

HEALTHWATCH OXFORDSHIRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2022

Charity Number
1172554 (England and Wales)
Company Number 08758793

HEALTHWATCH OXFORDSHIRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2022

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HEALTHWATCH OXFORDSHIRE

GENERAL INFORMATION

Registered charity name	Healthwatch Oxfordshire
Charity number	1172554
Company Number	08758793
Principal & registered office address	The Old Dairy High Cogges Farm High Cogges Witney Oxfordshire OX29 6UN
Trustees	Sylvia Buckingham Don O'Neal Claire Gray (appointed 7 July 2021) Martin Tarran-Jones Alyssa Chase (from 20 April 2021 to 24 May 2022) Lisa Hughes (from 1 April 2021 to 25 October 2021) John Evans (from 1 April 2021 to 6 July 2021)
Accountants	SPX Oxford Ltd Peace House 19 Paradise Street Oxford OX1 1LD
Independent examiner	Caroline Webster FCA UHY-Ross Brooke Ltd Windrush Court Abingdon Business Park Abingdon OX14 1SY
Bankers	Unity Trust Bank

HEALTHWATCH OXFORDSHIRE

Trustees' Annual Report for the period 1st Apr 2021 to 31 Mar 2022

Section A: Reference and administration details

Charity name

Healthwatch Oxfordshire.

Other names charity is known by

Registered charity number (if any)

1172554.

Charity's principal address

The Old Dairy, High Cogges Farm

High Cogges

Witney, OX29 6UN

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	Sylvia Buckingham	Chair		Healthwatch Board
2	Alyssa Chase		20.4.21 - 31.3.22	Ditto
3	Claire Gray		07.07.21 - 31.3.22	Ditto
4	Don O'Neal			Ditto
5	Martin Tarran-Jones	Treasurer		Ditto
6	John Evans		1.4.21 - 6.7.21	Ditto
7	Lisa Hughes		1.4.21 - 25.10.21	Ditto

Names and addresses of advisers (Optional Information)

Type of adviser	Name	Address
Accountants	SPX Oxford Ltd	SPX Oxford Ltd, Peace House, 19 Paradise Street, Oxford, OX1 1LD
Independent Examiner	Caroline Webster	UHY-Ross Brooke Ltd, Windrush Court, Abingdon Business Park, Abingdon, OX14 1SY

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

Executive Director: Rosalind Pearce.

Business Manager: Carol Ball

Section B Structure, governance, and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Articles of Association
How the charity is constituted (eg. trust, association, company)	Company, Limited by Guarantee.
Trustee selection methods (eg. appointed by, elected by)	Healthwatch, Oxfordshire uses local advertising and networking methods to attract Trustee candidates. Candidates apply using an application specification and guide on the job requirements and skills issued by the Board. All suitable candidates are interviewed by a panel of Healthwatch Oxfordshire Trustees. Those recommended for appointment are voted upon by the full Trustee Board.

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.

Healthwatch, Oxfordshire's organisational structure:

The charity is run by an elected Board of Trustees. Its officers are: Chair, and Treasurer.

The Trustee Board meets in February, May, September, and November, when the public is invited to attend. At a special Public Meeting in July, HWO presents its annual report. During the year all its meetings have been virtual due to the pandemic.

The Operational Team is managed by an Executive Director, supported by a Business Manager. There are five other salaried members of HWO staff.

The Executive Director reports directly to the Trustee Board.

The Business Manager acts as Secretary to the Trustee Board.

The Board appoints a sub-group with focus on Governance and Finance.

The Business Manager is leading a program planning Disaster Recovery and Risk Management.

Section C

Objectives and activities

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

NB: As required by the Charity Commission (CC) It is confirmed that the Healthwatch Oxfordshire Trustees have had regard to the guidance issued by the CC on public benefit.

Healthwatch Oxfordshire (HWO) exists to provide local Healthwatch services within Oxfordshire, through the following objects:

- ❖ Providing information and advice to the public about local health and social care (H&SC) services.
- ❖ Making the views and experiences of the public known to H&SC providers.
- ❖ Enabling local people to have a voice in the development, delivery, and equality of access to local H&SC services and facilities.
- ❖ Providing training and development of skills for volunteers and the wider community in: understanding, scrutinising, reviewing, and monitoring local H&SC facilities.

The principal activities in support of these objects are described below, with each example supporting one or more of HWO's Objects. This is not intended to be a total picture of HWO's activities during the year, but rather to give a flavour of what we are achieving.

Once again, our outreach program "on the ground," was severely curtailed by the onset of Covid restrictions. However, by smarter use of technology, the website, and social media, HWO's performance was greatly improved over the prior year.

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)

- ❖ During the year, despite Covid restrictions, HWO heard from 12,902 members of the public through a combination of: Website feedback centre. "Tell us" Forms. Enter and View. Signposting. Voluntary Sector, Surveys, and social media. This compares with 7,700 in the prior year and was greatly assisted by continuing work to increase HWO's social media presence.
- ❖ HWO continued to circulate its bi-weekly rundown on recent Health and Care related news.
- ❖ During the year HWO published the following research-based reports, based upon either trends in issues raised by patients and/or listening to the seldom heard communities.
 - GP website check-up.
 - Access to Oxfordshire Dental Services.
 - What's it like living around Didcot?
 - Access to Oxfordshire Dental Services during Covid restrictions.
 - Voices from the loved ones of care home residents during the

Section C

Objectives and activities

Covid pandemic.

- Using pharmacies in Oxfordshire.
- I just need to talk to someone: Secret Shopper exercise for Oxfordshire Safeguarding Board.
- What people are telling us about the Covid 19 vaccination in Oxfordshire.
- What people are telling us about getting treatment for earwax and hearing problems in Oxfordshire.
- GP websites, re-visited.
- Hearing from Albanian and Arab speaking communities.
- People's experience of home blood pressure monitoring in Oxfordshire and Buckinghamshire (Joint report by HWO and HW Bucks).
- Patients' experiences of contacting GP practices in Oxfordshire.
- Using interpreters to access Health and Social Care services in Oxfordshire.
- Food and healthy lifestyles: what we heard from the Sudanese community in Oxfordshire.
- Living in Chipping Norton.
- Rural isolation in Oxfordshire.
- Women's views on maternity care – black women's experiences of maternity captured on film by community research project leader Omotunde Coker.

In each case, after research and report publication, HWO organises contact with relevant service providers and service users to discuss findings and agree steps to make improvements.

- ❖ HWO attends key meetings organised by Service Providers to ensure that the public voice is heard. For example:
 - It is a voting member of the Oxfordshire Health and Wellbeing Board.
 - It reports to Oxfordshire's Joint Health Overview and Scrutiny Committee.
 - The Executive Director attends meetings of the Healthwatch Bucks, Oxfordshire, West Berkshire (BOB) Management Group.
 - The Executive Director also meets regularly with the management of the OCCG, the Oxford University Hospital NHS Foundation Trust, and the Oxford Health NHS Foundation Trust.

Our aim at these meetings is to ensure that the public voice is always heard and to influence providers and commissioners of Health and Care services.

- ❖ HWO has continued work on improving the usefulness of its website and helping people to find it. During the year, the website had over 50,500 hits, compared with 33,000 in the prior year, and

Section C

Objectives and activities

well ahead of target. The public feedback centre on the HWO website allows people to comment on Health and Care services received. HWO now helps to facilitate patient outcomes by sending posts direct to service providers and brokering contacts between providers and their service users. Our target for this service was 220 in the year, but we achieved 415, demonstrating the growing importance of this service to patients.

- ❖ HWO continued with its contract with the Oxfordshire Clinical Commissioning Group (OCCG) to provide support and leadership to Patient Participation Groups (PPGs). A designated member of HWO staff leads this work and has attended several PPG meetings and webinars that were held online. The contract also allows HWO to lead the Oxfordshire Wellbeing Network (OWN), that feeds voluntary and community organisation inputs into Oxfordshire's Health and Wellbeing Board.
- ❖ Groups with which HWO has worked with or met over 42 groups during the year, some of them were:
 - Achieve Oxfordshire
 - African families in the UK
 - Chippy Larder
 - Diversity Football League
 - Oxford Community Action
 - Oxford Myeloma Support Group
 - Oxfordshire Chinese Community and Advice Centre
 - SOFEA

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.

Policy on Grant Making:

Project fund grants to third parties are made according to clear rules laid down by HWO on, "who does what," monitoring and the drafting and publication of reports. When such grants are budgeted for and planned, a trustee will oversee the work performed by the operational team. We made one project fund grant to Community First Oxfordshire who produced the report: Rural Isolation in Oxfordshire

Contributions from Volunteers:

- ❖ Trained volunteers assist HWO with Enter and View visits and reports, in all cases they have been subject to DBS vetting, and they are accompanied by HWO staff. Having had to cancel all E&V work in 20/21, we were pleased to restart the program, with a new leader, and 6 E&V exercises were carried out in the year, including:
 - Two medical centres: Eynsham and Long Hanborough.
 - A Lloyds Pharmacy in Eynsham.
 - A Pharmacy in Long Hanborough, alongside the GP practice there.
 - The outpatient unit in Chipping Norton.

Section C

Objectives and activities

- ❖ Three volunteers attend the Childrens Trust Board meetings and the Health Improvement Board meetings.
- ❖ We have two volunteers who support the HWO team with administrative work.
- ❖ The HWO Trustee Board comprises lay-volunteer members, who receive no fees for their work. Reasonable expenses incurred in the performance of their agreed duties may be claimed but must be authorised by the HWO Executive Director.

Section D

Main achievements

Summary of the main achievements of the charity during the year

- ❖ Due to the onset of Covid-19 and the Government's lock downs, HWO agreed that its staff should follow Government guidance on working at home and in the office. Since then, HWO work has been ongoing and daily staff meetings and reviews on progress have been conducted using MS Teams software. Formal meetings of Trustees have also been held in this manner. Although there were let-ups from the lockdowns, most of the year has entailed HW staff working from home, and HW's normal outreach activities have been much curtailed as a result. However, by working smarter and using technology effectively, HW has achieved very worthwhile work, as detailed in this report.
- ❖ The increase in HWO's interface with the public has been a good demonstration of how its performance has improved, year on year. A 360-degree survey of stakeholders' opinions of HWO was commissioned by the Oxfordshire County Council, and the resulting report was supportive of, and complimentary to HWO's leadership, team, and focus on the provision of local HW services.
- ❖ In July 2022 it is expected that the Bucks, Oxfordshire, Berkshire West Integrated Care Board (BOB ICB) and its integrated care partnership will be formally established, along with the place-based partnerships in the three counties. HWO has been working with the BOB management group over the year to ensure they have heard the patient voice and to take part in newly formed committees such as "Quality," and "Primary Care."
- ❖ The Trustee board has reduced to five members and the Chair has led work to provide more attractive recruitment materials to encourage more to join HWO as Trustees in 2022-2023.

HEALTHWATCH OXFORDSHIRE

Section E Financial review

Brief statement of the charity's policy on reserves

£24,068 has been agreed by the Trustees to be set aside in a Nationwide deposit bank account to provide for wind-down costs, should the current Grant-in-Aid program not be renewed on March 31st, 2023.

Details of any funds materially in deficit

None.

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.

Healthwatch organisations have Statutory Duties under the 2012 H&SC Act and are funded by Government, via their Local Authorities, in this case the Oxfordshire County Council (OCC). As such, HWO has not attempted to raise charitable funds from either the Public or Organisations during this year.

HWO has been funded by grant-in-aid programs from the OCC since its inception in 2013/14.

2021/22 was the third of a 3-year grant in aid agreement with the OCC. An extension to fund the year 2022/23 was successfully negotiated by October 2021.

FUTURE FUNDING:

The Council has notified HWO that it intends to award a 5-years' contract for HW services from April 1st, 2023. This will require an open bidding process which will be used to award that contract, with the result expected in January 2023. The Trustees of HWO have decided to participate in this process.

HWO does not make financial investments, using all its resources to provide Local Healthwatch Services.

The Director/Trustees have satisfied themselves that HWO has adequate funding for the next financial year, 2022/23.

Section F Other optional information

HEALTHWATCH OXFORDSHIRE

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Sylvia Buckingham	
Full name(s)	S. Mearns	
Position (eg Secretary, Chair, etc)	Chair	
Date	24/10/22	

HEALTHWATCH OXFORDSHIRE

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Healthwatch Oxfordshire for the purposes of Company Law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

Company Law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report has been prepared taking advantage of the exemptions available to small companies in the Companies Act 2006.

INDEPENDENT EXAMINATION

The nominated independent examiner will be considered by trustees for re-appointment for the ensuing year.

Signed on behalf of the trustees



Date 29/10/22

HEALTHWATCH OXFORDSHIRE

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF HEALTHWATCH OXFORDSHIRE FOR THE YEAR ENDED 31 MARCH 2022

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 14 to 19.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

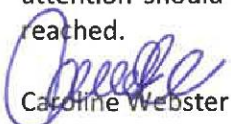
Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Caroline Webster FCA
UHY Ross Brooke Ltd

Windrush Court
Abingdon Business Park
Abingdon
OX14 1SY

25th October 2022

HEALTHWATCH OXFORDSHIRE

STATEMENT OF FINANCIAL ACTIVITIES and INCOME AND EXPENDITURE ACCOUNT.

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Income from:							
Charitable activities	3	304,709	-	304,709	303,142	-	303,142
Investments		18	-	18	22	-	22
Total income		<u>304,727</u>	<u>-</u>	<u>304,727</u>	<u>303,164</u>	<u>-</u>	<u>303,164</u>
Expenditure on:							
Charitable activities	4-6	329,847	-	329,847	301,377	-	301,377
Total expenditure		<u>329,847</u>	<u>-</u>	<u>329,847</u>	<u>301,377</u>	<u>-</u>	<u>301,377</u>
Net Income / -expenditure		<u>-25,120</u>	<u>-</u>	<u>-25,120</u>	<u>1,787</u>	<u>-</u>	<u>1,787</u>
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>-25,120</u>	<u>-</u>	<u>-25,120</u>	<u>1,787</u>	<u>-</u>	<u>1,787</u>
Reconciliation of funds:							
Total funds brought forwards		75,974	-	75,974	74,187	-	74,187
Total funds carried forward		<u>50,854</u>	<u>-</u>	<u>50,854</u>	<u>75,974</u>	<u>-</u>	<u>75,974</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 14 to 17 form part of these financial statements.

HEALTHWATCH OXFORDSHIRE

BALANCE SHEET AS AT 31 MARCH 2022

COMPANY NUMBER 08758793

		2022		2021	
		£	£	£	£
	Notes				
CURRENT ASSETS					
Debtors	7	11,119		11,119	
Cash at bank		76,830		105,397	
		<u>87,949</u>		<u>116,516</u>	
CREDITORS: Amounts falling due within one year	8	<u>37,095</u>		<u>40,541</u>	
NET CURRENT ASSETS			50,854		75,974
NET ASSETS			<u>50,854</u>		<u>75,974</u>
FUNDS					
INCOME FUNDS					
Unrestricted Income funds	9		50,854		75,974
Restricted Income funds	10		-		-
TOTAL INCOME FUNDS			<u>50,854</u>		<u>75,974</u>

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

These accounts were approved by the Board of Directors on 5th October 2022 and are signed on behalf of the board by:



Ms Sylvia Buckingham, Chair of the Board of Trustees

HEALTHWATCH OXFORDSHIRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. COMPANY STATUS

Healthwatch Oxfordshire is a company limited by guarantee.
The liability of each member is limited to £1 on a winding up of the company.

2. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Healthwatch Oxfordshire meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

Going Concern

Including consideration of Covid 19 the trustees believe that there are no material uncertainties about the Charity's ability to continue as a going concern over the next 12 months. It should be noted that the Grant -in -Aid agreement with Oxfordshire County Council is due to expire on 31.3.23. As such the trustees have funds set aside to enable the charity to wind up whilst meeting its financial obligations should we not win the new contract to supply local Healthwatch Services.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Income

All income is included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure represents amounts invoiced, including value added tax.

Fixed assets

Fixed assets (excluding investments) would be stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1,000 are not capitalised.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

- Office equipment – 25% straight line
- Computer equipment – 33% straight line

HEALTHWATCH OXFORDSHIRE

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31 MARCH 2022

Creditors

Creditors are recognised when the goods or service have been received and payment is crystallised. They are valued at the amount invoiced, or expected to be invoiced, including value added tax.

Pensions

Healthwatch Oxfordshire operates a defined contribution pension scheme. Contributions payable for the year are charged in the statement of financial activities. Liabilities at the end of the reporting period are amounts due to the pension scheme from past earnings periods.

Taxation

The Charity is exempt from corporation tax on its charitable activities.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total Funds 2022	Total Funds 2021
	£	£	£	£
Grants received (OCC)	252,866	-	252,866	247,908
Fee income (OCCG)	41,458	-	41,458	31,109
Fee income (Other)	10,385	-	10,385	24,125
	<u>304,709</u>	<u>-</u>	<u>304,709</u>	<u>303,142</u>

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total Funds 2022	Total Funds 2021
	£	£	£	£
Staffing costs	246,757	-	246,757	237,620
Premises costs	17,450	-	17,450	16,287
Marketing and communications	15,796	-	15,796	3,105
Project costs	15,488	-	15,488	14,858
Sundry running costs	25,737	-	25,737	21,302
Governance	8,619	-	8,619	8,205
Total charitable activities	<u>329,847</u>	<u>-</u>	<u>329,847</u>	<u>301,377</u>

Staffing costs include staff mileage, training and recruitment, as well as the salaries and benefits disclosed in Note 6

HEALTHWATCH OXFORDSHIRE

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31 MARCH 2022

5. GOVERNANCE COSTS

	Unrestricted	Restricted	Total Funds 2022	Total Funds 2021
	£	£	£	£
Independent Examination fee	810	-	810	810
Accountancy fees	7,809	-	7,809	7,395
	<u>8,619</u>	<u>-</u>	<u>8,619</u>	<u>8,205</u>

6. STAFF COSTS

	2022	2021
	£	£
Wages	215,485	209,650
Social security costs	16,908	16,309
Pension contributions	10,482	8,465
	<u>242,875</u>	<u>234,424</u>

The average number of staff employed during the year was 7.25 (2021: 7). No employee received pay or benefits in excess of £60,000 in either year.

7. DEBTORS

	2022	2021
	£	£
Accounts receivable	-	-
Prepayments	11,119	11,119
	<u>11,119</u>	<u>11,119</u>

Prepayments in 2022 and 2021 relate to rent, rent deposit and web-hosting.

8. CREDITORS

	2022	2021
	£	£
Taxation and social security	5,557	4,907
Income received in advance	19,577	27,763
Other creditors	8,661	4,973
Accruals	3,300	2,898
	<u>37,095</u>	<u>40,541</u>

Other creditors include £1,869 owing to the pension scheme in respect of March 2022 salary costs.

HEALTHWATCH OXFORDSHIRE

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31 MARCH 2022

9. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 21 £	Income £	Expenditure £	Transfers £	Balance at 31 Mar 22 £
Other unrestricted funds	75,974	304,727	- 329,847	-	50,854
	<u>75,974</u>	<u>304,727</u>	<u>- 329,847</u>	<u>-</u>	<u>50,854</u>

Previous year

	Balance at 1 Apr 20 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 21 £
Other unrestricted funds	74,187	303,164	- 301,377	-	75,974
	<u>74,187</u>	<u>303,164</u>	<u>- 301,377</u>	<u>-</u>	<u>75,974</u>

10. RESTRICTED INCOME FUNDS

There are no restricted income funds

11. TRUSTEE REMUNERATION & RELATED PARTY TRANSACTIONS

No member of the board of trustees received any remuneration during the year.

There were no travel costs reimbursed (2021 nil)

There were no payments to third parties for trustee costs

There were no other related party transactions.

12. REMUNERATION AND BENEFITS OF KEY MANAGEMENT PERSONNEL

The key management personnel of HWO are the Trustees, the Executive Director and the Business Manager. The Trustees receive no remuneration. The Executive Director and the Business Manager are responsible for the day-to-day management of HWO. Total remuneration in respect of the key management personnel totalled £95,858 in 2021-22 and £92,541 in 2020-21.