

HEALTHWATCH OXFORDSHIRE

HEALTHWATCH OXFORDSHIRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Charity Number
1172554 (England and Wales)
Company Number 08758793

HEALTHWATCH OXFORDSHIRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2024

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**HEALTHWATCH OXFORDSHIRE
GENERAL INFORMATION**

Registered charity name	Healthwatch Oxfordshire
Charity number	1172554
Company Number	08758793
Principal & registered office address	Office 1 Cypher House Bampton Business Centre South Weald Oxfordshire OX18 2AN
Trustees	Sylvia Buckingham Don O'Neal Claire Gray (resigned September 2023) Philip Baker Christiana Roberts Diana O'Meara (appointed January 2024) Tracey Rees (appointed July 2023) Emily Williams (appointed September 2023)
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 Nationwide

HEALTHWATCH OXFORDSHIRE
Trustees' Annual Report for the period 1st Apr 2023 to 31 Mar 2024

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

Office 1, Cypher House, Bampton Business Centre South
Weald, Oxon
OX18 2AN

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	Don O'Neal	Chair		Healthwatch Board
2	Phil Baker			Ditto
3	Sylvia Buckingham			Ditto
4	Christiana Roberts			Ditto
5	Tracey Rees	Treasurer	From 18.07.2023	Ditto
6	Emily Williams		From 26.09.2023	Ditto
7	Diana O'Meara		From 11.01.2024	Ditto
8	Claire Grey		From 01.04.23-07.09.23	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	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: Dr Veronica Barry
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 four 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 continuing a program planning Disaster Recovery and Risk Management.

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.

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

The principal activities in support of these objects are described below, with each example supporting one of 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.

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, HWO heard from 14,716 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 was greatly assisted by continuing work to increase HWO's social media presence which engaged 3,463 people across different channels.
 - ❖ HWO continued to circulate its bi-weekly rundown on recent Health and Care related news.
 - ❖ During the year HWO published 39 research-based reports, based upon either trends in issues raised by patients and/or listening to the seldom heard communities. These included
 - What People Told us about Footcare
 - Long Covid
 - How People Experienced Joined up Care
 - Maternity Mental Health in Oxfordshire
 - What You Told Us About Primary Care
 - Community research in Oxfordshire
 - Health and Wellbeing Board Strategy Engagement Report
 - What you Told us About Hospitals
 - A Summary of our Outreach programme
- 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. The Oxfordshire Health and Wellbeing Report was a response to the strategy refresh being conducted by the Oxfordshire Health and Wellbeing Board. This intensive piece of engagement took place over the summer of 2023 and enabled over 1,000 local people to inform the HWO's strategy refresh.

- ❖ 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 or deputy attends meetings of the Healthwatch Bucks, Oxfordshire, West Berkshire (BOB) System Quality Group
 - The Executive Director also meets regularly with the senior staff of the BOB ICB, the Oxford University Hospital NHS Foundation Trust, and the Oxford Health NHS Foundation Trust.
 - Our ambassadors attend the Oxfordshire Health Inequalities Board meetings and the Childrens Trust meetings.
 - We meet regularly with the CQC.

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 been instrumental in the development of the Oxfordshire Community research network, ensuring the voices and experiences of community researchers is heard during the development stage of this network.
- ❖ HWO has continued work on improving the usefulness of its website and helping people to find it. During the year, the website had over 63,991 hits, compared with 55,500 in the prior year, and 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. We achieved 249 responses this year.
- ❖ HWO continued with its contract with the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) 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 conduct public engagement to support the patient voice being heard at ICB level.
- ❖ Groups with which HWO has worked with, heard from or met with over 100 groups during the year, some of them were:
 - My Life My Choice

Section C

Objectives and activities

- Banbury Asian Women's Group
- Autism Family Support Oxfordshire
- Asylum Welcome
- Achieve Oxfordshire
- African families in the UK
- Donnington over 50's Club
- Oxfordshire Youth
- Sue Ryder Palliative Care
- Oxford Community Action
- Witney Larder

Additional details of objectives and activities (Optional information)

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 to research Health and Wellbeing in Ambrosden, Arncliffe, Blackthorn and Piddington. These areas were chosen because they fall in the 10% most deprived areas (LSOAs) in England in relation to barriers to housing and services domain. The final report will be published in 2024-25.

Programme Related Investments:

We do not make any investments; our income is spent on the delivery of the local Healthwatch function and any underspend on this annual income is contracted to be returned to the funder.

Contributions from Volunteers:

- You **may choose** to include further statements, where relevant, about:
- policy on grant making.
 - policy programme related investment.
 - contribution made by volunteers.
- ❖ Trained volunteers assist HWO with Enter and View visits and reports, in all cases they have been subject to DBS vetting, Enter and View training and they are accompanied by HWO staff. 11 F&V exercises were carried out in the year, including:
 - A&E at the Horton General Hospital
 - Renal Dialysis Unit at the Churchill Hospital
 - A Pharmacy in Didcot
 - Oxford Childrens Hospital
 - The Abingdon Surgery
 - Langford View Care Centre, Bicester
 - ❖ Three volunteers attend the Childrens Trust Board (CT) meetings and the Health Improvement Board (HIB) meetings. We published three reports to the HIB and one report to the CT during the year.
 - ❖ We worked with 5 volunteer community connectors to research who reached out and had conversations parents and carers about what helped and what made it hard to support under ten-year-olds to look after their teeth and gums.
 - ❖ We have two volunteers who support the HWO team with administrative work.

Section C

Objectives and activities

- ❖ Volunteers and trustees attended outreach events and manned hospital stands during the year.
- ❖ 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

- ❖ Influencing the new community research network – we spoke to community groups and organisations to capture views on community research to inform the development of a new Community Research Network for the county. The new network is being set up by Oxfordshire County Council's public health team, together with community, academic and voluntary sector partners. It will ensure the voices of those with lived experience will guide research and action to help tackle health inequalities. We felt it was important that the experiences and ideas of people who had previously been involved in community research contributed to this new network. We also mapped out some of the community research that has already been carried out in the county so that the network could learn from the legacy of this work. During our conversations community members were very clear that they are tired of research 'on them' and not 'with them', and that things must change if solutions to some of the pressing challenges are to be found.
- ❖ A campaign to reach out to men in West Oxfordshire was carried out as a direct result of our work hearing from men in Carterton about their health. In 2022-23 we had short but meaningful conversations with 31 working men in Carterton as part of our support for the Oxfordshire Men's Health Partnership #30Chatsin30Days initiative. We wrote a report highlighting what the men had told us about looking after their health and their experiences of accessing local services and support. Our report prompted the Oxfordshire Men's Health Partnership to follow up this year with a targeted campaign to engage with men in West Oxfordshire. This included a series of events including informal conversations in a local coffee shop across a number of evenings, a launch event at Carterton Town Hall, and two health drop-in events at

HEALTHWATCH OXFORDSHIRE

RAF Brize Norton and at Carterton Leisure Centre

- ❖ Raising the lack of access to NHS dentistry highlighting the scale of the problems people were facing finding an NHS dentist in Oxfordshire, we called all dental practices in the county to ask if they are taking on NHS patients. Of the 57 we spoke to, 6 were taking on adults and 15 were taking on children. We presented our findings to the Oxfordshire Joint Health Overview and Scrutiny Committee to highlight continuing access issues. We raised this issue with Healthwatch England who presented the challenges of access to NHS dentistry at the Health and Social Care Committee at the House of Commons.
- ❖ 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.
- ❖ This year, together with the four other local Healthwatch organisations, we attended key Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) committees. We also fed into the development of its new Primary Care Strategy. We presented with Healthwatch Bucks on the importance of patient engagement at a BOB ICB Primary Care Strategy stakeholder event, and published a joint response on the draft plans, highlighting the need to involve and listen to patients. Healthwatch Oxfordshire hosted two public webinars for Oxfordshire residents to feed in their views to the BOB ICB, and on the draft strategy.
- ❖ The Trustee board has increased to seven members and appointed a new chair from its number. The previous chair continues to sit on the board.

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. This policy is due for review in 2024.

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 awarded a five-year contract to deliver the Healthwatch function in Oxfordshire between 2023-28.

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 until 2028.

Section F**Other optional information**

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	D. O'NEAL	
Full name(s)	Mr Don O'Neal	
Position (eg Secretary, Chair, etc)	Chair	
Date	26/10/2024	

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

.....
D. O'Meara

Date 26/10/2024

HEALTHWATCH OXFORDSHIRE
INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF HEALTHWATCH OXFORDSHIRE
FOR THE YEAR ENDED 31 MARCH 2024

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024 which are set out on pages 15 to 20.

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

....20.November.... 2024

HEALTHWATCH OXFORDSHIRE

STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT. FOR THE YEAR ENDED 31 MARCH 2024

		Total 2024 £	Total 2023 £
	Notes		
Income from:			
Donations and legacies		100	-
Charitable activities	3	391,982	340,464
Investments		563	137
Total Income		<u>392,645</u>	<u>340,601</u>
Expenditure on:			
Charitable activities	4-6	338,037	331,727
Total expenditure		<u>338,037</u>	<u>331,727</u>
Net income / -expenditure		54,608	8,874
Transfers between funds		-	-
Net movement in funds		<u>54,608</u>	<u>8,874</u>
Reconciliation of funds:			
Total funds brought forwards		59,728	50,854
Total funds carried forward		<u>114,336</u>	<u>59,728</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.

All income and expenditure relate to unrestricted income funds

The notes on pages 17 to 20 form part of these financial statements.

HEALTHWATCH OXFORDSHIRE

BALANCE SHEET AS AT 31 MARCH 2024
COMPANY NUMBER 08758793

	Notes	£	2024	£	2023	£
CURRENT ASSETS						
Debtors	7	7,682		9,619		
Cash at bank		123,516		65,854		
		<u>131,198</u>		<u>75,473</u>		
CREDITORS: Amounts falling due within one year	8	16,862		15,745		
NET CURRENT ASSETS			114,336		59,728	
NET ASSETS			<u>114,336</u>		<u>59,728</u>	
FUNDS						
INCOME FUNDS						
Unrestricted Income funds	9		114,336		59,728	
Restricted Income funds			-		-	
TOTAL INCOME FUNDS			<u>114,336</u>		<u>59,728</u>	

For the year ended 31 March 2024 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 24/01/2024 and are signed on behalf of the board by:

DO' New

.....
Trustee

HEALTHWATCH OXFORDSHIRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

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

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.

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 2024

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

	Total Funds 2024	Total Funds 2023
	£	£
Grants received (OCC)	-	290,833
Contract Income (OCC)	290,833	-
Fee income (BOB ICB)	50,000	46,931
Fee income (Other)	51,149	2,700
	<u>391,982</u>	<u>340,464</u>

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Total Funds 2024	Total Funds 2023
	£	£
Staffing costs	215,666	252,253
Premises costs	6,110	18,817
Marketing and communications	17,289	15,677
Project costs	66,178	11,257
Sundry running costs	23,017	24,221
Governance	9,777	9,502
Total charitable activities	<u>338,037</u>	<u>331,727</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 2024

5. GOVERNANCE COSTS

	Total Funds 2024	Total Funds 2023
	£	£
Independent Examination fee	1,000	810
Accountancy fees	8,611	7,783
Other governance costs	-	781
Trustee expenses	166	128
	<u>9,777</u>	<u>9,502</u>

6. STAFF COSTS

	2024	2023
	£	£
Wages	185,677	218,102
Social security costs	13,929	17,782
Pension contributions	8,666	10,727
	<u>208,272</u>	<u>246,611</u>

The average number of staff employed during the year was 5.4 (2023: 6.4). No employee received pay or benefits in excess of £60,000 in either year.

7. DEBTORS

	2024	2023
	£	£
Prepayments	7,682	9,619
	<u>7,682</u>	<u>9,619</u>

Prepayments in 2024 and 2023 relate to rent, rent deposit and web-hosting.

8. CREDITORS

	2024	2023
	£	£
Taxation and social security	4,588	3,905
Other creditors	8,274	5,140
Accruals	4,000	6,700
	<u>16,862</u>	<u>15,745</u>

Other creditors include £1,690 owing to the pension scheme in respect of March 2024 salary costs.

HEALTHWATCH OXFORDSHIRE
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024

9. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 23 £	Income £	Expenditure £	Transfers £	Balance at 31 Mar 24 £
Other unrestricted funds	59,728	392,645	- 338,037	-	114,336
	<u>59,728</u>	<u>392,645</u>	<u>- 338,037</u>	<u>-</u>	<u>114,336</u>

Previous year

	Balance at 1 Apr 22 £	Income £	Expenditure £	Transfers £	Balance at 31 Mar 23 £
Other unrestricted funds	50,854	340,601	- 331,727	-	59,728
	<u>50,854</u>	<u>340,601</u>	<u>- 331,727</u>	<u>-</u>	<u>59,728</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.

One trustee was reimbursed £149 for travel expenses (2023: £128)

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 £98,464 in 2023-24 and £96,261 in 2022-23.