

MILLSTREAM DAY CENTRE

England & Wales · Charity number 1163000

Details

Other names BENSON MILLSTREAM CENTRE

Status Registered

Legal form CIO

Registered 2015-08-04

Register [View on the Charity Commission register](#)

Contact

Address Mill Stream Day Centre
Mill Stream
Benson
Wallingford
OX10 6RL

Phone 01491 834889

Email bensonmillstreamcentre@gmail.com

Website <https://www.bensonmillstreamcentre.org/>

Activities

Objects: TO PROVIDE RELIEF TO ELDERLY AND DISABLED PEOPLE AND IN PARTICULAR THOSE LIVING IN AND AROUND BENSON, EWELME, BERRICK SALOME, ROKE AND PRESTON CROWMARSH BY PROVIDING DAY CARE SERVICES AND SUCH OTHER SERVICES AS THE TRUSTEES MAY DECIDE FROM TIME TO TIME.

Activities: We provide interaction, meals and an exercise class for customers in and around Benson, Ewelme, Berrick Salome, Roke and Preston Crowmarsh. Activities are usually located in the Millstream Day Centre, open 3 days a week and staffed by a manager and cook employed by the charity and assisted by volunteers. In response to the Covid 19 pandemic we developed and still provide a meals at home service.

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities

Geography

- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£68,518	£67,143	-	-
2024-03-31	£88,686	£70,493	-	-
2023-03-31	£158,374	£212,319	-	-
2022-03-31	£92,944	£61,333	-	-
2021-03-31	£69,829	£43,170	-	-

Trustees

Name	Role	Appointed
Peter Paul Lanigan	Chair	2024-07-05
Heather Merryweather		2024-07-15
Julia Marie Hayes		2024-07-04
Julie Broscomb		2023-05-05
Lucy White		2024-07-04
Susan Penelope Clayton		2020-10-19

Linked charities

- THE MILL STREAM DAY CENTRE (1163000-1)

MILLSTREAM DAY CENTRE

England & Wales - Charity number 1163000

Accounts



Trustees' Annual Report for the period

From 1/4/2024 Period start date To 31/3/2025 Period end date

Charity name: Millstream Day Centre - trading as Benson Millstream Centre

Charity registration number: 1163000

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide relief to elderly and disabled people and in particular those living in and around Benson, Ewelme, Berrick Salome, Roke, and Preston Crowmarsh by providing day care services and such other services as the Trustees may decide from time to time.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>In July 2024, our Chair and Vice Chair resigned, having both reached 9 years of service. Also in July 2024, a new lead trustee was appointed, as well as three other new trustees, one experienced in marketing, one in food hygiene and nutrition and the third in finance – and who has already provided considerable support to the charity. One other trustee resigned in March 2025.</p> <p>A trusted volunteer was appointed as secretary to the trustees and has provided invaluable support.</p> <p>On 14th March 2025, the Centre Manager resigned. One of the trustees committed to running the Centre during the search for a new manager.</p> <p>In April 2024 we celebrated the completion of the Centre extension with an open weekend to show the community the space and help them understand what we do and how they can support us. We also invited local VIPs as well as local press to extend our awareness.</p> <p>A new regular weekly rental booking of £95, which is in line with our lease conditions has been very helpful to our income.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In accordance with our obligations, the Trustees report that we have had regard to the Charity Commission's guidance on public benefit and that we confirm that the activities listed above meet those requirements.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Our team of volunteers and volunteer drivers remains steady; they also provide support for our fundraising activities which is invaluable. Word of mouth PR from them also helps raise awareness of the charity and has netted some new volunteers and customers.</p> <p>We continue to build our relationships with local community individuals and organisations including local councillors, the local church and the GP surgery for social prescriber referrals.</p> <p>During the year we provided 4,182 customer meals and served an average number of 29 customers per day.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Centre attendance and Millstream@Home delivery meals averaged 18 and 11 respectively per day. This was slightly below the combined meal target of 31 set for the financial year.
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Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The extension building work at the Centre was completed at the end of 2022/23 and the final repayment to Founders Capital of £14,000 was made in 2024/25.</p> <p>In 2024-25 there was an overall net income from unrestricted funds of £1,375 with customer numbers up slightly on the year before, and this income was supported by fundraising, grants and donations, despite a drop in grants (£12k lower than last year).</p> <p>Costs were well managed by the Centre team to ensure these were kept below budget. Cash funds at the end of the year were £27,304, of which £520 is restricted.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A contingency reserve is held to meet 3 months of running costs. Other reserves include Founders Capital and building and furniture reserves to meet future spending needs.
Amount of reserves held	Para 1.22	Total reserves of £213,905, including £187,121 of restricted reserves.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	We have no deficits.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Unrestricted grants and donations £9,363</p> <p>Customer Income £36,942</p> <p>Investment income £4,861</p> <p>Fundraising net income £9,183.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The existing trustees appoint trustees. A skills audit of existing trustees is undertaken so that, looking forward, an assessment of unmet needs can be made to inform the search and appointment process wherever possible.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Millstream Day Centre
Other name the charity uses	Benson Millstream Centre
Registered charity number	1163000
Charity's principal address	Mill Stream, Benson, Wallingford, Oxon, OX10 6RL

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	Rob Wadley	Chair	To 1/7/24	
2	Geraldine Gault	Vice Chair	To 1/7/24	
3	Caroline Massingham			
4	Julie Broscob			
5	Julia Hayes		From 4/7/24	
6	Peter Lanigan	Lead Trustee	From 5/7/24	
7	Lucy White		From 4/7/24	
8	Heather Merryweather		From 15/7/24	
9	Sue Clayton			
10	Noelle Stallard		To 31/3/25	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Lucy White

Full name(s)

Mrs Lucy White

Position (eg Secretary,
Chair, etc)

Trustee

Date

16/01/2026



CHARITY COMMISSION
FOR ENGLAND AND WALES

Millstream Day Centre

Receipts and pa

For the period from

4/1/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £
A1 Receipts		
Fund Raising	11,830	-
Grants & Donations	10,063	840
Meals & Coffee	36,942	-
Hall Hire	3,046	-
Investment Income	4,861	-
Other	1,776	-
Garden Room	-	-
	-	-
Sub total (Gross income for AR)	68,518	840
A2 Asset and investment sales, (see table).		
Liquidation of Schroder	-	-
Closure of Schroder	-	-
Sub total	-	-
Total receipts	68,518	840
A3 Payments		
Staff Costs/Salaries	31,988	637
Classes	470	1,320
Groceries & Provisions	14,335	346
Building Costs	9,697	320
Supplies & services	4,555	2
Office Expenses	3,450	-
400 Club Prizes	2,648	-
Miscellaneous	-	-
Garden Room	-	-
	-	-
Sub total	67,143	2,621
A4 Asset and investment purchases, (see table)		
Investment in IFSL - Founders capital	-	-
	-	-
Sub total	-	-
Total payments	67,143	2,621

<i>Net of receipts/(payments)</i>	1,376	-	1,781
A5 Transfers between funds	-	13,400	-
A6 Cash funds last year end	38,808		2,901
<i>Cash funds this year end</i>	26,784		520

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

Categories	Details
B1 Cash funds	Barclays - Main Account
	Barclays - Colln Account
	Cash
	Total cash funds

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

Categories	Details
B2 Other monetary assets	

Categories	Details
B3 Investment assets	IFSL

Categories	Details
B4 Assets retained for the charity's own use	

Details

B5 Liabilities

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

Signature

	1163000
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Payments accounts

	To	3/31/2025
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CC16a



Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
-	11,830	9,097
-	10,903	24,759
-	36,942	33,495
-	3,046	1,182
-	4,861	3,561
-	1,776	1,253
-	-	15,339
-	-	-
-	69,358	88,686
-	-	-
-	-	44,174
-	-	44,174
-	69,358	132,860
-	32,625	30,781
-	1,790	1,961
-	14,681	13,754
-	10,017	7,727
-	4,553	3,213
-	3,450	2,993
-	2,648	2,886
-	-	-
-	-	7,178
-	69,764	70,493
14,000	14,000	78,174
-	-	-
14,000	14,000	78,174
14,000	83,764	148,667

-	14,000
	14,000
	-
	-

-	14,406
	-
	41,709
	27,304

-	15,807
	-
	57,516
	41,709

period

Unrestricted funds
to nearest £

26,744
-
40
26,784

Restricted funds
to nearest £

520
-
-
520

Endowment funds
to nearest £

-
-
-
-

Agreement Error

OK

Agreement Error

Unrestricted funds
to nearest £

-
-
-
-
-
-

Restricted funds
to nearest £

-
-
-
-
-
-

Endowment funds
to nearest £

-
-
-
-
-
-

Fund to which asset belongs

Cost (optional)

195,000
-
-
-
-

Current value (optional)

186,601
-
-
-
-

Fund to which asset belongs

Cost (optional)

-
-
-
-
-
-
-
-
-

Current value (optional)

-
-
-
-
-
-
-
-
-

Fund to which liability relates

Amount due (optional)

When due (optional)

	-
	-
	-
	-
	-

Print Name

Date of approval



Section A

Independent Examiner's Report

Report to the trustees/
members of

Benson Millstream Centre

On accounts for the year
ended

31 March 2025

Charity no
(if any)

1163000

Set out on pages

1 of 1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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").

Independent
examiner's statement

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

Ian Powell

Date:

6/1/2026

Name:

IAN POWELL

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

ICMA

Address:

7, PRESTON CROWMARSH
OX10 6SL

Only complete if the examiner needs to highlight 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.



MILLSTREAM DAY CENTRE

England & Wales - Charity number 1163000

Accounts



Trustees' Annual Report for the period

From 1st April 2023 Period start date To 31st March 2024 Period end date

Charity name: Millstream Day Centre - trading as Benson Millstream Centre

Charity registration number: 1163000

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide relief to elderly and disabled people and in particular those living in and around Benson, Ewelme, Berrick Salome, Roke, and Preston Crowmarsh by providing day care services and such other services as the Trustees may decide from time to time
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>At the start of this year the Centre was operating normally and up to full capacity, but still waiting for key documents and actions from our landlord SOHA to complete Building Control sign off.</p> <p>This situation inhibited fund raising within the building and restricted sub-letting for the benefit of the charity.</p> <p>Throughout this year our new manager, as her experience grew, ably supported by our 3 job-share support managers, has introduced a great variety of exciting and stimulating activities of many sorts, achieving for the first-time complete involvement of all our customers. A very significant achievement bringing both the benefits of mental stimulation and physical activity to all.</p> <p>Our outreach service continues to operate delivering hot meals to the community, our other services remain available, prescriptions, essential shopping etc. but demand is low partly because we are aware that many pairings of volunteers established during the pandemic continue to independently provide one to one help.</p>

During May we gained a new trustee with an accountancy background who will take charge of our grant applications.

In June, we conducted a Customer Survey to attain a global overview of our service and potential areas for improvement in the future. The responses from our customers were overwhelmingly positive and our showed that “our customers value the way they are welcomed and treated at the Centre.”

In August we appointed Taurus Fire to assist us in completing the fire safety aspects of our Building Control sign off as we were still awaiting final actions from our landlord.

Another new trustee was appointed in October with considerable corporate experience; and using business contacts to produce a complete redesign of the Centre’s website aimed at enhancing its profile.

In October a large water leak was discovered under the main building which, before repair, damaged one of our new interior walls. Due to the leak our planned opening by Oxfordshire’s Lord-Lieutenant was further delayed.

By December Building Control signoff was achieved at last and the water leak repaired

By March final plans were agreed for a formal opening of the new extension at the end of April followed by an open day for our community to experience our new facilities.

The Millstream Liaison Committee, which offers representatives of local Councils (parish, district, and county), local churches, local charities and the patients panel, the ability to discuss and influence the running of the Centre, continued to successfully operate throughout this

		year.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In accordance with our obligations, the Trustees report that we have had regard to the Charity Commission's guidance on public benefit and that we confirm that the activities listed above meet those requirements.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	It is important that Trustees recognise the continuing contribution of the resolute team of around 75 volunteers with diverse roles and skills during the year, vital to the safe, efficient and economical running of our charity.
<i>Other</i>		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Activities of a team of around 75 volunteers both at the Centre and reaching out to the community, co-ordinated from the Centre.</p> <p>During the year we provided 4,139 customer meals and served an average number of 28 customers per day.</p> <p>We continued to make a difference to the lives of over 50 local residents plus their carers and supporters both remotely and at the Centre.</p> <p>The charity, using an expert volunteer, continued to obtain attendance allowances for our customers.</p> <p>The charity provided continuing support through the Millstream@Home initiative, delivering hot meals but also shopping and prescriptions when required.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Centre attendance and Millstream@Home meals averaged 20 and 8 respectively per day, This was slightly below the meal target of 29 set for the financial year
Performance of fundraising activities against objectives set	Para 1.41	Local fundraising raised a net amount of £6,221 against a target of £6,500. Events included 400 club small lottery and other local fundraisers, cake sales etc.
		Investment income was £3,561 against a target of £4,500, due to lower returns and lower

Investment performance against objectives	Para 1.41	investment balance.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The extension building work at the Centre was completed at the end of 2022/23. The final grant money was received and the retention invoice paid in 2023/24, completing this significant project. The majority of the money borrowed from Founders Capital to cover the timing of Capital Grant receipts was returned, with just £10,000 still to be repaid in the future, due to additional work and consequent extra cost in completing the project. The hope is to be able to do this at the end of the next financial year. 2023-24 saw overall net income from unrestricted funds total £8,131 with customer numbers good, and this income supported by fundraising, grants and donations. Costs were well managed by the Centre team to ensure these were kept in line with the budget. Cash funds at the end of the year were £41,709, of which £2,901 is restricted.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A minimum of three months' running costs in the event of no income. General reserves are being built up to enable the return of Founders Capital to the original investment value in the future.
Amount of reserves held	Para 1.22	Total reserves of £216,386, including £177,483 of restricted reserves.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	We have no deficits
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Unrestricted grants and donations £22,277 Customer Income £33,495 Investment income £3,561 Restricted funds £17,821 Fundraising net income £6,221
		Founders' Capital is invested in IFSL CAF ESG Funds, split between Cautious and Income & Growth Funds.

Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<p>The key risk is that of accident or acute illness occurring to one of our frail customers. A protocol is in place for dealing with accidents and illness and a policy for vulnerable adults is in place. The manager, our support managers, and our chef are First Aid trained.</p> <p>Ongoing reliance on donations, fundraising and grants to support the running costs of the Centre is being addressed by increasing the capacity of the Centre and customer fees. Key issue here is in availability of cost-effective transport to draw customers from further afield.</p>
Other		<p>Our invested funds, Founders' Capital, was provided by several benefactors but notably from two major donors. An agreement exists that income obtained can be used at the discretion of Trustees but that the capital may only be used in exceptional circumstances.</p>

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The existing Trustees appoint Trustees. A skills audit of existing Trustees is undertaken so that, looking forward, an assessment of unmet needs can be made to inform the search and appointment process.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees are DBS checked and provided with formal documents such as accounts, constitution, and CC guidance. As part of their induction new Trustees are encouraged to visit the Centre and experience a full day's service.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are a small charity with a simple structure: currently 6 volunteer trustees, a professional volunteer treasurer, five paid staff, including 3 job-sharing support managers (with additional admin and maintenance support from volunteers).
Relationship with any related parties	Para 1.51	The Charity maintains an informal relationship through its Liaison Group with parallel local agencies, Parish and District Councils, ensuring good communication and common supportive objectives

Other		

Reference and Administrative details

Charity name	Millstream Day Centre	
Other name the charity uses	Benson Millstream Centre	
Registered charity number	1163000	
Charity's principal address	Mill Stream Benson Wallingford OX10 6RL	

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	Rob Wadley	Chair		
2	Geraldine Gault	Vice Chair		
3	Noelle Stallard			
4	Victoria Newton		Until 16 th May 2023	
5	Sue Clayton			
6	Julie Broscob		From 5 th May 2023	
7	Caroline Massingham		From 1 st October 2023	
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

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

Exemptions from disclosure

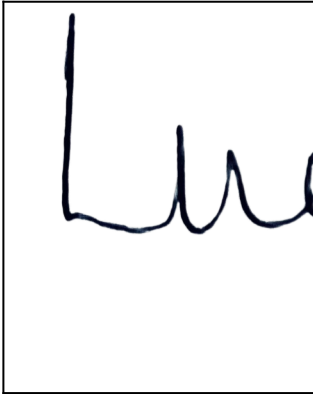
Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

	Signature(s)		
	Full name(s)	Lucy White	
	Position (eg Secretary, Chair, etc)	Trustee	
	Date	06/01/2024	



Receipts and payments account

For the period from

4/1/2023

To

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Fund Raising	9,097	-	-
Grants & Donations	22,277	2,482	-
Meals & Cofee	33,495	-	-
Hall Hire	1,182	-	-
Investment Income	3,561	-	-
Other	1,253	-	-
Garden Room	-	15,339	-
	-	-	-
Sub total(Gross income for AR)	70,865	17,821	-
A2 Asset and investment sales, (see table).			
Liquidation of Schroder	-	-	-
Closure of Schroder	-	-	44,174
Sub total	-	-	44,174
Total receipts	70,865	17,821	44,174
A3 Payments			
Staff Costs/Salaries	30,781	-	-
Classes	1,380	581	-
Groceries & Provisions	13,754	-	-
Building Costs	7,727	-	-
Supplies & services	3,213	-	-
Office Expenses	2,993	-	-
400 Club Prizes	2,886	-	-
Miscellaneous	-	-	-
Garden Room	-	7,178	-
Sub total	62,734	7,759	-
A4 Asset and investment purchases, (see table)			
Investment in IFSL	-	-	78,174
	-	-	-
Sub total	-	-	78,174
Total payments	62,734	7,759	78,174
Net of receipts/(payments)	8,131	10,062	- 34,000
A5 Transfers between funds	19,851	- 19,851	-

A6 Cash funds last year end	44,826	12,690	-
<i>Cash funds this year end</i>	72,808	2,901	- 34,000

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

Categories	Details	Unrestricted to nearest £
B1 Cash funds	Barclays - Main Account	38,768
	Barckays - Colln Account	-
	Cash	40
	Total cash funds <small>(agree balances with receipts and payments account(s))</small>	38,808
		Agreement Error
B2 Other monetary assets	Details	Unrestricted to nearest £
		-
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
	IFSL	
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
B5 Liabilities	Details	Fund to which liability relates

Signed by one or two trustees on behalf of

Signature

Print Name

Lucy W
Peter La

Lucy W
Peter La

63000
nts
3/31/2024

CC16a



**Total funds
to the nearest £**

**Last year
to the nearest £**

9,097
24,759
33,495
1,182
3,561
1,253
15,339
-
88,686

8,899
18,233
27,902
821
5,164
924
56,431
-
118,374

-
44,174
44,174

40,000
-
40,000

132,860

158,374

30,781
1,961
13,754
7,727
3,213
2,993
2,886
-
7,178
70,493

28,460
900
11,558
8,298
1,521
3,042
2,636
168
155,736
212,319

78,174
-
78,174

-

148,667

212,319

- 15,807
-

- 53,945
-

57,516
41,709

111,461
57,516



**Restricted
to nearest £**

2,901
-
2,901

OK

**Restricted
to nearest £**

-
-
-
-
-
-

**Endowment
to nearest £**

-
-
-

Agreement Error

**Endowment
to nearest £**

-
-
-
-
-
-

Cost (optional)

181,000
-
-
-
-

**Current value
(optional)**

174,582
-
-
-
-

Cost (optional)

-
-
-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-

**Amount due
(optional)**

-
-
-
-
-

**When due
(optional)**

-
-
-
-
-

Name	Date of approval
Hite	7/1/2025
Nigan	7/1/2025

Millstream Day Centre

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST March 2024

I report on the accounts for the Millstream Day Centre Trust for the year ended 31st March 2024 which are set out on the Receipts and payments accounts attached.

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. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations for 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 Powell
7 Preston Crowmarsh
OX106SL



18th November 2024

MILLSTREAM DAY CENTRE

England & Wales - Charity number 1163000

Accounts



Trustees' Annual Report for the period

From 1st April 2022 Period start date To 30th March 2023 Period end date

Charity name: Millstream Day Centre

Charity registration number: 1163000

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide relief to elderly and disabled people and in particular those living in and around Benson, Ewelme, Berrick Salome, Roke, and Preston Crowmarsh by providing day care services and such other services as the Trustees may decide from time to time
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>At the start of our year we closed the Centre for the recommended period of 10 days due to a chain of Covid infections, none serious.</p> <p>In April the charity was steadily acquiring the final funding required to allow the tenders to be sent out to local builders for our extension and refurbishment project. Discussions took place with Benson Parish Council about the release of a grant of £25,000 from their Community Infrastructure Levy (CIL) fund. Additionally, the descendants of the providers of our Founders' Capital were asked for their special approval for monies to be temporarily withdrawn from our investments to fund the start of the project, pending the expected CIL money grant and capital project funding from South Oxfordshire District Council (SODC), an award of £29,678, paid in two halves. Tender documents were sent out to four builders who expressed interest and a phasing plan was agreed to ensure that the Centre could remain open throughout the period of works. Our landlord, the South Oxfordshire Housing Association (SOHA) was briefed on their earlier agreement for our extension and supplied with all the relevant documents.</p> <p>In May Ewelme Parish Council awarded a grant of £4,000.</p> <p>In June, customers were taken to and participated in Jubilee celebrations in Ewelme.</p> <p>Rob Wadley and Geraldine Gault exchanged roles of Chair and Vice-chair.</p> <p>Due to the ever-increasing administration demands on the charity the Trustees agreed to</p>

Summary of the main activities – continued

recruit and advertised for an administration assistant, a new treasurer was also recruited.

Details of tenders received were discussed and analysed. In view of the costs, non-essential items were removed from the project and the likely contractors, Roy Passey Builders, asked to provide a revised tender.

An application was made to the Oxford Community Foundation for a grant to support the Centre during the building work.

In July the descendants of founders contacted confirmed their support of our exceptional need to borrow from the Founders' Capital.

Roy Passey Builders amended tender was accepted and contract signed.

The Employment Tribunal raised over the summary dismissal of the charity's former manager was held by video link with the judge reserving judgement.

A new administration assistant was recruited.

The first half of our revenue grant from SODC was received.

Building work started on schedule in August. The only impact on our customers at this stage was the non-availability of our garden. Hot meal delivery continued throughout the project despite the work.

By September the lounge area was not available, due building work. Normal activities continued but capacity at the Centre was restricted to a maximum of 24. Total meal numbers supplied continued to be buoyant averaging over 30 per day, exceeding our target.

The Centre was nominated for the Queens Award for Voluntary Service (QVAS).

A weekly free of charge "Millstream Mugs" initiative has started, providing a warm room, tea, coffee and companionship, run by volunteers. Donations to date, from this totalled £200.

The Employment Tribunal judge's ruling was received and published supporting summary dismissal and accordingly all the employee's claims have been dismissed.

In November the first phase of the building work was completed, the Centre's operation was now in the new extended lounge while dining area and disable toilets were refurbished.

The Centre hosted dignitaries, including an Oxfordshire Deputy Lord Lieutenant, for the

<p>Summary of the main activities – continued</p>		<p>village Remembrance Sunday ceremony and parade.</p> <p>A fundraising musical evening was held in Ewelme in December raising £1,240 and a pair of Deputy Lieutenants visited in furtherance of our QVAS nomination.</p> <p>The Millstream Liaison Committee, which offers representatives of local Councils (parish, district, and county), local churches, local charities, and the patients panel the ability to discuss and influence the running of the Centre continued to successfully operate throughout this year.</p> <p>The extension and refurbishment was completed, in December, ahead of schedule and just 5% over budget. The Charity would like to record our thanks to Roy Passey Builders for both the quality of their work, co-operation with our needs, and cost saving suggestions. Final building control approval is still outstanding, including safety systems which are our landlords, SOHA's responsibility. On Christmas Eve the refurbished foyer was damaged by a water leak above the ceiling, due to a faulty tank, not the recent building work.</p> <p>In January the water tank was repaired by SOHA and the paintwork damage repaired free of charge by Passey Builders.</p> <p>CIL funding of £25,000 was finally approved by Benson Parish Council in February.</p> <p>In March a new manager was recruited. A team of three experienced staff were also recruited as job-share Support Managers with complementary skills ready for the next financial year.</p> <p>Despite a difficult year the charity is proud to have delivered uninterrupted services throughout the period including our Millstream@Home, outreach which has continued to provide support for customers and the larger community albeit with reduced demand.</p> <p>Final Building Control sign-off is still outstanding due difficulty in getting responses from our landlord (SOHA).</p>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>In accordance with our obligations, the Trustees report that we have had regard to the Charity Commission's guidance on public benefit and that we confirm that the activities listed above meet those requirements.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	It is important that Trustees recognise the continuing contribution of the resolute team of around 75 volunteers with diverse roles and skills during the year, vital to the safe, efficient and economical running of our charity.
Other		We are grateful to the range of local benefactors who enabled the Centre to be financed, and contributed significantly to our extension project, ranging from residents, local charities to local councils. Trustees continue to recognise the support received from SOFEA who distribute surplus food whilst providing training to young people. This support was important to ensure cost effective supplies were available to benefit our customers.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Activities of a team of up to 85 volunteers both at the Centre and reaching out to the community, co-ordinated from the Centre. During the year we provided a record number of 4,348 customer meals and despite all the difficulties of our building project we served an average number of 29.9 customers per day. We made a difference to the lives of over 50 local residents plus their carers and supporters both remotely and at the Centre. The charity, using an expert volunteer, obtained attendance allowance for over 10 customers including a total of over £10,000 in back allowances. The Charity provided continuing support through the Millstream@Home initiative, but with reduced demand following the reduction in Covid infections.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Centre and Millstream@Home meals averaged 20.9 and 9 respectively per day, despite significant building work at the Centre. This was in line with the 30-meal target set for the financial year.
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Performance of fundraising activities against objectives set	Para 1.41	Local fundraising raised a net amount of £6,263 against a target of £6,000. Events included the annual 400 Club, Carol Singing, Halloween Trail, Music Night and raffle.
Investment performance against objectives	Para 1.41	Investment income target was £4,700, £5,164 received, due to slightly higher than expected investment returns in the year.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Centre undertook a considerable building project during the year, using significant grants, donations and reserves accumulated over several years to fund the project. A release of some of the Founders' Capital occurred to ensure payments could be made ahead of some grant receipts, with the plan to pay back as much as possible next year. The underlying financial performance of the Centre when the building project receipts and payments were removed for management reporting purposes, indicated a small profit for the year of £1,416. Given the levels of disruption and personnel changes during the year, this is a healthy position for the Centre to move forward in 2023/24.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Three months' running costs in the event of no income. Restricted reserves for final completion of the building project and Founders' Capital (described below)
Amount of reserves held	Para 1.22	£194,146, including £150,008 restricted reserves
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	We have no deficits
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Unrestricted grants and donations £16,493 Customer Income £27,902 Investment income £5,164 Grants and donations relating to the building project £56,431. Fundraising net income £6,263
Investment policy and objectives including any social investment policy adopted	Para 1.46	Founders' Capital is invested in a mixture of Charities Aid Foundation funds and Schroder Income Trust. A complete review of the investments is planned once the building work is completed and final grants received in 2023/24
A description of the principal risks facing the charity	Para 1.46	The key risk is that of accident or acute illness occurring to one of our frail customers. A protocol is in place for dealing with accidents and illness and a policy for vulnerable adults is in place. The manager, our support managers,

		and our chef are First Aid trained. Ongoing reliance on donations, fundraising and grants to support the running costs of the Centre is being addressed by increasing the capacity of the Centre and customer fees. Key issue here is in availability of cost-effective transport to draw customers from further afield.
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Other		Our invested funds, Founders' Capital, was provided by several benefactors but notably from two major donors. An agreement exists that income distributed can be used at the discretion of Trustees but that the capital may only be used in exceptional circumstances.
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The existing Trustees appoint Trustees. A skills audit of existing Trustees is undertaken so that, looking forward, an assessment of unmet needs can be made to inform the search and appointment process.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees are DBS checked and provided with formal documents such as accounts, constitution, and CC guidance. As part of their induction new Trustees are encouraged to visit the Centre and experience a full day's service.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are a small charity with a simple structure: five volunteer trustees, a professional volunteer treasurer, three paid staff (with additional admin and maintenance support from volunteers).
Relationship with any related parties	Para 1.51	The Charity maintains an informal relationship through its Liaison Group with parallel local agencies, Parish and District Councils, ensuring good communication and common supportive objectives
Other		

Reference and Administrative details

Charity name	Millstream Day Centre
Other name the charity uses	Benson Millstream Centre
Registered charity number	1163000
Charity's principal address	Mill Stream Benson Wallingford OX10 6RL

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	Rob Wadley	Chair		
2	Geraldine Gault	Vice Chair		
3	Noelle Stallard			
4	Victoria Newton			
5	Sue Clayton			
6				
7				
8				
9				
10				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

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Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information



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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Rob Wadley	Geraldine Gault
------------	-----------------

Position (e.g. Secretary, Chair, etc)

Chair	Vice Chair
-------	------------

Date

27 th January 2024



Receipts and pay

For the period from

4/1/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £
A1 Receipts		
Fund Raising	8,899	-
Grants & Donations	16,493	1,740
Meals & Cofee	27,902	-
Hall Hire	821	-
Investment Income	5,164	-
Other	924	-
Garden Room Grants/Donations	-	56,431
Sub total(Gross income for AR)	60,203	58,171
A2 Asset and investment sales, (see table).		
Liquidation of Schroder funds	-	40,000
	-	-
Sub total	-	40,000
Total receipts	60,203	98,171
A3 Payments		
Staff Costs/Salaries	28,460	-
Classes	900	-
Groceries & Provisions	11,558	-
Building Costs	7,558	740
Supplies & services	1,521	-
Office Expenses	3,042	-
400 Club Prizes	2,636	-
Miscellameous	168	-
Garden Room	-	155,736
Sub total	55,843	156,476
A4 Asset and investment purchases, (see table)		
	-	-
	-	-
Sub total	-	-
Total payments	55,843	156,476

<i>Net of receipts/(payments)</i>	4,360	-	58,305
A5 Transfers between funds	-	64,870	64,870
A6 Cash funds last year end	105,336		6,125
Cash funds this year end	44,138		12,690

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

Categories

Details

B1 Cash funds

Barclays - Main Account
Barclays - Colln Account
Cash

Total cash funds

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

B2 Other monetary assets

Details

B3 Investment assets

Details

Schroder Income Trust
CAF Account

B4 Assets retained for the charity's own use

Details

B5 Liabilities

Details

--

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

Signature
#VALUE!
G. Gault

1163000

ments accounts

CC16a

To

3/31/2023



Endowment funds

Total funds

Last year

to the nearest £

to the nearest £

to the nearest £

-	8,899	6,654
-	18,233	47,950
-	27,902	22,638
-	821	1,041
-	5,164	4,473
-	924	895
-	56,431	9,293
-		
-	118,374	92,944

-	40,000	
-	-	-
-	40,000	-
-	158,374	92,944

-	28,460	28,231
-	900	570
-	11,558	8,027
-	8,298	7,520
-	1,521	1,844
-	3,042	2,864
-	2,636	2,498
-	168	250
-	155,736	9,529
-	212,319	61,333

-	-	
-	-	
-	-	-

-	212,319	61,333
---	---------	--------

-	- 53,945	31,611
-	-	-
-	111,461	79,850
-	57,516	111,461

period

Unrestricted funds	Restricted funds	Endowment funds
to nearest £	to nearest £	to nearest £
42,838	12,690	
1,240		
60	-	-
44,138	12,690	-

OK Unrestricted funds OK Restricted funds OK Endowment funds

to nearest £	to nearest £	to nearest £
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

Fund to which asset belongs	Cost (optional)	Current value (optional)
	58,333	46,440
	88,667	90,190
	-	-
	-	-
	-	-

Fund to which asset belongs	Cost (optional)	Current value (optional)
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-

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

-
-
-
-

Print Name
R Wadley
G Gault

Date of approval
16-Jan-24
16-Jan-24

Millstream Day Centre

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST March 2023

I report on the accounts for the Millstream Day Centre Trust for the year ended 31st March 2023 which are set out on the Receipts and payments accounts attached.

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. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations for 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 Powell
7 Preston Crowmarsh
OX106SL



13th January 2024

MILLSTREAM DAY CENTRE

England & Wales - Charity number 1163000

Accounts



Trustees' Annual Report for the period

Period start date

Period end date

From

01 04 2020

To

31 03 2021

Section A Reference and administration details

Charity name

Millstream Day Centre

Other names charity is known by

Benson Millstream Centre

Registered charity number (if any)

1163000

Charity's principal address

Benson Millstream Centre

Mill Stream

Benson

Postcode

OX10 6RL

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	Geraldine Gault	Chair		
2	Rob Wadley	Vice Chair		
3	Nick Duncan	Secretary		
4	Noelle Stallard			
5	Victoria Newton			
6	Sue Clayton		19 th October 2020	
7				
8				
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10				
11				
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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)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	Charitable Incorporated Organisation
Trustee selection methods	Appointed by existing Trustees

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>The existing Trustees appoint trustees. A skills audit of existing Trustees is undertaken so that, looking forward, an assessment of unmet needs can be made to inform the search and appointment process.</p> <p>Trustees are DBS checked and provided with formal documents such as accounts, constitution, and CC guidance.</p> <p>As part of their induction new Trustees are encouraged to visit the Centre and experience a full day's service.</p> <p>The key risk is that of accident or acute illness occurring to one of our frail customers. A protocol is in place for dealing with accidents and illness and a policy for vulnerable adults is in place. The manager and our chef are first aid trained. The Centre benefits from being located on the same site at the Millstream Surgery.</p> <p>As a small organisation, with only two paid members of staff, staff absence is a significant service continuity risk. Various options have been explored and Trustees have recruited a relief manager on a casual basis and a contract chef to cover staff absences.</p> <p>The nature of the organisation means that significant responsibility falls on Trustees to support Centre staff and volunteers. Inevitably the time that individual Trustees have available to provide that support is limited. The recruitment in October 2020 of an additional Trustee was designed to address emerging capacity issues.</p> <p>Trustees hold up to date public liability insurance. Croner HR have been engaged to support a full H&S review and update of the Centre's risk assessments.</p>
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Summary of the objects of the charity set out in its governing document

To provide relief to elderly and disabled people and in particular those living in and around Benson, Ewelme, Berrick Salome, Roke, and Preston Crowmarsh by providing day care services and such other services as the Trustees may decide from time to time

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 Centre closed its normal operations on 16th March 2020 to comply with Public Health guidance. It did not reopen to visiting customers until 17th May 2021.

Trustees responded to an initiative, prompted by local churches and its own manager, to host a volunteer-led Help Hub. The Hub was initially managed by volunteers from local churches and charities and the Benson Patient Panel. The activity was supported by allowing the Hub access to the Centre's infrastructure, buildings, kitchen, bank accounts and insurance.

The initiative was supported by generous donations from residents but as the lockdown progressed the Centre stepped in to apply and manage grants from central and local government as well as other charitable bodies such as Oxfordshire Community Foundation.

Volunteers provided a range of services to customers of the Centre and vulnerable and isolated individuals/families in the area. Services included delivery of hot meals (3 times per week), preparation and delivery of food parcels, essential shopping, prescription collection and delivery, visits, and chat calls by volunteers to isolated individuals with the supply and provision of activity packs.

When it became clear that the Centre was going to be closed to customers for an extended period Trustees took a greater role in co-ordinating the activity of the Hub. The outreach service that emerged through the year "Millstream@Home" is now a permanent feature in the services run from the Centre.

So successful was the collaboration behind the Hub that it has been formalised by the creation of the Millstream Liaison Committee, which offers representatives of local Councils (parish, district, and county), local churches, local charities, and the Patients Panel to discuss and influence the running of the Centre.

Looking forward, fund raising for the planned extension and refurbishment of the Centre continues. It has been delayed by the cancellation of SODC's 2020/21 Capital Grant scheme, which potentially, match-funds monies already raised. Trustees have been able to set aside funds raised from other sources and are well placed to finalise funding in the coming year which should enable contracts to be placed in the first half of 2022.

In accordance with our obligations, the Trustees report that we have had regard to the Charity Commission's guidance on public benefit and that we confirm that the activities listed above meet those requirements.

Additional details of objectives and activities (Optional information)

It is important that Trustees recognise the contributions of the resolute team of volunteers (200 registered and over 90 individuals became active volunteers). Mention should be given to local chef Nick Negus who provided meals from the Centre.

The commitment of our staff, always highly valued, came to the fore during this period. Apart from the hours of voluntary effort, knowledge of the residents likely to need support, using existing support networks proved invaluable.

We are grateful to the range of local benefactors who enabled the Hub to be financed, ranging from residents, local charities to local councils.

Trustees always recognise the support received from SOFEA who distribute surplus food whilst providing training to young people. This support was more important than ever to ensure that necessary supplies were available to ensure that hot meals and food parcels reached those in need.

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

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

Summary of the main achievements of the charity during the year

Activities of a team of one hundred Help Hub volunteers co-ordinated from the Centre.

Over 3300 freshly prepared meals supplied to isolated/vulnerable residents.

Nearly eight hundred food parcels sourced and delivered.

Two hundred local households received support from the Hub

Efforts that were recognised by an award from the High Sherriff of Oxfordshire in March 2021.

Section E

Financial review

Brief statement of the charity's policy on reserves

In 2016 Trustees adopted a risk-based approach to assessing levels of Contingency (emergency reserves), and that sum was set at £7000. Whilst a number of the risks identified occurred in the year, the occurrence of a pandemic did not feature. Moving forward Trustees are adopting a simpler, pragmatic approach to determining the level of Contingency moving forward and in future will aim to keep a minimum of 3 months operating cost in Contingency, £12000.

Trustees have established renewal funds to meet ongoing maintenance and renewal commitments, at 31 March 2021 £18950 had been allocated to those funds. In addition, funds raised specifically for the Centre's redevelopment sat at £15754.

On 31 March 2021 the Centre held £33000 more than those funds required to meet the above commitments. This Reserve puts the Centre in an advantageous position as it looks to deliver the initiatives flowing from the Trustees development plan

Details of any funds materially in deficit

We have no deficits

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.

Our invested funds, Founders Capital, provided by several benefactors but notably from two major donors. An agreement exists that income distributed can be used at the discretion of Trustees but that the capital may only be used in exceptional circumstances.

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)	G. Gault	R Wadley.
Full name(s)	GERALDINE GAULT	Robin Wadley
Position (eg Secretary, Chair, etc)	CHAIR	Trustee & Vice Chair
Date	14/07/22	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Millstream Day Centre	1163000
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CC16a

Receipts and payments accounts

For the period from	01/04/2020	To	31/03/2021
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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					
Fund Raising	3,081	-	-	3,081	11,095
Grants & Donations	50,732	-	-	50,732	13,001
Meals & Cofee	6,345	-	-	6,345	19,378
Other	582	-	-	582	1,638
Investment Income	5,089	-	-	5,089	5,907
	-	-	-	-	-
Centre Development Grants/Donations	-	4,000	-	4,000	4,000
	-	-	-	-	-
Sub total (Gross income for AR)	65,829	4,000	-	69,829	55,020
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	65,829	4,000	-	69,829	55,020
A3 Payments					
Staff Costs/Salaries	24,877	-	-	24,877	29,196
Classes	-	-	-	-	1,590
Groceries & Provisions	3,228	-	-	3,228	9,673
Building Costs	6,306	-	-	6,306	6,740
Supplies & services	4,073	-	-	4,073	2,067
Office Expenses	2,430	-	-	2,430	1,777
400 Club Prizes	2,205	-	-	2,205	2,477
Miscellaneous	51	-	-	51	219
	-	-	-	-	-
Centre Development	-	-	-	-	2,178
Sub total	43,170	-	-	43,170	55,917
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	43,170	-	-	43,170	55,917
Net of receipts/(payments)	22,659	4,000	-	26,659	- 897
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	50,830	197,361	-	248,191	-
Cash funds this year end	73,489	201,361	-	274,850	- 897

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	Barclays - Main Account	18,126	6,361	-
	Barclays - Colln Account	150		
	CAF 60 Day Deposit	55,000		
	SUTL Cazenove Charity Round CAF Account	-	106,333	-
	Cash	213	-	-
	Total cash funds	73,489	201,361	-

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

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

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

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

Categories	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
		09/08/2021

Millstream Day Centre

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST March 2021

I report on the accounts for the Millstream Day Centre Trust for the year ended 31st March 2021 which are set out on the Receipts and payments accounts attached.

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. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations for 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

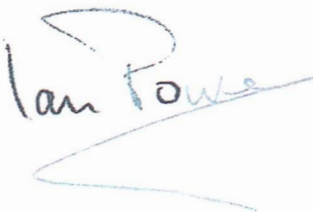
In connection with my examination, no matter has come to my attention:

- 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 Powell
7 Preston Crowmarsh
OX106SL



27th July 2021