

Olive Community Project

Charity Number: 1155574

{For Charitable Incorporated Organisation}

Trustees' Annual Report and Financial Statements for the Period 1 April 2021 to 31 March 2022

January 2023

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 of 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.
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, through the Olive Sanctuary, which is a wellbeing and prevention service, supporting and signposting the local community in areas of housing, benefits, health and debt .
5. We offer a weekly Mental Health self-help group.
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.
7. We use our kitchen to provide breakfast, and take away 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 celebrate birthdays with cards and a cake, especially valued by those who have no family to celebrate with. We mourn as a family over those of our visitors who pass away, supporting where possible by attending funerals.

10. We offer 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.

11. We give away the surplus food, given to us by local stores, by offering the food to our local community on a "free to all" basis.

Support offered during lockdown where appropriate

Daily drop-in	30+
Part time paid staff	2
Volunteer team	14

Activities

Knit and Natter

Craft activities

Advice Desk

Food bank in partnership with Chelwood Foodbank plus

Mental Health self-help group

Olive Sanctuary – jointly, ladies and men for health and wellbeing support

Olive Woodland Garden - individual gardening on the plot

Lunch and sandwich provision delivered for homeless visitors

Gazebo Days – re-introduced for fund raising to provide a community defibrillator

Fundraising for the Olive Branch by personal donations

Macmillan Fundraising - personal donations since September 2020

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. By Easter 2021, the Olive Branch, our shop window on the high street and point of contact with the local community, was fully open, following the enforced national lockdown caused by the pandemic of Covid-19. We celebrated by inviting the local community to visit the Olive/SPARC garden which was a riot of daffodils and forsythia and giving Easter Eggs to every child who visited us and distributing flyers to inform the people of Edgeley of all the events and support groups which were now re-opening.
2. At this point in our reopening, we welcomed a student OT from Sheffield Hallam University to work with us as part of her degree course. This enabled us to offer a new course, an anxiety group, which was felt to be much needed following the stresses being experienced post-pandemic. This developed into a structured part of the Olive Branch and took on the name "Less Stress" course.
3. During the summer of 2021, we were able to re-establish links with the The Prevention Alliance and planned to reform the Olive Belles and Men's Breakfast Club into a health and wellbeing group, newly named Olive Sanctuary, to be held in Stockport Baptist Church, which was bigger and offered more versatile space. In the Autumn of 2021, the Olive Mental Health Group also moved into the Stockport Baptist Church Lounge, offering greater privacy. Both groups were able to invite visiting speakers and hold advice desks.
4. Meanwhile, we returned to meeting the general public on Gazebo Days, in September holding a tree planting day in memory of a volunteer, then raising funds for Macmillan Coffee morning, and later in the year we started to raise funds to buy a community defibrillator.
5. We continued to welcome asylum seekers to be part of the team, with free hairdressing being offered by a Kurdish volunteer, counter services being offered by 3 Iranians, and Foodbank aid and translation of paperwork given and some English lessons to a Kuwaiti couple. We used the Olive Branch as a collection and distribution centre for clothes for Afghans who had fled to their country in August 2021. In March 2022, we set up yet another collection centre for Ukrainians fleeing the war with Russia. Alongside these collections we continued to collect clothes, tents and sleeping bags for the homeless of the local area and working with "Loaves and Fishes" distributing food and clothes to the local hostels.
6. Three new groups were established in the Olive Branch, "Shop Well, Cook Well, Eat Well" which was a structured cookery group to teach our Foodbank users how to cook interesting meals using ingredients from Foodbank supplies. In the Autumn of 2021, we were able to gain the services of a Podiatrist, to set up a foot clinic in Olive Branch, caring for the feet of those who could not afford to pay for professional care. We reintroduced a basic craft group, which was partly offered to address visitors' mental health needs, where there was still anxiety and worry being experienced post-pandemic.
7. Since the full reopening of the Olive Branch in 2021 we had changed our volunteer workforce. Most of our new volunteers were formerly visitors who wanted to give back to the charity by volunteering. Quite a few were people had been out of work for long periods of time or who had

not been previously been in employment. We felt that we should have a training day, where we could discuss protocol and values, communication skills and safeguarding measures. We introduced a yearly training day, followed by a fish and chip lunch to encourage team building.

8. One of our volunteers, L, writes, "I was an alcoholic, suicidal with no real friends, no hope, no life, just existence. One day when I was going to buy alcohol I thought "that Olive place is only over there" so I went and stood outside and something made me go in. I was shaking in my shoes , I was greeted by Jim and Nola, it felt so nice I stayed until it shut. So I started going in every time I was in Edgeley, getting to know the staff. They were all so nice and genuinely cared. I started going to the mental health group. I began to open up that I needed help with my alcoholism and got referred to rehab. I relapsed and nearly died. My Olive Branch family has turned my life around, even saved it. I love my job at Olive and it has given me strength and confidence, so much so that after a 3 month course I am about to start a 2 year training programme to qualify as a drug and alcohol worker. I have a good life, good friends, my family back, my Olive family, my brilliant job at the Olive helping people, just like they've helped me and my new career and life to look forward to. This place truly is a godsend. "

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 £26,552 exceeded expenditure of £25,745, a surplus of £807. Specifically, unrestricted funds sustained a surplus of £976 and restricted funds a small deficit of £169, 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. The charity's partnership arrangement with Futurekraft, a funding and development agency, continued to work towards securing additional funding from several grant-making bodies. The following grants were received.

Awarding body	Amount	Purpose
Awards for All	9962	Mental Health Group
SMBC Community Champs	3600	Mental Health Worker
Forever Manchester	1000	Less Stress course
Foundations 7000	1910	Cookery course

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):

S Hough

MEAN BOOTH

Full Name(s):

STEPHEN HOUGH

MEAN BOOTH

Position(s):

Trustee

Trustee

Date:

23 / 1 / 23

23/1/23.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Olive Community Project

1155574

Receipts and payments accounts

CC16a

For the period
from

01-Apr-21

To

31-Mar-22

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	6,208	-	-	6,208	4,715
Grants		16,472	-	16,472	28,425
Sundry		500	-	500	-
Rental income	992	-	-	992	1,489
Gift Aid recovered	2,380	-	-	2,380	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	9,580	16,972	-	26,552	34,629
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	9,580	16,972	-	26,552	34,629
A3 Payments					
Fundraising costs	-	2,231	-	2,231	1,304
Project Management	1,430	6,250	-	7,680	7,680
Building costs	758	-	-	758	2,089
Rent & rates	894	3,000	-	3,894	3,600
Insurance	524	-	-	524	557
Training	64	-	-	64	-
Marketing	381	-	-	381	-
Sundry costs	310	500	-	810	1,125
Utilities	1,304	-	-	1,304	2,799
Admin & IT	187	200	-	387	205
Projects	-	4,960	-	4,960	354
Olive Branch Community	2,752	-	-	2,752	-
Sub total	8,604	17,141	-	25,745	19,713
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,604	17,141	-	25,745	19,713
Net of receipts/(payments)	976	- 169	-	807	14,916
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,725	3,553	-	23,278	-
Cash funds this year end	20,701	3,384	-	24,085	14,916

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	-	-	-
	Sanctuary	-	-	-
	Mental Health Group	-	775	-
	Defibrillator Fund	-	500	-
	Development Fund	-	2,109	-
	Cash at bank	20,701	-	-
	Total cash funds	20,701	3,384	-

(agree balances with receipts and payments account(s))



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Kitchen installation	Kitchen Fund	-	-
	Toilet installation	Toilet Fund	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	S HOUGH	23/1/23
	SARAH BOOTH	23/1/23



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

OLIVE COMMUNITY PROJECT

On accounts for the year
ended

31 MARCH 2022

Charity no.:

1155574

Company no.:

Set out on pages

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/03/2022

Responsibilities and
basis of report

As the charity's trustees of the Company (~~who are also the directors of the company 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 Company are not required to be audited for this year 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

~~The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

** Please delete the words in the brackets if they do not apply.*

Signed: Jane Hollins Date: 2/1/23

Name: JANE HOLLINS

Relevant professional
qualification(s) or body
(if any):

Address: 12 WITHYPOOL DRIVE
STOCKPORT
SK2 6DT

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of
any items that the
examiner wishes to
disclose.