

OAKS MARTIAL ARTS FOUNDATION
TRUSTEES REPORT
YEAR ENDED 30 NOVEMBER 2021

The trustees submit their report and the financial statements of Oaks Martial Arts Foundation for the year ended 30 November 2021.

OBJECTIVES AND ACTIVITIES

The objectives of the trust are to promote community participation in healthy recreation by providing or assisting in the provision of facilities for martial arts and kick boxing.

The trustees have had regard to the Charity Commission's guidance on public benefit and are mindful to ensure that the charity remains adherent to the guidance.

ACHIEVEMENTS AND PERFORMANCE

Until the onset of Covid, this was another successful year for the Foundation and membership increased in line with expectations. The charity continued to be financially stable and self-financing with an expanding range of activities at various venues, which continued online until the year end. Normal meetings were recommenced recently.

FINANCIAL REVIEW

Current year income has of course been affected by Covid but despite that the charity has more than adequate resources to continue in the future.

The general fund remaining amounted to £17,733 at 30 November 2021, (2020: £24,764) which is considered prudent, and sufficient for the charity's anticipated future requirements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is a charitable incorporated organisation, registered charity (number 1151252), founded by Trust Deed in 2003.

Trustees are appointed by the Board of Trustees and serve for an indefinite period. The Trust Deed provides for no minimum or maximum number of trustees.

The trustees determine the general policy of the charity, and agree the broad strategy and areas of activity for the trust, including consideration of reserves and risk management policies and performance.

The Board keeps the skill requirements for the trustees under review and in the event that a trustee permanently retires or additional new trustees are required, the board seeks new trustees from persons known personally to them, or from a list of persons recommended to the Board by donors or sponsors. The ultimate decision on selection is, however, a matter for the Board of Trustees.

The induction process for any newly appointed trustee comprises an initial meeting with the Chair and the Board, followed by a series of short meetings with the chair on investments, the grant making process, powers and responsibilities of the trustee board. The welcome pack includes a brief history of the Trust, copies of relevant Board minutes, a copy of the latest annual reports and accounts, a copy of the governing trust deed and a copy of the Charity Commission's guidance 'The essential Trustee: What you need to know'.

TRUSTEES

The trustees who served during the year are as follows:

Mrs Alison Longhurst
Mr Martin Johnson
Mr James Turner

PRINCIPAL ADDRESS

Middle House
Solefields Road
Kent
TN13 1PJ

RISK

The major risks to which the charity is exposed as identified by the trustees have been reviewed and systems have been established to manage those risks.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that the accounts are true and fair.

A handwritten signature in black ink, appearing to read 'James Turner', with a large, sweeping initial 'J'.

James Turner

Trustee

23 August 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OAKS MARTIAL ARTS FOUNDATION

I report on the receipts and payments accounts of the charity for the year ended 30 November 2021 which are set out on the attached pages.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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



IAN MILNER
CHARTERED ACCOUNTANT
2 Langthorne Court
Morley
Leeds
LS27 9DR

24 August 2022

Oaks Martial Arts Foundation
Receipts and payments account
Year ended 30 November 2021

CHARITY NUMBER 1151252

| | 2021 | | 2020 | |
|---|------------------|------------------|-----------|------------------|
| | £ | £ | £ | £ |
| Charitable receipts | | | | |
| Fee income | 91,056.22 | 91,056.22 | | 72,043.93 |
| Charitable payments | | | | |
| Instructor fees | 52,545.00 | | 24,525.26 | |
| Advertising | | | 39.00 | |
| Accounting | 342.00 | | 568.00 | |
| Bank charges | 1,180.05 | | 867.15 | |
| Hall Hire | 16,905.36 | | 20,160.56 | |
| Payroll | 22,331.87 | | 19,108.75 | |
| Motor and travel exes | 3,669.19 | | 3,295.76 | |
| Insurance | 433.15 | | 656.81 | |
| Training costs | | | 193.97 | |
| Sundry expenses | 680.72 | | 229.24 | |
| Competition | | | | |
| Total payments | <u>98,087.34</u> | <u>98,087.34</u> | | <u>69,644.50</u> |
| Deficit/surplus from charitable activities | - 7,031.12 | - 7,031.12 | | <u>2,399.43</u> |
| Loan from OMA | 500.00 - | | | |
| Cash in hand/loan balance at 1 December 2020 | 6,748.09 - | | | |
| Cash in hand/loan balance 30 November 2021 | <u>216.97 -</u> | <u>2,449.03</u> | | |

Oaks Martial Arts Foundation
Statement of assets and liabilities
As at 30 November 2021

CHARITY NUMBER 1151252

| | 2021 | 2020 |
|--------------------------|------------------|------------------|
| Fixed assets | | |
| Equipment | 11,929.73 | 11,929.73 |
| Vans | 8,035.39 | 8,035.39 |
| Current assets | | |
| Cash at bank | 216.87 | 6,748.09 |
| Loans | | |
| OMA Trading Ltd | 20,182.69 | 26,713.21 |
| | - 2,449.03 | - 1,949.03 |
| | <u>17,733.66</u> | <u>24,764.18</u> |
| Unrestricted Fund | | |
| Brought forward | 24,764.18 | 22,884.75 |
| Deficit for the year | - 7,031.12 | 2,889.43 |
| | <u>17,733.06</u> | <u>24,764.18</u> |

Signed on the charity's behalf:



James Turner

Trustee

23 August 2022

The Foundation has a contract with Sparks Action Portraits Limited to provide tuition services at a fixed hourly rate. Mrs A Longhurst, a Trustee, is a director and shareholder of that company. Services are provided in accordance with a contract which provides that the risk of unpaid fees lies entirely with the company.

As at 30 November 2021, the Foundation owed the sum of £12,640.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OAKS MARTIAL ARTS FOUNDATION

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