

THE MAPLE TREE

England & Wales · Charity number 1174117

Details

Status Registered

Legal form CIO

Registered 2017-08-03

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

Contact

Address 20 Littleworth Road
Wheatley
Oxford
OX33 1NW

Phone 01865236700

Email info@mapletree.org.uk

Website www.mapletree.org.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE;TO ADVANCE EDUCATION FOR YOUNG CHILDREN AND THEIR FAMILIES WHO LIVE IN WHEATLEY AND ITS SURROUNDING AREA* AND WHO ARE IN NEED BY REASON OF AGE, ILL HEALTH, DISABILITY, FINANCIAL HARDSHIP OR OTHER DISADVANTAGE BY THE PROVISION OF ADVICE, ASSISTANCE AND OTHER ACTIVITIES AS THE TRUSTEES MAY DECIDE FROM TIME TO TIME.TO PROVIDE RELIEF FOR THE PUBLIC BENEFIT OF RESIDENTS OF WHEATLEY AND SURROUNDING AREA WHO HAVE NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL AND ECONOMIC CIRCUMSTANCES BY PROVIDING FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.*THE SURROUNDING VILLAGES ARE: BECKLEY, CUDDESDON, DENTON, DRAYTON, ELSFIELD, FOREST HILL, GARSINGTON, GREAT HASELEY, GREAT MILTON, HOLTON, HORSPATH, LITTLE HASELEY, LITTLE MILTON, LITTLEWORTH, MARSH BALDON, MILTON COMMON, NUNEHAM COURTENAY, RYCOTE, SHOTOVER, STANTON ST JOHN, TIDDINGTON, TOOT BALDON, WOODEATON, WATERPERRY AND WATERSTOCK.

Activities: A Centre for under fives, their families and carers to give them the best possible start in life. Open access sessions include indoor and outdoor play focussing on child development and parental involvement, health visitor drop-in clinic, family support, family learning, work with fathers, an outreach programme and some activities for 0-10's. We aim for school readiness and improved life chances.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Environment/conservation/heritage, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity, Recreation
- **Who:** Children/young People, Other Defined Groups

Geography

- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£86,386	£88,967	-	-
2024-03-31	£84,735	£84,460	-	-
2023-03-31	£105,274	£84,054	-	-
2022-03-31	£75,690	£77,344	-	-
2021-03-31	£74,335	£59,265	-	-

Trustees

Name	Role	Appointed
Jane Lightfoot	Chair	2019-07-18
Elizabeth Elsom		2018-09-26
Marie Bradley		2025-12-01

THE MAPLE TREE

England & Wales - Charity number 1174117

Accounts



Trustees Report and Accounts

1 April 2024 to 31 March 2025

A great place to grow



Annual Report of The Maple Tree 2024-25

The Maple Tree Centre is open to all families who have young children. It continued to flourish during 2024-25. For most of the year, we offered at least one session for children accompanied by a parent or carer on each weekday as well as monthly family fun sessions on the third Saturday of each month. Most sessions were drop-in sessions where families can just turn up and were encouraged, if possible, to give a small contribution to the running of the centre. We also offered some booked sessions whenever we needed to know or limit the number of people attending such as our popular cookery sessions or first aid.

During the year, we had to close our centre on a number of occasions due to a leaking roof including during the Wheatley floods in late September 2024 and one extended closure from 19 December 2024 to late February 2025, as internal leaking water from the roof affected our electrics. Oxfordshire County Council accepted responsibility for all the repairs after a period of negotiation. During this time we were able to offer some sessions at Wheatley Parish Church.

We were sad to say goodbye to Amanda Smith and Georgina Glenny as trustees. We also said farewell to Sarah Lukonyomoi Otunnu, one of our family support workers and Carole Diering our finance administrator. Thank you to you all for your contributions to The Maple Tree. We are pleased to say that Amanda has continued to support The Maple Tree with fundraising and Georgina with volunteering at sessions.

We welcomed Jas Smith-East as our new finance administrator and Helen Norman who joined us as a family support worker

Our charitable objectives

During 2024-25 we continued to work towards our strategic priorities and charitable objectives through our Strategic Plan. We have amended our charitable objectives and are now requesting approval from the Charity Commission to adopt our proposed objectives.

Our proposed objectives

- To offer opportunities and activities to support young children's learning and development for all families in the areas we serve and, with the trustees' discretion, any family who wishes to attend our centre or access our online services.
- To provide support, services, information and guidance for any family with young children who would benefit from these, living in the areas we serve and, with the trustees' discretion, any family who needs our help.

Our reach area

We are open to all families with young children wherever they may live. We particularly support families from our locality. This is defined as: the villages of Beckley, Cuddesdon, Denton, Forest Hill, Garsington, Great Haseley, Great Milton, Holton, Horspath, Little Haseley, Little Milton, Littleworth, Marsh Baldon, Milton Common, Stanton St John, Tiddington, Toot Baldon, Waterperry, Waterstock and Wheatley.

Strategic plan 2022-2025

This was the last year of our three-year strategic plan finishing at the end of March 2025. It was developed through consultation with staff, parents and other stakeholders. Our strategic plan helps us focus on our charitable objectives and is organised under three specific aims:

- A sustainable and stable organisation
- Engage and support families with young children in our reach area
- Ensure and enhance the quality and scope of our services.

What we have achieved in 2024 – 25

1. A sustainable and stable organisation

- We have consulted with our users on keeping the same three strategic objectives as we move forward into a new strategic plan and an overwhelming majority agreed we should do so.
- We had to close our centre due to issues with our roof. During the six-week closure for repairs, we rented the communal space in Wheatley Parish Church and were able to continue to offer limited services. However, we lost revenue and some good will during this time and it has taken time to rebuild the numbers attending our sessions.
- During the year we ran a reduced programme of fundraising events and activities, due to having fewer Trustees. Nevertheless, we were successful in the events we ran. This income supplemented that raised from grants and session donations (see finance section for more information). Our fundraising included the successful Daffodil Day at Shotover House, the summer fete and a Christmas event including the sale of Christmas Trees.
- We offered families and their young children at least one session every weekday and two sessions on three days a week. This included an outreach group at Forest Hill, a group specifically for twins and an afternoon session aimed at older children. Our Saturday Family Fun sessions in particular have proved very popular.
- We have continued to improve our data collection reducing the need for manual

input and calculations.

- The number of families registered with us increased from 441 unique families to 467 families.
- We have continued to promote our organisation to funders and potential funders through direct contact, grant applications, newsletters, distributing the Annual Report and advertising our events.
- Despite the resignations of two key staff members during the year who moved on to new employment successful recruitment campaigns meant we have maintained our staffing complement.

Next steps

- We have agreed to raise the suggested voluntary contribution for attending sessions to £3 per session from April 2025.
- We need to continue to engage with Oxfordshire County Council on renewing our lease and future payment of rent. The limited time left on our current lease is already affecting our ability to apply for some grants.
- We are working on recruiting new trustees and have identified the skills we wish them to bring to The Maple Tree, including marketing skills and fundraising.
- We are planning to introduce a new data system that allows us to track the families using our services with less margin for error.



2. Engage and support families with young children in our reach area

- We have promoted The Maple Tree at different community events such as the Wheatley Christmas Fair and through delivering summer activities at four villages - Holton, Forest Hill, Great Milton and Horspath.
- We have been very successful at attracting families from beyond our reach area, notably from Oxford City, where numbers attending increasing year-on-year, and Thame.
- We have continued to engage with health visitors who use our Garden Room for meetings with parents. We are grateful for this link as it helps engage some harder to reach families as health visitors promote what we offer. We have also established contact with midwives and hope this will generate interest from new families to be.
- We kept a record of issues and concerns affecting our families through conversations with staff during our sessions. Over one fifth of the queries came from Baby Café, not surprising as it attracts many first-time parents. The main issues concerned sleep, breast/bottle feeding, caring for a new-born and pregnancy/birth issues. We have developed a wealth of expertise and can also draw on advice from health visitors.
- We continued to offer a bespoke session for parents of twins. They welcome the support this offers for their family as a place to come each week and for the network of friends facing similar issues that it has helped to establish.
- We have established closer links with the adjoining Wheatley Nursery School and Wheatley Primary School. We are committed to working closer together including providing more targeted parent support.

Next steps

- When capacity allows, we intend to resurrect our plans to cater further for local need especially in developing an understanding of the needs of parents who are currently not engaging with us.
- We intend to recruit to a new marketing post. Its prime purpose is to promote The Maple Tree using a wide range of media to publicise what we do as well as administer our popular marketplace for donated items.

3. Ensure and enhance the quality and scope of our services

- We have a popular new outdoor playhouse with thanks to Wheatley Wanderers who constructed the necessary hard standing and erected the building. We are still

awaiting a decision from Oxfordshire County Council about alternative disabled access arrangements that would help us extend the level play area to provide more all-year round access.

- We continued to provide services all year including through the school holidays, closing only for public holidays and two additional days at Christmas/New Year. Our holiday programmes are very popular as little is open during school holidays and we try to include activities that are also suitable for older children.
- We provided 'Ready For School' sessions over the summer which were very popular for those families with children moving on to school or nursery.
- We continued to offer an outreach programme at Forest Hill where we now have a well-established Thursday group. While we would like to expand our outreach work further we currently do not have sufficient funding to do this.
- Our annual parental survey showed high levels of satisfaction with our offer.
- We provided free pediatric first aid training for families thanks to a donation from a local family. However, we have not yet moved forward with a more extensive offer for parents including other types of training, website, online and written information.
- All of our sessions offer a range of opportunities for play and learning that may not be available at home, such as messy play, outdoor play and opportunities for children to mix with their peers. This helps children develop skills necessary for their future learning in nursery and school such as sharing, taking turns, talking with peers and other adults.
- The trustees received regular reports of session evaluations, safeguarding incidents, topics arising from conversations with parents and numbers of families using our services to help us plan for the future. It also provides useful information for those organisations providing grant funding.

Next steps

- We have funding to provide a session for mums to talk together in a safe and trusted space.
- We recognise the difficulties of showing the outcomes of what we do and continue to explore different ways of evaluating these.

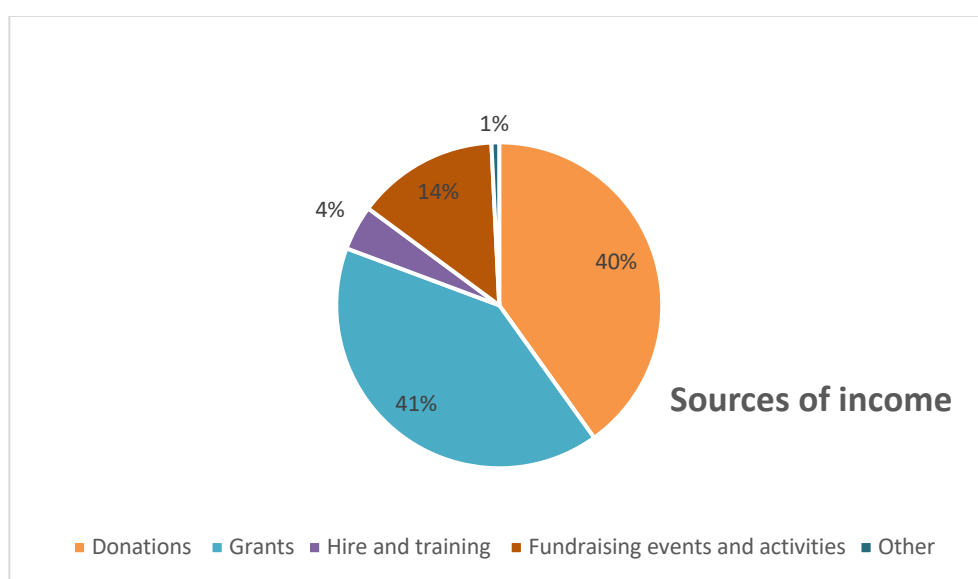
Financial review April 2024 - March 2025

The Maple Tree's financial position at 31 March 2025 is set out in the Statement of Financial Activities and Balance Sheet on the following pages. This was the seventh full year of operation for The Maple Tree and this is the eighth set of accounts.

Before the beginning of each financial year the trustees agree the budget that they calculate will be needed to run The Maple Tree for the year ahead and a plan for how they will try and raise the funds required.

Income

Our income for the year was £86,386, slightly up on the previous year's total of £84,735. The majority of our income continues to come from grants and donations.



We received grants totalling £4,250 from Parish Councils and £15,303 from South Oxfordshire District Council and Oxfordshire County Council. We also secured grant funding from other organisations, including funds for specific purposes like running our summer outreach sessions and some larger amounts to support core costs.

We gather donations from families attending group sessions and through the 'Friends of The Maple Tree' scheme. We claim gift aid on all eligible donations. Session donations represent just under 10% of the income required to run The Maple Tree. We have also been fortunate to receive some "one-off" donations from local people in the community and from some Oxford colleges. We hire out The Maple Tree to local Health Visitors and families for events, such as birthday parties. Income from room hire and delivering training was £3,847.

Our programme of fundraising, including sponsored child and parent events, a Christmas programme and Daffodil Day raised £12,174. We raise smaller amounts of money from collection tins, the SODC lottery, shopping cashback and by selling donated clothes, toys and equipment.

Expenditure

Our expenditure for the year was £88,967. Nearly 93% of this was spent on directly delivering services to local families, with the remaining amount on income generation activities.

By far the largest cost was staffing, at £59,603. The other major costs were for cleaning and maintaining the premises, gas, electricity and supplies to deliver sessions.

Reserves

In accordance with Charity Commission guidance, The Maple Tree has a reserves policy that is reviewed annually. The trustees reviewed the reserve requirement in November 2024 and agreed to aim to hold a reserve of £40,000, which was unchanged from the previous year.

Trustee remuneration

The trustees did not receive any remuneration for carrying out their trustee responsibilities.

A. Statement of Financial Activities for the year ending 31 March 2025				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Donations and grants (note 12)	£ 63,370	£ 6,329	£ 69,699	£ 66,056
Charitable activities: Room hire	£ 3,848	£ -	£ 3,848	£ 5,596
Fundraising activities	£ 12,174	£ -	£ 12,174	£ 9,601
Other	£ 665	£ -	£ 665	£ 3,482
Total incoming resources	£ 80,057	£ 6,329	£ 86,386	£ 84,735
Resources expended				

Raising funds (note 13)	£ 6,514	£ -	£ 6,514	£ 6,644
Charitable activities (note 14)	£ 78,724	£ 3,729	£ 82,453	£ 77,816
Total resources expended	£ 85,238	£ 3,729	£ 88,967	£ 84,460
Net movement in funds	-£ 5,181	£ 2,600	-£ 2,581	£ 275
Total funds brought forward	£ 66,210	£ -	£ 66,210	£ 65,935
Total funds carried forward	£ 61,029	£ 2,600	£ 63,629	£ 66,210
B. Balance sheet for the year ended 31 March 2025				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Fixed assets				
Total fixed assets	£ 750	£ -	£ 750	£ 938
Current assets				
Debtors and prepayments (note 16)	£ 6,968	£ -	£ 6,968	£ 4,695
Cash at bank and in hand (note 17)	£ 25,876	£ -	£ 25,876	£ 43,495
Reserve account	£ 36,026	£ -	£ 36,026	£ 35,500
Total current assets	£ 68,870	£ -	£ 68,870	£ 83,690
Liabilities				
Creditors (note 18)	£ 86		£ 86	£ 27

Deferred income and accruals (Note 18)	£ 3,005	£ 2,600	£ 5,605	£ 17,920
PAYE to HMRC	£ -		£ -	£ -
Pension (note 18)	£ 301	£ -	£ 301	£ 471
Total current liabilities	£ 3,392	£ 2,600	£ 5,992	£ 18,418
Net assets	£ 66,229	-£ 2,600	£ 63,629	£ 66,210
Funds of the charity	£ 66,229	-£ 2,600	£ 63,629	£ 66,210

Notes to the accounts for the year ended 31 March 2025

1. Charity information

The Maple Tree is a Charitable Incorporated Organisation registered in England and Wales (reg no 1174117). The principal address is 20 Littleworth Road, Wheatley, Oxford, OX33 1NW.

Notes on Accounting Policies

2. Accounting policies

The accounting period is from 1st April 2024 to 31st March 2025.

These accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS102.

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

These accounts have been prepared in sterling which is the functional currency of the charity and monetary amounts published in these financial statements have been rounded to the nearest £.

These accounts have been prepared on the basis of historic cost and the principal accounting policies adopted are set out below.

These accounts for the year ending 31st March 2025 are the eighth set of accounts prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The first set of accounts covered the period from the incorporation of the charity on 3rd August 2017. There are no prior year adjustments. There is no change in the accounting policies.

3. Going concern

At the time of writing the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

4. 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. The purposes and uses of the restricted funds are set out in the notes to the accounts.

5. 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 the income will be received.

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 donation.

Income from local government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated goods and services are included at the value to the charity where this can be quantified and is material. Value of services provided by volunteers has not been included but is described in the trustees' annual report.

Income from charitable activities is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business.

6. Resources expended

Expenditure is recognised once there is a legal or constitutional obligation to make payment to a third party, it is probable that the settlement will be required and the amount of obligation can be measured reliably.

Expenditure is recognised on an accrual basis as a liability is incurred. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of generating funds comprise the costs of trading for fundraising purposes and associated licences and insurances required.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly others are apportioned on an appropriate basis.

7. Fixed assets

Tangible fixed assets are stated at cost and subsequently measured at cost less accumulated depreciation or impairment loss. The costs of assets below £1,000 are not capitalised. 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.

8. Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and 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 market rate of interest. Financial assets classified as receivable within one year are not amortised.

9. Basic financial liabilities

Basic financial liabilities, which include 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 classed as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

10. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

11. 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.

Analysis of information contained in the Statement of Financial Activity and Balance Sheet

12. Grants and donations receivable

		Unrestricted	Restricted	Total
		£	£	£
Donations		34,646	0	34,646
Grants	Oxfordshire & South Oxon Councils	6,303	9,000	15,303
	Parish Councils	4,250	0	4,250
	Other	14,500	1,000	15,500
Total		59,699	10,000	69,699

13. Expenditure: Raising funds

	Unrestricted	Restricted	Total
	£	£	£
Employee wages	2,862	0	2,862
Fundraising events	1,758	0	1,758
Marketing and communications	1,311	0	1,311
Licences and insurance	583	0	583
Total	6,514	0	6,514

14. Expenditure: Charitable activities

	Unrestricted	Restricted	Total
	£	£	£
Staff costs	54,971	2000	56,971
Equipment and resources	2,674	1,729	4,403
Property costs	16,338	0	16,338
Administrative costs	4,741	0	4,741
Total	78,724	3,729	82,453

15. Employees

The average number of full-time equivalent employees for the year	
Core programme	1.5
Administration	0.5
Total	2

A book keeper was contracted to supply part time book-keeping services and an accountant to provide payroll services. Additionally, garden maintenance and cleaning services were purchased.

Employee costs	2024-25	2023-24
		£
Salaries and wages	57,236	56,130
Pension costs	1,455	1,420
Statutory maternity pay	0	0
Staff training and DBS checks	683	244
Recruitment costs	0	0
Mileage claims	229	371
Total	59,603	58,165

No other employee benefits were paid or ex-gratia payments made.

No employee received emoluments of more than £60,000.

The charity operates a defined contribution pension scheme through SMART PENSION LIMITED incorporated and registered in England and Wales with company number 09026697 whose registered office is at 20 Eastbourne Terrace, London, W2 6LG.

16. Debtors and Prepayments

	2024-25	2023-24
	£	£
Debtors	4,493	4,102
Prepayments	2,475	593
Total	6,968	4,695

17. Cash at bank and in hand

	2024-25			2023-24
	Unrestricted	Restricted	Total	
Short term deposit (£)	36,026	0	36,026	35,500
Cash at bank & in hand (£)	25,876	0	25,876	43,495
Total	61,903	0	61,903	78,995

18. Creditors and accruals

	2024-25	2023-24
	£	£
Creditors	86	27
Accruals	605	920
NI and pension	301	471
Total	992	1418

19. Movement in deferred income

	This year	Last year
	£	£
Balance at the start of the reporting period	17,000	2,540
Amounts added in current period	5,000	17,000
Amounts released to income from previous period	17,000	2,540
Balance at the end of the reporting period	5,000	17,000

20. Fees

No fee was paid for the examination of the accounts.

21. Events after the end of the accounting period

There are no events to report after the end of the accounting period.

22. Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with The Maple Tree or a related entity.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No trustee expenses have been incurred.

Independent Examiner's report to the Trustees of The Maple Tree

I report on the accounts of the charity for the year ended 31 March 2025 which are set out on pages 7 to 15 of this Annual Report.

Respective roles of the 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;
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all of 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 which gives me reasonable cause to believe that in any material respect the requirements:

- i. to keep accounting records in accordance with section 130 of the 2011 Act; and
- ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Frances Axford, ACA

Member of the Institute of Chartered Accountants of England and Wales
24, Waterperry, Oxford, OX33 1LB

Date: 20 December 2025

Structure, governance and management

The Maple Tree is a Charitable Incorporated Organisation (CIO), governed according to the Constitution dated 3rd August 2017. It is an independent charity and not part of any 'umbrella' body.

Our constitution allows up to 12 trustees. The trustees serving on the Board between April 2024 and end March 2025 were:

Dai David (Treasurer from November 2023)
Amy Eastham, appointed September 2023
Liz Elsom, appointed September 2018
Georgina Glenny, appointed February 2023, resigned June 2024
Richard Harding, appointed October 2023
Jane Lightfoot (Chair) appointed July 2019
Amanda Smith appointed September 2018, resigned June 2024
Ex-officio member, Laura Spencer (Centre Manager)

Sub-groups

There are no formal sub-committees. The trustees appoint working groups to carry out specific tasks as delegated by the Board. During the year these were: Finance, Staffing, Fundraising and Premises.

Our catchment area

We serve the villages of Beckley, Cuddesdon, Denton, Forest Hill, Garsington, Great Haseley, Great Milton, Holton, Horspath, Little Haseley, Little Milton, Littleworth, Marsh Baldon, Milton Common, Stanton St John, Tiddington, Toot Baldon, Waterperry, Waterstock and Wheatley.

Status of this report

This report complies with the Charities Act 2011, the charity's constitution and the 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 2015) (as amended for accounting periods commencing from 1 January 2016).

Acknowledgements

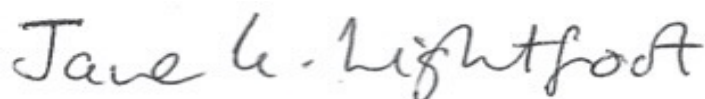
The Maple Tree Board of Trustees are grateful to our parents and carers for their financial contributions when attending sessions, to the Friends of The Maple Tree, and to some very generous local individuals for their financial support. We thank the following organisations for financial support in 2024-25:

All Saints Cuddesdon	Oxfordshire Community Foundation
Awards For All	Oxfordshire County Council
Blenheim Bursary	PF Trust
Brasenose College	Pye Charitable
Christ Church College	Shanly Foundation
Co-op	St John's College
Great Milton Parish Council	St Mary's Church Wheatley
Holton Parish Council	South Oxfordshire District Council
Horspath Parish Council	Trusthouse Charitable Foundation
Jesus College	Wheatley Larder
Magdalen College	Wheatley Parish Council
Oxford Instruments	

Thank you to the following organisations that have supported our fundraising:

Alpine F1	Jangneus
Bruin café	Mill View Garden Centre and Coffee Shop
Cinnamons	Oxford Brewery
Cornfield Bakery	Sandy Lane Farm
Costcutter	The King and Queen
Country Collections	The New Club
Cottage Bakery	The Post Office
Cricks	The Queen's Head
Fox and Goat	Waterwood Contracts
Identity Hair	Wheatley Farm Shop

Signed as a record of our activity from 1 April 2024 – 31 March 2025



Jane Lightfoot, Chair of Trustees

THE MAPLE TREE

England & Wales - Charity number 1174117

Accounts



Trustees Report and Accounts

1 April 2023 to 31 March 2024

A great place to grow



Annual Report of The Maple Tree 2023-24

The Maple Tree Centre continued to flourish during 2023-24. Our activities expanded and we offered sessions each weekday as well as monthly family fun sessions on the third Saturday of each month. The majority of our sessions are drop-in sessions where families can just turn up and are encouraged, if possible, to give a small contribution to the running of the centre. We also offered some booked sessions whenever we needed to know or limit the number of people attending such as our popular cookery sessions or first aid.

We were sad to say goodbye during the year to Chris Sewell, a long-standing trustee and ex-chair of trustees who had been present since the founding of The Maple Tree as a charitable trust. We also said farewell to Sasha Reed who left us in May 2023 to enjoy time with her young family and to Susie Parker who left us at the end of October 2023 to return to teaching. Thank you to all of you for your work for The Maple Tree.

We were pleased to welcome three new trustees: Dai David joined as our treasurer; Richard Harding who is supporting our income generation and Amy Eastham who is supporting our fundraising. We were also delighted to recruit Becky Webb who joined us as a family support worker in December 2023. We are grateful to Karina Williamson who wants to extend her knowledge and experience by starting to run family sessions at the centre.

Our charitable objectives

During 2023-24 we continued to work towards our strategic priorities and charitable objectives. We hope for the coming year to make some small changes to our objectives to more fully reflect the views of those attending and their geographical location through changes to our charitable constitution.

Our current objectives

- To act as a resource for young children and their families living in Wheatley and the surrounding villages (including Great Milton, Little Milton, Garsington, Cuddesdon, Horspath, The Baldons, Stanton St John, Beckley, Forest Hill, Milton Common and Tiddington), enabling them to be resilient, strong and confident families through the provision of advice and assistance and organising programmes of physical, educational and other activities. Providing such recreational and leisure time activity as the trustees may decide from time to time, in the interests of social welfare for all families and especially those who have need by reason of their age, ill health, disability, financial hardship or other disadvantage.

- To further or benefit the residents of Wheatley and the surrounding villages, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Proposed changes to our objectives

- To offer opportunities and activities to support young children's learning and development for all families in the areas we serve and, with the trustees' discretion, any family who wishes to attend our centre or access our online services.
- To provide support, services, information and guidance for any family with young children who would benefit from these, living in the areas we serve and, with the trustees' discretion, any family who needs our help.

Strategic plan 2022-2025

We started the second year of our three-year strategic plan in April 2023, developed through consultation with staff, parents and other stakeholders. Our strategic plan helps us focus on our charitable objectives and is organised under three specific aims:

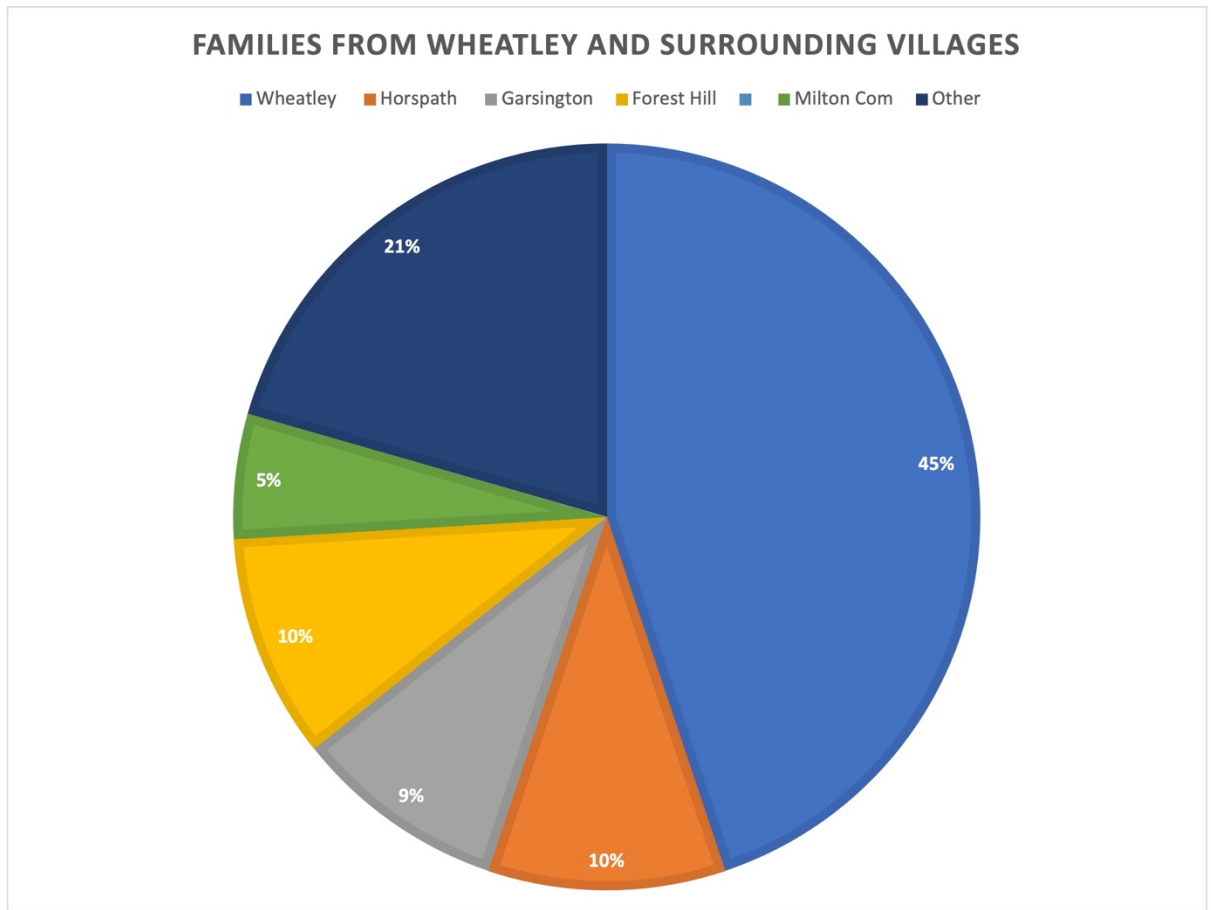
- A sustainable and stable organisation
- Engage and support families with young children in our reach area
- Ensure and enhance the quality and scope of our services.

What we have achieved in 2023 – 24

1. A sustainable and stable organisation

- During the year we ran a successful programme of fundraising events and activities, raising a significant proportion of our income for the year (see Finance section). These included a silent auction and a repeat of a successful Daffodil Day at Shotover House organised jointly with Forest Hill Church.
- Despite the resignation of two staff members and a reduction in hours by a third member of staff, we were able to maintain the hours we work directly with families and their young children offering at least one session every weekday and two sessions on three days a week. We were also able to support Afghan refugees living in hotel accommodation until they were re-housed in August 2023.

- We have trialled a new improved way of collecting data relating to our families in late 2023-24. If successful, this will remove the need for manual input and calculations.
- The number of families registered with us has remained relatively stable and was 441 unique families in 2023-24. The number of Wheatley families has reduced slightly but remains a high proportion at 83 families. We do not yet know if this is a result of a declining birth rate.



- We have continued to successfully promote our organisation to funders and potential funders through direct contact, grant applications, newsletters, distributing the Annual Report and advertising our events. Our income has remained reasonably consistent.
- We have successfully maintained our staffing complement despite some resignations and have increased the number of volunteers at sessions. This has helped us to offer sessions on each weekday and increase the diversity of what we offer.
- We have been successful in recruiting new trustees with three more trustees joining us including a new treasurer. This is helping our continued sustainability as it increases our capacity to generate income and drive forward improvement.

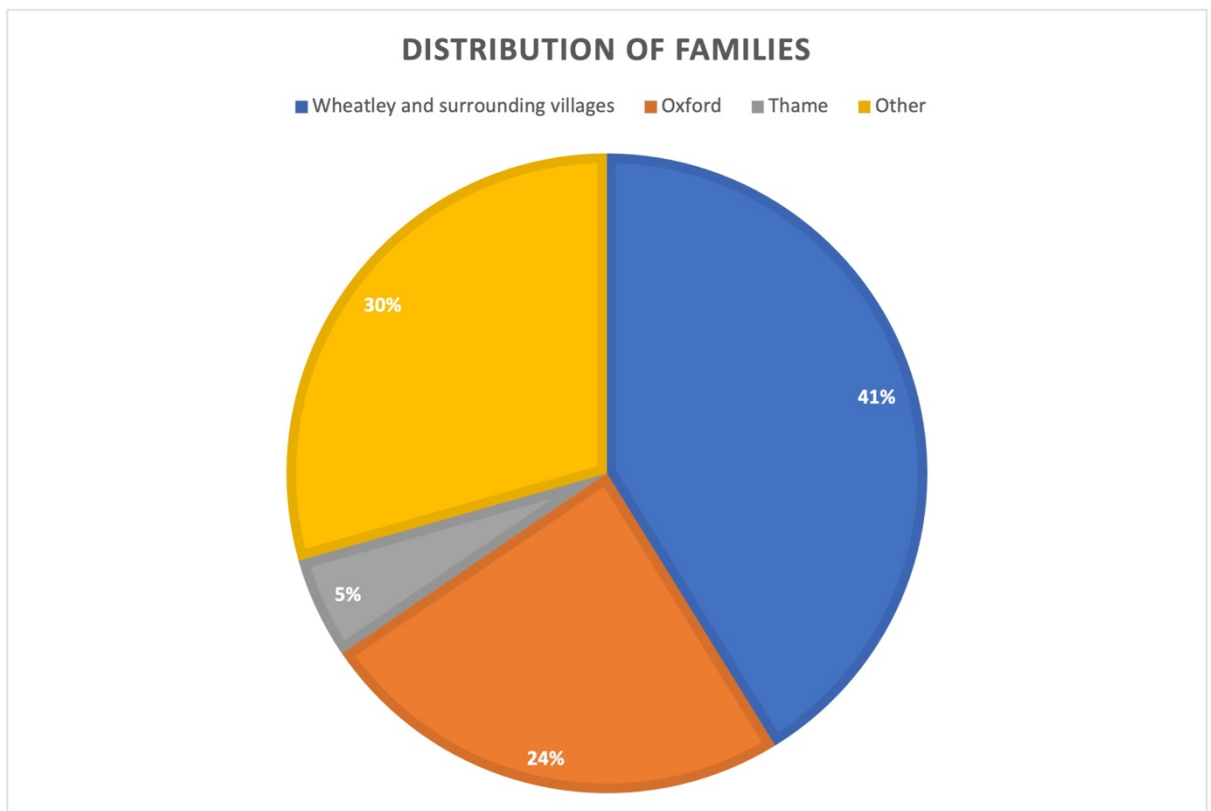
- We are reviewing our constitution to amend our objectives but also to change the way we operate as a charity to reduce pressure on trustees.

Next steps

- We need to continue to engage with Oxfordshire County Council on renewing our lease and future payment of rent. The limited time left on our current lease is already affecting our ability to apply for some grants.
- Although we have maintained our staffing complement, we need to think about how to retain and grow our staff to try and reduce staff turnover. Nevertheless, this is challenging as we can only offer limited hours.

2. Engage and support families with young children in our reach area

- We have continued to promote The Maple Tree at different community events such as the Wheatley Christmas Fair and through delivering summer activities at four villages - Holton, Forest Hill, Great Milton and Little Milton.
- We have also been very successful at attracting families from beyond our reach area, notably from Oxford City and surrounding areas and Thame.



- We have continued to engage with Asylum Welcome and Oxfordshire County Council to support refugees from Afghanistan until they left The Belfry in August 2023. These families benefitted from both bespoke sessions and integration into our universal stay and play sessions. One refugee became a volunteer. Their appreciation of our services may be summed up by this quote from one parent:

“I love this place because the people like to love together I am getting power I love this place”

- We have continued with our plans to upgrade our outdoor area with general tidying up of the outdoor space and engaging a local voluntary group, Wheatley Wanderers, to construct the hard standing needed to erect a new Playhouse. We are still awaiting a decision from Oxfordshire County Council about alternative disabled access arrangements. This will help us extend the level play area to provide more all-year round access.
- We have continued to engage with health visitors using our Garden Room for meetings with parents. We are grateful for this continued link as it helps promote complementary working to support families. Nevertheless, the pressure on their service means their attendance is less regular than previously. This affects not only numbers of families coming into The Maple Tree but also the support families receive.
- We continue to keep a record of issues and concerns affecting our families. We are able to signpost them to the help they need but as yet do not have the capacity to provide more in-house support other than a listening ear.
- We offered a bespoke session for parents of twins which has been very popular. Parents have welcomed the support this offers for their family both as a place to come each week and for the network of friends it has helped to establish.
- We are in touch with the adjoining maintained Wheatley Nursery School and have a commitment to work closer together including more targeted parent support and training..
- We have continued to pursue external support in evaluating family learning to help us plan for the future. Initial findings are complimentary about what we provide but we have limited capacity at present to take this further forward.

Next steps

- We recognise the challenges facing many organisations but over the next year we hope to continue to try and liaise with midwives, health visitors and local schools about local need including families from our catchments who may be unaware of us.
- We hope to make more information and help available to families via our website, social media and information leaflets. This include improving our links to local family/early years activities, childcare and schools.

3. Ensure and enhance the quality and scope of our services

- We continued to provide services all year including through the school holidays, closing only for public holidays and two additional days at Christmas/New Year. We offered slightly different programme during the holidays and in our Saturday Family Fun sessions including activities that attracted older children.
- We continued to regularly offer sessions at Forest Hill where we now have a well-established Thursday group. While we would like to expand our outreach work further we currently do not have sufficient funding to do this.
- We completed a parental survey which showed high levels of satisfaction with our offer.
- We have provided three free pediatric first aid training for families thanks to a donation from a local family. However, we have not yet moved forward with a more extensive offer including other types of training, website, online and written information.
- All of our sessions offer a range of opportunities for play and learning that may not be available at home, such as messy play, outdoor play and opportunities for children to mix with their peers. This helps children develop skills they may find more difficult at home such as social skills and communicating with others
- The trustees received regular reports of session evaluations, safeguarding incidents, topics arising from conversations with parents and numbers of families using our services to help us plan for the future. It also provides useful information for those organisations providing grant funding.

Next steps

- We need to be more pro-active at providing parents with more information on how their children learn and the purpose of the activities we provide.
- We recognise the difficulties of showing the outcomes of what we do and have started to explore different ways of evaluating these.

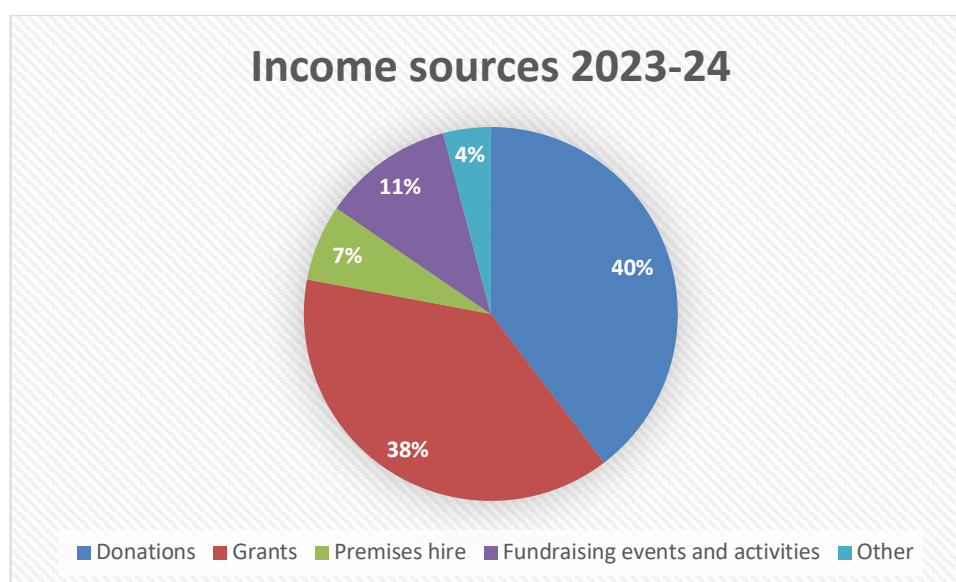
Financial review April 2023 - March 2024

The Maple Tree's financial position at 31 March 2024 is set out in the Statement of Financial Activities and Balance Sheet on the following pages. This was the sixth full year of operation for the Maple Tree and this is the seventh set of accounts.

Before the beginning of each financial year the trustees agree the budget that they calculate will be needed to run The Maple Tree for the year ahead and a plan for how they will try and raise the funds required.

Income

Our income for the year was £84,735. This was less than our income for the previous year, which had been boosted in particular by a large fundraising event in the 2022-23 financial year.



We received grants totalling £4,350 from Parish Councils and £10,657 from South Oxfordshire District Council and Oxfordshire County Council. We also secured grant funding from other organisations, from small amounts to purchase resources to larger sums for core costs. For example, we successfully applied for £10,000 of National Lottery funding.

We gather donations from families attending group sessions and, where possible, claim Gift Aid on these. We have also been fortunate to receive some "one-off" donations from local people in the community. We hire out The Maple Tree to local Health Visitors and families for events, such as birthday parties. Our income from room hire was lower this year, at

£5,596, mainly because the Health Visitors have not been running as many clinics in Wheatley.

Our programme of fundraising, including a Silent Auction and Christmas events, raised £9,601. We raise smaller amounts of money from collection tins, the SODC lottery and by selling donated clothes, toys and equipment.

Expenditure

Our expenditure for the year was £84,460. Approximately 92% of this was spent on directly delivering services to local families, with the remaining amount on income generation activities.

By far the largest cost was staffing, at £57,558. The Maple Tree staff wages track the Local Authority “green book” scheme, which delivers an annual wage increase. The other major costs were for cleaning and maintaining the premises and gas and electricity.

Reserves

In accordance with Charity Commission guidance, The Maple Tree has a reserves policy that is reviewed annually. The trustees reviewed the reserve requirement in November 2023 and agree to hold a reserve of £40,000, which was unchanged from the previous year.

Trustee remuneration

The trustees did not receive any remuneration for carrying out their trustee responsibilities.

Statement of financial activities and balance sheet for the year ended 31 March 2024

A. Statement of Financial Activities for the year ending 31 March 2024				
	Unrestricted funds	Restricted funds	Total funds	Total last year
	£	£	£	£
Donations and grants	61,405	4,651	66,056	63,253
Charitable activities: Room hire	5,596	0	5,596	8,004
Fundraising activities	9,601	0	9,601	32,472
Other	3,482	0	3,482	1,545
Total incoming resources	80,084	4,651	84,735	105,275
Resources expended				
Raising funds	6,644	0	6,644	9,714
Charitable activities	73,165	4,651	77,816	74,340
Total resources expended	79,809	4,651	84,460	84,054
Net movement in funds	275	0	275	21,220
Total funds brought forward	65,935	0	65,935	44,715
Total funds carried forward	66,210	0	66,210	65,935
B. Balance sheet for the year ended 31 March 2024				
	Unrestricted funds	Restricted funds	Total funds	Total last year
	£	£	£	£
Fixed assets				
Total fixed assets	938	0	938	1,173
Current assets				
Debtors and prepayments	4,695	0	4,695	4,527

Unrecovered SMP	0	0	0	0
Cash at bank and in hand	43,495	0	43,495	28,751
Reserve account	35,500	0	35,500	35,077
Total current assets	83,690	0	83,690	68,355
Liabilities				
Creditors	27	0	27	29
Deferred income and accruals	17,920	0	17,920	3,137
PAYE to HMRC	0	0	0	0
Pension	471	0	471	428
Total current liabilities	18,418	0	18,418	3,593
Net assets	66,210	0	66,210	65,935
Funds of the charity	66,210	0	66,210	65,935

Notes to the accounts for the year ended 31 March 2024

1. Charity information

The Maple Tree is a Charitable Incorporated Organisation registered in England and Wales (reg no 1174117). The principal address is 20 Littleworth Road, Wheatley, Oxford, OX33 1NW.

Notes on Accounting Policies

2. Accounting policies

The accounting period is from 1st April 2023 to 31st March 2024.

These accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS102.

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

These accounts have been prepared in sterling which is the functional currency of the charity and monetary amounts published in these financial statements have been rounded to the nearest £.

These accounts have been prepared on the basis of historic cost and the principal accounting policies adopted are set out below.

These accounts for the year ending 31st March 2024 are the seventh set of accounts prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The first set of accounts covered the period from the incorporation of the charity on 3rd August 2017. There are no prior year adjustments. There is no change in the accounting policies.

3. Going concern

At the time of writing the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

4. 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. The purposes and uses of the restricted funds are set out in the notes to the accounts.

5. 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 the income will be received.

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 donation.

Income from local government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated goods and services are included at the value to the charity where this can be quantified and is material. Value of services provided by volunteers has not been included but is described in the trustees' annual report.

Income from charitable activities is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business.

6. Resources expended

Expenditure is recognised once there is a legal or constitutional obligation to make payment to a third party, it is probable that the settlement will be required and the amount of obligation can be measured reliably.

Expenditure is recognised on an accrual basis as a liability is incurred. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of generating funds comprise the costs of trading for fundraising purposes and associated licences and insurances required.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly others are apportioned on an appropriate basis.

7. Fixed assets

Tangible fixed assets are stated at cost and subsequently measured at cost less accumulated depreciation or impairment loss. The costs of assets below £1,000 are not capitalised. 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.

8. Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and 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 market rate of interest. Financial assets classified as receivable within one year are not amortised.

9. Basic financial liabilities

Basic financial liabilities, which include 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 classed as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

10. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

11. 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.

Analysis of information contained in the Statement of Financial Activity and Balance Sheet

12. Grants and donations receivable

		Unrestricted	Restricted	Total
		£	£	£
Donations		33,586	0	33,586
Grants	Oxfordshire & South Oxon Councils	7,469	3,188	10,657
	Parish Councils	4,350	0	4,350
	Other	16,000	1,463	17,463
Total		61,405	4,651	66,056

13. Expenditure: Raising funds

	Unrestricted	Restricted	Total
	£	£	£
Employee wages	2,807	0	2,807
Fundraising events	2,227	0	2,227
Marketing and communications	1,129	0	1,129
Licences and insurance	481	0	481
Total	6,644	0	6,644

14. Expenditure: Charitable activities

	Unrestricted	Restricted	Total
	£	£	£
Staff costs	52,036	2,960	54,996
Session supplies	4,297	998	5,295
Property costs	12,093	693	12,786
Administrative costs	4,739	0	4,739
Total	73,165	4,651	77,816

15. Employees

The average number of full-time equivalent employees for the year	
Core programme	1.5
Administration	0.5
Total	2

A book keeper was contracted to supply part time book-keeping services and an accountant to provide payroll services. Additionally, garden maintenance and cleaning services were purchased.

Employee costs	2023-24	2022-23
	£	£
Salaries and wages	56,130	49,028
Pension costs	1,420	1,129
Statutory maternity pay	0	627
Staff training and DBS checks	244	880
Recruitment costs	0	203
Mileage claims	371	323
Total	58,165	52,010

No other employee benefits were paid or ex-gratia payments made.

No employee received emoluments of more than £60,000.

The charity operates a defined contribution pension scheme through SMART PENSION LIMITED incorporated and registered in England and Wales with company number 09026697 whose registered office is at 20 Eastbourne Terrace, London, W2 6LG.

16. Debtors and Prepayments

	2023-24	2022-23
	£	£
Debtors	4,102	3,990
Prepayments	593	535
Total	4,695	4,525

17. Cash at bank and in hand

	2023-24			2022-23
	Unrestricted	Restricted	Total	Total
Short term deposit (£)	35,500	0	35,500	35,077
Cash at bank & in hand (£)	43,495	0	43,495	28,751
Total	78,995	0	78,995	63,828

18. Creditors and accruals

	2023-24	2022-23
	£	£
Creditors	27	29
Accruals	920	596
NI and pension	471	428
Total	1,418	1,053

The Maple Tree received £17,000 in deferred income in 2023-24

19. Movement in deferred income

	This year	Last year
	£	£
Balance at the start of the reporting period	2,540	2,428
Amounts added in current period	17,000	2,540
Amounts released to income from previous period	2,540	2,428
Balance at the end of the reporting period	17,000	2,540

20. Fees

No fee was paid for the examination of the accounts.

21. Events after the end of the accounting period

There are no events to report after the end of the accounting period.

22. Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with The Maple Tree or a related entity.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No trustee expenses have been incurred.

Independent Examiner's report to the Trustees of The Maple Tree

I report on the accounts of the charity for the year ended 31 March 2024 which are set out on pages 8 to 16 of this Annual Report.

Respective roles of the 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;
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all of 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 which gives me reasonable cause to believe that in any material respect the requirements:

- i. to keep accounting records in accordance with section 130 of the 2011 Act; and
- ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



19/11/2024

Frances Axford, ACA

Member of the Institute of Chartered Accountants of England and Wales
24, Waterperry, Oxford, OX33 1LB

Reference and administration details

Charity Information:

The Maple Tree: Charity Reg. No. 1174117.

Address: 20 Littleworth Road, Wheatley, Oxford OX33 1NW

Bankers: Barclays Bank, Oxford

Structure, governance and management

The Maple Tree is a Charitable Incorporated Organisation (CIO), governed according to the Constitution dated 3rd August 2017. It is an independent charity and not part of any 'umbrella' body.

Our constitution allows up to 12 trustees. The trustees serving on the Board between April 2023 and end March 2024 were:

Dai David (Treasurer from November 2023)

Amy Eastham, appointed September 2023

Liz Elsom, appointed September 2018

Georgina Glenny, appointed February 2023

Richard Harding, appointed October 2023

Jane Lightfoot (Chair) appointed July 2019

Chris Sewell, appointed August 2017, retired October 2023

Amanda Smith (Treasurer until November 2023) appointed September 2018

Ex-officio member, Laura Spencer (Centre Manager)

Sub-groups

There are no formal sub-committees. The trustees appoint working groups to carry out specific tasks as delegated by the Board. During the year these were: Finance, Staffing, Fundraising and Premises.

Our catchment area

We serve the villages of Beckley, Cuddesdon, Denton, Forest Hill, Garsington, Great Haseley, Great Milton, Holton, Horspath, Little Haseley, Little Milton, Littleworth, Marsh Baldon, Milton Common, Stanton St John, Tiddington, Toot Baldon, Waterperry, Waterstock and Wheatley.

Status of this report

This report complies with the Charities Act 2011, the charity's constitution and the 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 2015) (as amended for accounting periods commencing from 1 January 2016).

Acknowledgements

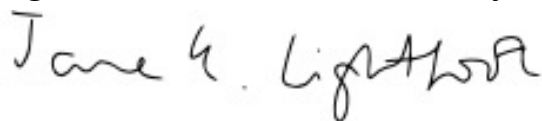
The Maple Tree Board of Trustees are grateful to our parents and carers for their financial contributions when attending sessions, to the Friends of The Maple Tree, and to some very generous local individuals for their financial support. We thank the following organisations for financial support in 2023-24:

Awards For All	Oxfordshire Community Foundation
Blenheim Bursary	Oxfordshire County Council
Doris Field Trust	PF Trust
Great Milton Parish Council	Pye Charitable
Holton Parish Council	Sewell Trust
Horspath Parish Council	South Oxfordshire District Council
Mazars	Wheatley Parish Council

Thank you to the following organisations that have supported our fundraising:

Anna O-Keeffe (Tropic)	New Theatre, Oxford
Asda	Oak Hairdressing
Aston Martin Heritage Trust Museum	Odds Farm
Bekonscot Model Village	Oxford Brewery
Cotswold Wildlife Park and Gardens	Park Sports Centre
Cornfield Bakery	Sandy Lane Farm
Dynamix Dance Academy	Seasons Holidays
Farmer Gow's Ltd	Snakes and Ladders
Farol	Studley Wood Golf Club
Gail Kharegat	Sunnyhill Vineyard
Giffords Circus	Thame Sports Centre
Holton Players	The New Club
ID Hair	The Sun, Wheatley
Jangeus	Waterperry Gardens
Jump Inc.	Waterstock Golf Club
Millets Farm	Waterwood Contracts
Mill View Garden and Coffee Shop	Wheatley Car Centre
Modern Art Oxford	Wheatley Farm Shop

Signed as a record of our activity from 1 April 2023 – 31 March 2024



Jane Lightfoot, Chair of Trustees

THE MAPLE TREE

England & Wales - Charity number 1174117

Accounts



Trustees Report and Accounts

1 April 2022 to 31 March 2023

A great place to grow



Chair's introduction

I am delighted to be looking back on another very successful year for The Maple Tree. The centre is busy and lively on a daily basis and we have created a programme that is more varied, but also tailored to early childhood development. For example, we introduced a focus on language and communication skills, in response to a perceived need following the pandemic, and our baby and twins groups are thriving (we have 24 sets of twins registered!). We are proud of the way that we supported many Afghan refugee families and we witnessed a huge improvement in their confidence and ability to communicate.

We achieved significant fundraising success last year. Highlights were our largest fundraising event to date, *An Evening with Gaz Coombes and Friends*, which was supported by local school bands and raised over £14,000, and our annual Shotover House Daffodil Day, in partnership with St Nicholas' Church. Despite it being a rather damp and chilly day in March, visitors turned out in force again.

As a result, we exceeded our budget targets for the year. Looking ahead, fundraising to keep The Maple Tree open remains a major challenge, against the backdrop of the current economic conditions and high competition for grant funding. The trustees are constantly exploring new avenues and looking for more fundraising opportunities.

Despite changes to the team, our staff and volunteers have delivered our programme with enthusiasm and dedication and have also helped with our fundraising efforts, and I am very grateful to all of them for their contribution. Gabby Tomczyk, Kirsty Blackwell and Sasha Reed all decided to move on and I wish them well in their new ventures. During the year, we welcomed Carole Diering as our administrator and Sarah Lukonyomoi-Otunnu and Susie Parker as Family Support Workers, who, with existing staff members, Laura Spencer and Karina Williamson have formed a strong and able team. We were also delighted to welcome Georgina Glenny, who has strengthened the trustee board with her experience and expertise in education.

I would like to give a special mention to Anne Purse, one of our original trustees, who decided to stand down from the board this year. Anne was instrumental in campaigning against the closure of local children's centres and in the launch and growth of The Maple Tree as a charity. On behalf of the entire team, thank you to Anne for her contribution over the years and her dedication to supporting young families in our community.

Beyond The Maple Tree team, there are many individuals, local Parish Councils, businesses and organisations who have been generous in their financial support, as well as giving of their time. To everyone who has supported The Maple Tree this year, I would like to say a big thank you.

Jane Lightfoot, Chair of Trustees

Annual Report of The Maple Tree

The Maple Tree Centre continued to grow during 2022-23 as we carried on with our recovery from the Covid-19 pandemic. We started to offer more drop-in sessions and extended our programme to offer sessions for refugees and families who have twins. Our activities continue to grow in popularity and we have sessions each weekday as well as monthly family fun sessions on the third Saturday of each month. By the end of the year all our sessions were offered as drop-in sessions. Our fundraising activities were particularly successful over the year both in terms of funds raised and the enjoyment of those participating.



Our charitable objectives

- To act as a resource for young children and their families living in Wheatley and the surrounding villages (including Great Milton, Little Milton, Garsington, Cuddesdon, Horspath, The Baldons, Stanton St John, Beckley, Forest Hill, Milton Common and Tiddington), enabling them to be resilient, strong and confident families through the provision of advice and assistance and organising programmes of physical, educational and other activities. Providing such recreational and leisure time activity as the trustees may decide from time to time, in the interests of social welfare for all families and especially those who have need by reason of their age, ill health, disability, financial hardship or other disadvantage.

- To further or benefit the residents of Wheatley and the surrounding villages, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Strategic plan

We started a new three-year strategic plan in April 2022, developed through consultation with staff, parents and other stakeholders. Our strategic plan helps us focus on our charitable objectives and is organised under three specific aims:

- A sustainable and stable organisation
- Engage and support families with young children in our reach area
- Ensure and enhance the quality and scope of our services.

What we have achieved in 2022 – 23

We were very ambitious in our plans for the year. We realise that moving forward we need to continue to be ambitious but more realistic about what trustees and The Maple Tree staff can achieve. We have reduced our expectation for 2023-24 to focus on fewer main aims. Nevertheless, we have had some remarkable successes during 2022-23.

We also reviewed our charitable aims following feedback from parents and are taking forward the following changed wording with the Charity Commission:

- To offer opportunities and activities to support young children's learning and development for all families in the areas we serve and, with the trustees' discretion, any family who wishes to attend our centre or access our online services
- To provide support, services, information and guidance for any family with young children who would benefit from these living in the areas we serve and, with the trustees' discretion, any family who needs our help.



A sustainable and stable organization

- During the year we ran a very full programme of fundraising events and activities, raising a significant proportion of our income for the year (see Finance section). Some of these were jointly organised and run by our parents including a 'sponsored toddle', and sponsored participation in the Thame 10k run. Other events attracted a wider range of participants including the very successful *Evening with Gaz Coombes and Friends*, our largest fundraising event so far and Daffodil Day at Shotover House organized jointly with Forest Hill Church.
- We are becoming a more sustainable organisation, using Fairtrade products wherever possible and looking for sustainable solutions in our purchase of resources.
- We have improved our health and safety procedures and have begun initial discussions with OCC about the continuation and terms of our lease.
- We have dedicated administration time to market our services and grow the number of families registered with us. This has increased to 482 families, a rise of 38%.
- We have continued to promote our organisation to funders and potential funders through newsletters, distributing the Annual Report and advertising our events. This has not resulted in a significant growth of investors but income has remained reasonably consistent.
- We have successfully recruited three new staff members: Sarah Lukonyomoi Otunnu on a fixed term contract to cover maternity leave; Susie Parker to replace Kirsty Blackwell who took up employment elsewhere; and Carole Diering who replaced Gabby Tomczyk as our administrator. We have also increased the number of volunteers at sessions. This has enabled us to broaden our offer so we are now open for at least one session every weekday.
- As with previous years we have struggled to recruit more trustees. We have recruited one more trustee, Georgina Glenny and have had some interest shown by other people. However, we have also lost the regular engagement of another trustee. The small number of actively engaged trustees impacts on our future sustainability especially financially as it reduces our capacity to fundraise, engage with potential funding partners or write grant applications.

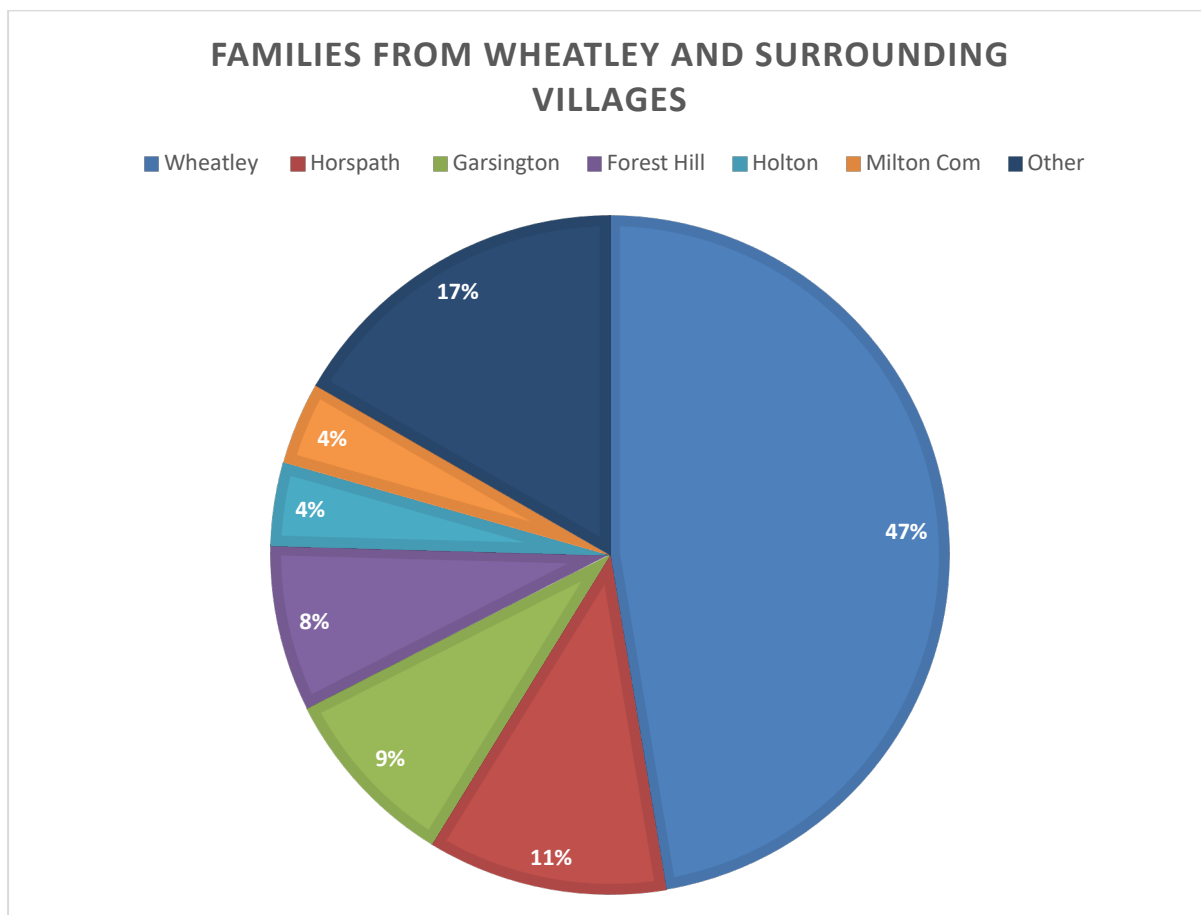
Next steps

- We need to consider alternative structures and processes to make the trustees' role more manageable and attractive to new trustees. This may mean re-considering our charitable status and aims as well as looking at other ways to help sustainability such as partnerships with other organisations.
- We need to liaise further with Oxfordshire County Council. We have been grateful for the rent holiday in 2022-23 but need to have surety about plans for renewing our lease and future payment of rent.

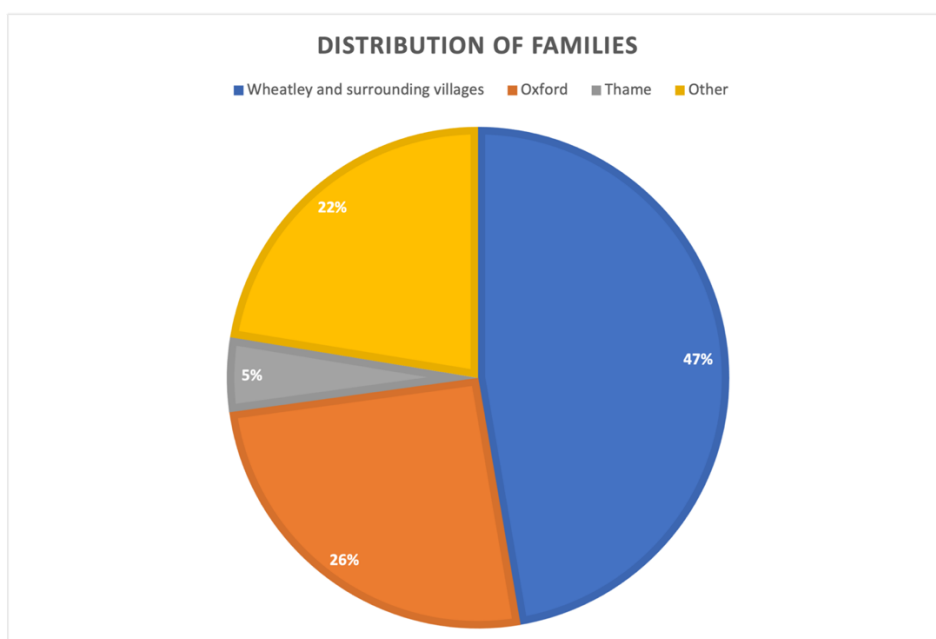
Engage and support families with young children in our reach area

- We have been successful in promoting The Maple Tree at different community events. These include delivering summer activities at four villages - Holton, Forest Hill, Great Milton and Little Milton. We have also run stalls at Horspath Community Hub, Wheatley Christmas Fair and children's activities at the Holton Platinum Jubilee

event. The result has been increasing the geographical diversity of those attending from our reach area outside Wheatley.



- We have also been very successful at attracting families from beyond our reach area, notably from Oxford City. For the first time families attending from Oxford outnumbered those from Wheatley. It is very heartening to know that people will travel some distance to attend our centre and increases parental donations for sessions. However, it also creates difficulties as we do not receive any funding from Oxford City Council and this impacts on the additional funding we need to raise.



- We have engaged with Asylum Welcome and Oxfordshire County Council to support refugees from Afghanistan. This includes delivering bespoke sessions at the Belfry Hotel where they are staying and arranging for families to attend stay and play sessions at The Maple Tree to encourage parents' involvement with play and to support integration with local families.
- We have continued with our plans to upgrade our outdoor area, although progress has been frustratingly slow. We have drawn up plans and sought advice from landscaping professionals. We are currently awaiting a decision from Oxfordshire County Council about alternative disabled access arrangements. This will help us extend the level play area to provide more all-year round access.
- We liaised regularly with health visitors who have continued to hire our Garden Room for meetings with parents. We are grateful for this continued link as it helps promote complementary working to support families.
- We have been less successful at re-establishing links with other organisations such as midwives, other children's centres, local schools and nurseries. There is an 'in principle' commitment to work together but currently all organisations appear to be struggling with finance and time problems making it difficult to support joint endeavours.
- We continued to collect information about issues and concerns affecting our families but have had little capacity to expand our services further. We have recently received some external support in evaluating family learning to help us plan for the future.

Next steps

- Over the next year we hope to continue our evaluation of parental support and engagement with their children's learning and expand our offer. We hope to do this by continuing to try and liaise with midwives, health visitors and local schools about local need; applying for funding for outreach work and/or targeted sessions; working with Wheatley Nursery School to offer parent support and training.
- Complete the first phase of the garden project which is to extend and upgrade the flat area adjoining The Maple Tree premises to provide all-year round access to outdoor play.

Ensure and enhance the quality and scope of our services

- We have provided services all year including through the school holidays. We closed for public holidays and two additional days at Christmas/New Year. During the school holidays we continued to provide our Wednesday baby group as this has been identified as a main ongoing need. On other days we offered a slightly different programme during the holidays including activities that attracted older children.
- Most of our sessions are open to all families with young children and the chart below shows the range of areas our families come from. We offer one session aimed at families with twins so parents can share experiences and gain mutual support. Our Saturday family fun days are very popular and are open to all families whatever their make-up, including families with older children.
- We regularly offered sessions at Forest Hill where we now have a well-established Thursday group, and more lately at the Belfry Hotel for refugee families.

- We provide bespoke guidance and information for families where they identify issues and concerns. Over the course of the year there have been almost 6000 recorded instances of providing guidance and information across all our regular groups. Help with children's development was the most common request, although other areas for help included family relationships, returning to work, financial concerns and support for refugees. The baby café had the largest number of requests for help at almost 1300. This is not surprising as many of those attending are first-time parents.
- We have provided three free pediatric first aid training for families thanks to a donation from a local family. However, we have not yet moved forward with a more extensive offer including other types of training, website, online and written information.
- All of our sessions offer a range of opportunities for play and learning that may not be available at home, such as messy play, play with sand and water and outdoor play. This helps children develop skills they may find more difficult at home including gross and fine motor skills and exploring the properties of different materials such as paint and playdough. We hope that parents will recognize these benefits and feel confident to try some of these activities at home.
- The trustees received regular reports of session evaluations, safeguarding incidents, topics arising from conversations with parents and numbers of families using our services to help us provide outcomes for grant funders and plan for the future.

Next steps

- We need to be more pro-active at consulting parents on the activities and services they access and those they would like us to provide, as well as providing more information on the purpose of the activities we provide.
- We have started to review our data collection and session evaluations and hope to find smarter ways to collect information and assess outcomes for the families and children who attend our centre.



Gaz Coombes and Friends Concert to raise funds for The Maple Tree



Financial review April 2022 - March 2023

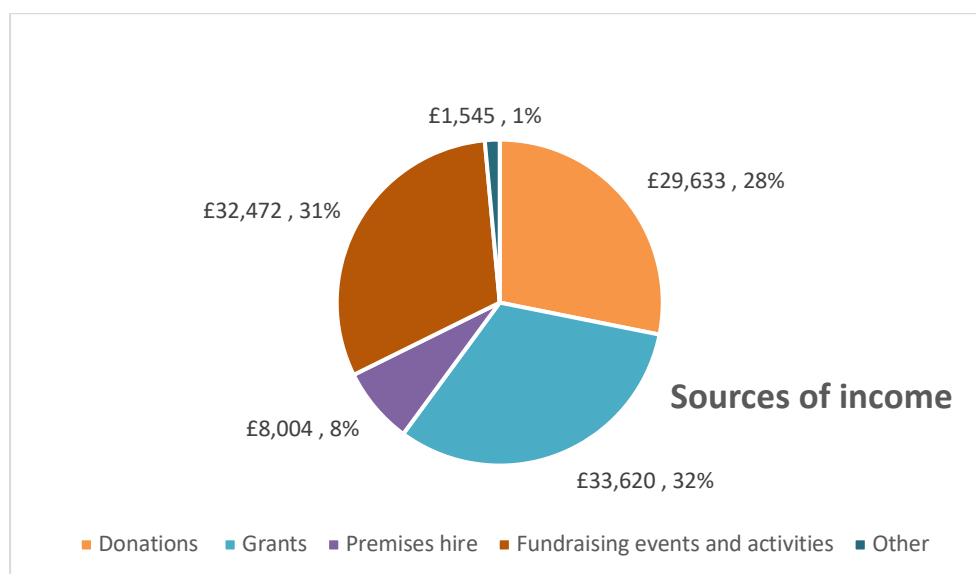
The Maple Tree's financial position at 31 March 2023 is set out in the Statement of Financial Activities and Balance sheet on the following pages.

This was the fifth full year of operation for The Maple Tree and this is the sixth set of accounts.

Before the beginning of each financial year the trustees agree the budget that they calculate will be needed to run The Maple Tree for the year ahead and how they will try to raise the funds required. Post- pandemic we were able to identify some new fundraising opportunities, revive previously successful events, and engage the active support of a group of parents in income generating activities. As the year unfolded it became clear that we would be able to add to the equity of the charity, enabling us to allocate funds to support the budget in 2023-24.

Income

Our income for the year was **£105,275**. This was nearly £30,000 more than our income for the previous year.



Overall, our lettings income increased, largely because of regular room hire by health visitors, our income from session donations increased as we were able to welcome more families to sessions, and we benefitted from several large fundraising events and activities.

During the year we received grants totalling £6,600 from local parish councils and £16,365 from South Oxfordshire District Council and Oxfordshire County Council, with the remainder as grants of between £500 and £4,235 coming from different organisations to support particular costs or aspects of our work. For example, we were able to secure a grant of £1,850 to pay our share of the costs towards replacing the centre's central heating boiler.

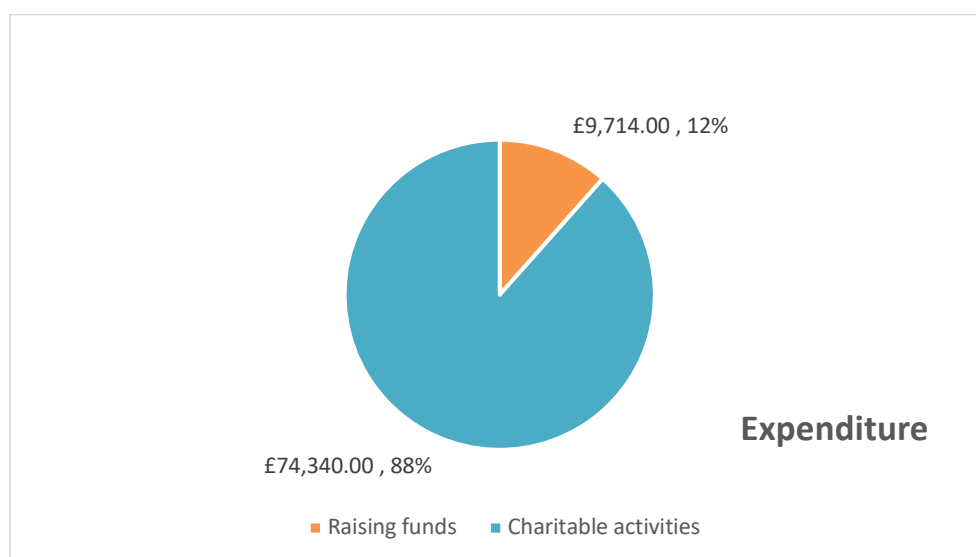
We gather donations in a number of different ways, and where possible collect gift aid. In 2021-22 we raised £6,806 in session donations; in 2022-3 this increased to £10,988.

Monthly receipts through the 'Friends of The Maple Tree' regular donation scheme continued at £155 a month and we were also grateful to receive £10,953 in one off donations from people and organisations in the local communities that we serve. We were able to claim £3,246 in gift aid on donations in 22-23.

During the year we ran a very full programme of fundraising events and activities to achieve an income of £30,765. Additionally we raised money from collection tins, shopping cashback schemes, the SODC lottery and by selling donated clothes, toys and equipment in the centre and online through the 'Maple Tree Market' initiative. We were also fortunate to receive a generous donation from a local family to enable us to offer free first aid training to parents.

Expenditure

Our expenditure for the year was **£84,054**. This was just under £7,000 more than our expenditure for the previous year and largely due to increases in the costs of staffing, the costs of generating income, and premises repairs.



Approximately 87% of The Maple Tree expenditure was spent on directly delivering services to the local community. This is less than last year because of a number of significant costs associated with fundraising events.

Overall, staffing continued to be the most significant part of the expenditure with employee costs of over £50,000, plus payments for payroll and book-keeping services. The Maple Tree wages track the Local Authority 'green book' scheme which delivered a significant increase in wages in 22-23 (well deserved by our staff) which has implications for the budget in following years. Other significant costs included premises maintenance (£5,193) and cleaning (£7,902).

At the end of the financial year the funds of the charity were £65,935, an increase of £21,220 from March 2022.

Building reserves

In accordance with Charity Commission guidance The Maple Tree has a reserves policy that is reviewed annually. In March 2022 trustees reviewed the reserve figure and agreed that this should be £35,000 for the financial year 2022-23, however in November 2022 following pay increases for staff and inflated costs trustees agreed to increase the reserve requirement to £40,000.

Trustee remuneration

The trustees did not receive any remuneration for carrying out their trustee responsibilities.

Statement of financial activities and balance sheet for the year ended 31 March 2023

A. Statement of Financial Activities for the year ending 31 March 2023				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Donations and grants	£ 40,687	£ 22,566	£ 63,253	£ 57,260
Charitable activities: Room hire	£ 8,003.75	£ -	£ 8,003.75	£ 4,233
Fundraising activities	£ 32,472	£ -	£ 32,472	£ 14,193
Other	£ 1,545	£ -	£ 1,545	£ 4
Total incoming resources	£ 82,708	£ 22,566	£ 105,275	£ 75,690
Resources expended				
Raising funds	£ 9,714	£ -	£ 9,714	£ 5,262
Charitable activities	£ 51,774	£ 22,566	£ 74,340	£ 72,082
Total resources expended	£ 61,488	£ 22,566	£ 84,054	£ 77,344
Net movement in funds	£ 21,220	£ -	£ 21,220	£ 1,654
Total funds brought forward	£ 44,715	£ -	£ 44,715	£ 46,369
Total funds carried forward	£ 65,935		£ 65,935	£ 44,715
B. Balance sheet for the year ended 31 March 2023				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Fixed assets				
Total fixed assets	£ 1,173		£ 1,173	£ 1,467
Current assets				
Debtors and prepayments	£ 4,527		£ 4,527	£ 952
Unrecovered SMP				£ 1,210
Cash at bank and in hand	£ 28,751		£ 28,751	£ 9,513

Reserve account	£ 35,077		£ 35,077	£ 35,001
Total current assets	£ 68,355	£ -	£ 68,355	£ 46,676
Liabilities				
Creditors	£ 29	£ -	£ 29	£ 44
Deferred income and accruals	£ 3,137	£ -	£ 3,137	£ 2,961
PAYE to HMRC	£ -	£ -	£ -	£ 200
Pension	£ 428	£ -	£ 428	£ 223
Total current liabilities	£ 3,593	£ -	£ 3,593	£ 3,428
Net current assets	£ 65,935	£ -	£ 65,935	£ 44,715
Funds of the charity	£ 65,935	£ -	£ 65,935	£ 44,715

Notes to the accounts for the year ended 31 March 2023

1. Charity information

The Maple Tree is a Charitable Incorporated Organisation registered in England and Wales (reg no 1174117). The principal address is 20 Littleworth Road, Wheatley, Oxford, OX33 1NW.

Notes on Accounting Policies

2. Accounting policies

The accounting period is from 1st April 2022 to 31st March 2023.

These accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS102.

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

These accounts have been prepared in sterling which is the functional currency of the charity and monetary amounts published in these financial statements have been rounded to the nearest £.

These accounts have been prepared on the basis of historic cost and the principal accounting policies adopted are set out below.

These accounts for the year ending 31st March 2023 are the sixth set of accounts prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The first set of accounts covered the period from the incorporation of the charity on 3rd August 2017. There are no prior year adjustments. There is no change in the accounting policies.

3. Going concern

At the time of writing the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

4. 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. The purposes and uses of the restricted funds are set out in the notes to the accounts.

5. 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 the income will be received.

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 donation.

Income from local government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated goods and services are included at the value to the charity where this can be quantified and is material. Value of services provided by volunteers has not been included but is described in the trustees' annual report.

Income from charitable activities is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business.

6. Resources expended

Expenditure is recognised once there is a legal or constitutional obligation to make payment to a third party, it is probable that the settlement will be required and the amount of obligation can be measured reliably.

Expenditure is recognised on an accrual basis as a liability is incurred. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of generating funds comprise the costs of trading for fundraising purposes and associated licences and insurances required.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly others are apportioned on an appropriate basis.

7. Fixed assets

Tangible fixed assets are stated at cost and subsequently measured at cost less accumulated depreciation or impairment loss. The costs of assets below £1,000 are not capitalised. 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.

8. Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and 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 market rate of interest. Financial assets classified as receivable within one year are not amortised.

9. Basic financial liabilities

Basic financial liabilities, which include 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 classed as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

10. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee of to provide termination benefits.

11. 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.

Analysis of information contained in the Statement of Financial Activity and Balance Sheet

12. Grants and donations receivable

		Unrestricted	Restricted	Total
		£	£	£
Donations		29,633	0	29,633
Grants	Oxfordshire & South Oxon Councils	374	14,765	16,365
	Parish Councils	6,600	0	6,600
	Other	2,854	7,801	10,655
Total		40,687	22,566	63,253

13. Expenditure: Raising funds

	Unrestricted	Restricted	Total
	£	£	£
Employee wages	2,451	0	2,451
Fundraising events	6,048	0	6,048
Marketing and communications	609	0	609
Licences and insurance	606	0	606
Total	9,714	0	9,714

14. Expenditure: Charitable activities

	Unrestricted	Restricted	Total
	£	£	£
Staff costs	36,768	17,038	53,806
Session supplies	1,544	1,462	3,006
Property costs	11,527	4,066	15,593
Administrative costs	1,935	0	1,935
Total	51,774	22,566	74,340

15. Employees

The average number of full-time equivalent employees for the year	
Core programme	1.5

Administration	0.5
Total	2

A book keeper was contracted to supply part time book-keeping services and an accountant to provide payroll services. Additionally, garden maintenance and cleaning services were purchased.

Employee costs	2022-23	2021-22
	£	£
Salaries and wages	49,028	45,668
Pension costs	1,129	993
Statutory maternity pay	627	-2,751
Staff training and DBS checks	880	318
Recruitment costs	203	0
Mileage claims	323	0
Total	52,190	44,228

No other employee benefits were paid or ex-gratia payments made.

No employee received emoluments of more than £60,000.

The charity operates a defined contribution pension scheme through SMART PENSION LIMITED incorporated and registered in England and Wales with company number 09026697 whose registered office is at 20 Eastbourne Terrace, London, W2 6LG.

16. Debtors and Prepayments

	2022-23	2021-22
		£
Debtors	3,991	440
Prepayments	534	512
Total	4,525	952

17. Cash at bank and in hand

	2022-23			2020-21
	Unrestrict ed	Restricted	Total	Total
Short term deposit (£)	35,077	0	35,077	33,001
Cash at bank & in hand (£)	28,751	0	28,751	9,513
Total	63,828	0	63,828	44,514

18. Creditors and accruals

	2022-23	2021-22
Creditors	29	44
Accruals	596	533
NI and pension	428	423
Total	1053,	1,000

The Maple Tree received £2,541 in deferred income in 2022-23

19. Movement in deferred income

	This year	Last year
Balance at the start of the reporting period	2,428	0
Amounts added in current period	2,540	2,428
Amounts released to income from previous period	2,428	0
Balance at the end of the reporting period	2,540	2,428

20. Fees

No fee was paid for the examination of the accounts.

21. Events after the end of the accounting period

There are no events to report after the end of the accounting period.

22. Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with The Maple Tree or a related entity.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No trustee expenses have been incurred

Independent Examiner's report to the Trustees of The Maple Tree

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 10 to 19 of this Annual Report.

Respective roles of the 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;
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 kept by the charity and a comparison of the accounts presented with those records.

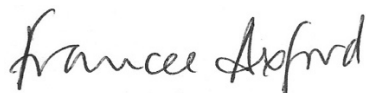
It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all of the evidence that would be required in an audit and consequently no opinion is given as to whether 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 which gives me reasonable cause to believe that in any material respect the requirements:

- i. to keep accounting records in accordance with section 130 of the 2011 Act; and
- ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Frances Axford, ACA

Member of the Institute of Chartered Accountants of England and Wales
24, Waterperry, Oxford, OX33 1LB

Date: 23 October 2023

Acknowledgements

The Maple Tree Board of Trustees are grateful to our parents and carers for their financial contributions when attending sessions, to the Friends of The Maple Tree, and to some very generous local individuals for their financial support. We thank the following organisations for financial support in 2022-23:

Forest Hill and Shotover Parish Council	Oxfordshire Community Foundation
Great Milton Parish Council	Oxfordshire County Council
Holton Parish Council	South Oxfordshire District Council
Isis Cricket Club	Stanton St John Parish Council
Janet and Bryan Moore Charitable Trust	Waterperry with Thomley Parish Council
Local Giving	Wheatley Parish Council
Mazars	

Thank you to the following organisations that have supported our fundraising:

Asda	Sandy Lane Farm, Tiddington
Bruin Cafe	St Bartholomew's Church, Holton
Cinnamons Restaurant	St Mary's Church, Wheatley
Cornfield Bakery	St Nicholas Church, Forest Hill
Cricks Butchers, Wheatley	The Fox and Goat, Tiddington
Costcutter, Wheatley	The King and Queen, Wheatley
Country Collections	The New Club, Wheatley
Farmer Gow's	The Post Office at the Old Bank
Identity Hair	The Queen's Head, Horspath
Jangeus	The Shotover Estate
Mill View Garden Centre and Cafe	Waterperry Gardens
Milletts Farm Centre	Waterwood Contracts
	Wheatley Farm Shop

Reference and administration details

Charity Information:

The Maple Tree: Charity Reg. No. 1174117.

Address: 20 Littleworth Road, Wheatley, Oxford OX33 1NW

Bankers: Barclays Bank, Oxford

Structure, governance and management

The Maple Tree is a Charitable Incorporated Organisation (CIO), governed according to the Constitution dated 3rd August 2017. It is an independent charity and not part of any 'umbrella' body.

Our constitution allows up to 12 trustees. The trustees serving on the Board between April 2022 and end March 2023 were:

Liz Elsom, appointed September 2018

Georgina Glenny, appointed February 2023

Jane Lightfoot (Chair) appointed July 2019

Anne Purse, appointed August 2017

Chris Sewell (Vice-chair) appointed August 2017

Amanda Smith (Treasurer) appointed September 2018

Ex-officio member, Laura Spencer (Centre Manager)

Sub-groups

There are no formal sub-committees. The trustees appoint working groups to carry out specific tasks as delegated by the Board. During the year these were: Finance, Staffing, Fundraising and Premises.

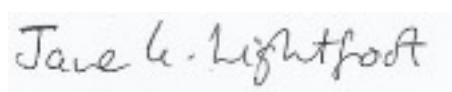
Our catchment area

We serve the villages of Beckley, Cuddesdon, Denton, Forest Hill, Garsington, Great Haseley, Great Milton, Holton, Horspath, Little Haseley, Little Milton, Littleworth, Marsh Baldon, Milton Common, Stanton St John, Tiddington, Toot Baldon, Waterperry, Waterstock and Wheatley.

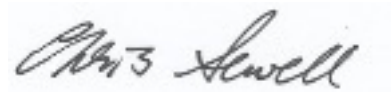
Status of this report

This report complies with the Charities Act 2011, the charity's constitution and the 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 2015) (as amended for accounting periods commencing from 1 January 2016).

Signed as a record of our activity from 1 April 2022 – 31 March 2023



Jane Lightfoot, Chair of Trustees



Chris Sewell, Vice-chair of Trustees

THE MAPLE TREE

England & Wales - Charity number 1174117

Accounts



Trustees Report and Accounts

1 April 2021 to 31 March 2022

A great place to grow



Chair's introduction

I would commend this report to all who want to know how The Maple Tree emerged from the restrictions of Covid as a stronger organisation with a more varied and enriching programme for all our children and families.

This report does not just look backwards, but also inwards, outwards and forwards. Looking inward at ourselves and our programme, we have worked hard on our quality, focusing on improving the experience of children, parents and carers. We have continued to give a high priority to new babies and parents and have introduced new sessions to meet newly identified needs.

Following consultation with parents, we have a plan to improve our outdoor play area, creating more safe play space and a diverse, inclusive outdoor learning environment. We are seeking approval from Oxfordshire County Council (OCC) and hope to continue with our planning next year.

Listening to our parents and carers continues to be vital to how we run the centre. We have started a quarterly Parents' Forum which aims to listen to our parents and involve them in the choices and decisions of running the centre. Their feedback about our programme has been very positive and helpful as have been their plans to help us with fundraising.

Looking more outwards, we have consolidated our weekly session at Forest Hill and have continued with summer holiday outreach sessions in neighbouring villages. We have improved our publicity and developed a wider online presence through our website, Instagram and FaceBook. We were pleased to welcome Afghan refugee families to our sessions when they were housed in a nearby hotel and, in the spring of this year, we began to welcome Ukrainian refugee families who were being hosted in the locality.

In February we were invited to join St Nicolas Church, Forest Hill, in organising the annual Daffodil Day at Shotover House. By good fortune it turned out to be a warm sunny spring Sunday which attracted several thousand visitors. It proved to be an excellent fundraiser and a chance to raise our profile with the local community. We are grateful for the opportunity and hope we can make this one of our annual fundraising events.

Looking forward, we are aware of our vulnerability as a local charity with a large budget at a time when sources of funding are in great demand. As a small board of five trustees we are also aware that our responsibilities are large and time-consuming. We would welcome help from members of our community who have the commitment and experience to help us as trustees. We also need to look at potential partnerships within the community that might help us to share resources and get best value through collaboration. We would welcome new members as well as fresh ideas for working together with the community.

I am very grateful for the enthusiastic work of our staff team and volunteers who are very much the public face of the centre. I also thank our hard-working trustees, parents and carers, volunteers and a vast number of supporters and funders from the community. The

financial support from charities, local businesses, parish councils and local authorities has been crucial to our success in growing and developing our work. Last year Karina Williamson, our administrator, took maternity leave and her post was very ably covered by Gabby Tomczyk whose support for every aspect of our work was invaluable. Thank you, everyone, for your goodwill and outstanding efforts.

Chris Sewell, Chair of Trustees

Daffodil Day at Shotover House



Creating daffodil pictures



Annual Report of The Maple Tree

The Maple Tree Centre improved on its offer during 2021-22 over the previous year as we emerged from the Covid-19 pandemic. Our fundraising activities continued to be curtailed, however we were able to offer daily weekday sessions at the centre and weekly sessions at Forest Hill. Although the number of families attending continued to be limited as we strove to keep the centre as safe as possible, over the course of the year we were able to relax some of the restrictions and by the end of March 2022 were offering both booked and drop-in sessions giving families a wide choice of activities and services.

Our charitable objectives

- To act as a resource for young children and their families living in Wheatley and the surrounding villages (including Great Milton, Little Milton, Garsington, Cuddesdon, Horspath, The Baldons, Stanton St John, Beckley, Forest Hill, Milton Common and Tiddington), enabling them to be resilient, strong and confident families through the provision of advice and assistance and organising programmes of physical, educational and other activities. Providing such recreational and leisure time activity as the trustees may decide from time to time, in the interests of social welfare for all families and especially those who have need by reason of their age, ill health, disability, financial hardship or other disadvantage.
- To further or benefit the residents of Wheatley and the surrounding villages, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Strategic plan

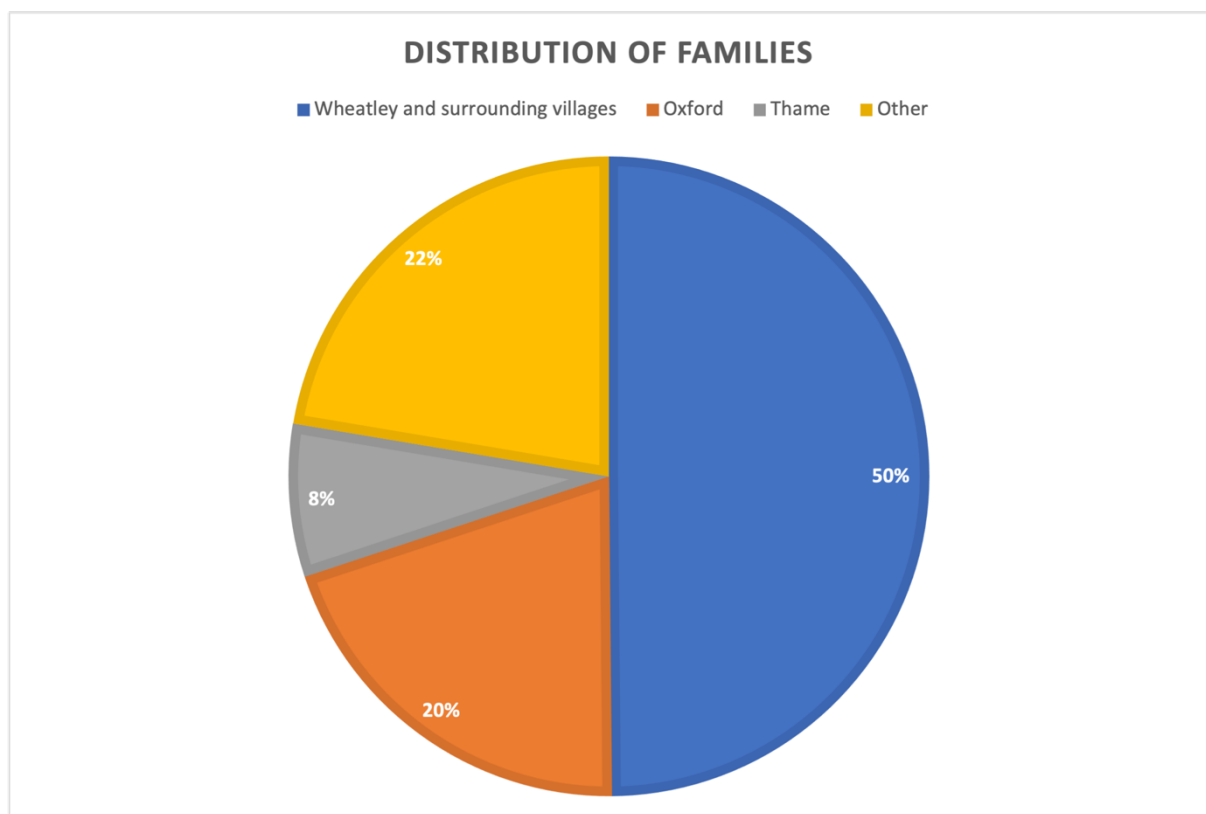
Our three-year strategic plan (2018-21) ended in March 2021, although we have continued with its aims as we develop our new plan. Our strategic plan helps us focus on our charitable objectives and sustainability and is organised under six specific aims:

- To be a sustainable charity for families in our community
- To maintain a physical presence in the community
- To be a responsible and caring employer
- To forge partnerships within our community so that we work collaboratively in the interests of young children and their families
- To support families with young children who need help
- To provide quality services and activities for children and their families.

What we have achieved in 2021 – 22

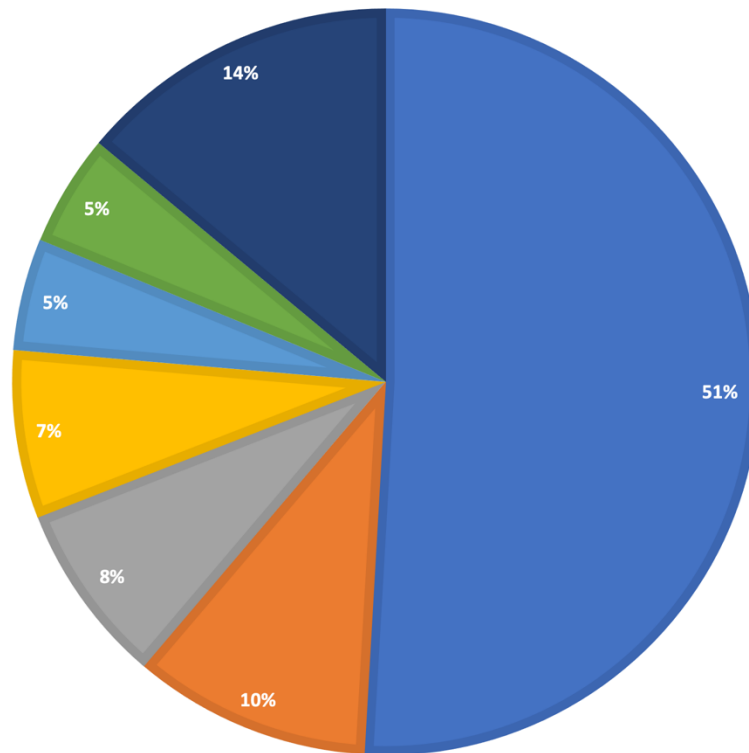
A sustainable charity

- We are financially stable having built up a reserve and have been successful in a number of grant applications, in particular linked to reducing isolation and family recovery following the pandemic. We have plans for a number of fundraising events in 22-23 that should generate significant income.
- We have an established presence in the community and new partnerships which give a strong base to our fundraising programme
- We have monthly reports on numbers of families attending each session, where they come from and any information or advice they ask for. This helps us target our services including an online offer.
- We have established a parent user group to give feedback on what parents want and to help us with fundraising and other initiatives.
- We are moving towards being an environmentally sustainable centre using Fairtrade products and reducing the number of plastic toys and resources when replenishing and replacing our existing stock.
- We have consulted parents and collected evidence from other sources on priorities for a new Strategic Plan 2022-25.
- We continue to try and recruit new trustees but despite several promising starts have not yet been able to increase the number of trustees. This has an impact on our longer-term sustainability, our ability to fundraise and our ambition for the centre.



FAMILIES FROM WHEATLEY AND SURROUNDING VILLAGES

■ Wheatley ■ Horspath ■ Garsington ■ Forest Hill ■ Holton ■ Cuddesdon ■ Other



For the future

- We are starting to implement actions from our new Strategic Plan.
- We have received a rent 'holiday' from Oxfordshire County Council for 2022-23 while the county's lettings policy is reviewed, which is a very welcome help at a time when costs are rising.
- We still need to increase our income from grants and fundraising at a time when there is increased financial pressure on organisations and families, and many organisations are competing for funding. Our capacity to raise funds is constrained by the capacity of our small number of trustees to write grant applications and organise fundraising events and activities.
- We need to review and secure our sustainability by recruiting more trustees and/or exploring other avenues such as partnership working or employing professional fundraising or business expertise.
- We are revisiting the wording of our charitable objectives following feedback from parents.

Maintaining a physical presence in the community

- We have improved the premises by installing a new alarm system, a heater in the Garden Room and securing funding for a new boiler.

- Although progress has been slow, we have continued with plans for further improvement of the garden. We have had plans drawn up for re-design and have purchased new resources including a mud kitchen, sand and water tray and a play house.
- We have improved our marketing of the centre and our services using FaceBook, Instagram, newsletters, posters and websites. This has increased the number of families attending sessions as well as improved our reach both within and beyond our catchment.
- We offered online sessions for parents with babies over summer 2021 and weekly activities or stories for children of different ages. Our online offer has declined as many more families returned to face to face sessions.
- We are continuing to press OCC for accurate documentation regarding the change of demise relating to access and car parking spaces.
- OCC rejected a coordinated bid from all early years provision on the site to use the Register Office for a range of family and children-related services.

For the future

- We intend to offer four one-off sessions at different villages during summer 2022.
- We need to invest more time in making a good online offer that attracts families unable to get to the centre.
- We hope to re-establish the early years forum for early years groups initially in Wheatley, this work was halted by the Covid 19 pandemic and has yet to resume.

A responsible and caring employer

- We extended our administrative support following the substantive post holder's return from maternity leave by creating a new eight hours per week marketing role involving publicising our events and services and selling donated items.
- We have recruited new volunteers so that almost all sessions now have a volunteer present and have introduced procedures to induct and train volunteers.
- Staff supervision, weekly updates for staff and a staff WhatsApp group are in place although staff leave and absences have led to some delays in the supervision process.
- We have not held as many staff meetings as we intended, due in part to the different working patterns of staff; there is no one day where all staff are present.

For the future

- (Carried forward from 2020-21 and delayed due to the pandemic). We intend to implement more regular staff meetings so all staff can share knowledge, receive training and make a greater contribution to planning and evaluation.
- (Carried forward from 2020-21 and delayed due to the pandemic). We intend to implement systematic training so that staff and trustees develop a shared understanding of our work, and to gear training to improve our offer to families.

Partnerships in the community

- We continue to have improved links with health visitors who use the centre for one-to-one appointments with families. This has resulted in more families using our services.
- We have introduced quarterly parent forum meetings where we seek input into our strategic priorities and the services parents want.
- We have increased our presence in other villages and communities. This includes offering a weekly session at Forest Hill that has grown in popularity. This has attracted families from Forest Hill and Stanton St John as well as further afield, villages previously under-represented at the centre.
- We offered drop-in 'coffee and chat' sessions for parents with children at the local primary school but these were not as popular as we hoped.
- We have developed some new community partnerships with the Wheatley Society and St Nicolas Church, Forest Hill, as partners in fundraising.
- We have developed links that have helped us welcome refugees to the centre with Asylum Welcome for Afghan refugees and since March 2022, the local Ukrainian Refugee Support Group.
- Although we are in touch with other early years providers and centres and share information on things like reopening procedures, partnerships have not returned to pre-pandemic levels.

Case study

Some of the Afghan refugee children started to learn some of the words and actions to the songs and rhymes over the few weeks that they were with us. We saw an improvement in their English and a growing confidence, which was lovely to witness. After the sessions, the Asylum Welcome liaison officer and Maple Tree staff had phone calls to discuss how they went. She reported that all the families had enjoyed their time at The Maple Tree and that the children had come back excited and full of chatter! Some of the mothers had recorded staff singing the songs so that the children could practice at home.

For the future

- We intend to have a more formal communications plan to publicise our services and impact across our reach area and to attend local community events where we can talk to people about our offer.
- We hope to establish contact and build relationships with local midwives so we are better able to support parents from the earliest opportunities.
- (Carried over from 2020-21) We are hoping to share services with other centres to minimise costs and maximise our offer; for example, by sharing staff expertise to offer healthy eating or baby massage sessions.

- We hope to restart our partnerships with other schools and providers, initially on-site, to provide coordinated and complementary support for families with children of all ages

Supporting families with young children who need help

- We have reviewed and updated our safeguarding policy and procedures based on the Oxfordshire model, with a designated trustee and designated safeguarding lead (the centre manager). All staff and volunteers are aware of the policy and what to do if they have concerns.
- Trustees have updated their safeguarding training and this is almost complete.
- We continued to offer a number of befriending services for isolated parents during the year including telephone calls, one-to one sessions and walk and talk meetings, as well as group sessions.
- We have expanded and changed our sessions for parents with babies throughout the year in response to their needs.
- Many of the parents of babies who met in person or online during the pandemic have formed a close social bond and meets outside The Maple Tree, a good example of our befriending aims, to help families towards self sufficiency.
- We evaluated all our sessions against their aims and collect data on the types of advice and information parents want.
- We attracted 349 unique families including many from outside our normal catchment.
- We have supported a number of families from overseas including refugee families from Afghanistan.

A typical month's family support topics (March 2022)

Number of Sessions: 43	Totals:
Covid-19 related topics	24
Mental health	18
Sleep	34
Behaviour	30
Breast/bottle feeding	34
Feeding solids/diet	25
Toileting	11
Child development	56
Play	28
Illness/health of child	22
Illness/health of carer	11

Teething	21
Choosing childcare	35
Education	8
Finances	16
Employment	32
Pregnancy/birth	42
Care of new-born	31
Twins	15
English as an additional language	8
Additional needs	4
Family problems	14
Other: Moving	4
Total:	523

For the future

- (Carried forward from 2021-22). We intend to offer more one-off workshops and targeted sessions based on our identification of needs including needs arising from evaluations and discussions with health visitors and other site providers.
- We will continue to provide stay and play sessions at Forest Hill where we have identified families who find it hard to access the centre.

Providing quality services and activities for children and their families

- We have extended face-to-face sessions for parents and reduced the number of sessions that require advance booking in response to family requests.
- We have successfully instigated a Family Fun Day for all types of family unit one Saturday a month, replacing the previous dads' session. This has attracted more families than previously including a good proportion of fathers.
- We continued to provide information, services and activities for families including some zoom sessions, posting activities, ideas and videos on Facebook. Our online offer has decreased during the year and we need to be sure that we continue to offer access in a variety of ways.
- Although we do not yet offer targeted workshops, following the pandemic we offer a Social Butterflies session that encourages children's social skills.
- Although we have success in engaging parents, we have yet to instigate a shared process of giving feedback, listening, reflecting, reviewing and improving.

For the future

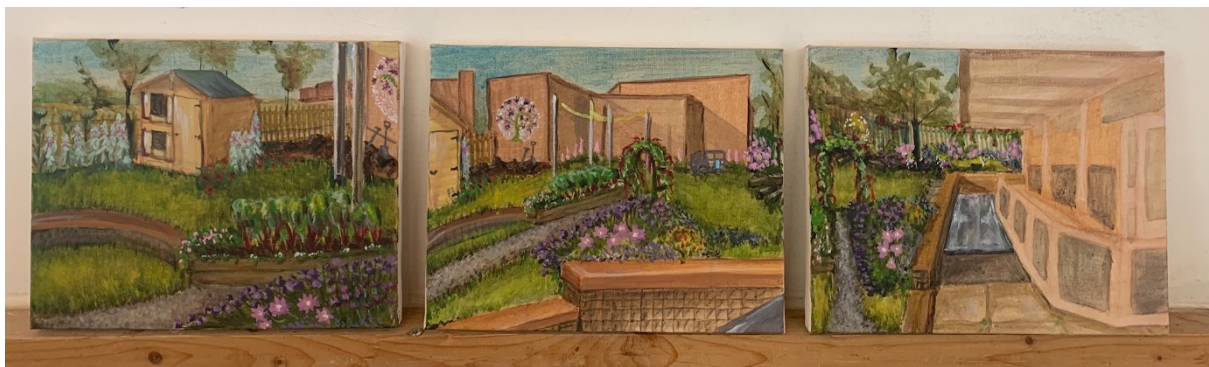
- We hope to expand the variety and quality of what we offer by developing a shared understanding of the ways in which children develop and learn and through this are better able to identify the impact of what we do.

- We intend to plan our sessions and timetable further in advance so all staff have an opportunity to contribute and are clearer about expectations.
- We hope to expand on workshops for families they identified from the topics they raise.
- We will get better at evaluating the impact (rather than outputs) of our provision to help us to understand if and how we are making a difference and in turn will provide better evidence for grant applications
- We continue to aspire to become a learning organisation, ensuring that parents, children, trustees, staff and volunteers all contribute to the improvement of the centre and its services.

Family Fun – learning about the fire service



Artist's impression of our planned improvements to the garden, with thanks to Fran Schofield



Financial review April 2021 - March 2022

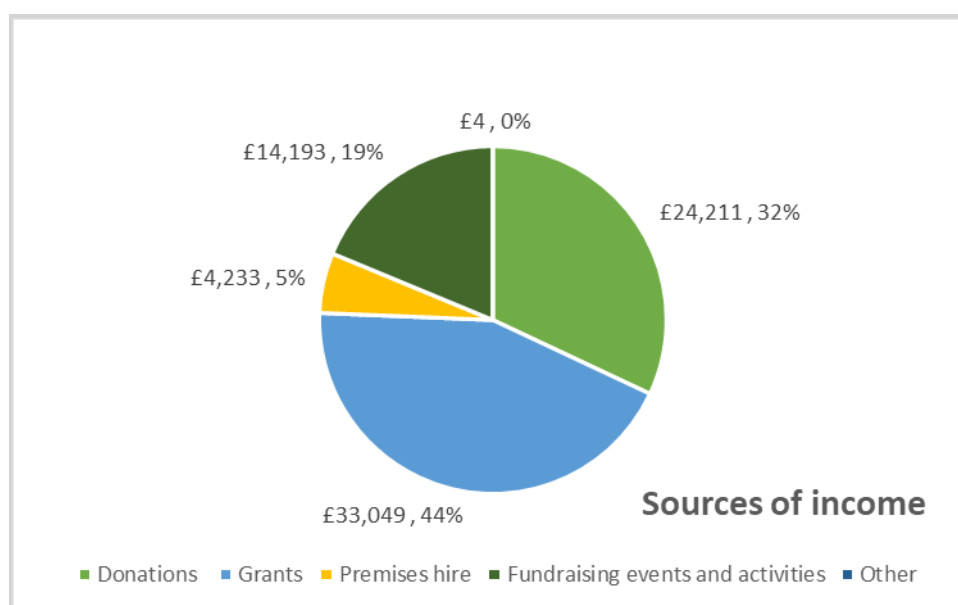
The Maple Tree's financial position at 31 March 2022 is set out in the Statement of Financial Activities and Balance sheet on the following pages.

This was the fourth full year of operation for The Maple Tree and this is the fifth set of accounts.

Before the beginning of each financial year the trustees agree the budget that they calculate will be needed to run The Maple Tree for the year ahead and how they will try to raise the funds required. We expected this to be a challenging year financially, with many of the Covid related sources of funding ending but continued restrictions likely to curtail fundraising activities, and so anticipated having to use some of the funds of the charity carried forward from 2020/21.

Income

Our income for the year was **£75,690**. This was just over £1,000 more than our income for the previous year.



As anticipated, our income from grants and donations reduced by approximately £4,000 from the 20/21 but income from new lettings and some big fundraisers in the second half of the year – a sponsored walk on our behalf by Isis cricket club, Gardener's Question Time (in partnership with Mill View Garden Centre) and Daffodil Day at Shotover (in partnership with St Nicholas Church at Forest Hill) – helped to redress this shortfall.

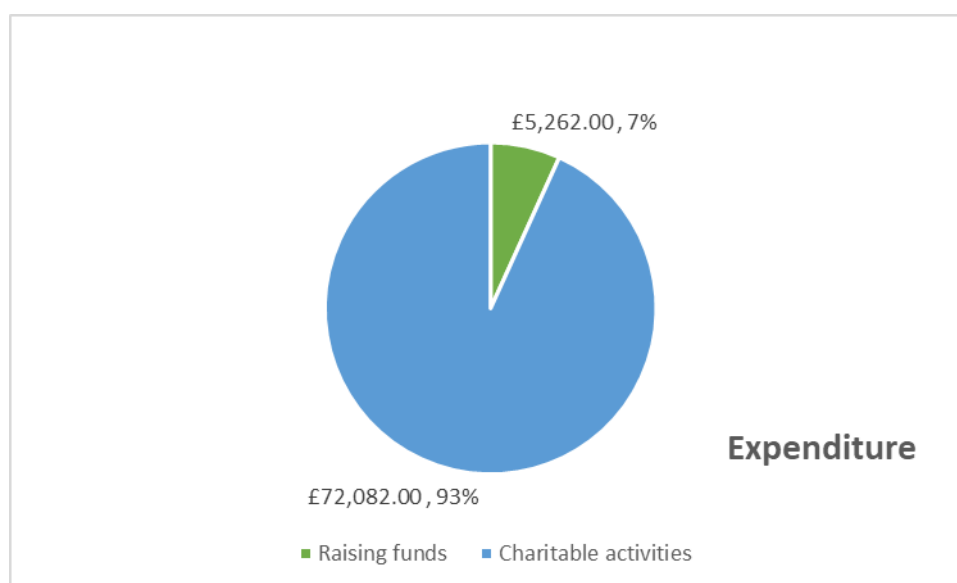
During the year we received grants totalling £7,100 from local parish councils and £1,975 from South Oxfordshire District Council with the remainder coming from ten different organisations that granted amounts ranging from £100 to £7,000 (see acknowledgements at the end of the report) to support particular costs or aspects of our work.

We gather donations in a number of different ways, and where possible collect gift aid. In 2020-21 long periods of centre closure meant that income from donations made by people attending sessions at The Maple Tree dropped to £577. In 2021-22 this increased to £6,806, up from £4,232 in 2019-20, a reflection of the delivery of a greater number of sessions in 21-22. Monthly receipts through the 'Friends of The Maple Tree' regular donation scheme reached £155 a month by the end of the financial year and we were also grateful to receive over £9,000 in one off donations from people and organisations in the local communities that we serve. Additionally, three Oxford colleges made donations totalling £1,050.

As well as this, we raised money from collection tins, shopping cashback schemes, the SODC lottery and by selling donated clothes, toys and equipment in the centre and online through the 'Maple Tree Market' initiative. We were also fortunate to receive a generous donation from a local family to enable us to offer free first aid training to parents.

Expenditure

Our expenditure for the year was **£77,344**. This was just over £18,000 more than our expenditure for the previous year due to increases in the costs of staffing and cleaning, and some one-off expenses including premises repairs and plans for The Maple Tree garden.



Over 93% of The Maple Tree income was spent on directly delivering services to the local community. The cost of raising the funds to deliver the service includes expenses to do with fundraising, like the staff time used to publicise and help administer activities, outlay on events, and licences, subscriptions and insurance.

Overall, staffing continued to be the most significant part of the expenditure with employee costs of £44,228, plus payments of £1,681 for payroll and book keeping services. Premises costs, including rent, repairs, maintenance, cleaning, electricity and gas were £22,321, an

increase on last year's expenditure which was £19,022. Last year's expenditure was inflated by a number of one-off costs such as decorating and Covid related purchases but expenditure in 21-22 includes increases on essential items like electricity, gas and cleaning which will become year on year costs.

At the end of the financial year the funds of the charity were £44,715, a decrease of £1,654 from March 2021.

Building reserves

In accordance with Charity Commission guidance The Maple Tree has a reserves policy that is reviewed annually. In March 2022 trustees reviewed the reserve figure and agreed that this should remain at £35,000 for the financial year 2022-23. This money forms part of the overall funds of the charity but is held in a separate account.

Trustee remuneration

The trustees did not receive any remuneration for carrying out their trustee responsibilities.

Independent Examiner's report to the Trustees of The Maple Tree

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 16 to 22 of this Annual Report.

Respective roles of the 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;
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 kept by the charity and a comparison of the accounts presented with those records.

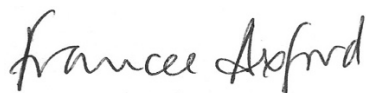
It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all of the evidence that would be required in an audit and consequently no opinion is given as to whether 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 which gives me reasonable cause to believe that in any material respect the requirements:

- i. to keep accounting records in accordance with section 130 of the 2011 Act; and
- ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Frances Axford, ACA

Member of the Institute of Chartered Accountants of England and Wales
24, Waterperry, Oxford, OX33 1LB

Date: 19 September 2022

Statement of financial activities and balance sheet for the year ended 31 March 2022

A. Statement of Financial Activities for the year ending 31 March 2022				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Donations and grants (Note 12)	£ 37,886	£ 19,374	£ 57,260	£ 61,296
Charitable activities: Room hire	£ 4,233	£ -	£ 4,233	£ 1,965
Fundraising activities	£ 14,193	£ -	£ 14,193	£ 10,944
Other	£ 4	£ -	£ 4	£ 131
Total incoming resources	£ 56,316	£ 19,374	£ 75,690	£ 74,336
Resources expended				
Raising funds (Note 13)	£ 5,262		£ 5,262	£ 2,024
Charitable activities (Note 14)	£ 52,458	£ 19,624	£ 72,082	£ 57,241
Total resources expended	£ 57,720	£ 19,624	£ 77,344	£ 59,265
Net movement in funds	-£ 1,404	-£ 250	-£ 1,654	£ 15,071
Total funds brought forward	£ 46,119	£ 250	£ 46,369	£ 31,298
Total funds carried forward	£ 44,715	£ 0	£ 44,715	£ 46,369
B. Balance sheet for the year ended 31 March 2022				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Fixed assets				
Total fixed assets	£ 1,467		£ 1,467	£ -
Current assets				
Debtors and prepayments (Note 16)	£ 952	£ -	£ 952	£ 1,123
Unrecovered SMP	£ 1,210		£ 1,210	£ 2,438
Cash at bank and in hand (Note 17)	£ 9,513	£ -	£ 9,513	£ 10,666

Reserve account	£ 35,001	£ -	£ 35,001	£ 33,000
Total current assets	£ 46,676	£ -	£ 46,676	£ 47,227
Liabilities				
Creditors (<i>Note 18</i>)	£ 44	£ -	£ 44	£ 198
Deferred income and ac- cruals (<i>Note 19</i>)	£ 2,961	£ -	£ 2,961	£ 270
PAYE to HMRC	£ 200	£ -	£ 200	£ 184
Pension	£ 223	£ -	£ 223	£ 207
Total current liabilities	£ 3,428	£ -	£ 3,428	£ 859
Net current assets	£ 44,715	£ -	£ 44,715	£ 46,368
Funds of the charity	£ 44,715	£ -	£ 44,715	£ 46,368

Notes to the accounts for the year ended 31 March 2022

1. Charity information

The Maple Tree is a Charitable Incorporated Organisation registered in England and Wales (reg no 1174117). The principal address is 20 Littleworth Road, Wheatley, Oxford, OX33 1NW.

Notes on Accounting Policies

2. Accounting policies

The accounting period is from 1st April 2021 to 31st March 2022.

These accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS102.

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

These accounts have been prepared in sterling which is the functional currency of the charity and monetary amounts published in these financial statements have been rounded to the nearest £.

These accounts have been prepared on the basis of historic cost and the principal accounting policies adopted are set out below.

These accounts for the year ending 31st March 2022 are the fifth set of accounts prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The first set of accounts covered the period from the incorporation of the charity on 3rd August 2017. There are no prior year adjustments. There is no change in the accounting policies.

3. Going concern

At the time of writing the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

4. 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.

5. 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 the income will be received.

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 donation.

Income from local government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated goods and services are included at the value to the charity where this can be quantified and is material. Value of services provided by volunteers has not been included but is described in the trustees' annual report.

Income from charitable activities is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business.

6. Resources expended

Expenditure is recognised once there is a legal or constitutional obligation to make payment to a third party, it is probable that the settlement will be required and the amount of obligation can be measured reliably.

Expenditure is recognised on an accrual basis as a liability is incurred. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of generating funds comprise the costs of trading for fundraising purposes and associated licences and insurances required.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly others are apportioned on an appropriate basis.

7. Fixed assets

Tangible fixed assets are stated at cost and subsequently measured at cost less accumulated depreciation or impairment loss. The costs of assets below £1,000 are not capitalised. 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.

8. Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and 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 market rate of interest. Financial assets classified as receivable within one year are not amortised.

9. Basic financial liabilities

Basic financial liabilities, which include 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 classed as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

10. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

11. 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.

Analysis of information contained in the Statement of Financial Activity and Balance Sheet

12. Grants and donations receivable

		Unrestricted	Restricted	Total
		£	£	£
Donations		24,211	0	24,211
Grants	Oxfordshire & South Oxon Councils	975	1,000	1,975
	Parish Councils	7,100	0	7,100
	Other	5,600	18,374	23,974
Total		37,886	19,374	57,260

13. Expenditure: Raising funds

	Unrestricted	Restricted	Total
	£	£	£
Employee wages	2,283	0	2,283
Fundraising events	1,733	0	1,733
Marketing and communications	564	0	564
Licences and insurance	682	0	682
Total	5,262	0	5,262

14. Expenditure: Charitable activities

	Unrestricted	Restricted	Total
	£	£	£
Staff costs	35,295	10,714	46,009
Session supplies	1,816	220	2,036
Premises costs	13,631	8,690	22,321
Administrative costs	1,716	0	1,716
Total	52,458	19,624	72,082

15. Employees

The average number of full-time equivalent employees for the year	
Core programme	1.5
Administration	0.5
Total	2

A book keeper was contracted to supply part time book-keeping services and an accountant to provide payroll services. Additionally, garden maintenance and cleaning services were purchased.

Employee costs		
	2021-22	2020-21
	£	£
Salaries and wages	45,668	32,729
Pension costs	993	645
Statutory furlough pay	0	-1,509
Statutory maternity pay	-2,751	-2,449
Statutory sick pay rebate	0	-96
Staff training and DBS checks	318	90
Recruitment costs	0	328
Total	44,228	29,738

No other employee benefits were paid or ex-gratia payments made.

No employee received emoluments of more than £60,000.

The charity operates a defined contribution pension scheme through SMART PENSION LIMITED incorporated and registered in England and Wales with company number 09026697 whose registered office is at 20 Eastbourne Terrace, London, W2 6LG.

The Maple Tree contribution to staff pensions was £993. This is listed within the staff costs of charitable activities.

16. Debtors and Prepayments

	2021-22	2020-21
	£	£
Debtors	440	795
Prepayments	512	328
Total	952	1123

17. Cash at bank and in hand

	2020-21			2020-21
	Unrestricted	Restricted	Total	Total
Short term deposit (£)	35,001	0	35,001	33,000
Cash at bank & in hand (£)	9,513	0	9,513	10,666
Total	44,514	0	44,514	43,666

18. Creditors and accruals

	2021-22	2020-21
Creditors	44	198
Accruals	533	270
NI and pension	423	392
Total	1,000	860

The Maple Tree received £2,428 in deferred income in 2020-21

19. Movement in deferred income

	This year	Last year
		£
Balance at the start of the reporting period	0	165
Amounts added in current period	2,428	0
Amounts released to income from previous period	0	165
Balance at the end of the reporting period	2,428	0

20. Fees

No fee was paid for the examination of the accounts.

21. Events after the end of the accounting period

There are no events to report after the end of the accounting period.

22. Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with The Maple Tree or a related entity.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No trustee expenses have been incurred.

Reference and administration details

Charity Information:

The Maple Tree: Charity Reg. No. 1174117.

Address: 20 Littleworth Road, Wheatley, Oxford OX33 1NW

Bankers: Barclays Bank, Oxford

Structure, governance and management

The Maple Tree is a Charitable Incorporated Organisation (CIO), governed according to the Constitution dated 3rd August 2017. It is an independent charity and not part of any 'umbrella' body.

Our constitution allows up to 12 trustees. The trustees who have served as board members between April 2020 and end March 2021 are:

Liz Elsom, appointed September 2018

Jane Lightfoot (Vice-chair and secretary) appointed July 2019

Anne Purse, appointed August 2017

Chris Sewell (Chair) appointed August 2017

Amanda Smith (Treasurer) appointed September 2018

Ex-officio member, the Centre Manager, Laura Spencer

Sub-groups:

There are no formal sub-committees. The trustees appoint working groups to carry out specific tasks as delegated by the Board. During the year these have been: Finance, Staffing, Fundraising and Premises.

Our catchment area

We serve the villages of Beckley, Cuddesdon, Denton, Drayton, Elsfield, Forest Hill, Garsington, Great Haseley, Great Milton, Holton, Horspath, Little Haseley, Little Milton, Littleworth, Marsh Baldon, Milton Common, Nuneham Courtenay, Rycote, Shotover, Stanton St John, Tiddington, Toot Baldon, Waterperry, Waterstock, Wheatley and Woodeaton.

Status of this report

This report complies with the Charities Act 2011, the charity's constitution and the 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 2015) (as amended for accounting periods commencing from 1 January 2016).

Acknowledgements

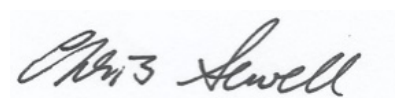
The Maple Tree Board of Trustees are grateful to our parents and carers for their financial contributions when attending sessions, to the Friends of The Maple Tree, and to some very generous local individuals for their financial support. We thank the following organisations for financial support in 2021-22:

Alpkit Foundation	Jesus College
Arnold Clarke	Little Milton Parish Council
Christchurch College	Local Giving
Ecclesiastical	Mazars
Exeter College	National Lottery
Forest Hill and Shotover Parish Council	Oxfordshire Community Foundation
Garsington Parish Council	South Oxfordshire District Council
Great Haseley Parish Council	Waterperry with Thomley Parish Council
Great Milton Parish Council	Wheatley Parish Council
Holton Parish Council	Wheatley Society
Isis Cricket Club	
JA Pye Charitable Settlement	

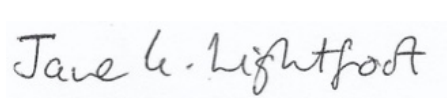
Thank you to the following organisations that have supported our fundraising:

Asda	Sandy Lane Farm, Tiddington
Cinnamons Restaurant	St Mary's Church, Wheatley
Cornfield Bakery	St Nicholas Church, Forest Hill
Cricks Butchers, Wheatley	The Post Office at the Old Bank
Costcutter, Wheatley	The Shotover Estate
Durban Spice	The Sun Café and Bar
Farmer Gow's	Waterperry Gardens
Jangeus	Waterwood Contracts
Mill View Garden Centre and Cafe	Wheatley Farm Shop
Millets Farm Centre	
Park Sports Centre	

Signed as a record of our activity from 1 April 2021 – 31 March 2022



Chris Sewell, Chair of Trustees



Jane Lightfoot, Vice-chair of Trustees

THE MAPLE TREE

England & Wales - Charity number 1174117

Accounts



Trustees Report and Accounts

1 April 2020 to 31 March 2021

A great place to grow



Chair's introduction

The Maple Tree has just come through its most challenging year yet with flying colours. Our families and staff have shown great strength, imagination and resilience and, as I write, we seem to be moving towards a full re-opening in the near future. Congratulations! I am so grateful that our staff, trustees and supporters have rallied round during the year with imaginative ideas for responding to the needs of our families and many generous donations that have kept us afloat. Thank you to the whole Maple Tree team and to our funders.

The Covid lockdowns have reminded us of our vulnerability as a small charity reliant on generating much of our income from parents' contributions, fundraising events and community support. They have also reminded us of the vulnerability of all young families. Whatever your circumstances, any young family can become vulnerable to changes that are totally beyond their control. Covid has shown us how an illness, even if you don't catch it, can lead to social isolation, financial hardship, a diminished sense of wellbeing and delays in children's development. That is why we need The Maple Tree to continue as both a support to families and a resource for children's early learning and wellbeing.

We are proud of the way we were able to respond to the enforced closure of most of our activities by increasing our on-line presence and starting a zoom group for the parents and babies born during lockdown. These families were some of the unseen victims of the epidemic, without access to normal professional services or the mutual support of fellow parents. Once we were allowed to open up with restricted numbers, we gave priority to parents with young babies and the feedback from the parents about what it has meant to them and their children has been heart-warming.

'It has put me in touch with other mums going through the same thing. It provides me with something to do with my baby every day of the week'

'The support I have received has been invaluable at a time when I needed it the most.'

'It is a real lifeline for many parents and is right at the heart of the community in Wheatley'

'It's a place to play, learn and grow. I think the activities are great.'

'Great place, we are so lucky to have it.'

'The activities have provided inspiration and I look forward to going back once lockdown has ended'

'It's essential that a resource like the Maple Tree exists so you know there is always a friendly place to get advice support and a change of toys for the babies.'

Behind the scenes during lockdown we have been reviewing our programme and practice to ensure that we are more effective at meeting the needs of our children and families. We have created a more varied programme with more themed sessions such as science and early communication skills. This is raising the quality of our work. We are now ready to

welcome families back in greater numbers, both at the centre and through reaching out to our neighbouring villages.

During the last year our team changed with two of our original staff, Hayley Hayle and Melanie Kinghan deciding to move on. We are very grateful for their trailblazing work helping to launch the centre. After a review, we decided to include more staff responsibilities for management alongside the work with families. We were delighted to recruit two very experienced and dynamic members of staff, Laura Spencer as Centre Manager and Sasha Reed, Early Years and Family Worker. They have helped to make a marked improvement to our management and practice. We have also valued the admin skills of Gabby Tomczyk who has provided maternity cover for Karina Wilkinson.

I wish us all a successful phased re-opening of a wider programme and trust that the qualities of leadership, teamwork and resilience will carry us through the next year with great success.

Chris Sewell, Chair



Annual Report of The Maple Tree

The Maple Tree Centre continued to offer services throughout 2020-21 including both online and a reduced number of face-to-face services. Our services were severely impacted by the Covid-19 pandemic. Even when we were able to offer face-to-face support and activities, the number of families able to access them were limited according to the requirements of Covid-19 legislation.

Our charitable objectives

- To act as a resource for young children and their families living in Wheatley and the surrounding villages (including Great Milton, Little Milton, Garsington, Cuddesdon, Horspath, The Baldons, Stanton St John, Beckley, Forest Hill, Milton Common and Tiddington), enabling them to be resilient, strong and confident families through the provision of advice and assistance and organising programmes of physical, educational and other activities. Providing such recreational and leisure time activity as the trustees may decide from time to time, in the interests of social welfare for all families and especially those who have need by reason of their age, ill health, disability, financial hardship or other disadvantage.
- To further or benefit the residents of Wheatley and the surrounding villages, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Strategic plan

We have a three-year strategic plan due to end by 31 March 2021 to help us meet our charitable objectives. This is organised under six specific aims:

- To be a sustainable charity for families in our community
- To maintain a physical presence in the community
- To be a responsible and caring employer
- To forge partnerships within our community so that we work collaboratively in the interests of young children and their families
- To support families with young children who need help
- To provide quality services and activities for children and their families.

What we have achieved in 2020 – 21

A sustainable charity

- We have trained a new manager and administrator in our financial procedures and delegated more responsibilities to the manager.
- Our fundraising and rental income was hit hard by the pandemic but we continued to raise funds through the various initiatives such as the Friends of The Maple Tree scheme and also secured a number of grants to help us through the pandemic
- Although number of families using the centre has dropped due to the pandemic, we have started a new user data base since reopening and have begun to collect better data. This includes new users, those who return for more than one session as well as collecting statistics on numbers of people accessing online activities and sessions.
- We have a new trustee induction pack and a potential new trustee but we still lack expertise in the areas we identified – finance, business skills and IT. We also lack some capacity to secure additional funding and develop new projects.
- We were quick to move to online ways of working with a Lockdown Babies group, interactive story sessions and use of Zoom meetings for keeping in touch, trustee meetings and supervision.

For the future

- We need to review and secure our sustainability following the impact of the Covid-19 pandemic.
- We need to increase our income from grants and fundraising although the amount of time left for fundraising in 2021-22 has already been affected by lockdown.
- We need to recruit more trustees to help us plan, fund and implement new initiatives, particularly those with business expertise.
- We intend to commit further to being a sustainable charity by using Fairtrade products and promoting understanding of environmental issues.

Maintaining a physical presence in the community

- We decluttered the centre during the first lockdown and purchased new tables and chairs to allow families to remain socially distant when using the centre.
- We have implemented robust health and safety procedures on reopening in October 2020 and again in March 2021 including employing a professional cleaning company.
- We have redecorated the Garden Room and made it a more welcoming space for meetings. Wheatley Nursery School is currently not using the room for children's lunches and this has widened the times we can use it or hire it out. The room is used by Health Visitors on two days a week. The longer-term redevelopment of this room is on hold.

- We have continued with plans for further improvement of the garden. Oxfordshire County Council has repaired the blocked drains. We have secured a grant for purchase of new outdoor equipment and consulted parents on plans to redevelop the area.
- We have been unable to deliver on some of our ideas to expand our services to different communities and groups of users due to Covid but we have offered services and activities in different ways, such as the lockdown baby group from April to end August 2020, which at its height attracted over 100 families and was developed in conjunction with Botley Bridges.
- We have continued to provide information and support to the wider community via our website, Facebook, our own newsletters and contributions to parish newsletters.
- Following a further lockdown in January 2021 lockdown we offered online sessions for parents with babies and daily activities for children of different ages as well as individual face-to-face or telephone calls for support (for individuals who are struggling).
- Our attempts to secure a rent reduction from Oxfordshire County Council, in conjunction with other similar centres, due to the Covid pandemic were unsuccessful although they have offered to meet regarding other savings.
- We have secured two additional dedicated car parking spaces as part of the car park upgrade in summer 2020.

For the future

- We intend to offer outreach services in activities in at least one other village as well as offering some one-off sessions during the summer.
- We intend to complete our garden project.
- We aim to increase our user numbers by 30% per quarter from the March 2020 figure
- We hope to extend the early years forum to other early years groups initially in Wheatley (this was planned for 2019-20 but was halted by the Covid 19 pandemic).

A responsible and caring employer

- Our centre coordinator and a family support worker resigned during the year and our administrator started maternity leave. We have successfully recruited a new manager, a family support worker and temporary maternity cover during 2020/21 through a safer recruitment process.
- We have inducted new staff and supported them to complete mandatory training, where required.
- We have extended staff hours so the manager can take on board more day-to-day management responsibilities, we can offer a wider range of sessions and provide better cover during holiday periods

- We only used volunteers in a very limited capacity during 2020-21 because of the lockdown and the need for social distancing in the centre; we also revised our expectations for volunteers so they play a greater part in supporting families.
- New procedures for staff supervision were implemented during 2020-21. All staff now receive regular supervision.

For the future

- We intend to implement regular face-to-face staff meetings so all staff can share knowledge, receive training and make a greater contribution to planning and evaluation.
- We intend to recruit more volunteers, produce volunteer induction packs and clarify the expectations of volunteers.
- We intend to implement systematic training so that staff and trustees develop a shared understanding of our work, and to gear training to improve our offer to families.

Partnerships in the community

- From January 2021 we have had improved links with health visitors. They now use the centre weekly for baby weighing (currently appointment only) and one-to-one meetings with families. They signpost families to us and are open to providing advice and promoting our offer.
- We are responsive to parental need, especially new parents and have provided expert advice, information and support when topics or concerns are raised.
- We have been unable to take forward the Early Years Network group due to the pandemic.
- We have continued to attend the South and Vale network meetings with other centres to share ideas and solutions. Our Lockdown Babies group was much admired and we all shared information about how to reopen safely.

For the future

- Held over from 2019-20, we plan to increase our presence in Wheatley and surrounding villages by providing more information to parish councils and local services such as doctors' surgeries about our offer; and provide/support fundraising events in two other villages.
- We are hoping to share services with other centres to minimise costs and maximise our offer; for example, by sharing staff expertise to offer healthy eating or baby massage sessions.
- We intend to continue to provide online sessions for families who aren't able to visit our centre.
- We hope to offer support for families with children of all ages who need a listening ear by offering informal coffee and chat sessions in conjunction with Wheatley Primary School as part of our befriending work.

Supporting families with young children who need help

- We have an up-to-date safeguarding policy and procedures based on the Oxfordshire model, with a designated trustee and designated safeguarding lead (the centre manager) sharing information and referring concerns according to our procedures.
- We offered one-to one sessions during the second lockdown and continuing for any parent who needed support. These included walk and talk meetings, telephone calls and when able to do so face-to-face meetings.
- We have offered centre sessions for parents of new babies whenever we were able to due to Covid restrictions and these have been a lifeline for those parents whose babies had lacked social contact outside their immediate family.
- We evaluated all centre sessions from November 2020 and use this information to help us identify and adjust activities and services.
- We have not been able to provide or continue to provide as much information or activities as we wanted to attract supporters and families who may not normally attend the centre due to the pandemic, for example our library story sessions have stopped.

For the future

- All trustees and volunteers will complete basic safeguarding and prevent training and update this at recommended intervals.
- We intend to continue to improve our data collection to help us with identification of need.
- We intend to offer more one-off workshops and targeted sessions based on our identification of needs including needs arising from evaluations and discussions with health visitors and other site providers.
- We intend to provide stay and play sessions at Forest Hill where we have identified families who find it hard to access the centre.

Providing quality services and activities for children and their families

- We have extended the ways in which we provide information, services and activities for families including zoom sessions, posting activities, ideas and videos on our website and Facebook.
- We now plan and evaluate all centre-delivered sessions against their aims.
- On reopening we have targeted some of our sessions according to identified needs such as developing children's social skills.

For the future

- We aspire to become a learning organisation, ensuring that parents, children, trustees, staff and volunteers all contribute to the improvement of the Centre

through a shared process of giving feedback, listening, reflecting, reviewing and improving.

- We will continue to develop a quality framework with aims, rationale and recommended activities linked to the Early Years Foundation Stage or family/parent learning.
- We will continue to develop and use evaluation to improve the quality and evaluate the impact of what we do.



Financial review April 2020 - March 2021

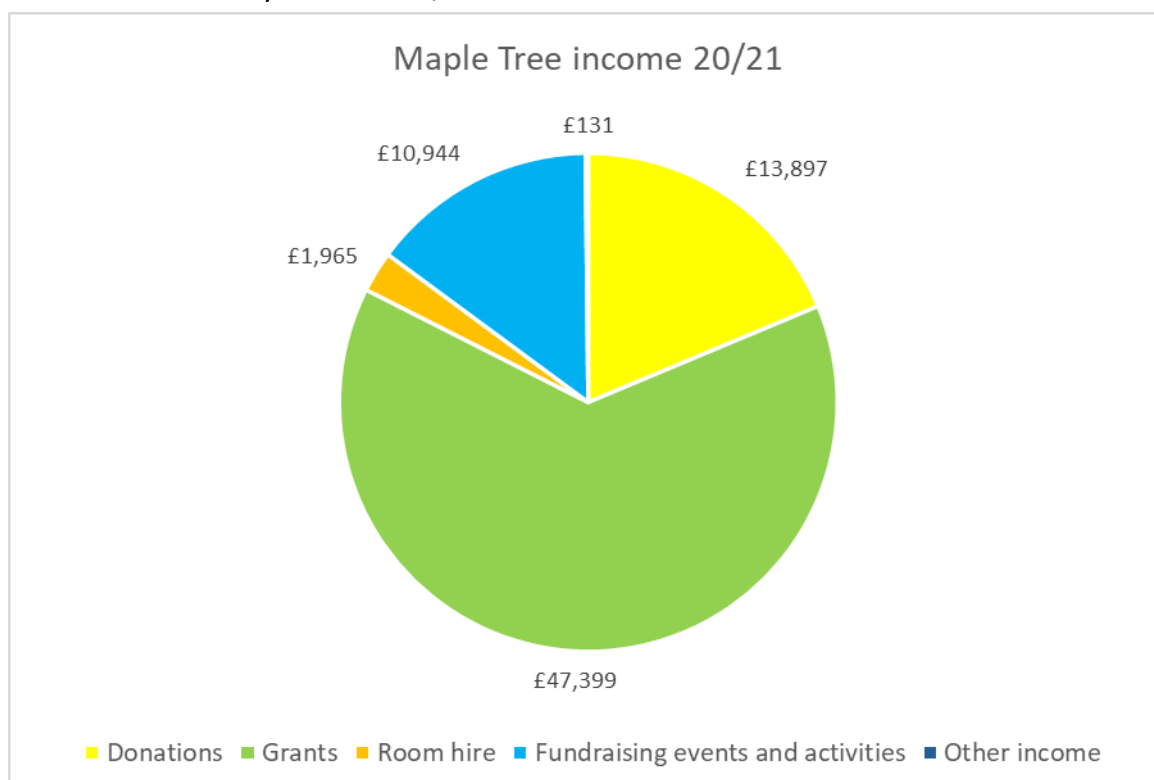
The Maple Tree's financial position at 31 March 2021 is set out in the Statement of Financial Activities and Balance sheet on the following pages.

This was the third full year of operation for The Maple Tree and this is the fourth set of accounts.

Before the beginning of each financial year the trustees agree the budget that they calculate will be needed to run The Maple Tree for the year ahead and how they will try to raise the funds required. The Covid restrictions commencing in March 2020 came just a few weeks after the budget for 20-21 had been agreed, and as for most organisations, caused havoc with our financial planning.

Income

Our income for the year was £74,335.



Lockdown had an immediate impact on our income streams. At the beginning of April, with the centre closed, income from session donations and lettings ceased and fundraising events were cancelled or postponed. The picture seemed very bleak. However, over the next few months alternative fundraising was planned, Covid focused grants became available and were applied for and other opportunities for lettings arose.

We made a direct appeal to supporters and friends, ran a sponsored exercise event, a summer draw and online quizzes, and sold masks, plants, donated goods and Christmas craft boxes. By the end of the year the income from these activities, combined with the planned events that were possible to deliver like the sale of Christmas trees with the Scouts, enabled us to meet our fundraising income target.

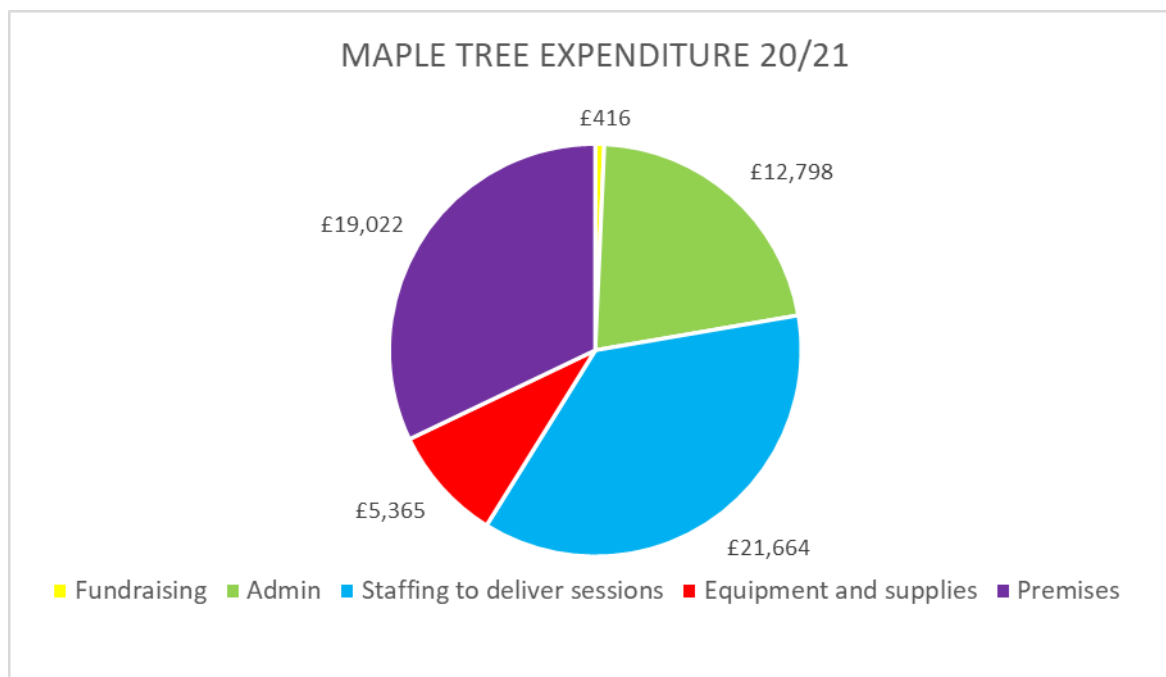
In addition to grant funding from Parish Councils, regular grant funding sources like the Pye Trust and Doris Field Trust, and from local councillors, we were able to secure £13,200 in Covid restrictions funding from South Oxfordshire District Council and a further £6,376 from other Covid specific grant sources including the Community Resilience fund. Also, we were very fortunate to be successful in achieving a grant of £3,000 from the Foyle Foundation to replace our very old computers and purchase equipment to help deliver sessions online.

In 2019-20 we had an income of £4,232 from donations made by people attending sessions at the Maple Tree. In 2020-21 long periods of centre closure caused that to be reduced to £557. While regular lettings of the building had to be cancelled, we were able to hire the building to the John Watson School for part of the summer term to give them capacity to create an additional teaching and learning bubble, and in January we welcomed local health visitors to hire the Garden Room each week. These unexpected lettings went a considerable way towards replacing our regular income.

We gather donations (and where possible the gift aid on them) in a number of different ways and seek to expand this each year. Receipts through the 'Friends of the Maple Tree' regular donation scheme increased from £50 to £140 per month during the course of the year, and we were very grateful to receive a number of generous one-off donations from people and organisations in the local communities that we serve. Additionally, we raised funds through the SODC lottery, shopping cash back schemes and collection tins.

Expenditure

Our expenditure for the year was £59,265.



Staffing related costs made up the most significant part of the expenditure. Employing a centre manager (27 hours) as a replacement for the centre co-ordinator (18 hours) increased the salary costs, although for 2020 this was offset by not replacing the family worker, who left in May, until December. We furloughed one family worker during parts of the year, for which we received furlough support under the national scheme.

Premises costs are the second greatest area of expenditure with £10,500 in rent paid to Oxfordshire County Council. Additional purchases to ensure a Covid safe space amounted to just over £2,000 and our cleaning costs were £1,236. We had anticipated that the new cleaning costs would be significantly higher in year but with the centre closed for long periods this did not play out as feared. During the year we were able to catch up on essential maintenance tasks, add further safety equipment, and give the Garden Room and entrance area a much-needed coat of paint. In total these costs amounted to £3,352.

In addition to staffing and premises we spent money on administrative functions including payroll and book keeping support, supplies and resources to run sessions, new ICT, insurances, fees and subscriptions, website development, communications, recruitment, and licenses and other expenses associated with raising funds.

At the end of the financial year the funds of the charity were £46,369, an increase of £15,071 from March 2020.

Building reserves

In accordance with Charity Commission guidance The Maple Tree has a reserves policy that is reviewed annually. Holding reserves in line with the policy is intended to help us deal with short term emergencies and secure the long-term future of the charity. It was only because of dedicated Covid grant funding receipts that trustees did not have to use reserves in 2020-

21. However, we are aware that in 2021-2 we will have a Covid legacy to fund (increased cleaning, reduced numbers in the centre, more families needing support) without relief grants to apply for and with a reduced window of fundraising activity. To compound this there are many organisations chasing available funding opportunities with a figure of one grant allocated for every five applications being frequently quoted.

In March 2021, in consideration of the increase in our costs, trustees reviewed our reserve target figure and increased it to £35,000 for 21-22. The funds of the charity at year end allowed us to meet and set aside the reserve figure of £33,000 and also be able to give planned support to the budget in 21-22 while we work through the post-Covid challenges.

Trustee remuneration

The trustees did not receive any remuneration for carrying out their trustee responsibilities.

Looking forward

The last year has tested the charity in many ways and 2021-22 promises another set of challenges. However, we now have a stronger financial base to underpin sustainability, there's good support from the local community, and we have a strong if small team of staff and trustees. Going forward we recognise both the challenges and the possibilities.

Our financial challenges:

- As previously noted, achieving our grant income requirements will be tricky at a time when many organisations are competing for funds. Grant applications are often very time consuming to complete and although all five trustees are engaged in this as a continual process, capacity will be a challenge.
- The cost of each session that we deliver has increased because of cleaning requirements yet we can only accommodate limited numbers safely. We are acutely aware of the effects of lockdown on families, parents and young children and demand for the services of The Maple Tree is high. Financially, we have to continually review how much we can expand our offer to meet need at a time when there's uncertainty over the funding that may be available to bid for/access to deliver the services needed.
- The rent we pay to Oxfordshire County Council represented more than one sixth of our total expenditure in 20-21. We think that this is a lot of money to pay when the work that we do contributes to Oxfordshire County Council's vision of striving to give every child a good start in life (Corporate plan 2020-24) and sometimes relieves pressure on statutory services.

Our possibilities and opportunities:

- We have a robust fundraising plan for 2021-2 and with our accumulated experience we have increased confidence in our capacity to raise money through fundraising activities and events.
- We have a committed group of trustees, staff and volunteers who seek out opportunities for increasing the charity's finances.
- We belong to an informal group of children's centres in South Oxfordshire that communicate regularly to share opportunities and provide mutual support.
- We are well supported by the local community and are planning further joint fundraising and awareness raising events this year.



Independent Examiner's report to the Trustees of The Maple Tree

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 16 to 22 of this Annual Report.

Respective roles of the 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;
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures under- taken do not provide all of 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 which gives me reasonable cause to believe that in any material respect the requirements:

- i. to keep accounting records in accordance with section 130 of the 2011 Act; and
- ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Frances Axford, ACA

Member of the Institute of Chartered Accountants of England and Wales
24, Waterperry, Oxford, OX33 1LB

Date: 26 September 2021

Statement of financial activities and balance sheet for the year ended 31 March 2021

A. Statement of Financial Activities for the year ending 31 March 2021				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Donations and grants	£ 45,297	£ 15,999	£ 61,296	£ 56,719
Charitable activities: Room hire	£ 1,965	£ -	£ 1,965	£ 1,696
Fundraising events	£ 10,944	£ -	£ 10,944	£ 8,503
Other	£ 131	£ -	£ 131	£ 30
Total incoming resources	£ 58,337	£ 15,999	£ 74,335	£ 66,948
Resources expended				
Raising funds (<i>Note 13</i>)	£ 1,880	£ 144	£ 2,024	£ 2,324
Charitable activities (<i>Note 14</i>)	£ 37,313	£ 19,928	£ 57,241	£ 47,625
Total resources expended	£ 39,193	£ 20,072	£ 59,265	£ 49,949
Net movement in funds	£ 19,144	-£ 4,073	£ 15,071	£ 16,999
Total funds brought forward	£ 26,975	£ 4,323	£ 31,298	£ 14,299
Total funds carried forward	£ 46,119	£ 250	£ 46,369	£ 31,298
B. Balance sheet for the year ended 31 March 2021				
	Unrestricted funds	Restricted funds	Total funds	Total last year
Fixed assets				
Total fixed assets	£ -	£ -	£ -	£ -
Current assets				
Debtors and prepayments (<i>Note 16</i>)	£ 1,123	£ -	£ 1,123	£ 322
Unrecovered SMP	£ 2,438	£ -	£ 2,438	£ -

Cash at bank and in hand (Note 17)	£ 10,416	£ 250	£ 10,666	£ 21,749
Reserve account	£ 33,000	£ -	£ 33,000	£ 10,000
Total current assets	£ 46,977	£ 250	£ 47,227	£ 32,071
Liabilities				
Creditors (Note 18)	£ 198	£ -	£ 198	£ 401
Deferred income and accru- als (Note 19)	£ 270	£ -	£ 270	£ 352
PAYE to HMRC	£ 184	£ -	£ 184	-£ 72
Pension	£ 207	£ -	£ 207	£ 92
Total current liabilities	£ 859	£ -	£ 859	£ 773
Net current assets	£ 46,118	£ 250	£ 46,368	£ 31,298
Funds of the charity	£ 46,118	£ 250	£ 46,368	£ 31,298

Notes to the accounts for the year ended 31 March 2021

1. Charity information

The Maple Tree is a Charitable Incorporated Organisation registered in England and Wales (reg no 1174117). The principal address is 20 Littleworth Road, Wheatley, Oxford, OX33 1NW.

Notes on Accounting Policies

2. Accounting policies

The accounting period is from 1st April 2020 to 31st March 2021.

These accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS102.

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

These accounts have been prepared in sterling which is the functional currency of the charity and monetary amounts published in these financial statements have been rounded to the nearest £.

These accounts have been prepared on the basis of historic cost and the principal accounting policies adopted are set out below.

These accounts for the year ending 31st March 2021 are the fourth set of accounts prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The first set of accounts covered the period from the incorporation of the charity on 3rd August 2017. There are no prior year adjustments. There is no change in the accounting policies.

3. Going concern

At the time of writing the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

4. 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. The purposes and uses of the restricted funds are set out in the notes to the accounts.

5. 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 the income will be received.

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 donation.

Income from local government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated goods and services are included at the value to the charity where this can be quantified and is material. Value of services provided by volunteers has not been included but is described in the trustees' annual report.

Income from charitable activities is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business.

6. Resources expended

Expenditure is recognised once there is a legal or constitutional obligation to make payment to a third party, it is probable that the settlement will be required and the amount of obligation can be measured reliably.

Expenditure is recognised on an accrual basis as a liability is incurred. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of generating funds comprise the costs of trading for fundraising purposes and associated licences and insurances required.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly others are apportioned on an appropriate basis.

7. Fixed assets

Tangible fixed assets are stated at cost and subsequently measured at cost less accumulated depreciation or impairment loss. The costs of assets below £1,000 are not capitalised. 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.

8. Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and 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 market rate of interest. Financial assets classified as receivable within one year are not amortised.

9. Basic financial liabilities

Basic financial liabilities, which include 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 classed as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

10. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

11. 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.

Analysis of information contained in the Statement of Financial Activity and Balance Sheet

12. Grants and donations receivable

		Unrestricted	Restricted	Total
		£	£	£
Donations		13,897	0	13,897
Grants	Oxfordshire & South Oxon Councils	13,200	6,373	19,573
	Parish Councils	7,800	0	7,800
	Other	10,400	9,626	20,026
Total		45,297	15,999	61,296

13. Expenditure: Raising funds

	Unrestricted	Restricted	Total
	£	£	£
Fundraising events	232	0	232
Marketing and communications	1,073	144	1,217
Licences and insurance	575	0	575
Total	1,880	144	2,024

14. Expenditure: Charitable activities

	Unrestricted	Restricted	Total
	£	£	£
Staff costs	23,190	9,329	32,519
Session supplies	250	900	1,150
Premises costs	13,022	6,000	19,022
Administrative costs	851	3,699	4,550
Total	37,313	19,928	57,241

15. Employees

The average number of full-time equivalent employees for the year	
Core programme	1.5

Administration	0.4
Total	1.9

A book keeper was contracted to supply part time book-keeping services and an accountant to provide payroll services. Additionally, garden maintenance and cleaning services were purchased.

Staffing costs		
	2020-21	2019-20
	£	£
Salaries and wages	32,729	
Pension costs	645	
Statutory furlough pay	-1,509	
Statutory maternity pay	-2,449	
Statutory sick pay rebate	-96	
Staff training and DBS checks	90	
Recruitment costs	328	
Total	29,738	30,537

No other employee benefits were paid or ex-gratia payments made.

No employee received emoluments of more than £60,000.

The charity operates a defined contribution pension scheme through SMART PENSION LIMITED incorporated and registered in England and Wales with company number 09026697 whose registered office is at 20 Eastbourne Terrace, London, W2 6LG.

The Maple Tree contribution to staff pensions was £645. This is listed within the staff costs of charitable activities.

16. Debtors and Prepayments

	2020-21	2019-20
	£	£
Debtors	795	0
Prepayments	328	322
Total	1123	322

17. Cash at bank and in hand

	2020-21			2019-20
	Unrestricted	Restricted	Total	
Short term deposit (£)	33,000	0	33,000	10,000
Cash at bank and in hand (£)	10,416	250	10,666	21,749
Total	43,416	250	43,666	31,749

The Maple Tree holds no other short-term liquid or cash equivalent assets.

18. Creditors and accruals

	2020-21	2019-20
		£
Creditors	198	401
Accruals	270	352
NI and pension	392	20
Total	860	773

The Maple Tree received no deferred income in 2020-21

19. Movement in deferred income

	This year	Last year
		£
Balance at the start of the reporting period	165	150
Amounts added in current period	0	165
Amounts released to income from previous period	165	150
Balance at the end of the reporting period	0	165

20. Fees

No fee was paid for the examination of the accounts.

21. Events after the end of the accounting period

There are no events to report after the end of the accounting period.

22. Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with the Maple Tree or a related entity.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No trustee expenses have been incurred.

Reference and administration details

Charity Information:

The Maple Tree: Charity Reg. No. 1174117.

Address: 20 Littleworth Road, Wheatley, Oxford OX33 1NW

Bankers: Barclays Bank, Headington, Oxford

Structure, governance and management

The Maple Tree is a Charitable Incorporated Organisation (CIO), governed according to the Constitution dated 3rd August 2017. It is an independent charity and not part of any 'umbrella' body.

Our constitution allows up to 12 trustees. The trustees who have served as board members between April 2020 and end March 2021 are:

Liz Elsom, appointed September 2018

Jane Lightfoot (Vice-chair and secretary) appointed July 2019

Anne Purse, appointed August 2017

Chris Sewell (Chair) appointed August 2017

Amanda Smith (Treasurer) appointed September 2018

Ex-officio member, the Centre Manager, Laura Spencer

Sub-groups:

There are no formal sub-committees. The trustees appoint working groups to carry out specific tasks as delegated by the Board. During the year these have been: Finance, Staffing, Fundraising and Premises.

Our catchment area

We serve the villages of Beckley, Cuddesdon, Denton, Drayton, Elsfield, Forest Hill, Garsington, Great Haseley, Great Milton, Holton, Horspath, Little Haseley, Little Milton, Littleworth, Marsh Baldon, Milton Common, Nuneham Courtenay, Rycote, Shotover, Stanton St John, Tiddington, Toot Baldon, Waterperry, Waterstock, Wheatley and Woodeaton.

Status of this report

This report complies with the Charities Act 2011, the charity's constitution and the 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 2015) (as amended for accounting periods commencing from 1 January 2016).

Acknowledgements

The Maple Tree Board of Trustees are grateful to our parents and carers for their financial contributions when attending sessions, to the Friends of the Maple Tree, and to some very generous local individuals for their financial support. We thank the following organisations for financial support in 2020-21:

Oxfordshire County Council	Deep River massage
South Oxfordshire District Council	Midcounties Coop
Cuddesdon and Denton Parish Council	ASDA Superstore
Forest Hill and Shotover Parish Council	Thame Rotary Club
Garsington Parish Council	Neighbourly
Great Milton Parish Council	Doris Field Charitable Trust
Great Haseley Parish Council	Oxfordshire Community Foundation
Holton Parish Council	Local Giving
Horspath Parish Council	St Mary's Church
Little Milton Parish Council	Wheatley Society
Stanton St John Parish Council	Brasenose College
Wheatley Parish Council	Merton College
Pye Charitable Settlement	New College
PF Charitable Trust	St John's College
The Foyle Foundation	Isis Cricket Club

Thank you to the following organisations that have supported us with prizes and/or hosted a collection tin.

Asda	
Blenheim Palace	
Cinnamons restaurant	Milletts Farm Shop
Cornfield Bakery	RCP
Cricks Butchers, Wheatley	Sandy Lane Farm, Tiddington
Costcutter, Wheatley	Sunny Hill Vineyard, Horspath
Dynamix Dance Academy	The Bull at Great Milton
Farol	The Post Office at the Old Bank
Horspath Village Stores	The Sun Café and Bar
Jangneus	The Wheatley Society
	Waterperry Gardens
	Waterwood Contracts
	Wheatley Farm Shop

Signed as a record of our activity from 1 April 2020 – 31 March 2021

Chris Sewell

Chris Sewell, Chair of Trustees

Jane Lightfoot

Jane Lightfoot, Vice-chair of Trustees

