></u>	<u><u>£20,664</u></u>

There were no recognised gains or losses other than those shown in the Statement of Financial Activities.

The notes on page 7 to 10 form part of these financial statements.

THE BESOM IN WITNEY

6.

BALANCE SHEET

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	9	-	-
Total fixed assets		-	-
Current assets			
Cash at bank and in hand		27,430	21,324
Total current assets		27,430	21,324
Liabilities			
Creditors falling due within one year	10	684	660
Net current assets		26,746	20,664
Total assets less current liabilities		26,746	20,664
Total net assets	11	<u>£26,746</u>	<u>£20,664</u>
The funds of the Charity			
Restricted income funds	12	-	-
Unrestricted income funds	12	26,746	20,664
Total unrestricted funds		<u>26,746</u>	<u>20,664</u>
Total charity funds		<u>£26,746</u>	<u>£20,664</u>

For the year ended 31st October 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors Responsibilities

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

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

These accounts have been prepared in accordance with the special provisions relating to companies subject to the Small Companies Regime with Part 15 of the Companies Act 2006.

These accounts were approved by the board of directors and authorised for issue on: 14th February 2024 and are signed on their behalf by:

D Taylor

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D Taylor - Trustee/Director

The notes on pages 7 to 10 form part of these financial statements

NOTES TO THE ACCOUNTS
for the year ended 31st October 2023

1. **Accounting Policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) **Basis of Preparation**

The financial statements have been prepared in accordance with the 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)) (issued in October 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Public Benefit Entity

The Besom in Witney meets the definition of a public benefit entity as defined by FRS 102.

Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern

b) **Income Recognition Policies**

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the items of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Income received in advance of a specific performance or provision of other specified service is deferred until the criteria for income recognition are met.

c) **Donated Services**

In accordance with the Charities SORP (FRS 102) the general time of volunteers is not recognised in the accounts.

d) **Interest Receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

e) **Fund Accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for the particular areas of the Charity's work or for specific projects being undertaken by the Charity.

NOTES TO THE ACCOUNTS
for the year ended 31st October 2023

f) **Expenditure and Irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on Charitable activities.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g) **Tangible Fixed Assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on the straight-line basis as follows:

Asset Category	Annual Rate
Motor vehicles	25%

h) **Debtors**

Trade and other debtors are recognised at the settlement amounts due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

i) **Cash at Bank and in Hand**

Cash at bank and cash in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) **Creditors and Provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. **Legal Status of the Charity**

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

3. **Income from donations**

	2023	2022
	£	£
Gifts and donations	33,493	32,598
	<u>£33,493</u>	<u>£32,598</u>

NOTES TO THE ACCOUNTS
for the year ended 31st October 2023

4. **Investment income**

	2023	2022
	£	£
Interest	361	30
	<u>£361</u>	<u>£30</u>

5. **Analysis of expenditure on charitable activities**

	2023	2022
	Total	Total
	£	£
Supporting those in need	25,452	30,979
Motor and travel	742	1,252
Administration and publicity	393	712
Insurance	501	422
Independent examiner's fee	684	660
Depreciation	-	402
Total	<u>£27,772</u>	<u>£34,427</u>

6. **Net income/(expenditure) for the year**

	2023	2022
	£	£
<i>This is stated after charging:</i>		
Depreciation	-	402
Independent examiner's fee	684	660
	<u>684</u>	<u>660</u>

7. **Related party transactions**

During the year there have been no transactions with any of the trustees which require separate disclosure within the financial statements.

No trustees received any remuneration or were paid any expenses during the year (2022: £Nil).

8. **Corporation tax**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

NOTES TO THE ACCOUNTS
for the year ended 31st October 2023

9. **Tangible fixed assets**

	Motor Vehicles £	Total £
Cost:		
As at 1 November 2022	9,784	9,784
Additions	-	-
As at 31 October 2023	<u>9,784</u>	<u>9,784</u>
Depreciation:		
As at 1 November 2022	9,784	9,784
Charge for year	-	-
As at 31 October 2023	<u>9,784</u>	<u>9,784</u>
Net book value:		
As at 31 October 2023	<u>£-</u>	<u>£-</u>
As at 31 October 2022	<u>£-</u>	<u>£-</u>

10. **Creditors: amounts falling due within one year**

	2023 £	2022 £
Accruals	684	660
	<u>£684</u>	<u>£660</u>

11. **Analysis of net assets between funds**

	General Fund £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	-	-	-	-
Cash at bank and in hand	27,430	-	-	27,430
Other net current assets/(liabilities)	(684)	-	-	(684)
Total	<u>£26,746</u>	<u>£-</u>	<u>£-</u>	<u>£26,746</u>

12. **Analysis of charitable funds**

Analysis of movements in unrestricted funds

	Balance 01.11.2022 £	Incoming resources £	Resources expended £	Transfers £	Funds 31.10.2023 £
General fund	20,664	33,854	(27,772)	-	26,746
Total	<u>£20,664</u>	<u>£33,854</u>	<u>£(27,772)</u>	<u>£-</u>	<u>£26,746</u>