

Olive Community Project

Charity Number: 1155574

{For Charitable Incorporated Organisation}

Trustees' Annual Report and Financial Statements for the Period 1 April 2020 to 31 March 2021

January 2022

Reference & Administration Details

Charity name: Olive Community Project

Other names charity is known by:

Charity number: 1155574

Charity's operating address: Olive Branch, 2c Castle Street, Edgeley, Stockport
SK3 9AB

Names of the Charity Trustees who Manage the Charity *(Add extra rows as required)*

	<i>Trustee Name</i>	<i>Office (if any)</i>	<i>Appointed</i>	<i>Retired</i>
1:	Rev Stephen Hough			
2:	Ms Sarah Booth			
3:	Rev Ken Livingstone			
4:	Mrs Ann Dawber			

Names & Addresses of Advisors *(Delete rows which are not relevant)*

	<i>Name</i>	<i>Address & Postcode</i>
Bank:	The Cooperative Bank	PO Box 250, Skelmersdale, Lancs WN8 6WT

Names of Senior Staff with Delegated Responsibilities *(Add extra rows as required)*

<i>Name</i>	<i>Role</i>
Mrs Christine Cheetham	Project Manager

Structure, Governance & Management

Description of the Charity's Trusts

Type of Governing Document: Foundation Model Constitution

How the Charity is Constituted: Charitable Incorporated Organisation

Trustee Selection Methods: Trustees are actively identified from among existing trustee networks for their particular skills and experience, and invited to stand for election.

How New Trustees are Inducted and Trained: Prospective new trustees are invited to attend a board meeting as an observer before deciding whether to stand for election. They are inducted informally through discussion with existing trustees and the Project Manager.

Objectives & Activities

Summary of the Objects of the Charity as set out in its Governing Document

The objects of the CIO are:

1. To promote for the benefit of the inhabitants of Edgeley, Stockport and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
2. The relief of those in need, by reason of old age, ill-health, disability, financial hardship or other disadvantage in Edgeley, Stockport, through signposting or introducing them to health, social and other services, and assisting and supporting them in accessing such services, both through traditional means and via the internet.
3. To promote social inclusion in Edgeley, Stockport for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race,

disability, ethnic origin, religion, belief, creed, sexual orientation or gender reassignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society)

4. To advance the Christian religion in Edgeley, Stockport for the public benefit by such means as the trustees may determine.

Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Olive Community Project began operating as a registered charity in January 2014, having emerged from a group of local people who had been talking, planning and developing low key, community-focused work for a couple of years before that. OCP had formed in response to recognised needs among the people of Edgeley, a community near central Stockport.

Our concern is for those who, for whatever reason, are isolated or excluded, whether because they lack money, skills, good health or access to technology. They have often slipped through the existing formal safety nets.

Our mission is to support these people through simple, practical means. This may simply mean listening, helping people access relevant services or develop basic skills, involving them socially and through volunteering, or offering emergency support.

Specifically, during the accounting period, OCP carried out the following activities in line with its charitable purposes:

1. Provision of a drop-in centre where lonely members of the community are welcome without cost.
2. Provision of workshops for arts, crafts and activities, to develop social interaction and creative abilities. During the pandemic these activities were undertaken online.
3. We provide some measure of relief for those experiencing financial hardship, for whatever reason, through a foodbank, clothes bank and household equipment store. We liaise with local charity shops, charities and churches to acquire essential furnishings for those who are trying to rebuild their lives.
4. A monthly "advice desk" is provided by The Prevention Alliance, which is a well being and prevention service, supporting and signposting the local community in areas of housing, benefits, health and debt . During lockdown this was a phone line support.
5. We offer a weekly Mental Health self help group. During the pandemic, this was conducted via phone, messaging and when possible, one to one walks in the park.
6. We offer computers and free wifi for those needing online access for benefits, housing or employment support. We also make appointments for those who have no telephone access, and we help with form filling and letter writing. During lockdown, much of this support was offered by phone.
7. We use our kitchen to provide breakfast, and takeaway meals for our homeless visitors and provide laundry facilities to wash and dry clothes and sleeping bags.
- 8.. We process the surplus vegetables delivered to us from a local supermarket to make nourishing soups and lunches for our visitors. During lockdown, this food was frozen and delivered to those who were in need.
9. We have offered our surplus food and clothes to other small charities who are supporting the marginalised of our community, women suffering abuse, those inadequately housed and those who are struggling with addictions.

In summary, during this lockdown-affected period, Olive Branch has provided the following:

Daily drop-in numbers	12
Call Centre contacts	50 weekly
Volunteer team	9

Activities:

Knit and Natter, Craft activities, Advice Desk, Food bank, Mental Health self help group, "Olive Belles" – ladies pamper group suspended, Men's Breakfast Club – suspended, Olive Woodland Garden - individual gardening on the plot, Lunch and sandwich provision delivered, Gazebo Days – suspended, Fundraising for the Olive Branch by personal donations, Macmillan Fundraising - personal donations, Partnership with "Loaves and Fishes".

Values

Olive Community Project is motivated by the inclusive Christian faith of those at its centre. For our inspiration we look to Jesus of Nazareth, in particular the radical Jesus whose intense humanity enabled him to transcend the nationalist, religious, social and gender boundaries of his day and include into his world those who were otherwise excluded.

While some of our volunteers are similarly motivated, we do not exclude people from volunteering for reasons of faith, gender, sexuality, race or age, nor do we restrict our support on any basis.

Achievements & Performance

Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

Summary of the Main Achievements of the Charity for the Year

During the accounting period:

1. The Olive Branch, our shop window on the high street and point of contact with the local community, was forced to close to visitors on 18th March 2020 due to the enforced national lockdown caused by the pandemic of Covid-19. We responded by forming a Call Centre, where we were able to keep in contact with the "Olive Family" with weekly calls and texts, in order to check on visitors' well-being and to signpost to support agencies.
2. During this period we used the Olive Branch as a distribution centre where frontline volunteers were involved in the distribution of food, clothing and other essentials to those who were shielding, isolating or too ill to care for themselves. We also worked in partnership with "Loaves and Fishes", a charity caring for the street homeless and those inappropriately housed, delivering food to the local hostels. Olive Branch took on responsibility for the Women's hostel.

3. When it was permitted for people to meet in groups of six, in June 2020, the "Olive Twigs" began to meet in the local park on Monday afternoons. We provided flasks of coffee and wrapped chocolate biscuits. The effect of social isolation on the mental health of our Olive Family was so acute at this time, that the group of six soon expanded into four groups of six.
4. During this period, The Olive Branch benefited from some refurbishment: laminate flooring and new storage were funded and fitted, the place was repainted, and decluttered, in order to ensure that all surfaces and floors could be easily cleaned and sanitised, ready to welcome visitors back after lockdown.
5. The Foodbank was reopened on 9th September 2020, offering food from a safe collection point at the back of The Olive Branch shop. This was the first step back in to reopening the premises to the community.
6. The Mental Health Group and the Knit and Natter reopened as "book in" groups on 8th October 2020, and when it was seen to be safe and with controlled access the Olive Twigs welcomed its visitors, who were required to book a place at one of the four sessions held each week, a maximum of six supported by two volunteers.
7. At Christmas 2020, we joined with "Loaves and Fishes" distributing a Christmas dinner to all the hostel dwellers. We also delivered individual frozen Christmas dinners and gifts to all the Olive Branch visitors.
8. During this period, some of our visitors became volunteers. For example, M had grown up in care, not experienced real love, and had a history of being used and abused. She had brought up seven children and had battled with mental health issues and overcome misuse of alcohol and drugs. M realised that she had had so much experience of struggling with life issues that she had developed coping mechanisms and could use the strengths and insights gained in her journey to help and support others. She is hoping to gain a qualification in social care and be equipped to work in paid employment in the community.

Financial Review

Brief Statement of the Charity's Policy on Reserves

The trustees have not agreed a reserves policy, believing the current levels of income and expenditure, and the nature of the charity's activities, do not merit one at present.

Financial Review Details

During the accounting period, income of £34,629 exceeded expenditure of £19,713, a surplus of £14,916. Specifically, unrestricted funds sustained a surplus of £15,497 and restricted funds a small deficit of £581, which was funded by restricted reserves.

Historically, the bulk of the charity's unrestricted income has been from regular giving by a number of individuals to whom we are very grateful. This year, that income was supplemented by Covid-related grants.

The charity's partnership arrangement with Futurekraft, a funding and development agency, continued to secure additional funding from several grant-making bodies. The following grants were received.

DATE	AWARDS	AMOUNT	PURPOSE	STATUS
6.04.20	Stockport Council	£10,000	Covid support	Ongoing
9.04.20	Forever Manchester	£2,250	Food distribution	completed
5.06.20	Garfield Weston	£3,000	Food distribution	completed
11.06.20	Souter	3,000	General Funds	
11.06.20	Donation	£1,000	Laminate flooring	completed
18.06.20	Peter Kershaw	£2,000	Operational costs	
11.12.20	Forever Manchester	£1,000	Hospitality and Re-equipping Olive Branch	Ongoing
26.03.21	Hill Dickinson Fund	£670	Hospitality	completed

Statutory Notes to the Accounts

Nothing to declare.

Other Optional Information

Risk Management

The trustees regularly consider the risks associated with running the charity, and risk management is a standing agenda item at board meetings. Trustees have prepared a risk register which covers potential risks at all levels of the charity. In particular, given the challenging client group with which the charity works, a risk assessment of day-to-day on-site risks has been developed to ensure the safety of staff and customers. The project manager informs trustees of any incidents that occur, and the actions taken. Regular staff and volunteer training takes account of such situations.

Throughout this current year, trustees have reviewed operating risks in light of Covid-related issues and government restrictions and guidelines.

Declaration

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

Signed on behalf of the Charity's Trustees

Signature(s):

JAMAL DANE ROUTH

K. C.

Full Name(s):

JAMAL DANE ROUTH

KEN LIVINGSTONE

Position(s):

TRUSTEE

TRUSTEE

Date:

24/1/22

24/1/22



CHARITY COMMISSION
FOR ENGLAND AND WALES

Olive Community Project

1155574

Receipts and payments accounts

CC16a

For the period
from

01-Apr-20

To

31-Mar-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Personal donations	4,715	-	-	4,715	9,036
Grants	20,905	7,520	-	28,425	13,000
Sundry	-	-	-	-	150
Rental income	1,489	-	-	1,489	1,010
Gift Aid recovered	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	27,109	7,520	-	34,629	23,196
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,109	7,520	-	34,629	23,196
A3 Payments					
Fundraising costs	-	1,304	-	1,304	2,520
Project Management	4,326	3,354	-	7,680	7,680
Building costs	-	2,089	-	2,089	506
Rent & rates	3,600	-	-	3,600	4,656
Insurance	557	-	-	557	557
Training	-	-	-	-	34
Marketing	-	-	-	-	-
Sundry costs	125	1,000	-	1,125	1,840
Utilities	2,799	-	-	2,799	2,903
Admin & IT	205	-	-	205	1,627
Projects	-	354	-	354	1,175
	-	-	-	-	-
Sub total	11,612	8,101	-	19,713	23,498
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	11,612	8,101	-	19,713	23,498
Net of receipts/(payments)	15,497	581	-	14,916	302
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,228	4,134	-	8,362	-
Cash funds this year end	19,725	3,553	-	23,278	302

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Project Management Fund	-	-	-
	Olive Belles Project	-	1,325	-
	Breakfast Club Fund			
	Development Fund		2,228	
	Cash at bank	19,725		-
	Total cash funds	19,725	3,553	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Kitchen Installation	Kitchen Fund	-	-
	Toilet Installation	Toilet Fund	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	S Hough	S HOUGH	24/1	
	A Dawber	A DAWBER	24/1	

Independent examiner's report to the trustees of Olive Community
Project Charity Number 1155574

I report to the trustees on my examination of the accounts of the
Olive Community Project for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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

I have completed my examination. I confirm that no material 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 Trust as

required by section 130 of the
Act; or

2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed: *Jane Hollins*

Name: Jane Hollins

Address: 12 Withypool Drive Stockport SK2 6DT

Dated 17/12/2021

Independent examiner's report to the trustees of Olive Community Project Charity Number 1155574

I report to the trustees on my examination of the accounts of the Olive Community Project for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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

I have completed my examination. I confirm that no material 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 Trust as

required by section 130 of the
Act; or

2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed: *Jane Hollins*

Name: Jane Hollins

Address: 12 Withypool Drive Stockport SK2 6DT

Dated 17/12/2021