

OASIS Community Project – East Hastings

Registered charity, number 1161078

Trustee Report and Financial statements for the year ended 31 March 2021

Page	Contents
2 - 5	Trustees' annual report
6	Independent examiner's report
7	Receipts & payments account
8	Statement of assets & liabilities
9-11	Breakdown of restricted funding
12	Notes to the accounts

OASIS Community Project – East Hastings

Trustees' annual report for the year ended 31 March 2021

Full name OASIS Community Project – East Hastings

Legal structure Charitable Incorporated Organisation. Registered with the charity commission on the 26 March 2015.

Registered charity number 1161078

Principal address Broomgrove Community Centre, 85 Malvern Way,
Hastings, TN34 3PY

Trustees Valerie Coleman
Moir Ward
Maureen Gardiner
Shelagh Lavender
Lynda Skillen

Bankers Barclays Bank, Hastings branch

Independent examiner

Pat Weaver, employee of Hastings Voluntary Action, Jackson Hall, Portland Place, Hastings, TN34 1QN

Governance and management

The charity is operated under the rules of its constitution adopted January 2015

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Aims and objectives

- THE ADVANCEMENT FOR THE PUBLIC BENEFIT OF EDUCATION.
- THE ADVANCEMENT OF HEALTH AND THE PRESERVATION AND PROTECTION OF PUBLIC HEALTH GENERALLY.
- THE RELIEF OF PERSONS WHO ARE IN NEED, HARDSHIP OR DISTRESS AND THE PREVENTION AND RELIEF OF POVERTY.
- TO PROVIDE OR ASSIST IN THE PROVISION OF FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, FINANCIAL HARDSHIP OR SOCIAL CIRCUMSTANCES WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE.
- SUCH OTHER CHARITABLE PURPOSES FOR THE PUBLIC BENEFIT AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE.

Trustees annual report for the AGM - September 2021

1st April 2020 to 31st March 2021

Maureen Gardiner, Chairperson, read through the report to the meeting

Thank you all for attending this year, at a different venue with lots of fresh air, plenty of space and a tasty lunch to follow.

In April 2020, we were starting the beginning of the first national lockdown, things were suddenly very strange. Most of us had never known such times as this and were having to get used to working from home, not having to organise different activities as everywhere was closed and having the constant thought that we needed to stay away from everyone as much as possible, wash our hands constantly, use anti bacteria gel as much as we could after everything we did and not really know how long this isolation would last.

When you are used to working with the community, knowing their needs will have increased and the fear, confusion and anxiety some residents had it was a somewhat easy decision to say we would be involved when we are asked by Hastings Voluntary Action if we wanted to help deliver an emergency food bag scheme.

Before the Pandemic we had Dom's Food Mission deliver food to the community centre twice a week on a Tuesday and Thursday evening. Residents would come in and help themselves to various items and there would be lots of volunteers to help tidy up afterwards. In these restrictive times, the numbers of people involved would have been limited, the procedures of providing food to residents would need a real rethink to ensure everyone's safety.

A discussion took place and The Oasis Project's Manager decided to get onboard and be a part of the team.

The Food Bag scheme partnership set up policies to ensure cleanliness, social distancing, personal protection and resources were all in place. The food was to be brought into the centre during the day and residents would be served from the door. After a few weeks, the Big Local small grants were to be distributed again and Oasis applied for a grant to buy additional dry goods (tins, packets, jars etc) that could be also given to residents as an addition to Dom's Food Mission which was mainly perishable foods. We were awarded £2,000 and Jackie, the Projects Manager shopped at different supermarkets, gaining the best value for money to ensure there were plenty of different goods on the table each week to give away. There was a variety of food ranging from boxes of cereal, tin vegetables – like carrots, beans, sweetcorn, mushrooms, jars of jam, tin ham, crisps, tin baked beans, tin spaghetti, tin tomatoes, tin fruit, dried pasta, packets of rice, microwave rice, packets of ready made custard, jars of marmalade, jars of sauces, vegetarian jars and packets, microwave pasta meals, long life milk, tea bags, coffee, biscuits, pasta meals in a cup, soap, toilet rolls, sanitary products, toothpaste, and baby wipes.

On average, the project served 30 – 40 families each week. Lots of the residents were single people of different ages, families with several children and older people. We kept a record each week of how many households were using the service and a breakdown if they are families with children, couples or single people living alone. We needed to keep in mind while buying products that some residents only have a microwave to heat up any food, others as they live on their own, told us they didn't really cook a whole meal, but snacked a lot, while some of the larger families needed items such as baked beans and tin vegetables to bump up a meal and make it stretch further, so a lot of thought has to go into getting the right foods to suit different lifestyles

Maureen the Oasis Chairperson recalls "Oasis has been instrumental in being part of the partnership running the food scheme, keeping going all through lockdown and has been a real lifeline to families. Oasis could not run activities or hold meetings, but after a few months the Projects Manager set up a "what's app group so all Trustees could interact with each other over things that needed discussion, we even have had a couple of committee meetings using "What's app" which involved the trustees all learning new skills on our tablets, Pcs and phones. It's been a very odd year, but thanks to our Project Manager, Oasis is still alive and kicking, and personally I am looking forward to restarting everything, learning new skills and going to different venues for meals, meetings etc.

Once we had mastered that, our AGM for 2020 which had needed to be delayed was held on a "Zoom "meeting which again was a new experience. We sent out a survey to our members, asking them for suggestions regarding activities and outings, to see what things residents might be interested in attending. It has been a most peculiar year for everyone with lockdown lasting longer than anyone would have predicted, and all have coped in their own way and all looking forward to meeting up once again. We have some interesting things planned and some fundraising ideas in the pipeline".

Oasis **Secretary Lynda** remembered "how all the trustees learned how to have a video meeting on "What's app", so we could continue the committee meetings. Lynda added that the AGM for 2020 was delayed due to COVID 19 restrictions but with the trustees new found skills, the AGM was held on a Zoom meeting, which again increased the knowledge of technology. Lynda added, I would like to say a thank you to our Project Manager Jackie for your energy in keeping us all motivated in this exceptional time".

Treasurer Moira wished to acknowledge the Project Managers role during the pandemic. "In spite of the Covid restrictions our Project Manager has played a vital role in planning, organising and running the Food Project together with other community organisations and volunteers. As a result, the local community received food which helped them to cope with the many problems resulting from COVID 19 for example, unemployment, furlough and home schooling children. Working with In2play meant that activity bags were provided for children who were experiencing problems with their education being disrupted.

This was a good example of joint working, Oasis was working with Dom's Food Mission, In2play, Big Local and Broomgrove Community Centre to the benefit of the local community.

The Trustees want to record their thanks to our Project Manager Jackie for the way in which she has continued to work for the local community in difficult circumstances showing great ingenuity in getting value for money when purchasing food".

Val, one of Oasis Trustees gave out praise when reporting "Oasis has been excellent in providing food parcels and generally giving a helping hand to people less fortunate. Well done to all those who gave their time"

Shelagh, another Oasis Trustee added "Oasis has been delivering the food bag scheme every Tuesday and had an AGM meeting on Zoom. It is a shame that we have not been able to go on any trips, walks, go out for meals or go to the theatre, pantomime or fruit picking"

At the beginning of April 2020, we heard that our bid to Sussex Community Foundation had been successful. This was funding for the Oasis men's group which had run weekly. Due to vulnerable older people with underlying health conditions having to shield as advised by the government, we had to shut the men's group early on, so we have yet to use this funding but it great to know we have funding to enable us to restart this group straight away when it is safe to do so.

During the summer, things had started to ease slightly, and a few of us ventured to a new café at Tibbs Farm, in the Udimore county side for a reconnaissance mission to see if the venue would be ok to take a group. We were able to sit outside so there was plenty of fresh air. Though rules had relaxed slightly, there was still "the rule of six" still in place, but we started to anticipate that we might start getting back to normal soon, but unfortunately this was not the case as we had two more lockdowns in the following few months.

On a brighter note, we managed some fundraising even though we were not meeting. Val made some face coverings and had raised £65 by selling these to friends and family and we sold some fabric from the shop "Liberty" which raised £30 on Ebay. Holding a fete or other fundraising ideas were out of the question, so this piece of funding was much appreciated and very much needed.

We also received funding from Isabel Blackman to run activities for children, a grant from Active Sussex to run physical activities to help residents to re-adjust to using community venues again, but we were unable to use this funding yet either, due to restrictions. We had funding from local funders - Magdalen and Lasher Foundation to buy food for the food bags at Christmas and children's activities to give away by In2play at Christmas. This funding enabled us to buy lots of extras to add to the food bags such as boxes of stuffing, packets of biscuits, packets of gravy, tins of vegetables, dried pasta, tins of baked beans etc to help tide families over the holiday period while children were at home. This funding was really important, to enable us to provide extra food to families in the area over the festive time.

We importantly also received our second and third tranche of funding from the National Lottery large grant that was paying for the salary and on costs of the Projects Manager and the running costs of the Oasis project. This funding has been vital to pay for the running costs which still occur even though staff are working from home. Expenses such as insurance, mobile phone, Internet at the office, travel expenses of the Projects Manager, ink, paper and stamps, all these costs and no extra fundraising opportunities so we were very grateful for receiving the funding and being able to continue to help our local residents in their greatest time of need, uncertainty, anxiety and income drops through being furloughed.

Future plans

We are encouraged by Hastings having a really low rate of infection again at this time (March 2021) and the country as a whole decreasing the R rate that we have booked the local panto and walk in the woods at Bedgebury to see spectacular Christmas lights in December 2021 and we have two theatre shows with reserved tickets for 2022. We have also booked a stall at a summer fete in Winchelsea and are putting plans together on how we can raise funds there. We have also had local man Tom, who has raised some funds by growing his beard quite long then shaving it all off again raising funds for Oasis. We thank Tom for his efforts in helping us raise funds.

The Projects Manager and Treasurer have attended several Hastings voluntary Action zoom meetings on the best practice to be re using community venues and what we can and can't do yet and intend keeping up with legislation to ensure compliance. Through discussions with different people who are running venues, it seemed to be that people needed to "feel safe" when they entered a building, so the officers have been looking at ways we can do this by putting up posters reminding people to keep a distance from each other, providing hand sanitiser when they come into the building for Oasis groups, keeping everything clean and opening windows and doors as much as possible for fresh air. The windows which have been boarded up in the community centre while lockdowns were happening, will soon be replaced with glass again and we are looking forward to delivering groups in the community centre once again.

We are aiming for group walks in small groups, continuing with the food bag scheme, and maybe rescheduling gentle exercise outside in the warmer months to limit risks. We still have funding for cooking sessions, a sewing group, ti chi sessions, table tennis, seated football, archery, family history and for the Oasis men's group, so we are looking forward to be able to deliver these to residents and set ourselves new challenges in fundraising and learning new skills.

With the increased need to learn new skills in digital technology we plan to re run some classes teaching how to run a zoom meeting, what's app groups and video calls so single people, especially the older residents can meet up online and not feel isolated and lonely while we get to the "new normal".

We also need to ensure we retain our existing members, recruit for new members, increase our publicity via leaflets and our online presence via our Facebook page and website to let as many residents know about the continued work of the Oasis Community Project.

End of March 2021

OASIS Community Project – East Hastings

**Trustees' annual report
for the year ended 31 March 2021 – cont'd**

The charity's policy on reserves

The charity has no specific policy with regard to the level of reserves.

Signed on behalf of the charity's trustees:

M. Gardner
Chair

Lynda Skillen
Secretary

M. GARDNER
Print name

Lynda SKILLEN
Print name

Date: 8/9/2021

**Independent examiner's report to
OASIS Community Project – East Hastings
for the year ended 31 March 2021**

I report on the accounts of the charity, which are set out on pages 2 to 10.

Respective responsibilities of committee & 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 examiners 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 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.

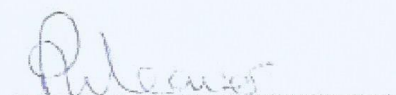
Independent examiners statement

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

1. which gives reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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.



Pat Weaver
Community Accountancy worker
Hastings Voluntary Action
Jackson Hall, Portland Place, Hastings, TN34 1QN

Dated: 8/9/21

OASIS Community Project – East Hastings

Receipts & payments account for the period 1 April 2020 - 31 March 2021

		01/04/20 - 31/03/2021			19/20
		Restricted income	Unrestricted income	Total	Total
Receipts					
Grants and donations					
Grants:	Notes				
Magdalen & Lasher	1	-	-	-	1,000
Big Local food bag scheme	2	2,000	-	2,000	-
Magdalen & Lasher – food bags	3	400	-	400	-
Donation for food bags	4	250	-	250	-
Sussex Community Foundation	5	1,000	-	1,000	-
Active Sussex	16	1,690	-	1,690	-
Isabel Blackman	7	1,500	-	1,500	-
Donation for food bags	8	30	-	30	-
Isabel Blackman	10	-	-	-	1,500
Community Fund – lottery	20	28,873	-	28,873	14,297
Big Local – Mens Group	21	-	-	-	1,066
Optivo	22	-	-	-	579
Membership		-	-	-	1,420
Donations		-	-	-	279
Trips and activities - White Rock refund		758	-	758	8,096
Fundraising & quizzes		-	141	141	2,243
		36,499	141	36,640	30,590
Payments					
Activities & food bags		3,605	471	4,077	18,407
Salaries + oncosts		24,084	-	24,084	8,947
Insurance		708	-	708	763
Disclosure & banking		-	-	-	-
Fundraising costs		-	-	-	429
Office costs incl printing, postage & stationery		1,947	20	1,967	1,533
Travel & committee expenses incl AGM		78	-	78	505
Independent examination		30	-	30	20
Equipment		260	-	260	484
		30,712	491	31,202	31,068
Net surplus/(deficit)		5,787	-350	5,439	-187
Fund balances b/f at 01/04/2020		16,242	2,729	18,970	19,457
Fund balances c/f at 31/03/2021		22,029	2,380	24,409	18,970

OASIS Community Project – East Hastings

Statement of assets and liabilities at 31 March 2021

	31/03/2021			31/03/2020
	Restricted income	Unrestricted income	Total	Total
<u>Current assets</u>				
Barclays current account	-	-	24,268	18,656
Unbanked income	-	-	-	-
Cash in hand	-	140	140	314
	-	140	24,408	18,970
<u>Current liabilities</u>				
Outstanding cheques	-	-	-	-
	-	140	24,408	18,970

These financial statements are accepted on behalf of the charity by:

Treasurer

Sign

Print

Chair

Sign

Print

Date

8.9.21

OASIS Community Project – East Hastings

Breakdown of restricted funding at 31 March 2021

Notes

1	Magdalen & Lasher	£	£
	Grant b/f	182	
	Grant		
	Expenditure		
	Trips		
			<u>182</u>
2	Big Local food bag scheme	£	£
	Grant	2,000	
	Expenditure		
	Food		<u>2,000</u>
			-
3	Magdalen & Lasher	£	£
	Grant	400	
	Expenditure		
	Food bags		<u>400</u>
			-
4	Donation	£	£
	Grant	250	
	Expenditure		
	Food bags		<u>250</u>
			-
5	Sussex Community Foundation - Men's Group	£	£
	Grant	1,000	
	Expenditure		
	Activities		<u>18</u>
			<u>982</u>
6	Active Sussex	£	£
	Grant	1,680	
	Expenditure		
	Sport sessions		<u>1,680</u>

OASIS Community Project – East Hastings
Registered charity number: 1161078

7	Isabel Blackman	£	£
	Grant	1,500	
	<u>Expenditure</u>		
	Outings		<u>1,500</u>
8	Donation	£	£
	Grant	30	
	<u>Expenditure</u>		
	Food bags		<u>30</u>
9	Orbit	£	£
	Grant b/f	2,045	
	<u>Expenditure</u>		
	Activites		<u>84</u>
			<u>1,981</u>
10	Isabel Blackman	£	£
	Grant b/f	479	
	<u>Grant</u>		
	<u>Expenditure</u>		
	Activities		<u>479</u>
12	Big Local	£	£
	Grant b/f	828	
	<u>Expenditure</u>		
			<u>828</u>
15	Awards4All	£	£
	Grant b/f	1,727	
	<u>Expenditure</u>		
	Fridge		<u>260</u>
			<u>1,467</u>
16	Big Local	£	£
	Grant b/f	732	
	<u>Expenditure</u>		
	Craft items		<u>88</u>
			<u>644</u>

20	Lottery Community Fund	£	£
	Grant b/f	10,249	
	Grant	28,873	
	Expenditure		
	Insurance	708	
	Salary incl pension and HMRC	24,084	
	Office costs	1,847	
	Travel	76	
	Independent Examination	30	
	Room rental	300	26,846
			<u>12,276</u>
	Remaining restricted funds		<u>22,029</u>

OASIS Community Project – East Hastings

Notes to the accounts for the year ended 31 March 2021

1. Receipts & payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2. Premises & staff

The premises are provided by Broomgrove Residents Association
The organisation has 1 paid staff member, who is paid when funds permit.

3. Trustees' remuneration

During the accounting period trustees received no expenses, remuneration or benefits.

4. Previous period comparison

The previous period's figures have been included for comparison

5. Glossary of terms

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.