

THE BESOM IN WITNEY

Accounts – 31st December 2024

THE BESOM IN WITNEY

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

Charity number: 1146040
Company number: 7844402

Accounts – 31st December 2024

INDEX

- 1-3. Report of the Trustees and General Information
- 4. Independent Examiner's Report to the Trustees
- 5. Statement of Financial Activities
- 6. Balance Sheet
- 7-11. Notes to the Accounts

THE BESOM IN WITNEY

**REPORT OF THE TRUSTEES
for the period ended 31st December 2024**

The Trustees are pleased to present their annual report and financial statements of the charitable company for the period ended 31st December 2024 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:

S Wingfield Digby
D Taylor
H St John
S Grenfell
R Honour-Smith (appointed 29th November 2023)
T Gaskell (appointed 19th June 2024)

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

This report covers the period 1st November 2023 to 31st December 2024 to reflect our change of financial year to the calendar year.

We have, overall, maintained food, housepack and furniture deliveries over the period compared to the previous year. We continue to respond to referrals from Citizens Advice, the West Oxfordshire Family Solutions, Connections, local school officers and other agencies. We have also taken a number of new initiatives as highlighted below.

REPORT OF THE TRUSTEES
for the period ended 31st December 2024 (Continued)

Achievements and Performance (continued)

We saw the retirement of several key volunteers but God has provided able and committed new time-givers to replace them. We have recruited one new trustee this year who is making a substantial contribution, and we will use a skills matrix exercise as we consider further strengthening of the board.

The total number of food deliveries for 2024 was 356. Some 226 deliveries were to families, represented by 403 adults and 547 children. 130 deliveries were to single people. We delivered 19 parcels to Afghan families and this seems to be an increasing trend. As usual, there were over 30 donors to our Harvest appeal, either churches or schools and one or two separate individuals. We delivered Christmas hampers to 48 families (ranging from 2 to 10 members in size) and to 35 singles. This was an increase on 2023.

We also made up house packs and delivered them when possible, by car or left them ready for the van team if they were too big or heavy.

We made a total of 34 van runs encompassing 56 collections, 53 deliveries of furniture and 27 deliveries of house packs. We were able to support several refugee families moving into empty properties through close liaison with the WODC officer responsible.

Our long-serving newsletter editor was among those time givers to retire. Our first newsletter under new leadership came out in December 2024; after discussion it was decided henceforth to send it out four times a year rather than monthly. Our new editor has given it a new, fresher look which has been much appreciated.

We have tried to create more of a volunteer community through social events, as well as our regular Friday meetings, and we held our first event to bring together key Besom volunteers and representatives of our main referring agencies.

We held a Prayer and Vision Day in addition to our regular board meetings. Several new initiatives mentioned here came out of this day. In addition, we regularly review our mission and current strategy and on the basis of them make decisions about areas of work we can undertake and requests that we can respond to.

We have also worked behind the scenes on legacy issues; updating electronic document storage and sharing; and creating new policies.

Our new Trustee has taken on responsibility for Comms and has set up a Facebook page so that we now have a presence on social media.

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.

Finances and reserves

This year our financial year (1st Nov 2023 to 31st Oct 2024) was extended by 2 months to 31st Dec 2024, as we make the transition to a financial year that follows the calendar year. Our annual income was £46,808 and our expenditure for the year was £ 39,979.

We end the year with our finances in a healthy state and carrying forward substantial funds of £33,575, although we are still monitoring our monthly expenditure having recently increased the amount we give away in food vouchers.

REPORT OF THE TRUSTEES
for the period ended 31st December 2024 (Continued)

Finances and reserves (continued)

The trustees have considered the charity's requirements for reserves and presently have a policy of maintaining funds equivalent to four months of average core expenditure. Based on 2023-24 expenditure this would be £6,400 currently. However, we also need to make additional provision of £15,000 to replace our ageing van in the foreseeable future. With the current level of funding, if there were significant and sustained drops in income, this would provide enough but this will be kept under review by the Trustees, taking account of whether any donations we have received have been ring-fenced for particular purposes. Our premises are rented on a 1 month notice arrangement. Our current healthy reserves provide flexibility to take on alternative suitable premises at short notice should that become necessary as we outgrow our current storage spaces.

Assuming our reserves will not dip substantially during 2025 we are actively looking at ways to disperse our £12,200 excess funds. Options include:

1. Funding a new location for our storage facilities. At present we have 3 storage facilities in different locations. We would like to co-locate to a shared facility, preferably in Witney and possibly shared with another local charity, which has a very similar ethos to the Besom in Witney.
2. Purchase of carpets/rugs. We are very aware that some families we deliver to who live in social housing have no carpets and are living with concrete flooring which is unsuitable, particularly where children in the household are young. We have been in discussion with a housing association about this issue and intend to explore options further.

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.

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 2025 and signed on its behalf by:

.....

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 period ended 31st December 2024.

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

..... 2025

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

for the period ended 31st December 2024

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
		£	£	£	£
Income from:					
Donations and legacies	3	45,528	365	45,893	33,493
Investment income	4	915	-	915	361
Total incoming resources		<u>46,443</u>	<u>365</u>	<u>46,808</u>	<u>33,854</u>
Expenditure on:					
Charitable activities	5	39,055	924	39,979	27,772
Total expenditure		<u>39,055</u>	<u>924</u>	<u>39,979</u>	<u>27,772</u>
Net income/(expenditure) and net movement in funds for the year		7,388	(559)	6,829	6,082
Transfer between funds		(559)	559	-	-
Net movement in funds		<u>6,829</u>	<u>-</u>	<u>6,829</u>	<u>6,082</u>
Reconciliation of funds					
Total funds brought forward		26,746	-	26,746	20,664
Total funds carried forward		<u>£33,575</u>	<u>£-</u>	<u>£33,575</u>	<u>£26,746</u>

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

The notes on page 7 to 11 form part of these financial statements.

THE BESOM IN WITNEY

6.

BALANCE SHEET

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	9	-	-
Total fixed assets		-	-
Current assets			
Cash at bank and in hand		34,295	27,430
Total current assets		34,295	27,430
Liabilities			
Creditors falling due within one year	10	720	684
Net current assets		33,575	26,746
Total assets less current liabilities		33,575	26,746
Total net assets	11	<u>£33,575</u>	<u>£26,746</u>
The funds of the Charity			
Restricted income funds	12	-	-
Unrestricted income funds	12	33,575	26,746
Total unrestricted funds		<u>33,575</u>	<u>26,746</u>
Total charity funds		<u>£33,575</u>	<u>£26,746</u>

For the period ended 31st December 2024 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: 2025 and are signed on their behalf by:

.....
D Taylor - Trustee/Director

The notes on pages 7 to 11 form part of these financial statements

NOTES TO THE ACCOUNTS
for the period ended 31st December 2024

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 period ended 31st December 2024

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**

	2024	2023
	£	£
Gifts and donations	43,793	33,493
Grants	2,100	-
	<u>£45,893</u>	<u>£33,493</u>

NOTES TO THE ACCOUNTS
for the period ended 31st December 2024

4. **Investment income**

	2024	2023
	£	£
Interest	915	361
	<u>£915</u>	<u>£361</u>

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

	2024	2023
	Total	Total
	£	£
Supporting those in need	16,800	25,452
Motor and travel	2,001	742
Administration and publicity	831	393
Property	18,328	-
Insurance	957	501
Sundry	342	-
Independent examiner's fee	720	684
Depreciation	-	-
Total	<u>£39,979</u>	<u>£27,772</u>

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

	2024	2023
	£	£
<i>This is stated after charging:</i>		
Depreciation	-	-
Independent examiner's fee	720	684

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 (2023: £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 period ended 31st December 2024

9. **Tangible fixed assets**

	Motor Vehicles £	Total £
Cost:		
As at 1 November 2023	9,784	9,784
Additions	-	-
As at 31 December 2024	<u>9,784</u>	<u>9,784</u>
Depreciation:		
As at 1 November 2023	9,784	9,784
Charge for year	-	-
As at 31 December 2024	<u>9,784</u>	<u>9,784</u>
Net book value:		
As at 31 December 2024	<u>£-</u>	<u>£-</u>
As at 31 October 2023	<u>£-</u>	<u>£-</u>

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

	2024 £	2023 £
Accruals	<u>720</u>	<u>684</u>
	<u>£720</u>	<u>£684</u>

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

	General Fund £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	-	-	-	-
Cash at bank and in hand	34,295	-	-	34,295
Other net current assets/(liabilities)	(720)	-	-	(720)
Total	<u>£33,575</u>	<u>£-</u>	<u>£-</u>	<u>£33,575</u>

12. **Analysis of charitable funds****Analysis of movements in restricted funds**

	Balance 01.11.2023 £	Incoming resources £	Resources expended £	Transfers £	Funds 31.12.2024 £
Christmas hampers	-	365	(924)	559	-
Total	<u>£-</u>	<u>£365</u>	<u>£(924)</u>	<u>£559</u>	<u>£-</u>

NOTES TO THE ACCOUNTS
for the period ended 31st December 2024

12. Analysis of charitable funds

Analysis of movements in restricted funds

	Balance 01.11.2023	Incoming resources	Resources expended	Transfers	Funds 31.12.2024
	£	£	£	£	£
General fund	26,746	46,443	(39,055)	(559)	33,575
Total	£26,746	£46,443	£(39,055)	£(559)	£33,575