



The Mint House

**OXFORD CENTRE FOR RESTORATIVE PRACTICE**

**Annual report and accounts**

**for the year 1 January - 31 December 2024**

**Charity Registration No. 1173037**

**Reference and Administrative Information**

**Trustees**

- Dr Rosemary Chadwick (Chair)
- Revd Dr Myra Blyth
- Mr Geoff Emerson
- Ms Rabab Hakel (resigned 16 July 2024)
- Revd Jon Keyworth
- Dr Matthew Mills
- Mrs Christine Plews (appointed 11 January 2024)
- Dr Kathryn Rowsell
- Revd Professor Michael Taylor (resigned 8 March 2024)
- Mr Peter Wallis

**Charity number** 1173037

**Address of principal office**

The Mint House  
c/o New Road Baptist Church  
Oxford  
OX1 1LQ

## **Trustees' Report for the period 1 January to 31 December 2024**

### **Structure, governance and management**

The trustees present their report and accounts for the year ended 31 December 2024.

The Mint House, Oxford Centre for Restorative Practice is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 15 May 2017. Our constitution is based on the Foundation model constitution for CIOs produced by the Charity Commission.

Trustees met bi-monthly through the year. The Board combines restorative practitioners, former restorative practice managers, researchers and experienced strategic leaders, bringing diverse experience and insights of what's involved in making restorative practice a day-to-day reality. Trustees also bring skills in training, project management, charity governance, finance, partnership, strategy and community development. New trustees are recruited using a mix of targeted approaches and open advertising.

The Board has agreed an appropriate set of policies and procedures to govern our day-to-day activities. Trustees have also assessed the major risks to which the Mint House is exposed and considered how these can be mitigated.

The Mint House is grateful to New Road Baptist Church, both for financial contributions and for making a space (The Mint House) available for face-to-face meetings as needed.

### **Objects and activities**

The objects of the Mint House are:

To promote restorative practices for the public benefit as a means of resolving conflict and promoting reconciliation, in particular (but not exclusively) in Oxford and the surrounding area by:

- promoting and facilitating the use of restorative justice and restorative practices in schools, in the criminal justice system, in the workplace, in faith communities and elsewhere in the community in situations where conflict may arise.
- advancing education and research on restorative practices and the publication of the useful results of that research.

The trustees have paid due regard to the Charity Commission's guidance on public benefit in carrying out their duties and looking at how best to fulfil these objects.

## **Mint House vision and mission**

The Mint House was formed by partners across Oxford and the wider county. These partners came from different backgrounds (probation, youth justice, academia and more) but were united in wanting to grow understanding and use of restorative justice and practice as a means of helping people and communities feel better connected to each other, manage disagreement well and repair the damage caused by crime and conflict. Partners agreed that we could do this better if we worked together.

We work to grow understanding and use of restorative justice and practice through:

- communications and events aimed at introducing restorative practice to new audiences and exploring what it means in different contexts.
- training and support to help groups and organisations develop restorative approaches.
- advancing and sharing learning on aspects of restorative practice.
- 'on the ground' initiatives demonstrating the difference restorative justice and practice can make to creating, maintaining and restoring positive relationships.

A particular concern is to ensure that restorative practice becomes embedded in the culture of our communities and organisations, reaching the point where it is used consistently and sustainably and seen as a natural part of 'how we do things round here' rather than being treated as an 'add on' or seen as the preserve of a few committed individuals.

## **Achievements and performance**

### **Communications and events**

In 2024 we held five online events involving over 220 participants. Topics included: repairing harms created by forced migration and the asylum system, theory and skills involved in 'setting relations right', Scotland's experience of embedding restorative practice, environmental restorative justice and relational schools.

88% of participants giving feedback scored 8 or more out of 10 for their likelihood of sharing what they had heard with others. Here are some examples of follow-up actions planned by participants:

*"Bring this back to our provincial RJ program... as I believe there is great opportunity to support our refugee communities better"*

*"Addressing some of the challenges of restorative justice participation"*

*"I will add this knowledge to my restorative justice training and will incorporate it into the work that I do"*

Our in-person events included a sold-out film screening of the play ALL OF US by local Oxford playwright Rebecca Abrams followed by a panel discussion; and a Restorative Justice Week networking reception for local contacts interested in or working to grow restorative practice hosted by Mansfield College. It was a thrill to welcome colleagues from many sectors, housing, youth, community, education and criminal justice among them.

We produced blog posts on a range of topics including:

- Restorative justice themes in drama and theatre
- Embedding restorative practice in organisations
- Differences between restorative justice and family mediation
- Restorative practice in an age of 'broken services'

Our social media presence continued to grow, particularly on LinkedIn, where our followers increased by around 40%. Our email mailing list grew by over 20%.

### **Training and support**

We delivered 17 training courses to 168 people, seven more courses than in 2023. Thanks go to all our trainers for making this expansion possible. Training spanned a range of sectors and was typically followed by regular sessions for participants to share learning and reflect on practice. Participants continued to rate the training highly, sharing ways that it would enhance their practice. These included: 'listening more actively', structuring conversations more carefully, allowing space for people to express themselves and not leaping in to try and fix things.

We worked with partners including Oxfordshire's Lived Experience Advisory Forum to pilot restorative practice in supported housing for people who had previously slept rough. This is complex work but we had our first example of a restorative dialogue meaning that eviction was avoided. Both this project and implementation of restorative practice in forensic mental health are being evaluated: we look forward to learning from these findings in 2025.

We continued to convene an informal thematic network on UK Restorative Communities (formerly Restorative Cities) and a network for those working in communications in restorative justice/practice organisations. These networks are valued spaces for peer support, information sharing and collaboration. They also help us amplify each other's messages.

We retained our registered training provider status with the Restorative Justice Council (RJC) and contributed to wider discussions as members of the RJC's registered training provider network.

### **Advancing and sharing learning**

In April 2024 we hosted our second set of research and practice dialogues, supported by the Westhill Endowment. Community and faith leaders and activists joined us to explore different ways of embedding restorative practice in communities. Talk has already led to action through exciting new collaborations such as listening circles on a local nature reserve, a potential community arts initiative, and work to develop a churches restorative practice network.

We shared insights from our first set of dialogues in a series of [\*Reflection aids for restorative leaders\*](#), with eight released by the end of 2024 and four more planned for early 2025.

We joined colleagues from Mulberry Bush, a specialist school and charity, for a knowledge exchange looking at how restorative practice and the psychodynamic approaches used by the school can complement one another. The exchange underscored the benefits of collaborating with colleagues in related fields and we look forward to building on this work.

### Financial review

Our income fell by £8,149 (14%) compared to 2023, largely due to the number of restricted grants received towards the end of 2023 where expenditure was incurred during 2024. Restricted funds at the year end fell from £17,471 in 2023 to £6,636 in 2024. We remain grateful to New Road Baptist Church for their continuing unrestricted donation to our work and for generous donations from individuals. A significant new contract for delivery of training to the forensic mental health service, together with growth in work for Oxfordshire County Council, increased unrestricted income for Charitable Activities by £12,669 (63%) to £32,851.

Overall expenditure rose by £13,507 (32%) as we undertook the activities funded by the restricted grants received towards the end of 2023. Unrestricted expenditure rose by £3,525 (10%), but the increase in unrestricted income enabled us to turn the deficit on unrestricted activities of £939 in 2023 into a surplus of £5,512 in 2024. Unrestricted reserves increased from £13,036 to £18,548.

The Trustees consider it prudent to hold unrestricted reserves sufficient to meet at least six months of known commitments. Despite the increase in our core costs with the recruitment of a second, part-time member of staff, our unrestricted reserves now cover seven and a half months of known commitments, providing an adequate margin above our target.

### Trustees and staff

We were pleased to welcome Christine Plews as a new trustee, to welcome back Joy Bettles (our Communications and Events Officer) on her return from maternity leave, and to welcome Abigail Stevens Stone as our new part-time Training and Projects Officer.

### Future plans

Looking ahead, we plan to continue working with partners in children's services, forensic mental health and supported housing, helping to embed restorative practice in these settings. Other priorities include:

- expanding use of restorative practice in business and community settings, helping to create a movement of people working restoratively in our city and county.
- working with partners to catalyse the formation of a churches restorative practice network and grow use of restorative justice to respond to environmental harms.
- creating the conditions for success by growing our capacity and infrastructure, generating income from diverse sources and maintaining our profile and reputation.

The trustees' report was approved by the Board of Trustees

Signed Rosemary Chadwick

Dated 16th April 2025

**Independent Examiner's report to the trustees of The Mint House, Oxford Centre for Restorative Practice**

I report to the charity trustees on my examination of the financial statements of The Mint House, Oxford Centre for Restorative Practice for the year ended 31 December 2024 set out on pages 7 to 12.

**Respective responsibilities of the charity's trustees and the Examiner**

As the trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Basis of Independent Examiner's report**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- the financial statements do not accord with such records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

  
SK Dexter

Independent Examiner

Grove, Oxfordshire OX12 7HT

16 April 2025

The Mint House, Oxford Centre for Restorative Practice  
Statement of Financial Activities

	Note	2024		2023
		Unrestricted £s	Restricted £s	Totals £s
Income				
Grants & Donations	3	11,397	6,000	38,215
Charitable Activities	4	32,851	-	20,182
Total Income		44,248	6,000	58,397
Expenditure				
Fundraising Activities	5	60	-	60
Charitable Activities		38,676	16,835	55,511
Total Expenditure		38,736	16,835	55,571
Net Income/(Expenditure)		5,512	(10,835)	(5,323)
Total Funds Brought Forward		13,036	17,471	30,507
Total Funds Carried Forward		18,548	6,636	25,184

The Mint House, Oxford Centre for Restorative Practice  
Balance Sheet  
At 31 December 2024

	2024		2023
	Unrestricted £s	Restricted £s	Totals £s
Debtors	6,140	-	3,635
Cash at Bank	13,649	7,066	30,836
Current Assets	19,789	7,066	34,471
Creditors	(1,241)	(430)	(3,964)
Net Assets	18,548	6,636	30,507
Unrestricted Fund	18,548	-	13,036
Restricted Fund	-	6,636	17,471
Total Funds	18,548	6,636	30,507

These accounts were approved by the Trustees on 16 April 2025 and signed on their behalf by Rosemary Chedoke.

## Notes to the financial statements for the period ended 31 December 2024

### 1 Accounting policies

#### Charity information

The Mint House, Oxford Centre for Restorative Practice is a charitable incorporated organisation registered with the Charity Commission for England and Wales.

#### 1.1 Accounting convention

The accounts have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "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)" issued in October 2019. The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the charity.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees arrive at this conclusion based on the current income pipeline and the economic and financial risks that existed at the time of signing the accounts. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

### **1.5 Resources expended**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to do so.

Charitable activities include expenditure associated with meeting its charitable objectives. This includes the cost of grant making, and direct provision of charitable services.

### **1.6 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

## **2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The Mint House, Oxford Centre for Restorative Practice

		2024		2023
		Unrestricted	Restricted	Totals
3. Grants and Donations				
Grants	Westhill Endowment	-	-	10,070
	Oxfordshire Community Foundation	-	-	11,555
	Oxford City Council Community Impact Fund 3	-	-	500
	Pye Charitable Settlements	-	-	2,000
	HMRC Statutory Maternity Pay Recovery	-	-	5,370
	Southall Trust	5,000	-	-
	New Road Baptist Church	-	5,000	-
	Cumber Family Trust	-	1,000	-
	Other Grants	-	-	2,500
Donations	New Road Baptist Church	3,900	-	3,750
	Other	2,497	-	2,470
Totals		11,397	6,000	38,215

£24,125 of donations in 2023 were for restricted purposes.

4. Income from Charitable Activities

Network Events and Training	909	-	909	2,863
Quiz Sheets and Other Fundraising	1,698	-	1,698	1,025
Oxfordshire County Council	14,923	-	14,923	13,894
Oxford Health	15,000	-	15,000	2,400
Higher Education	321	-	321	-
<b>Totals</b>	<b>32,851</b>	<b>-</b>	<b>32,851</b>	<b>20,182</b>

There was no income from restricted activities in 2023

5. Expenditure on Charitable Activities

Charitable expenditure	37,004	16,107	53,111	39,721
Support and governance costs (see note 6)	1,672	728	2,400	2,227
<b>Total charitable activities</b>	<b>38,676</b>	<b>16,835</b>	<b>55,511</b>	<b>41,948</b>

Expenditure on charitable activities in 2023 included £6,853 from restricted funds.

6. Support and Governance costs

Support Costs				
Restorative Justice Council Fees	219	96	315	411
Project and Publicity Materials	87	38	125	-
Information Commissioner Registration & DBS Checks	65	28	93	93
Insurance	203	88	291	357
SquareSpace & Secure Email	15	6	21	195
Google-suite & Zoom	109	47	156	182
Staff Overhead Costs	278	121	399	630
<b>Governance Costs</b>	<b>696</b>	<b>304</b>	<b>1,000</b>	<b>359</b>
<b>Total Support and Governance Costs</b>	<b>1,672</b>	<b>728</b>	<b>2,400</b>	<b>2,227</b>

Support costs in 2023 included £364 allocated to restricted funds.

7. Analysis of Restricted Funds

	Balance @ 31.12.2023	Income	Expenditure	Balance @ 31.12.2024
Westhill Endowment	3,416	-	(3,038)	378
Oxfordshire Community Foundation	11,555	-	(11,555)	-
Oxford City Council	500	-	(500)	-
Pye Foundation	2,000	-	(1,232)	768
New Road Baptist Church	-	5,000	(255)	4,745
Cumber Family Trust	-	1,000	(255)	745
Totals	17,471	6,000	(16,835)	6,636

The Westhill Endowment Restricted Fund supports our Building Bridges research and practices dialogues.  
All other Restricted Funds are for our project piloting restorative practice in supported housing.

8. Trustees

None of the trustees received any remuneration from the charity. One unrestricted donation of £1,600 was received from a trustee during this period.

9. Employees

There were two part time employees during the period (2023 – one).