

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	1	2022		31	12	2022

Section A Reference and administration details

Charity name Oxford Ethnography and Education Conference

Other names charity is known by OEEC

Registered charity number (if any) 1160410

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lisa Russell			
2	Jonathan Tummons			
3	Ruth Barley			
4	Shari Sabeti			
5				
6				
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9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by current trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance education for the public benefit in ethnography in particular but not exclusively by:

- 1) organising an annual academic conference relating to ethnography in education;
- 2) supporting emerging ethnographic scholars and PhD students in developing their research methodologies and theories;
- 3) generating support networks and stimulate ethnographic research between academics working across relevant (social science and education) disciplines and areas of investigation.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Oxford Ethnography and Education Conference (OEEC) is held annually in September in Oxford, England over three days. The conference welcomes a wide range of experienced and inexperienced delegates from across the UK, the United States and North and South America, Europe and the Near and Far East including Australia.

The conference generates support networks and stimulates ethnographic research between academics working across relevant disciplines and areas of investigation.

In particular we encourage emerging scholars and PhD students to attend the conference and develop their knowledge of research methodologies and theories. Emerging scholars and PhD students report that they find the small and supportive nature of the conference useful in developing their own research ideas and practice.

By running the conference and supporting both emerging and experienced scholars the charity has advanced education for the public benefit. When organising the conference the trustees have taken you have taken the Charity Commission's public benefit guidance into account.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The trustees have agreed to build up a research development fund of up to £12,000. This fund may be used to support research projects that may not otherwise be funded or to offer PhD students a reduced conference fee rate. This meets the objects of the charity by supporting ethnographic scholars and PhD students in developing their research methodologies and theories.

Summary of the main achievements of the charity during the year

- Ran an annual conference for 52 delegates working within the field of ethnography and education

Section E

Financial review

Brief statement of the charity's policy on reserves

OEEC continues to be dependent on delegates' registration as the main source of income to sustain our activities.

At the end of this financial year we were still awaiting a number of invoices relating to the 2022 conference totalling £1000-£1500.

To avoid closure if funding difficulties were to happen the trustees have agreed to keep up to £2,000 in reserves to ensure that main operations can continue for a period of 12 months in the event that unforeseen incidents occur, i.e. a drop in delegate registrations, additional trustee meetings if needed throughout the year, unexpected outgoings related to core activities.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- The charity's principle source of funds comes from delegates registration fees to take part in the annual OEEC conference

Section F



Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Shari Sabeti	Jonathan Tummons
Position (eg Secretary, Chair, etc)	Secretary	
Date	18 th May 2023	



Receipts and payments accounts

CC16a

For the period
from

1.1.23

To

31.12.23

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Delegate registration and accommodation	26,289	-	-	26,289	25,362
Campus tour	165	-	-	165	166
Wine reception sponsorship	300	-	-	300	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	26,754	-	-	26,754	25,528
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	26,754	-	-	26,754	25,528
A3 Payments					
Administrator expenses	-	-	-	-	28
Administrator fee (self employed)	1,750	-	-	1,750	1,500
Hire of rooms, accommodation and food (New College invoice)	19,960	-	-	19,960	14,391
Stationary	-	-	-	-	-
Trustee expenses	1,329	-	-	1,329	820
Website design	730	-	-	730	700
Grants	-	-	-	-	-
New College Deposit for 2025	1,500	-	-	1,500	-
	-	-	-	-	-
Sub total	25,269	-	-	25,269	17,439
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	25,269	-	-	25,269	17,439
Net of receipts/(payments)	1,485	-	-	1,485	8,089
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	25,072	-	-	25,072	-
Cash funds this year end	26,557	-	-	26,557	16,983

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			-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	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	



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

Oxford Ethnography and Education Conference

**On accounts for the year
ended**

31.12.23

**Charity no
(if any)**

1160410

Set out on pages

1-8

(remember to include the page numbers of additional sheets)

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

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

Signed:

Chris Fitzgerald

Date:

15.9.24

Name:

Chris Fitzgerald

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

Address:

Department of Psychology, Sociology and Politics, Faculty of Development

and Society,
Sheffield Hallam University, Heart of Campus,
Sheffield, S10 2LD

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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