

Trustees' annual report

For the period from	Period start date	To	Period end date
	01-Jan-15		31-Dec-15

Reference and administration details

Charity name	LINCOLN COLLEGE VACATION PROJECT
Registered Charity number	1092434
Charity's principal address	LINCOLN COLLEGE TURL STREET OXFORD OX1 3DR
Names of the charity trustees	TIM KNOWLES SUSAN BRIGDEN (resigned 1 January 2016) REVD DR JACK DUNN (resigned 1 January 2016) REVD DR MELANIE MARSHALL (appointed 1 January 2016) STEFAN ENCHELMAIER (appointed 1 January 2016)

Structure, governance and management

Description of charity's trusts

Type of governing document	Constitution
How the charity is constituted	An association of its members, executive committee, advisory committee and trustees
Trustee selection method	Trustees are appointed at the Annual General Meeting for a period of three years at a time.

Additional governance issues

Disclosure and Barring Service checks are carried out each year on all volunteers prior to going on any holidays with children.
In addition, the charity is administered in accordance with the rules and regulations for University clubs as published from time to time by the Proctors of the University of Oxford.

Objectives and activities

Summary of the objects of the charity set out in its governing document	The object of the charity is the relief of children who are in necessitous circumstances in particular, but not exclusively, through the provision of free holidays for deprived children from the Oxford area. The considered children are recommended by Social Services and/or by any other organisation that may come into contact with deprived children.
Summary of the main activities undertaken for the public benefit in relation to these objects	The focus of the charity's activities is on children. Each year the charity runs two week-long holidays for children living in the Oxford area in order to give them a break from whatever difficulties they may be experiencing. The holidays are designed to allow the children to have fun and try new things, building confidence along the way but always allowing them to be children. The charity welcomes all children aged from 7-12 years regardless of gender, race or religion.

Additional details of objectives and activities

A great contribution is made by the member volunteers and the charity is grateful to them for giving up their summer holidays to lead the vacations for the children.

Achievements and performance

Summary of the main achievements of the charity during the year.

The holidays this year were again held at St Katharine's in Parmoor - a residential centre that hosts projects like ours.

The venue has wonderful grounds where the children could play organised games with the leaders as well as being a place of historic beauty that allowed the children to stay somewhere out of the ordinary.

Each week's activities were carefully planned, with a range of age-appropriate activities available; for instance, children could do everything from feeding goats at Odds Farm to earning a mock driver's licences at Legoland.

Additionally, in 2015 we expanded the project to hold one-day away days for children - outside of our normal week long holidays. This has only been possible due to the continued support of our benefactors.

The charity is looking forward to its 45th year of operating in 2016 - and further forward is now planning an third weeks holiday for 2017 due to an excpetional, one-off fundrasing in 2015.

Financial review

Brief statement of the charity's policy on reserves

We aim to hold at least half a year's worth of costs in the reserve accounts to cushion the charity in the event of a poor year of fundraising.

As our financial year end falls in the middle of our fund raising year, the cash at bank figure of £30,669 appears artificially high, as this includes funds raised for the 2016 holiday that has not happened yet.

Furthermore, during 2015 we benefitted from two one-off large donations, that have given us the reserves to plan for an additional weeks holiday in 2017. Planning is underway now - as the lead times are long for securing accomodation.

Details of any funds materially in deficit

Not applicable

Declaration

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

Signed on behalf of the charity's trustees

Signature

Full name

Tim Knowles

Position

Trustee

Date



LINCOLN COLLEGE VACATION PROJECT

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jan-15

To

Period end date
31-Dec-15

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations - Lincoln College	3,388	-	-	3,388	6,020
Donations - Other colleges	3,026	-	-	3,026	1,400
Donations - Personal	1,218	-	-	1,218	696
Donations - Trust Funds and Other	19,000	-	-	19,000	11,200
Fundraising	2,403	-	-	2,403	1,898
Gift Aid receipts	194	-	-	194	87
Other income	-	-	-	-	-
Interest received	101	-	-	101	65
	-	-	-	-	-
Sub total (Gross income for AR)	29,330	-	-	29,330	21,367
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	29,330	-	-	29,330	21,367
A3 Payments					
Total holiday expenses	22,782	-	-	22,782	18,782
Fundraising expenses	-	-	-	-	-
General expenses	388	-	-	388	1,545
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	23,170	-	-	23,170	20,327
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	23,170	-	-	23,170	20,327
Net of receipts/(payments)	6,160	-	-	6,160	1,040
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,552	-	-	24,552	23,512
Cash funds this year end	30,712	-	-	30,712	24,552
Check	-	-	-	-	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account (Natwest)	20,536	-	-
	Reserve account (Virgin Money)	10,175	-	-
			-	-
	Total cash funds	30,712	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Tim Knowles		