

OASIS CHELMSFORD LTD

Report and Accounts

year ended 31 March 2018

stewardship[®]

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OASIS CHELMSFORD LTD
FOR THE YEAR ENDED 31 MARCH 2018

COMPANY INFORMATION

Directors/Trustees	M Burge FCA N Bullivant (Elder - not employed) Ms J Godward N Lawrence
Key staff	P Bardwell - Lead Elder - full time employed A Williams - Elder - not employed R Tufnell - Administrator - part time employed R Leverett - Foodbank manager - part time employed R Brackley - Foodbank manager - part time employed
Governing Document	Memorandum and Articles of Association dated 28 June 2011
Company Registration Number	7685257
Charity Registration Number	1144804
Office address	PO Box 9174 CHELMSFORD ENGLAND CM1 9AE
Independent Examiner	Marie-Claire Yeo ACA Stewardship 1 Lamb's Passage London EC1Y 8AB
Bankers	HSBC Bank Chelmsford

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**OASIS CHELMSFORD LTD
REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2018**

The Directors who, are also the trustees, have great pleasure in submitting their Annual Report.

Objects of the charity

The Trust seeks to demonstrate the Christian faith in action by the advancement of Christianity starting in the Chelmsford area, but through our network changing the world.

Government

The policy and operating decisions of the charity rest with the Directors who meet regularly to monitor the activities of the charitable Company.

Review of Activities

The objects of the charity are to advance the Christian faith in order to proclaim and further the good news of God and his Son the Lord Jesus Christ and to preach the Christian faith through the power of his Spirit. In so doing, we aim to establish a local expression of the vibrant, life-giving community known collectively as The Church of Jesus Christ. The charity started the financial year with one full time elder and a part time administrator, and a number part time staff in paid and voluntary roles. The local church works as a body of people who all volunteer their resources to establish a vibrant and varied community. Our total number including children during the year ended 31 March 2018 continued to be around 100.

We have continued to invest in our work with children and young people, with all age groups represented. We have also invested in developing a small group helping the older members of our church community. The essential programmes in place last year continued throughout this year. The year saw us increasingly working with several other churches in Chelmsford and the local area, particularly with other churches that we relate to within the Global Legacy network (a network of churches from different cities, towns and countries). The programme of events across the life of the church community has been varied and full of life.

We have now moved our Sunday meetings to an available URC church building in North Avenue, Melbourne, Chelmsford.

We have continued to develop our successful foodbank project. Demand continues to grow, and this year we have provided emergency food supplies to 3,494 (2017: 2,704) people, distributing a total of 33 (2017: 21) tonnes of food from our 6 centres throughout the Chelmsford area. The project works in partnership with other churches and not-for-profit groups in the borough, who provide premises for our distribution centres. Donated food is sorted, packed and distributed by a dedicated team of almost 100 (2017: 80) volunteers who contributed over 10,000 (2017: 9,000) hours during the year. Given the increasing scale and complexity of the project, trustees decided to employ two part-time staff during the year to provide continuity of management and operations. This staff resource has enabled us to further develop the project, including expansion of the '4 families' project which provides a hot meal midday meal for families during school holidays as well as practical education and training to help with cooking, budgeting and other skills.

We are grateful for support from all our partners in the project, but particularly Chelmsford City Council and Chelmsford Diocese who provide warehousing and office space.

Reserves Policy

The Board of Directors have established a policy whereby free reserves held by the charity should be maintained at between 3-6 months of committed monthly expenditure. We continue to work positively towards this goal, whilst balancing the on-going work of the charity commitments.

Risk Statement

The Directors have reviewed the risks to which a small charity operating with few employees are exposed. Appropriate procedures are in place to identify, monitor and review these risks on a regular basis.

Directors' Responsibilities

Charity law requires us as Directors to prepare financial statements for each accounting year which give a true and fair view of the state of the charity and of its income and expenditure for the year.

1. Select suitable accounting policies and apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

We are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable us to ensure that the financial statements comply with the Companies Act 2006.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the Directors 11 December 2018 and signed on their behalf by:

M Burge FCA

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
OASIS CHELMSFORD LTD
('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2018 on pages 5 to 11 following, which have been prepared on the basis of the accounting policies set out on page 7.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Marie-Claire Yeo ACA

11 December 2018

For and on behalf of:
Stewardship
1 Lamb's Passage
London

OASIS CHELMSFORD LTD
Statement of Financial Activities
FOR THE YEAR ENDED 31 MARCH 2018
Summary Income and Expenditure Account

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
		£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	103,341	28,848	132,190	105,453
Donated goods	2	-	75,025	75,025	54,229
Other income and endowments		69	-	69	-
Total income and endowments		103,410	103,873	207,284	159,682
EXPENDITURE ON					
Charitable activities	3	94,187	90,575	184,761	172,946
Total Expenditure		94,187	90,575	184,761	172,946
Net Income/(expenditure)		9,223	13,298	22,523	(13,264)
Transfers between funds		(732)	732	-	-
Reconciliation of funds					
Total funds brought forward		13,870	12,744	26,614	39,881
Total funds carried forward		22,362	26,774	49,136	26,615

Movements on reserves and all recognised gains and losses are shown above.

The notes on page 7-11 form part of these accounts.

OASIS CHELMSFORD LTD
BALANCE SHEET
AS AT 31 MARCH 2018

	Note	Unrestricted Funds £	Restricted Funds £	2018 £	2017 £
FIXED ASSETS					
Tangible assets	5	-	-	-	-
		-	-	-	-
CURRENT ASSETS					
Stock	6	-	10,439	10,439	7,854
Debtors	7	1,476	-	1,476	2,890
Cash at bank	8	26,329	16,334	42,663	17,423
		27,805	26,773	54,578	28,167
CURRENT LIABILITIES					
Liabilities falling due within one year	9	5,443	-	5,443	1,552
Net Current Assets		22,362	26,773	49,135	26,615
NET ASSETS		22,362	26,773	49,135	26,615
FUND BALANCES					
Unrestricted funds					
General Funds		22,362	-	22,362	13,870
Restricted Funds	10	-	26,773	26,773	12,745
		22,362	26,773	49,135	26,615

For the year ended 31 March 2018, the company was entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Responsibilities of directors/trustees:

- a. The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act - however, in accordance with Section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report forms part of this document.*
- b. The directors/trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.*

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Directors and signed on their behalf on the 11 December 2018 by:

M Burge FCA

Company number: 7685257

Charity number: 1144804

The notes on page 7-11 form part of these accounts.

OASIS CHELMSFORD LTD
Notes to the Accounts
FOR THE YEAR ENDED 31 MARCH 2018

1 Accounting Policies

The accounts have been prepared under the historic cost convention, in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014; and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

The accounts have been prepared on the going concern basis, as there are no material uncertainties about the charity's ability to continue. Based on the adequacy of the charity's reserves as at the balance sheet date, along with their knowledge of the charity's ability to meet bills, payments and other liabilities as they fall due, the directors have a reasonable expectation that the charity has sufficient resources to continue in operational existence for the foreseeable future.

a) Donated and grant income:

Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to HM Revenue & Customs is grossed up for the tax recoverable. Any amount of tax reclaimed from HM Revenue & Customs but not yet received is shown within the charity's debtors.

b) Other income and expenditure:

Investment income is taken into account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made. Grants payable are taken into account at the earlier of when they are paid or become constructive obligations. Grants for the support of missionaries are accounted for on the basis of support that relates to the financial year.

c) Funds:

Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.

d) Fixed assets and depreciation:

Fixed assets acquired for use by the charity are capitalised and depreciated over their estimated useful life unless they cost less than £2,000 when they are written off on purchase.

Depreciation periods are as follows:

Equipment	Between 3 and 7 years
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e) Pension costs:

The company operates a defined contribution scheme for certain of its employees. Pension premiums are charged as they are paid.

f) Taxation

The company is a registered charity and is exempt from taxation under the Income & Corporation Taxes Acts.

g) Cashflow statement

The company has taken advantage of the exemption provided by the FRS 102 SORP and has not prepared a Cash Flow Statement for the year.

2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
General donations	86,492	28,048	114,540	88,529
Tax recoverable	16,850	800	17,650	16,924
	<u>103,341</u>	<u>28,848</u>	<u>132,190</u>	<u>105,453</u>

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
<i>Donated goods</i>				
Foodbank	-	60,025	60,025	39,229
Rent free premises	-	15,000	15,000	15,000
	<u>-</u>	<u>75,025</u>	<u>75,025</u>	<u>54,229</u>

Income from donated goods is accounted for on the basis of the value of average donation times no. donations received.

OASIS CHELMSFORD LTD
Notes to the Accounts
FOR THE YEAR ENDED 31 MARCH 2018

3 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
a Direct Charitable Costs				
Employment Costs	58,038	-	58,038	64,985
Building costs	12,160	-	12,160	12,715
Utility costs	2,201	-	2,201	1,134
Children & youth ministry	5,395	-	5,395	1,945
Speakers expenses	1,799	-	1,799	1,856
Training and conferences	957	-	957	1,083
Catering	1,615	-	1,615	1,430
Sound and visual costs	45	-	45	1,361
Travelling	1,289	-	1,289	1,760
Insurance and finance charges	1,958	-	1,958	2,119
Sundry costs	747	159	906	2,476
Foodbank costs	-	17,979	17,979	8,702
Depreciation	-	-	-	1,245
Grants payable	4,569	-	4,569	5,458
Donated Goods	-	72,437	72,437	59,820
	90,774	90,575	181,349	168,091
b Support & Administration	£	£	£	£
Governance	1,560	-	1,560	1,320
Office consumables	1,245	-	1,245	2,222
Telephones	608	-	608	1,313
	3,412	-	3,412	4,855
Combined charitable activity cost	94,186	90,575	184,761	172,946
c Grants	Institutions £	Individuals £	2018 £	2017 £
Missionary support	3,000	-	3,000	4,414
	3,000	-	3,000	4,414

The church supports missionaries in the UK and internationally. Where a particular missionary has been supported by the church for a number of years, strict compliance with the Charities' Statement of Recommended Practice (SORP) may regard some arrangements as constituting constructive obligations such that future years' support is accounted for in these accounts as a liability. Whilst the support has no final end date in some cases, the church officers assess missionary funding on an annual basis and are confident that the missionaries would not view their support as an open ended obligations by the church.

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
d Donated goods				
Foodbank	-	57,437	57,437	44,820
Rent free premises	-	15,000	15,000	15,000
	-	72,437	72,437	59,820

OASIS CHELMSFORD LTD
Notes to the Accounts
FOR THE YEAR ENDED 31 MARCH 2018

4 Staff & Trustees

	2018	2017
	£	£
Gross wages, salaries & pension	56,092	63,202
Employer's National Insurance costs	1,947	1,783
Total staff costs	<u>58,038</u>	<u>64,985</u>

The charity has 3 full time equivalent employed staff. Its activities are generally carried out by volunteers.

No staff received salaries at a rate of more than £60,000 per annum.

No remuneration was paid to any trustee during the year nor to any person connected to them.

Remuneration payable to key management amounted to £58,038 in the year (2017: £64,985). Key management is considered to cover all staff directly employed by the charity.

The total amount of donations funded by trustees & key management was £20,600 (2017: £13,500).

Fees payable to Stewardship, other than for the annual accounts and independent examination, for payroll bureau services, totalled £539.

5 Tangible Fixed Assets

	Foodbank Van £	Total 2018 £
Cost		
At 1 April 2017	3,736	3,736
Additions	-	-
At 31 March 2018	<u>3,736</u>	<u>3,736</u>
Accumulated Depreciation		
At 1 April 2017	3,736	3,736
Charge for the year	-	-
At 31 March 2018	<u>3,736</u>	<u>3,736</u>
Net book value		
At 31 March 2018	-	-
At 1 April 2017	<u>-</u>	<u>-</u>

6 Stock

	2018 £	2017 £
Donated goods	10,439	7,854
	<u>10,439</u>	<u>7,854</u>

7 Debtors and Prepayments

	2018 £	2017 £
Tax recoverable	1,476	2,890
	<u>1,476</u>	<u>2,890</u>

8 Cash at Bank and in Hand

	2018	2017
Bank operating accounts	42,663	17,423
	<u>42,663</u>	<u>17,423</u>

OASIS CHELMSFORD LTD
Notes to the Accounts
FOR THE YEAR ENDED 31 MARCH 2018

9 Creditors: liabilities falling due within one year

Trade Creditors	3,319	232
Accruals	2,123	1,320
	5,443	1,552

10 Funds

The restricted funds represent amounts received for specific purposes and the movements in the year are as follows:

	Opening balance £	Incoming resources £	Outgoing resources £	Transfers in the year £	Closing balance £
Chelmsford Foodbank	4,890	28,132	(18,138)	732	15,615
Chelmsford Foodbank - donated goods	7,854	60,025	(57,437)	-	10,444
Love offerings	-	716	-	-	716
	12,745	88,873	(75,575)	732	26,775

Foodbank
Love offerings

Contributions to support the operation of the Chelmsford Foodbank
As part of our "having all things in common" Christian ethos from time
to time offerings are taken to relieve poverty among members of the
church community

The assets and liabilities represented by the various funds are as follows:

	Fixed assets £	Bank & cash balances £	Other net assets £	Total £
Restricted funds	-	16,334	10,439	26,775
Unrestricted funds	-	26,329	(3,967)	22,362
	-	42,663	6,472	49,135

11 Members - Limited Guarantee

Each member of the company, who are also the director / trustees, commits to contribute if the charity is wound up an amount of £10.

OASIS CHELMSFORD LTD
Detailed Statement of Financial Activities with Comparatives
FOR THE YEAR ENDED 31 MARCH 2018

		Unrestricted Funds - General		Restricted Funds		Total Funds	Total Funds
		2018	2017	2018	2017	2018	2017
	Note	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM							
Donations and legacies	2	103,341	91,992	28,848	13,461	132,190	105,453
Donated goods	2	-	-	75,025	54,229	75,025	54,229
<i>Other income and endowments</i>		69	-	-	-	69	
Total income and endowments		103,410	91,992	103,873	67,690	207,284	159,682
EXPENDITURE ON							
Charitable activities	3	94,187	93,832	90,575	79,115	184,762	172,947
Total expenditure		94,187	93,832	90,575	79,115	184,762	172,947
Net income/(expenditure)		9,223	(1,840)	13,298	(11,426)	22,522	(13,265)
Transfers between funds		(732)	-	732	-	-	-
Net movement in funds		8,492	(2,040)	14,030	(11,226)	22,522	(13,265)
Reconciliation of funds:							
Total funds brought forward		13,870	15,910	12,743	23,970	26,613	39,880
Total funds carried forward		22,362	13,870	26,773	12,743	49,135	26,613

Movements on reserves and all recognised gains and losses are shown above.

OASIS CHELMSFORD LTD

Foodbank Detailed Statement of Financial Activities

FOR THE YEAR ENDED 31 MARCH 2018

<u>CASH</u>	£
Incoming cash donations	
Giving from Individuals	3805
Giving from Organisations/Companies	1560
Giving from Churches/Religious Organisations	5327
Tesco cash contribution based on donated food	3361
Other Cash donations	5,779
Gift Aid	800
Grants received	7,500
Total	<u>28,132</u>
Distributions (Cash)	
Van costs	2696.38
Food Purchases	204.82
Foodbank - Eat Well Spend Less	346.13
Wages	8709.14
Foodbank - 4Families	690.63
Premises	4377.51
Office Consumables	161.88
Miscellaneous	951.9
Total	<u>18,138</u>
Surplus	<u>9,994</u>
Opening fund balance at 1 April 2017	4,890
Cash surplus	9,994
Transfers	731
Balance carried forward at 31 March 2018	<u>15,615</u>

<u>STOCK</u>	All food donation figures are calculated using a value of £1.75 per kilogram		
Incoming "stock" donations			
Food donations	45,705	26117	kilograms
Tesco food donations	14,320	8183	kilograms
Total income	<u>60,025</u>	<u>34300</u>	kilograms
"Stock" Distributions			
Supplied to clients from Distribution Centres	47,890	27368	kilograms
Other stock distributions	6,402	3658	kilograms
For disposal (OOD/damaged)	1,216	695	kilograms
	<u>55,508</u>	<u>31721</u>	
Surplus	<u>4,517</u>	2579	kilograms
Opening fund balance at 1 April 2017	5,927		
Stock surplus	4,517		
Balance carried forward at 31 March 2018	<u>10,444</u>		