

**Dovecote Voluntary Parent
Committee
Annual Report
2019 – 2020**

Registered Charity No: 1172048

Dovecote project is a Community led project set up in 1996 delivering inclusive, engaging, integrated and effective services meeting the needs of disadvantaged young children and families. Also, to make effective use of The Dovecote Centre – a purpose-built building for young children and family activities built as part of the Single Regeneration Project for the development, Greater Leys, newer part of Blackbird Leys. The building is owned by a local housing consortium. The Dovecote is seen as a focus point providing support to families, a place to build positive lasting friendships and for some children a place to escape the daily tension and anxieties of family life, along with being a base providing activities and services tailored to meet the needs identified by local residents

Play is a critical way child come to understand themselves and the world around them.

Play is a vital component of a child's life.

A child's capacity for positive development will be inhibited or constrained if denied access to a range of stimulating play opportunities.

Through play children explore their physical and social environment, ideas and concepts, and learn how to deal with situations that trouble or frighten them.

Through play children learn what cannot be explicitly taught.

Play is to be ranked outside education in terms of its fundamental role in enabling children to engage positively with the complexities of the world around them.



The Need

Our project focuses on Blackbird and Greater Leys estates (the Leys); with a population of over 13,000 people in eight Super Output Areas. The 2015 Indices of Deprivation placed the Leys among the 10% most deprived areas in England. There are 5,100 households living in the Leys, nearly one in five is headed by lone parents, over double Oxford's average. Over 50% are under 29; over 40% of children live in poverty affecting their educational attainment. Over 50% of residents have no or low qualifications (22% Oxford average). While 41% of working age adults' work in low skill routine or semi-routine occupations.

Need for local accessible good quality support is supported in The English Indices of Deprivation 2019 Oxford City Results

https://www.oxford.gov.uk/downloads/file/6758/indices_of_deprivation_2019_oxford_report

Oxford remains the most deprived of the five Oxfordshire districts. Over the same period Cherwell has become relatively more deprived and South Oxfordshire, Vale of White Horse and West Oxfordshire have remained similarly ranked.

Why Dovecote Children & Families Project is Important

There are very few initiatives engaging with families in Greater Leys. The Dovecote centre is based in the centre of the estate is the only provider of out of school play facilities for young children and children with disabilities aged 4 to 14 years old, along with being the only provider of these schemes for children aged 4 to 8 across the Leys estate with an estimated population of 1153 within this age range.

As a community owned and run project, we have been fortunate to have the ability to flex in order to meet the needs of the Leys community. We provide holistic services that meet the multiple-needs of local residents, build trusting relationships, provide low-cost services and attract people that are highly committed to making their community a better place to live.

- Good quality play experiences, supporting children and young people to achieve good physical and mental health.
- Inclusive, safe play opportunities where children and young people develop self-confidence and life skills preparing them for a creative and positive adulthood.
- Families, young children and children with disabilities are supported to overcome social exclusions and isolation
- Training and assistance for volunteers to support current provision, and initiate and develop new projects
- User involvement in design, delivery and management of services to meet locally identified need rather than externally perceived needs.
- Skilling up and local capacity building, sign posting local families to access training, support and resources to learn new skills, gain self-esteem and confidence and increase wellbeing.

Achievements to Date

The guiding principle underlying all our work is consultation with, and involvement of children, young people and families. A key aim is to maximise the use of the Dovecote a valuable community resource. For Dovecote to be vibrant, fun, local community resource owned by the community in which it seeks to serve – whose lives it enhances.

Focus of our project is providing young children including children with disabilities, young people and families' access to affordable good quality, safe, secure play and social opportunities and experiences not normally accessible and access to them. When the new estate was established consultation took place with local residents. The need for stay and play sessions and out of school play facilities was identified along with family social and parenting support groups. The outcome of the consultation was the creation of the Dovecote Voluntary Parent Management Committee made up of local parents who developed the Dovecote project, which has been successfully running for 22 years working with over 1000 families.

With the commitment and dedication of the Dovecote Voluntary Parent Committee, volunteers and staff currently we have achieved the following project developments in the 24 years we have been operating:

- An afterschool club three sessions per week, 16 children per session, including children with disabilities aged 4 to 12 years old
- Easter and summer playschemes for up to 40 children including children with disabilities per session
- Half term playschemes (subject to funding) for up to 16 children (subject to funding)
- Weekly Stay & Play sessions for young mums and dads with young children
- Purpose built sensory room for children with disabilities and their families
- Strong partnership work with a wide range of voluntary and statutory organisations supporting vulnerable children and families
- Strong partnership work with Mable Pritchard Special Needs School to support young children with disabilities experiencing exclusion to accessing local services to participate in our afterschool club and schemes.
- Setting up Leys News a free community newsletter distributed to every household in Blackbird Leys. Today the Leys news is an independent community newspaper reach 5000 household every month

- Development of Dovecote Afloat – narrow boat project bringing the magic of canals and nature to young people from the Leys (Sadly due to funding this project came to an end in August 2016)
- Purpose built sensory rainbow garden
- Provision of support, training and volunteering opportunities
- Extension of centre garden providing a larger outside play area
- Awarded Outstanding Grade by Ofsted 2009
- Finalist Groundwork Community Award – Best Community Project on a Social Housing Estate 2018
- Finalist Children & Young People's Award 2016

Approximately 250 children and 190 families of which 30% are young mums engage with Dovecote project per year; Along with many local and statutory organisations benefiting; Social Services, local schools, Family Solutions, Health Visitors, Peep (Peers Early Educational Partnership), Oxford Home-Start, Oxford Autism Group.....

We currently have 10 volunteers, involved in the management, development and delivery of our project; Volunteers play a vital part role in the running of our project. Without their help and commitment there would not be a Dovecote project. All activities are offered to families at below cost to ensure accessibility and affordability to all young children and families living in the Leys. It is encouraging to see young children develop; many have gone on to become volunteers helping in our project. Several have been supported to access training to become qualified play workers working in our schemes before pursuing a career within the child care sector. Our current board of trustees consists of two young men, former users of the Dovecote from the age of 4 years old along with helping deliver services on a volunteer basis for several years. We feel the value of our project is best attested to by the users themselves;

- *"My child is non verbal but is always excited to come to the scheme"*
- *"My son has benefit socially, as he is Autistic he be withdrawn and become lonely very easily"*
- *"The scheme has supported my son to make new friends and participate in many new activities"*
- *"I don't feel like any improvement is needed. You are doing an amazing thing for children and their families"*
- *"My child was kept active and entertained with lots of activities and new people. This is good for his social skills"*
- *"Great times, my little girl loves it"*
- *"Scheme has supported my daughter to become more confident and make lots of friends"*
- *"My child had the opportunity to interacted with lots of more children living in her community and made good friends"*

Project Management

We the Dovecote Voluntary Parent management committee receive regular reports from the Children & Families Services Manager Carol Richards. We hold up to six business meeting per year along with training and informal meetings taking place when required. Committee is elected at our AGM. Accounts are prepared by a qualified accountant and signed off at our AGM. Day to day activities of the project are managed and developed in consultation with the committee by Carol. Children and young people play a lead role in planning and development of project. We also employ two part-time afterschool club play workers and have a good bank of regular seasonal play staff. Stay and play sessions are delivered by volunteers Maureen Sim and Alison Logan, supported by Carol. We also have a very good network of parents/carers and supporters who are always willing to help when they can.

The Objects of Dovecote Voluntary Parent Committee are;

The Objects of the CIO are:

- a) To provide the necessary facilities for the daily care, recreation and education of children and young people including children with disabilities.
- b) To advance the education and training of the persons in the provision of such care, education and recreational facilities.

In addition to the Annual General Meeting the Committee held eight business meetings this year along with approximately three ad hoc meetings taking place throughout the year.

The overall aim of our project is around early intervention support for vulnerable children and families to overcome barriers to accessing opportunities that increase their prospect to improve with regards to both their immediate wellbeing and their future life chances. We employ a unified approach to securing the delivery and development of fundamental services to children aged 0 to 12 years old and their parents/families experiencing disordered lives, poor health and social exclusion. We involve parents and young people in the design and delivery of services; by offering experiences and opportunities that build and enhance their confidence, knowledge and aspirations.

Our Contact Details

Dovecote Voluntary Parent Committee, Registered Charity number 1172048, Dovecote Centre, Nightingale Avenue, Blackbird Leys, Oxford, OX4 7BU - Tel: 01865 712299 Mobile: 07974234661
E-mail: leysdvpc@hotmail.com Website: www.dovecoteproject.com facebook:leysdvpc

Office Hours

Monday to Thursday 9.00 am until 4.30 pm.

Trustees

Rachel Partlett – Chairperson; Amie Prior – Secretary; Jacob Brain, Tara Collier, Craig Logan, Hilary Miles and Dwayne John

Dovecote Team

Carol Richards:	Children & Families Services Manager
Amanda Mackenzie	Play Leader
Sharon Bishop	Play Assistant
Maureen Sim	Stay & Play Volunteer
Helen Gimmeck	Stay & Play Volunteer
Alison Logan	Stay & Play Volunteer
Jessica Brain	Stay & Play Volunteer

Playscheme Staff 2019

Carol Richards	Leader
Amanda McKenzie	Assistant
Sharon Bishop	Assistant
Kady Wenborn	Assistant
Benjamin Holloway	Assistant

Mr Peter J Stevenson, MA FCA, Accountant

Chairs Report

I am pleased once again to present our annual report for 2019-20. The past year has been very rewarding along with very challenging at times. We have been fortunate to have been able to secure the necessary funds and resources needed to continue delivering, developing, good quality low cost experiences and opportunities to vulnerable children, including those with disabilities and families living in the Leys. Feedback from users has been positive and very encouraging. Family trip to Drayton Manor provided families with a much needed respite from the challenges faced daily living in one of Europe's largest housing estates. Weather was fabulous and everyone had an amazing time. With many keen to learn where the trip was going to be for 2020 and when could they book a place.

I would like to say a huge thank you to all Trustees for their valued input and huge contributions to the on-going success of the project. Without their dedication and commitment which is very much valued and appreciated, there would not be a Dovecote project. It is important to note some of the major achievements the Trustees have been involved with throughout the past year;

- Assisted in the recruitment of play staff
- Attended regular meetings along with ad hoc meetings as required
- Assisted with playscheme registrations mornings
- Supervision support for Project Manager
- Family fun day

As always a huge thank you to our Children's and Families Service Manager Carol Richards for her commitment, drive, and continued hard work she has given and continues to give the project. This is Carol's 25th year of managing Dovecote Children & Families Project.

Treasurers Report

2019/20 financial accounts have been prepared by Peter J Stevenson MA FCA our accountant for many years now.

The start of the new financial year was a challenge but that is nothing new. Operating on a six monthly basis can be very testing in more ways than one. Especially when all our energy is on fundraising rather than on project aims and objectives. We are very fortunate to have been able to raise the necessary funds to enable us to continue delivering vital services to vulnerable families. Due to many cuts, the past few years have seen immense pressure on local funding sources. Despite this we have managed to secure funding to allow us to continue until March 2020. This includes a three-month project wind up period and employers' responsibilities (see attached).

Secretary

It is a great honour, to be presenting this Secretary's Report on the activities of Dovecote Children & Families project over the past 12 months. Once again the goal of my report is to outline the activities, achievements and development of our project and future vision and aspirations going forward

I would like to thank everyone who has contributed tirelessly to keep the running of our vital project. I would also like to extend this thank you to all of the people who gave up their time so generously. Without their commitment and sacrifice Dovecote project simply would not be able to continue.

The article produced by the Oxford Times 8th of August 2019 "Tail of Two Cities" highlighting the difference in life expectancy between Blackbird Leys residents and North Oxford residents. "With a difference in life expectancy of 15 years between best and least well off districts" Resulted in a lady, Philippa Berry, a resident of North Oxford rallying round a few of her friends and contacts to help support Dovecote with resources and fund-raising. Their support has not only been very valuable, it is provided us with an opportunity to reach out and network further afield whilst building a strong partnership within the City

Once again I would like to say a huge thank you to our cohesive, enthusiastic, dedicated Trustees who work hard and give their time despite busy hectic lives to keep our fundamental project going for the community of the Leys.

Summer Playschemes

To say this year's scheme was a challenge is an understatement!! First day, one hour before we were due to start, we learnt that our long serving scheme Leader would sadly not be able to deliver the scheme. Thankfully Carol, Children & Families Services Manager was able to fill this position. The scheme went tremendously well. Feedback from children, young people and parents was very positive. Approximately 8 children with disabilities and challenging behaviour were able to engage with the project. Approximately 62 children along with 8 children with disabilities aged 4 to 11 years old attended over the four weeks.

Scheme was delivered during the first four weeks of the school holiday, enabling staff to have a holiday before restarting work in their various child care provisions for another term. Children and young people aged 4 to 12 years old were given access to a wide range of activities, opportunities and experiences not normally available to them.

Activities and experiences on offer supported them to learn;

- team games - communication and leadership skills, cooperation, friendship and social skills
- art and crafts – improve coordination, visual processing abilities, creativity, imagination, fine motor skills along with supporting children to express themselves
- music/ drama workshops– greater confidence, fun, increase awareness of what they can achieve.
- outdoor risky play, (many of the children reside in flats), offsite trips – develop both mentally and physically, social awareness, keep healthy,
- Themed based activities, sensory play and much more - nurture curiosity, increase confidence to try new things, learn new skills
- purpose built sensory room and garden provides therapeutic play
- Free play, an important role to a child's emotional growth. It supports children to take and manage risk and overcome challenge. Which in turn helps build self-esteem and confidence
- Cooking activities, encourage reading, following directions, measuring along with fine motors skills hand coordination

End of the scheme was celebrated with a very popular family, carer and staff day trip to Drayton Manor. The interest for the trip was very high. We could have filled two coaches but sadly funding limited us to the hire of one coach along with entry concession places being restricted. For some the trip was the only opportunity for them to escape from the challenges of living in one of Europe's largest housing estates during the long summer holidays. A total of 52 children and adults participated having lots of fun and quality family time together. A good fun day was had by all.

A huge thank you to all the staff who delivered an extremely fun, safe and successful scheme.

Completed monitoring/evaluation forms can be viewed in the Dovecote office, contact Carol to arrange.

We cannot stress enough that these low-cost facilities are vital and essential to the daily care, recreational and educational needs of children in Blackbird Leys. Children have a focus point, a place to build positive lasting friendships with a variety of children living in their community. Children and young people have the opportunity to learn new skills and enjoy a variety of activities not normally available to them during the long summer holidays. Parents also have the knowledge that their children are playing in a safe, secure and stimulating environment.

Easter Playschemes

The scheme was well attended. Children and young people had the opportunity to enjoy the following activities;

- Offsite trip to Cutteslow park

- Junk modelling
- Making bird feeders
- Imaginative role play,
- Team games
- Child initiated inside and outside activities
- Lots of outdoor physical risky play
- Sensory play
- Lots of art & craft activities

Staff (three local residents) working on a ratio of 1 to 8; facilitated and supported children and young people to independently make use of the space, resources and opportunities available to them.

Afterschool Club

The club saw the return of many old as well as many new faces at the beginning of the new term in September. As always forward planning of activities took place each term with the children being at the centre of the planning process to ensure the club continues to meet their needs. Taking part in after school clubs is thought to have a range of positive benefits. These included providing access to enriching new experiences, providing opportunities for children to succeed, fostering self-esteem and confidence, supporting the academic curriculum, improving fitness, providing opportunities to socialise, as well as opportunities for relaxation and enjoyment

It is our practice and belief it is essential that children and young people are involved in the programme planning; this allows them to have their say in what activities opportunities they want. This practice also helps us to better understand the children's and young people's needs.

Stay & Play



Stay and play sessions are going very well. Maureen, Helen, Alison and Jessica our volunteers are doing a fabulous job delivering our Wednesday all day sessions and sessions held on the first and last Monday of each month. We enjoyed two trips out last year. First one was to Odds Farm which was very well attended. Second trip was to Little Sprouts Play Barn. Children, parents and carers had the opportunity to play and explore in a safe and clean environment along with see lots of new things.

Aim of Stay and Play sessions

The aim of our Stay and Play sessions is to work hand in hand with families and children on a continuous basis, to encourage them to play and learn together to improve positive attachments, strengthen bonds, early literacy and communication and children's overall development.

Our Stay and play sessions also aim to support the following;

- Parents' capacity to support their children's development and learning
- Parents' levels of confidence, knowledge, skills, motivation and communication
- Promotion of effective, positive approaches to managing behaviour

- Social isolation and peer support
- Attachments, relationships and parents' responsiveness to their children
- Active learning, problem-solving and growing independence
- Children's social, emotional, cognitive and physical development
- Concentration, curiosity and social interaction
- Healthy eating and living
- Opportunities for signposting to other support services
- Effective transitions

Funding

See attached 2019/2020 financial report prepared by Peter Stevens, MA FCA

Dovecote Voluntary Parent Committee Equal Opportunities Statement

We are fully committed to caring for children in a multi-cultural/racial community.

We give the following undertaking and declare that:

We will treat the children in our care with equal concern and without prejudice to their Religious persuasion, racial origin, cultural background, gender, disability or special needs.

The Dovecote Voluntary Parent Committee is committed to taking positive and proactive steps to ensure that we provide a safe and caring environment, free from discrimination for everyone in our community; we provide facilities that promote and reflect cultural and social diversity and are equally accessible to all.

We are proud of our record of success in including children with various specific physical intellectual or behavioural needs in our activities and we are fortunate to have a very good partnership with the Parasol Project. Parasol is based on the belief that children with disabilities are children first. With the help of enablers provided by Parasol, we are able to better meet the needs of children with disabilities in our playschemes.

Acknowledgements:

We would like to take this opportunity to express our HUGE thanks to all the people, groups and organisations who have contributed to the continued success of the Dovecote projects over the past year. Without your help and support the Dovecote Voluntary Parent Committee would not have succeeded in continuing to deliver good quality, low cost play experiences and opportunities for the children, including children with disabilities, young people and families living in one of Europe's largest social housing estates Blackbird Leys.

Finally

A huge thanks to all our staff for the great job they do providing a fun, happy, friendly, welcoming, secure, challenging and stimulating environment for the children, young people and families of the Leys!

A HUGE BIG THANK YOU TO:

All our wonderful volunteers; Maureen Sim, Alison Logan, Helen Gimmeck, Jessica Brain

Catalyst Housing Group

Robert & Margaret Moss Charitable Trust

Oxford City Council

Oxford County Council

Blackbird Leys Parish Council
All Souls College
City of Oxford Charity
PF Charitable Trust
Cumber Family Charitable Trust
Christ Church College
Pye Settlement Foundation
Big Lottery Awards for All
Good Exchange
Oxford Food Bank

All our funders for their valuable support

Peter Stevenson for examining the accounts

*All parents and carers of our users and children and young
people who make it all worthwhile!!!!*

DOVECOTE VOLUNTARY PARENT COMMITTEE
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

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Registered Charity No: 1172048

DOVECOTE VOLUNTARY PARENT COMMITTEE
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

TRUSTEES

Amie Prior
Jacob Brain
Rachel Partlett
Tara Collier
Hilary Miles
Craig Logan
Dwayne John

REGISTERED OFFICE

The Dovecote
Nightingale Avenue
Blackbird Leys
Oxford
OX4 5BU

INDEPENDENT EXAMINER

Peter J Stevenson FCA

BANKERS

Barclays Bank plc
Cowley
Oxford

DOVECOTE VOLUNTARY PARENT COMMITTEE
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

The Trustees present their report and the financial statements for the year ended 31 March 2020.

Charitable Status

Dovecote Voluntary Parent Committee is a charity, registered in England, number 1172048.

Trustees

The Trustees who have held office at any point during the period ended 31 March 2020 and to the date of this report are as follows:

Rachel Partlett (Chair)
 Amie Prior (Secretary)
 Jacob Brain
 Tara Collier
 Hilary Miles
 Craig Logan
 Dwayne John

Structure, Governance and Management

The Committee was originally established under a Constitution adopted in 2007. The charity formed in 2017 acquired the assets and liabilities of the former unincorporated body.

Additional trustees may be appointed by the Committee; all new trustees are offered appropriate training in order to fulfil their role.

Objectives and activities

The object of the charity is to provide facilities for the daily care, recreation and education of children during out of school hours and school holidays.

The charity also aims to advance the education and training of persons in the provision of such care, education and recreational facilities.

Achievements and performance

The charity has been very successful in attracting grants for its core work, not only for immediate use but also to support its work in the following period.

Public benefit

The Trustees of the charity have had due regard both to the objectives of the charity, as set out above, and also to the guidance on public benefit published by the Charity Commission, in exercising their powers and duties. All activities are undertaken in furtherance of the charity's objects, as outlined above.

Risk management

The principal risks the charity may face are perceived to be inadequate future funding and the possibility of safeguarding issues arising in the children's activities. To mitigate these risks, sufficient future funding has been secured, and appropriate safeguarding measures have been put in place. Risk assessments have been carried out in accordance with Government regulations in respect of the Health and Safety of staff and volunteers during the Covid-19 pandemic.

DOVECOTE VOLUNTARY PARENT COMMITTEE

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**Financial Review**

All the assets and liabilities of the former unincorporated body were transferred to the charity as at 1 April 2017, and totalled £85,032, of which £2,194 were restricted funds.

Income for the year totalled £73,316 (2019 £60,371), and expenditure £58,132 (2019 £56,484). The net surplus of £15,184 (2019 £3,887) has been added to the fund balances, resulting in reserves carried forward of £88,237, of which £1,394 (2019 £1,544) were restricted funds and £36,000 (2019 £35,000) funds designated for redundancy costs in the event of the charity being wound up.

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future, and have therefore continued to adopt the going concern basis in preparing the financial statements. They regularly monitor the impact that Covid-19 is having on current operations, and are taking steps to minimise the long-term effect on reserves.

Plans for Future Periods

The charity plans to continue to provide the existing services in furtherance of its core objectives, but recognises that the raising of funds for its work is becoming increasingly challenging.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and financial statements in accordance with applicable law and regulations.

Charity law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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.

So far as the Trustees are aware, there is no relevant information (information needed by the independent examiner in connection with preparing his report) of which the charity's examiner is unaware, and each Trustee has taken all the steps that he ought to have taken in order to make himself aware of any relevant information and to establish that the examiner is aware of that information.

Independent Examiner

Peter J Stevenson FCA has signified his willingness to continue in office and a resolution to re-appoint him as examiner will be proposed at the forthcoming annual general meeting.

Approved by the Trustees on 3rd August 2020

And signed by order of the Trustees by



Amie Prior

Independent Examiner's Report to the Trustees of Dovecote Voluntary Parent Committee CIO

I report on the accounts of the charity for the year ended 31st March 2020, which are set out on pages 5 to 9.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed. It is my responsibility to state on the basis of Procedures specified in the General Directions given by the Charity Commissioners under section 145 of the Act, 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 Commissioners. 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 explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Peter J. Stevenson
Chartered Accountant

8 Harbord Road
Oxford
OX2 8LJ

Date: 3rd August 2020

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2020

	Restricted Funds £	Unrestricted Funds £	2020 Totals £	2019 Totals £
INCOME				
Grants and donations	49,759	11,312	61,071	48,787
Activities for generating funds:				
Fees and hirings	0	12,161	12,161	11,164
Other income				
Refunds and miscellaneous	0	0	0	330
Interest	0	84	84	90
TOTAL INCOME	49,759	23,557	73,316	60,371
EXPENDITURE (Note 3)				
Fundraising and publicity	0	2,559	2,559	75
Charitable activities				
Staff costs	40,390	4,297	44,687	43,453
Activity costs	6,219	0	6,219	7,976
Property costs	3,150	0	3,150	3,145
Office costs	0	497	497	362
Professional fees	0	870	870	853
Sensory garden	150	0	150	620
TOTAL EXPENDITURE	49,909	8,223	58,132	56,484
NET MOVEMENT IN FUNDS	-150	15,334	15,184	3,887
Funds b/f at 1st April 2019	1,544	71,509	73,053	69,166
Total funds c/f at 31st March 2020	£1,394	£86,843	£88,237	£73,053

The notes on page 3 form part of these accounts.

All activities are continuing; there are no gains and losses other than those recognised through the Statement of Financial Activities.

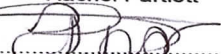
BALANCE SHEET AS AT 31ST MARCH 2020

	Note	2020 £	2019 £
FIXED ASSETS		<u>0</u>	<u>0</u>
CURRENT ASSETS			
Debtors and prepayments	4	500	500
Bank deposit a/c		45,453	45,369
Cash at bank and in hand		<u>65,761</u>	<u>59,259</u>
		111,714	105,128
CURRENT LIABILITIES	5		
Deferred income		22,460	31,545
Creditors		<u>1,017</u> 23,477	<u>530</u> 32,075
NET CURRENT ASSETS		<u>88,237</u>	<u>73,053</u>
NET ASSETS		<u>£88,237</u>	<u>£73,053</u>
FUND BALANCES			
Restricted funds	6	1,394	1,544
Designated funds		36,000	35,000
Other unrestricted funds		<u>50,843</u>	<u>36,509</u>
		<u>£88,237</u>	<u>£73,053</u>

NB Designated funds represent a provision for redundancy costs
in the event of the charity being wound up

These accounts were approved by the Management Committee on 3rd August 2020

SIGNED: 
Rachel Partlett

SIGNED: 
Amie Prior

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2020

1. Basis of accounting

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The statements should be read in conjunction with the accompanying Annual Report. All the assets and liabilities of the former unincorporated body were transferred in at 1st April 2017.

2. Accounting policies

- (a) **Income** is included in the SofA when:
the entity becomes entitled to the resources, it is probable that the income will be received, and the monetary value can be measured with sufficient reliability.
- (b) **Liabilities** are recognised as soon as there is a legal or constructive obligation committing the entity to pay out resources.

3. Expenditure

Expenditure includes the Independent Examiner's fee £400 (2019 £400); no trustees were paid or committee expenses reimbursed (2019 NIL), and there were no related party transactions in either year. No employees' emoluments exceeded £60,000 in either year; the average number of employees was 5 (2019: 5).

	2020 £	2019 £
4. Debtors		
Payments in advance: insurance	500	500
	£500	£500

5. Creditors

Deferred income: grants	22,460	31,545
HM Revenue & Customs	357	0
Other creditors	660	530
	£23,477	£32,075

6. Restricted funds

	Sensory Garden	TOTAL
Balance b/f, 1.4.19	1,544	1,544
Income	0	0
	1,544	1,544
Less: expenditure	150	150
Balance c/f, 31.3.20	£1,394	£1,394

7. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue operating for the foreseeable future. The Trustees continue to monitor the impact that Covid-19 is having on operations, and are taking actions to minimise their effect on the long-term reserves of the charity. Under all scenarios reviewed the charity has sufficient reserves to continue operating as a going concern, so has adopted this basis in preparing the accounts.

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2019

FOR COMPARATIVE PURPOSES

	Restricted Funds £	Unrestricted Funds £	2019 Totals £
INCOME			
Grants and donations	41,869	6,918	48,787
Activities for generating funds: Fees and hirings	0	11,164	11,164
Other income			
Refunds and miscellaneous	0	330	330
Interest	0	90	90
TOTAL INCOME	41,869	18,502	60,371
EXPENDITURE			
Fundraising and publicity	0	75	75
Charitable activities			
Staff costs	30,748	12,705	43,453
Activity costs	7,976	0	7,976
Property costs	3,145	0	3,145
Office costs	0	362	362
Professional fees	0	853	853
Sensory garden	620	0	620
TOTAL EXPENDITURE	42,489	13,995	56,484
NET MOVEMENT IN FUNDS	-620	4,507	3,887
Funds b/f at 1st April 2018	2,164	67,002	69,166
Total funds c/f at 31st March 2019	£1,544	£71,509	£73,053

DETAILED INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020

	2019/20		2018/19	
	£	£	£	£
INCOME				
Fees	7,686		6,753	
Rentals	2,005		1,941	
Grants: Oxfordshire County Council	1,964		10,325	
Grants: Oxford City Council	14,650		16,000	
Grant: Blackbird Leys Parish Council	1,800		0	
Grant: Awards for All	10,000		10,000	
Grant: Gannet Foundation	8,645		0	
Grant: Oxfordshire Community Foundation	0		4,000	
Grant: A2 Dominion	0		2,500	
Grant: Catalyst Housing Group	6,500		0	
Grant: Tesco Groundwork (Sensory Garden)	0		1,000	
Other grants and donations: restricted	6,200		544	
Other grants and donations: unrestricted	11,312		4,418	
Building Management fees	2,470		2,470	
Interest	84		90	
Refunds and miscellaneous	0	73,316	330	60,371
EXPENDITURE				
Wages	12,322		10,930	
Training, travel and subsistence	162		259	
Committee and AGM expenses	0		11	
Services Coordinator: salary + NI	32,203		32,253	
Fundraising fee	2,559		0	
Sensory Garden (grant funded)	150		420	
Equipment, workshops & trips	5,725		7,833	
Rent	2,600		2,600	
Insurance	550		545	
Accountancy and bookkeeping	400		400	
Payroll charges	470		453	
Inspection and DBS check fees	494		343	
Printing, stationery & office costs	0		30	
Telephone	469		300	
Advertising & publicity	0		75	
Miscellaneous	28	58,132	32	56,484
SURPLUS FOR THE YEAR	£15,184		£3,887	

DOVECOTE VOLUNTARY PARENT COMMITTEE
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

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4	Independent Examiner's Report
5	Statement of Financial Activities
6	Balance Sheet
7	Notes to the Financial Statements
8	Statement of Financial Activities 2018/19 (for comparative purposes)
9	Detailed Income & Expenditure Account

Registered Charity No: 1172048

DOVECOTE VOLUNTARY PARENT COMMITTEE
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

TRUSTEES

Amie Prior
Jacob Brain
Rachel Partlett
Tara Collier
Hilary Miles
Craig Logan
Dwayne John

REGISTERED OFFICE

The Dovecote
Nightingale Avenue
Blackbird Leys
Oxford
OX4 5BU

INDEPENDENT EXAMINER

Peter J Stevenson FCA

BANKERS

Barclays Bank plc
Cowley
Oxford

DOVECOTE VOLUNTARY PARENT COMMITTEE
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

The Trustees present their report and the financial statements for the year ended 31 March 2020.

Charitable Status

Dovecote Voluntary Parent Committee is a charity, registered in England, number 1172048.

Trustees

The Trustees who have held office at any point during the period ended 31 March 2020 and to the date of this report are as follows:

Rachel Partlett (Chair)
 Amie Prior (Secretary)
 Jacob Brain
 Tara Collier
 Hilary Miles
 Craig Logan
 Dwayne John

Structure, Governance and Management

The Committee was originally established under a Constitution adopted in 2007. The charity formed in 2017 acquired the assets and liabilities of the former unincorporated body.

Additional trustees may be appointed by the Committee; all new trustees are offered appropriate training in order to fulfil their role.

Objectives and activities

The object of the charity is to provide facilities for the daily care, recreation and education of children during out of school hours and school holidays.

The charity also aims to advance the education and training of persons in the provision of such care, education and recreational facilities.

Achievements and performance

The charity has been very successful in attracting grants for its core work, not only for immediate use but also to support its work in the following period.

Public benefit

The Trustees of the charity have had due regard both to the objectives of the charity, as set out above, and also to the guidance on public benefit published by the Charity Commission, in exercising their powers and duties. All activities are undertaken in furtherance of the charity's objects, as outlined above.

Risk management

The principal risks the charity may face are perceived to be inadequate future funding and the possibility of safeguarding issues arising in the children's activities. To mitigate these risks, sufficient future funding has been secured, and appropriate safeguarding measures have been put in place. Risk assessments have been carried out in accordance with Government regulations in respect of the Health and Safety of staff and volunteers during the Covid-19 pandemic.

DOVECOTE VOLUNTARY PARENT COMMITTEE

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**Financial Review**

All the assets and liabilities of the former unincorporated body were transferred to the charity as at 1 April 2017, and totalled £85,032, of which £2,194 were restricted funds.

Income for the year totalled £73,316 (2019 £60,371), and expenditure £58,132 (2019 £56,484). The net surplus of £15,184 (2019 £3,887) has been added to the fund balances, resulting in reserves carried forward of £88,237, of which £1,394 (2019 £1,544) were restricted funds and £36,000 (2019 £35,000) funds designated for redundancy costs in the event of the charity being wound up.

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future, and have therefore continued to adopt the going concern basis in preparing the financial statements. They regularly monitor the impact that Covid-19 is having on current operations, and are taking steps to minimise the long-term effect on reserves.

Plans for Future Periods

The charity plans to continue to provide the existing services in furtherance of its core objectives, but recognises that the raising of funds for its work is becoming increasingly challenging.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Report of the Trustees and financial statements in accordance with applicable law and regulations.

Charity law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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.

So far as the Trustees are aware, there is no relevant information (information needed by the independent examiner in connection with preparing his report) of which the charity's examiner is unaware, and each Trustee has taken all the steps that he ought to have taken in order to make himself aware of any relevant information and to establish that the examiner is aware of that information.

Independent Examiner

Peter J Stevenson FCA has signified his willingness to continue in office and a resolution to re-appoint him as examiner will be proposed at the forthcoming annual general meeting.

Approved by the Trustees on 3rd August 2020

And signed by order of the Trustees by



Amie Prior

Independent Examiner's Report to the Trustees of Dovecote Voluntary Parent Committee CIO

I report on the accounts of the charity for the year ended 31st March 2020, which are set out on pages 5 to 9.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed. It is my responsibility to state on the basis of Procedures specified in the General Directions given by the Charity Commissioners under section 145 of the Act, 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 Commissioners. 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 explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Peter J. Stevenson
Chartered Accountant

8 Harbord Road
Oxford
OX2 8LJ

Date: 3rd August 2020

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2020

	Restricted Funds £	Unrestricted Funds £	2020 Totals £	2019 Totals £
INCOME				
Grants and donations	49,759	11,312	61,071	48,787
Activities for generating funds:				
Fees and hirings	0	12,161	12,161	11,164
Other income				
Refunds and miscellaneous	0	0	0	330
Interest	0	84	84	90
TOTAL INCOME	49,759	23,557	73,316	60,371
EXPENDITURE (Note 3)				
Fundraising and publicity	0	2,559	2,559	75
Charitable activities				
Staff costs	40,390	4,297	44,687	43,453
Activity costs	6,219	0	6,219	7,976
Property costs	3,150	0	3,150	3,145
Office costs	0	497	497	362
Professional fees	0	870	870	853
Sensory garden	150	0	150	620
TOTAL EXPENDITURE	49,909	8,223	58,132	56,484
NET MOVEMENT IN FUNDS	-150	15,334	15,184	3,887
Funds b/f at 1st April 2019	1,544	71,509	73,053	69,166
Total funds c/f at 31st March 2020	£1,394	£86,843	£88,237	£73,053

The notes on page 3 form part of these accounts.

All activities are continuing; there are no gains and losses other than those recognised through the Statement of Financial Activities.

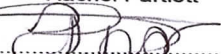
BALANCE SHEET AS AT 31ST MARCH 2020

	Note	2020 £	2019 £
FIXED ASSETS		<u>0</u>	<u>0</u>
CURRENT ASSETS			
Debtors and prepayments	4	500	500
Bank deposit a/c		45,453	45,369
Cash at bank and in hand		<u>65,761</u>	<u>59,259</u>
		111,714	105,128
CURRENT LIABILITIES	5		
Deferred income		22,460	31,545
Creditors		<u>1,017</u> 23,477	<u>530</u> 32,075
NET CURRENT ASSETS		<u>88,237</u>	<u>73,053</u>
NET ASSETS		<u>£88,237</u>	<u>£73,053</u>
FUND BALANCES			
Restricted funds	6	1,394	1,544
Designated funds		36,000	35,000
Other unrestricted funds		<u>50,843</u>	<u>36,509</u>
		<u>£88,237</u>	<u>£73,053</u>

NB Designated funds represent a provision for redundancy costs
in the event of the charity being wound up

These accounts were approved by the Management Committee on 3rd August 2020

SIGNED: 
Rachel Partlett

SIGNED: 
Amie Prior

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2020

1. Basis of accounting

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The statements should be read in conjunction with the accompanying Annual Report. All the assets and liabilities of the former unincorporated body were transferred in at 1st April 2017.

2. Accounting policies

- (a) **Income** is included in the SofA when:
the entity becomes entitled to the resources, it is probable that the income will be received, and the monetary value can be measured with sufficient reliability.
- (b) **Liabilities** are recognised as soon as there is a legal or constructive obligation committing the entity to pay out resources.

3. Expenditure

Expenditure includes the Independent Examiner's fee £400 (2019 £400); no trustees were paid or committee expenses reimbursed (2019 NIL), and there were no related party transactions in either year. No employees' emoluments exceeded £60,000 in either year; the average number of employees was 5 (2019: 5).

	2020 £	2019 £
4. Debtors		
Payments in advance: insurance	500	500
	£500	£500

5. Creditors

Deferred income: grants	22,460	31,545
HM Revenue & Customs	357	0
Other creditors	660	530
	£23,477	£32,075

6. Restricted funds

	Sensory Garden	TOTAL
Balance b/f, 1.4.19	1,544	1,544
Income	0	0
	1,544	1,544
Less: expenditure	150	150
Balance c/f, 31.3.20	£1,394	£1,394

7. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue operating for the foreseeable future. The Trustees continue to monitor the impact that Covid-19 is having on operations, and are taking actions to minimise their effect on the long-term reserves of the charity. Under all scenarios reviewed the charity has sufficient reserves to continue operating as a going concern, so has adopted this basis in preparing the accounts.

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2019

FOR COMPARATIVE PURPOSES

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Other income			
Refunds and miscellaneous	0	330	330
Interest	0	90	90
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Fundraising and publicity	0	75	75
Charitable activities			
Staff costs	30,748	12,705	43,453
Activity costs	7,976	0	7,976
Property costs	3,145	0	3,145
Office costs	0	362	362
Professional fees	0	853	853
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	2019/20		2018/19	
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Fees	7,686		6,753	
Rentals	2,005		1,941	
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Grants: Oxford City Council	14,650		16,000	
Grant: Blackbird Leys Parish Council	1,800		0	
Grant: Awards for All	10,000		10,000	
Grant: Gannet Foundation	8,645		0	
Grant: Oxfordshire Community Foundation	0		4,000	
Grant: A2 Dominion	0		2,500	
Grant: Catalyst Housing Group	6,500		0	
Grant: Tesco Groundwork (Sensory Garden)	0		1,000	
Other grants and donations: restricted	6,200		544	
Other grants and donations: unrestricted	11,312		4,418	
Building Management fees	2,470		2,470	
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Wages	12,322		10,930	
Training, travel and subsistence	162		259	
Committee and AGM expenses	0		11	
Services Coordinator: salary + NI	32,203		32,253	
Fundraising fee	2,559		0	
Sensory Garden (grant funded)	150		420	
Equipment, workshops & trips	5,725		7,833	
Rent	2,600		2,600	
Insurance	550		545	
Accountancy and bookkeeping	400		400	
Payroll charges	470		453	
Inspection and DBS check fees	494		343	
Printing, stationery & office costs	0		30	
Telephone	469		300	
Advertising & publicity	0		75	
Miscellaneous	28	58,132	32	56,484
SURPLUS FOR THE YEAR	£15,184		£3,887	