

THE OAKLANDS

Trustees' Report and Financial Statements

For the year ended 31st March 2021

Registered Charity number 512326

THE OAKLANDS

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CHARITY INFORMATION

Charity Number:	512326
Charity Address:	Oaklands, Oakfield Lane, Warsop, Mansfield, Nottinghamshire. NG20 OJE
Solicitors:	Bryan and Armstrong, The Old Meeting House, Stockwell Gate, Mansfield, Nottinghamshire. NG18 1LG
Accountants:	Adkin Sinclair LLP, Sterling House, 32 St John Street, Mansfield, Nottinghamshire. NG18 1QJ
Auditors	Stopford Associates Chartered Accountants Synergy House 7 Acorn Business Park Commercial Gate Mansfield Nottinghamshire NG18 1EX
Bankers:	Lloyds TSB Bank plc, 2 Stockwell Gate, Mansfield, Nottinghamshire. NG18 1JZ

TRUSTEES' REPORT

For the year ended 31st March 2021

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

Reference and Administration Details

Our charity is known as The Oaklands, Registered Charity Number 512326, based exclusively at Oakfield Lane, Warsop, Mansfield, Nottinghamshire NG20 0JE.

Trustees

Charity Trustees are people who are legally responsible for the overall management and decision making in a charity. This, at the Oaklands, is the Executive Committee comprising:

Chair-Stephen Lunn, Vice Chair-Dr Peter Birchenall, Treasurer-, Brenda Stockdale, Elizabeth Nuttall, Ron Reynolds, Margaret Shooter, Sandra Cooper, Geoff Milnes, David Wortley and Elaine Hopkins (appointed 28th September 2020).

Some trustees, known as "officers" have special responsibilities. These include the chair and treasurer and these 2 officers have wider responsibilities than other trustees. For instance the treasurer will ensure proper accounts are kept and set financial policies. The chair, as well as helping to plan and chair trustee meetings, may also be the link between the trustees and the employees and represent the charity at appropriate events. However, when it comes to making decisions about the charity, the trustees must make them together. The chair is Stephen Lunn and the treasurer is Brenda Stockdale. The Vice Chairman Dr Peter Birchenall will act on the Chairman's behalf during periods of absence.

Objectives and Activities

The Charity's objectives are:

To maximise the lifestyle of people with learning disabilities through work and leisure time activities, so as to develop their physical, mental and spiritual capacities that they may grow to full maturity, within their capabilities.

To provide and extend links between the community at large and people with learning disabilities is very important to us.

To provide assistance and encourage persons and organisations involved in the support and development of people with learning disabilities.

The objectives are achieved by providing a loving, caring environment for our residents, staff and other users of the charity's facilities, and providing a financially stable and secure environment.

Maintaining the excellent relationship The Oaklands enjoys with all agencies that are involved with us.

To provide the highest standards of care for our residents, the trustees consider staff training, linked with competence, to be very important with all members of staff undertaking extensive training.

It is important that our residents feel themselves to be valued members of society and they undertake all normal activities to the maximum of their capabilities. The Oaklands provides a home in every sense of the word for our residents.

TRUSTEES' REPORT (continued)
For the year ended 31st March 2021

Objectives and Activities (continued)

The trustees would like to place on record our grateful thanks to the whole staff team. No one could imagine how difficult a year this would turn out to be. I speak for every Trustee in expressing our immense admiration in the way the staff dealt and are still dealing with unprecedented times. They have shown that in the face of real adversity they were willing, knowing the implications for their loved ones and the sacrifices entailed, to put themselves in harms way to care and protect the most vulnerable of people. Standing by colleagues, showing unity and solidarity in caring for our extended family is what makes the Oaklands.

No one ever envisaged working in such uncertain times. The Trustees are immensely proud of the staff team. Thanks to the high level of training they receive demanding and challenging situations were dealt with seamlessly.

Good things came out of the difficult times with staff retraining to take on more diverse responsibilities and different roles. Their willingness to ensure that everything possible was done to ensure our residents received the very best care that is possible to deliver is exemplary.

Our activities team were very creative in providing a joyful, secure and loving environment for our residents whose routines were massively compromised through the lock down.

The Trustees recognise the massive efforts made by the senior management, responding to directives being issued, on what sometimes seemed a daily basis, as more was understood about Covid-19. Some best practise was identified by the experiences of other care providers who were in a worse position than the Oaklands. The whole year was a massive challenge in all aspects, physically, emotionally and spiritually, particularly for the management team, never more so than in November when Covid-19 took hold.

Three dates were given for the vaccination of the residents, cancelled at the last minute for reasons not known, after organising extra staff, preparation of the residents and ensuring safe practice.

It would be a further two months after the government announced that all care homes had successfully received vaccinations, obviously not correct, before our residents received their first vaccination through no fault of the Oaklands.

The financial performance for 2020-2021 was difficult, reduced income by not having respite, the unavoidable extra accommodation costs resulting from lockdown, increased staffing costs and provision of activities for the residents, costs for PPE we were not able to claim, provision of screen /enclosed pods to facilitate visiting etc and no income from the Centre. Balanced against this were the grants made available to counter some of the costs, for which we were extremely grateful, and reduced salary costs of the residents not going on holidays.

The end result is that the financial performance was better than could have been expected at the beginning of the financial year and much better than many of the care providers we are in regular contact with, they were more severely affected by the virus and they suffered greatly.

The redefinition of the roles, with the increased accountability and responsibility, introduced to the management structure in 2019 proved to be crucial during 2020-2021 which, through the difficulties, resulted in even stronger management systems.

Through the dedication of Dave Wint and the staff team we continue to maintain the very

highest of standards continuing to receive the ultimate recognition of achievement from CQC being rated 'OUTSTANDING', but we are constantly striving to further improve and strengthen our service.

With the Centre not being able to function as normal "The Friends of The Oaklands" have not been able to attend. We know how much they have missed coming and we have certainly missed their selfless contribution. We hope that soon things will get back to a more normal level and hope they get through this unscathed. Let us pray they stay safe and are able to resume their activities when the regulations allow.

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TRUSTEES' REPORT (continued)
For the year ended 31st March 2021

Achievements and Performance

Residential Units

The residential units have fully met their objectives. The three separate units have proved to be invaluable as a tool in the management of movements and isolation of the resident pods. It allowed segregation, activities tailored to the pod's needs, exercise without mixing and a host of other benefits that would have proved more difficult if all were housed in one building. The residents are loved and cared for in an exemplary manner. They enjoy a loving, fulfilling and valued lifestyle to the limit of their capabilities.

As in the previous few years the financial performance of the residential units remains to be challenging. Largely due to the gap between the increase in the living wage not being matched by the increase given by NCC., the increase in workplace pension, the cost of training and increased supervision costs of new staff.

Aspen Villa

The accommodation is excellent and the residents are very comfortable and well looked after.

Rowan Villa

The refurbishment to the small bathroom, completed in January 2019, continues to make a significant difference for our residents who prefer to shower, leading to greater independence of the residents.

Thanks to a grant from the Thomas Bailey Foundation the large bathroom underwent complete refurbishment, including replacing the hi-low bath and ceiling hoist. Thanks to further grants allowed the complete renovation of the communal areas with new flooring and redecoration. The accommodation is therefore in an excellent condition.

Cherry Villa

During lockdown the memory garden to the rear of Cherry Villa and the rest of the grounds proved an invaluable resource for use by our residents to exercise and find seclusion. Some residents had loved ones who did not survive the pandemic making the memory garden very important to them. We were successful in raising sufficient funding to allow the planned extension of the garden with the ambitious development of herbaceous borders, island beds, woodland and orchard areas.

Cherry Villa has five beds and is a mixture of both long term residents and short term respite. Unfortunately the provision of respite care was totally suspended during this fiscal year, preventing a much needed resource for the families involved.

Cherry Villa is in excellent condition and the residents and respite clients are well looked after.

Benchmarks

These are used to measure the success of the residential units:

- Occupancy level
- Staff turnover
- Financial performance

These traditional benchmarks are not applicable.

The increase in fees awarded by N.C.C. were very welcome as were the grants made available to us for costs associated with Covid-19. These awards are greatly appreciated in what are difficult times for NCC.

Complaints and grievances

The Trustees are of the opinion that we are satisfied with all aspects and consider the standard of care to be the highest possible.

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TRUSTEES' REPORT (continued)
For the year ended 31st March 2021

Achievements and Performance (continued)

The Centre

Once again we cannot stress how vitally important the Centre is to our operation. It helps to maintain the strong links with the community. Unfortunately the cessation of all outside activities due to the pandemic prevented its use for many groups in the community and for private functions the value as use for the hub for safeguarding our residents and staff was incalculable.

It was where the senior management held daily strategic planning meetings, and the Centre proved invaluable for the safety of all. No-one was allowed on site without reporting here, had their temperature recorded, sanitised and had lateral flow tests before going on site. The staff changed from their travel clothing into clean clothing for their shift, got their PPE and were allocated their duties.

It became the place where the residents received their visitors when permitted by the regulations in the prescribed environment, eventually face to face meetings, again in compliance with the regulations.

The Centre receives no funding and is dependent upon "The Friends of The Oaklands Fundraisers", income from lettings and donations from charities and benefactors to whom we will be forever indebted, with this not being allowed there was very little income. The expiry date of the casks etc meant there was a loss on bar takings etc.

The benchmarks used to measure success, lettings and financial performance are not applicable and the Centre finances will, for the duration of the current restrictions until it can operate safely regarding the safeguarding of our residents and staff, will be in a negative position.

Financial Review

Reserves

Note 11 to the financial statements shows the analysis of net assets held at 31st March 2021 attributable to the various funds. The Trustees are of the opinion that the charity's objects are best achieved through a long and stable relationship with all parties, which is achieved through providing a financially secure environment for residents and other users of the charity's facilities.

The reserves held at 31st March 2021 amounted to £732,465 comprising restricted funds of £688,025 and unrestricted funds of £44,440. Based on the current level of annual expenditure and provision for planned future developments, the Trustees believe that this level of reserves will prove to be satisfactory to secure the future of the charity in the medium term.

Free Reserves

As shown in note 10, free reserves comprise unrestricted funds not designated for a specific purpose amounting to £44,440.

The Oaklands

The Oaklands is a forward-thinking charity and different avenues are always being explored to enhance and improve the facilities provided but are always subject to securing the funding prior to embarking on specific projects. Our aim is to have a rolling programme of refurbishment and to ensure the bungalows and Centre are well maintained and in excellent condition.

Further Projects - subject to funding - Due to current financial constraints we can only start projects funded by donations.

Outside

We still have plans to lay a path from the front of Cherry Villa to the garage and lay a hard landscaping area at the side of the garage to allow residents/respite access to the minibus without having to walk through the car park is still important but will only be considered when the financial performance allows.

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TRUSTEES' REPORT (continued)
For the year ended 31st March 2021

Financial Review (continued)

Outside (continued)

Plans to build a putting/ crazy golf area incorporating a summerhouse is still something we would like to do but there are other areas that will take precedence over this.

Plans to create a more welcoming, multifunctional area to the central area are being developed, hopefully being completed during 2021-2022.

Activity Days

Because of the suspension in day care provision, which is unlikely to be reinstated to the level prior to the pandemic, activity days are increasingly important provide residents with invaluable learning/development, craft skills, social interaction.

We have successfully built on this service with a dynamic ,varied, programme.

Community Centre

Marketing of the Community Centre was a priority and remains to so when we are allowed by regulations to increase revenue for this facility.

A new three page leaflet was published in October 2018 and the plans to advertise on the local radio (Mansfield 103.2) will still go ahead as and when the Centre can be marketed again.

Minibus

The minibus is not the ideal kind of transport for the residents. Because of our residents needs and physical capabilities, alternative transport would be more suitable. The minibus was a fantastic thing to have but it is time to reconsider our options.

Administrative Plan

To review policies and procedures.

Structure Governance and Management

The Oaklands, a charitable trust, is constituted by trust deed.

The appointment of Trustees is governed by the trust deed of the charity.

The Executive Committee shall consist of no less than 6 and no more than 12 members meeting no less than 4 times per year. The Committee Members are elected by rotation at an A.G.M. of the Association. New Members are selected by invitation.

The Policies and Procedures covering the induction and training of Trustees are constantly being developed.

Under the Trust Deed, the Executive Committee may appoint 1 or more sub-committees consisting of 3 or more members of the Executive Committee for the purpose of making any enquiry or supervising or performing any function or duty which in the opinion of the Executive Committee would be more conveniently undertaken or carried out by a sub-committee.

A sub-committee comprising of 3 or more executive members, determined by the full executive committee, utilising their individual areas of expertise shall be formed as and when required.

The committee appointed a sub group to act on behalf of everyone for legal and financial affairs for all transactions. The subgroup would be able to act as the official signatory, jointly or severally, having prior approval for the proposed action, reporting back to the main committee. The persons acting on behalf of the main committee are the Chairman, Vice Chairman and Treasurer who form the subgroup, or any other committee member elected for that role at the discretion of the main committee. (Passed at Executive Meeting 15th January 2018).

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TRUSTEES' REPORT (continued)
For the year ended 31st March 2021

Structure Governance and Management (continued)

Investment Powers

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the charity, no such investments are currently held.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- ☐ select suitable accounting policies and then apply them consistently;
- ☐ observe the methods and principles in the Charities SORP 2020 (FRS 102);
- ☐ make judgements and estimates that are reasonable and prudent;
- ☐ state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk Policy

The Trustees are responsible for the management of risks faced by the charity. Detailed consideration of the risks are identified, assessed and controls established throughout the year. Detailed action plans are promptly drawn and acted upon evidencing all the actions and outcomes

Through the risk management process established by the charity the Trustees are satisfied that the major risks identified have been adequately addressed where necessary. It is recognised that systems can only provide reasonable, but not absolute, assurance that major risks have been adequately managed but through scrutiny of the action planning and outcomes we can be as certain as possible that prompt action is taken on identified risks.

The Trustees delegate day to day responsibilities to the Manager and staff employed by the Oaklands but are actively monitored and scrutinised by the Trustees.

Public Benefit

The Trustees confirm that they have had due regard to guidance published by the Charity Commission on public benefit.

Related Party Transactions

During the year the charity employed Trustee S Lunn for grounds maintenance services with the approval of the Trustees as a body and in compliance with the charity's legal authority to do so.

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TRUSTEES' REPORT (continued)
For the year ended 31st March 2021

Structure Governance and Management (continued)

Compliance with Statutory requirements

The Trustees confirm that the financial statements comply with current statutory requirements, the requirements of the charity's governing document and the requirements of the Charities SORP 2020 (FRS 102).

Approval

This report was approved by the Trustees on
and signed on their behalf

S Lunn
Chairman

AUDIT REPORT

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page numbers will need to be altered after audit report etc inserted 9

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31st March 2021

		Note	Residential Villas		Oaklands Centre		
Total funds		Total funds	Restricted funds	Unrestricted funds	Restricted funds	2021	2020
		Unrestricted funds	Restricted funds	Unrestricted funds	Restricted funds		
		£	£	£	£	£	£
<hr/>							
Income and endowments from:							
Donations and legacies	1	-	19,259	3,633	-	22,892	21,176
Investments		-	610	1	-	611	862
Other trading activities	2	-	-	2,078	-	2,078	13,593
Charitable activities	3	-	953,534	14,209	-	967,743	951,072
Government grants	4	-	43,387	-	-	43,387	-
<hr/>							
Total income and endowments		-	1,016,790	19,921	-	1,036,711	986,703
<hr/>							
Expenditure on:							
Charitable activities	5	-	915,889	28,435	4,582	948,906	963,418
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Total expenditure		-	915,889	28,435	4,582	948,906	963,418
<hr/>							
Net income/(expenditure)		-	100,901	(8,514)	(4,582)	87,805	23,285
<hr/>							
Transfer between funds		-	(7,327)	7,327	-	-	-
<hr/>							
Net movement in funds		-	93,574	(1,187)	(4,582)	87,805	23,285
<hr/>							
Reconciliation of funds:							
Total funds brought forward		-	593,618	45,627	5,415	644,660	621,375
<hr/>							
Total funds carried forward		-	687,192	44,440	833	732,465	644,660
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All income and expenditure derive from continuing activities.

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As at 31st March 2021

	Note	2021	2020
		£	£
Fixed assets			
Tangible assets	7	123,946	159,504
Current assets			
Stocks		461	1,688
Debtors	8	6,849	30,701
Cash at bank and in hand		631,446	494,838
		<u>638,756</u>	<u>527,227</u>
Creditors:			
Amounts falling due within one year	9	30,237	42,071
		<u>608,519</u>	<u>485,156</u>
Net current assets			
		<u>732,465</u>	<u>644,660</u>
Total assets less current liabilities			
		<u>688,025</u>	<u>599,033</u>
Charity funds			
Restricted funds	10	44,440	45,627
Unrestricted funds	10		
		<u>732,465</u>	<u>644,660</u>
Total charity funds			
		<u>732,465</u>	<u>644,660</u>

The financial statements were approved and authorised for issue by the Board on **28th September 2021**.

Signed on behalf of the board of trustees

S Lunn, Chairman

The notes on pages 14 to 24 form part of these financial statements.

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STATEMENT OF CASH FLOWS

For the year ended 31st March 2021

	£	2021 £	£	2020 £
Cash flows from operating activities:				
Net cash provided by operating activities		144,381		74,079
Cash flows from investing activities:				
Payments to acquire tangible fixed assets	(8,384)		(5,526)	
Interest received	611		862	
Net cash flow from investing activities		(7,773)		(4,664)
Net increase in cash and cash equivalents		136,608		69,415
Cash and cash equivalents at 1st April 2020		494,838		425,423
Cash and cash equivalents at 31st March 2021		631,446		494,838
Reconciliation of net income to net cash flow from operating activities				
Net income for the year per the Statement of Financial Activities			87,805	
	23,285			
Interest receivable		(611)		(862)
Depreciation of tangible fixed assets		43,942		47,010
(Increase)/decrease in stock		1,227		(415)
(Increase)/decrease in debtors		23,852		(11,314)
Increase/(decrease) in creditors		(11,834)		16,375
Net cash flow from operating activities		144,381		74,079

ACCOUNTING POLICIES

For the year ended 31st March 2021

Summary of significant accounting policies

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2020, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Basis of accounting

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

Income recognition

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in the statement of financial activities as amounts are received and recorded under the control of the Trustees. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Covenanted and income under gift aid are shown gross and includes the appropriate tax refund due on the amount donated during the year.
- The work of the charity benefits from many hours of voluntary work contributed by its supporters. In addition, organisations have provided the use of facilities and equipment without charge. Where actual costs can be placed on the value of support given, this has been reflected in the statement of financial activities. The charity is most grateful for this help, without which much of the work could not be achieved.
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- Activities for generating funds are accounted for as amounts are received and recorded under the control of the Trustees.
- Income from room hire is accounted for when receivable.

ACCOUNTING POLICIES

For the year ended 31st March 2021

Expenditure recognition

Expenditure is recognised on an accruals basis as the liability is incurred. Expenditure includes any VAT, which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and activities for generating funds.
 - Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and its services for its beneficiaries. It includes both costs that can be allocated to such activities and those costs of an indirect nature necessary to support them.
 - Governance costs include costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the statement of financial activities 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 e.g. per capita or estimated usage as detailed in the notes to the financial statements.

Fund Accounting

Restricted funds:

These are funds which can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or where funds are raised for particular restricted purposes.

Unrestricted general funds:

These are funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the charity.

Designated funds:

Designated funds are allocated out of unrestricted funds by the Trustees for specific future purposes or projects. The use of such funds is at the Trustees' discretion.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Support Groups

The various support groups are regarded as autonomous. The financial statements do not include the activities of these groups, but donations from them are included in income as received.

Fixed Assets

Land and buildings purchased by The Oaklands are stated in the Balance Sheet at cost less accumulated depreciation. The Oaklands also owns land and buildings which were presented by The Sir John Eastwood Foundation.

Furniture and equipment purchased for the Residential Villas is written off in the year of acquisition. This treatment has been adopted because the lifetime of the assets is uncertain and purchased assets are used alongside donated assets, the values of which are not

reflected in the financial statements. Also the expenditure is often covered by grants and donations received during the year. Plant and machinery and fixtures and fittings for the Oaklands Centre are capitalised at cost and depreciated as detailed below.

ACCOUNTING POLICIES

For the year ended 31st March 2021

Depreciation**Freehold Land and Buildings**

Depreciation is not provided on freehold land.

Depreciation is provided on the property improvements and the garage to write off the cost of each asset over its estimated useful life of 15 years on a straight line basis.

Depreciation is provided on plant and machinery on a reducing balance basis at a rate of 33 1/3% per annum, to write off the cost of the assets over their anticipated useful lives.

Depreciation is provided on motor vehicles on a reducing balance basis at a rate of 25% per annum, to write off the cost of the assets over their anticipated useful lives.

Office Fixtures and Fittings

Office fixtures and fittings are depreciated on a straight line basis over their estimated useful lives at a rate of 25% per annum.

Stock

Stock is valued at the lower of cost and net realisable value.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st March 2021

1. **Income from donations and legacies**

funds	Residential Villas		Oaklands Centre		Total funds	Total
	Unrestricted	Restricted	Unrestricted	Restricted	2021	2020
	funds £	funds £	funds £	funds £	£	£
Gifts 17,256	-	15,584	3,633	-	19,217	
Gift aid income 3,920	-	3,675	-	-	3,675	
	-	19,259	3,633	-	22,892	21,176

Income from donations and legacies was £22,892 (2020 - £21,176) of which £19,259 (2020 - £19,266) was attributable to restricted and £3,633 (2020 - £1,910) was attributable to unrestricted funds.

2. **Income from other trading activities**

Fund raising activities - Oaklands Centre	2021 £	2020 £
Charity shops	1,454	5,741
Christmas fayre	-	1,502
Easter fayre	-	1,219
Dances	-	2,479
Spring Fayre	-	293
Lottery and Rags	624	1,207
Autumn Fayre	-	467
Christmas Dinner	-	685
	2,078	13,593

Income from other trading activities was £2,078 (2020 - £13,593), all of which was attributable to unrestricted funds.

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NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st March 2021

3. Income from charitable activities**a. Grants - Residential Villas**

funds	Residential	Oaklands	Oaklands	Total funds	Total
	Villas	Centre	Centre	2021	2020
	restricted funds £	unrestricted funds £	restricted funds £	£	£
Joint funding	11,235	-	-	11,235	10,230
DSS and residents' contributions	942,299	-	-	942,299	921,670
	_____	_____	_____	_____	_____
	953,534	-	-	953,534	931,900
	=====	=====	=====	=====	=====

b. Other income

funds	Residential	Oaklands	Oaklands	Total funds	Total
	Villas	Centre	Centre	2021	2020
	restricted funds £	unrestricted funds £	restricted funds £	£	£
Room and bar hire	-	13,853	-	13,853	11,451
Membership subscriptions	-	-	-	-	24
Bar takings	-	356	-	356	7,697
	_____	_____	_____	_____	_____
	-	14,209	-	14,209	19,172
	_____	_____	_____	_____	_____
Totals	953,534	14,209	-	967,743	951,072
	=====	=====	=====	=====	=====

Income from charitable activities was £967,743 (2020 - £951,072) of which £953,534 (2020 - £931,900) was attributable to restricted and £14,209 (2020 - £19,172) was attributable to unrestricted funds.

4. Other income

funds	Residential	Oaklands	Oaklands	Total funds	Total
	Villas	Centre	Centre	2021	2020
	restricted	unrestricted	restricted		
	funds	funds	funds		
	£	£	£	£	£
Government grants					
Covid infection control funding	43,387	-	-	43,387	-

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NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st March 2021

5. Charitable activities

5.a. Direct costs

funds	Residential	Oaklands	Oaklands	Total funds	Total
	Villas	Centre	Centre	2021	2020
	restricted	unrestricted	restricted		
	funds	funds	funds		
	£	£	£	£	£
Residents' allowances and expenses	7,570	-	-	7,570	7,468
Activity days	1,871	-	-	1,871	7,150
Social training and holidays	-	-	-	-	838
Food	19,377	-	-	19,377	23,792
Bar purchases	-	1,226	-	1,226	4,313
Bar staff costs	-	-	-	-	4,575
Bar other expenses	-	80	-	80	257
Capital expenditure	11,070	-	-	11,070	21,331
Garden expenditure	1,777	-	-	1,777	1,440
CQC registration	2,388	-	-	2,388	2,388
Staff costs	681,232	15,941	-	697,173	680,490
Staff pension costs	18,736	458	-	19,194	18,139
Travelling and motor expenses	2,478	-	-	2,478	4,906
Light, heat, water and rates	31,923	(734)	-	31,189	28,740
Telephone	1,162	194	-	1,356	2,306
Repairs, renewals and maintenance	30,948	2,766	-	33,714	51,651
Photocopying, stationery					
advertising and postage	4,066	-	-	4,066	5,388
Healthcare	13,013	-	-	13,013	1,711
Room hire	11,200	-	-	11,200	-
Depreciation	37,277	2,083	4,582	43,942	47,010

	48665			
876,088	22,014	4,582	902,684	913,893

Expenditure on charitable activities direct costs was £902,684 (2020 - £913,893) of which £880,670 (2020 - £873,491) was attributable to restricted and £22,014 (2020 - £40,402) was attributable to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st March 2021

5. Charitable activities - (continued)

5.b. Support costs

funds	Residential	Oaklands	Oaklands	Total funds	Total
	Villas restricted funds £	unrestricted funds £	Centre restricted funds £	2021 £	2020 £
Professional charges	1,717	78	-	1,795	1,951
Bookkeeping and Accountancy	19,440	2,351	-		21,791
21,791 Insurance	9,754	3,179	-	12,933	12,468
Telephone	387	194	-	581	904
Photocopying, stationery, advertising and postage	1,356	-	-	1,356	2,036
Staff training	(1,667)	-	-	(1,667)	2,375
IT and website costs	1,372	-	-	1,372	1,146
Governance costs (note 5.c)	4,500	-	-	4,500	600
Other	2,942	619	-	3,561	6,254
	39,801	6,421	-	46,222	49,525
Total	915,889	28,435	4,582	948,906	963,418

Expenditure on charitable activities support costs was £46,222 (2020 - £49,525) of which £39,801 (2020 - £42,781) was attributable to restricted, and £6,421 (2020 - £6,744) was attributable to unrestricted funds.

Cost allocation includes an element of judgement and the charity has had to consider the cost benefit of all detailed calculations and record keeping. To ensure full cost recovery on projects the charity adopts a policy of allocating costs to the respective cost headings through the year. This allocation includes support costs where they are directly attributable. Other support costs shown are a best estimate of the costs that have been so allocated either on a per capita basis or on an estimated usage basis.

Reimbursement made to the Trustees for travelling expenses amounted to £Nil

(2020: £Nil) and the number of trustees reimbursed was none (2020: none).

THE OAKLANDS

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NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st March 2021

5. Charitable activities - (continued)

5.c. Governance costs

Direct costs: Auditor's remuneration 2020

2021

	£	£
	—	—
Audit fee	4,500	-
Independent Examiner fee	-	600
	—	—
	4,500	600
	=====	=====

6. Staff costs

2021
£

2020
£

	—	—
Wages and salaries	652,789	
644,221		
Social security costs	44,384	40,844
Staff pension	19,194	18,139
	—	—
	716,367	
	=====	=====
703,204		

No employee earned £60,000 per annum or more.

The average number of employees analysed by function was:

2021
number

2020

number

	<hr/>	<hr/>
Management and administration	6	6
Residential support care workers	36	36
	<hr/>	<hr/>
	42	42
	<hr/>	<hr/>

During the year 1 trustee (2020: 1) received remuneration as an employee of £3,346 (2020: £5,269) in respect of professional services and in compliance with the charity's legal authority to do so.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2021

7. Tangible fixed assets for the use by the charity

	Total	Plant and machinery	Fixtures and fittings	Property improvements	Motor Vehicles	Land	Garage
£		£	£	£	£	£	£
Cost:							
At 1st April 2020	831,966	46,888	17,691	700,059	50,794	14,167	2,367
Additions		5,569	2,815	-	-	-	-
8,384							
Disposal		-	-	-	-	-	-
At 31st March 2021	840,350	52,457	20,506	700,059	50,794	14,167	2,367
Depreciation:							
At 1st April 2020	672,462	38,540	15,285	572,257	44,014	-	2,366
Charge for the year	43,942	4,634	2,109	35,504	1,695	-	-
Eliminated on disposal	-	-	-	-	-	-	-
At 31st March 2021	716,404	43,174	17,394	607,761	45,709	-	2,366
Net book value:							
At 31st March 2021	123,946	9,283	3,112	92,298	5,085	14,167	1
At 31st March 2020	159,504	8,348	2,406	127,802	6,780	14,167	1

All of the fixed assets are used for direct charitable purposes.

Capital expenditure authorised for, but not provided in the financial statements, was £Nil (2020: £Nil).

8. Debtors

2021	2020
£	£

Funding debtor	-	9,970
Income tax recoverable	980	1,225
Other debtors and prepayments	5,869	19,506
	<hr/>	
<hr/>	6,849	30,701
	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2021

9. Sundry creditors and accrued charges

	2021	2020
	£	£
	—	—
NCC deferred income	9,581	11,985
Taxation and social security costs	-	8,715
Trade creditors	70	694
Other creditors and accruals	20,586	20,677
	—	—
	30,237	42,071
	—	—

10. Funds

	Balance	Movement in resources			Balance
	1.4.2020	Incoming	Outgoing	Transfer between funds	31.3.2021
	£	£	£	£	£
	—	—	—	—	—
Restricted funds					
Residential Villa	562,667	985,768	(914,139)	(7,327)	626,969
Land reserve	833	-	-	-	833
Refurbishment reserve	4,582	-	(4,582)	-	-
Funeral expenses fund	30,951	31,022	(1,750)	-	60,223
	—	—	—	—	—
	599,033	1,016,790	(920,471)	(7,327)	688,025
	—	—	—	—	—
Unrestricted funds					
General fund	25,627	19,921	(28,435)	27,327	44,440
Designated fund	20,000	-	-	(20,000)	-
	—	—	—	—	—
	45,627	19,921	(28,435)	7,327	44,440
	—	—	—	—	—
Total	644,660	1,036,711	(948,906)	-	732,465
	—	—	—	—	—

The designated fund was for building improvements and has now been incorporated into the General fund as there are currently no planned improvements or future developments to The Oaklands.

Residential Villas

This fund is to provide support for costs incurred in respect of operating the residential homes, Cherry Villa, Rowan Villa and Aspen Villa and includes amounts attributable to individual residents.

Land reserve

This fund represents land purchased for restricted use by the charity.

Refurbishment reserve

This fund represented donations received for the purpose of carrying out refurbishment of The Oaklands which have now been utilised.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st March 2021

10. Funds (continued)

Funeral expenses fund

This fund is to cover the costs of residents' funerals when the time comes. Residents contribute to this fund.

11. Analysis of net assets between funds		Tangible	Net
Total	Fixed Assets	Current Assets	
	£	£	£
Restricted funds:			
Residential Villas	96,867	530,102	626,969
Land reserve	-	833	833
Funeral expenses fund	-	60,223	60,223
	<hr/>	<hr/>	<hr/>
	96,867	591,158	688,025
Unrestricted funds:			
General fund	27,079	17,361	44,440
	<hr/>	<hr/>	<hr/>
	123,946	608,519	732,465
	<hr/>	<hr/>	<hr/>

12. Non-cash donations

Non-cash donations to The Oaklands have not been reflected in the financial statements. The executive committee would like to take this opportunity of acknowledging the generosity of donors.

13. Grants and reimbursements - Cherry Villa

Initial expenditure incurred by The Oaklands in setting up Cherry Villa was partially reimbursed by grants received from Central Notts. Health Authority. This grant income was recognised in accordance with the stated accounting policy.

14. Transfer between funds

The £7,327 transfer of funds between Residential Villas and General funds represents the transfer of amounts in respect of staff costs of the Centre supported by the Villas.