

**THE OXFORD SYMPOSIUM ON FOOD AND COOKERY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Professor K Albala
Ms N H Duguid
Mr D Duda
Ms C Kaufman
Ms G Ineceli
Ms E Luard
Mr D Matchett
Dr M Mac Con Iomaire
Ms U Heinzelmann
Dr P Russell
Ms J Seaton
Ms F Sinclair
Ms C Steel
Professor M B McWilliams

(Appointed 6 August 2020)
(Appointed 5 November 2020)

Charity number

1100956

Principal address

Llwyngoras
Felindre Farchog
Crymych
Sir Benfro
SA41 3XW

Independent examiner

Shaw Gibbs Limited
264 Banbury Road
Oxford
OX2 7DY

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

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THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2020

The trustees present their report and financial statements for the year ended 30 September 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charity's objects are the advancement of education in all aspects of food and cooking and the promotion of research into all aspects of those objects for the benefit of the public. In the context of the Trust and its Objects the words food and cookery are to be understood and interpreted in the widest sense.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

In order to achieve its objectives, the charity undertakes a number of activities.

- the organisation of an annual Symposium on a specific food related topic, comprising up to 50 academic papers, open to the public on payment of the required fee.
- access to the Symposium for students at a reduced rate.
- free attendance at the Symposium for a strictly limited number of students and low/no income applicants offering specific expertise to the Symposium.
- distribution of summaries of the papers and other relevant information related to the year's topic via the Symposium website.
- the publication of a volume of the papers after the Symposium by a respected specialist publisher, distributed globally.
- expansion of our web-based and social media activities to serve as a public forum for the broader dissemination of the serious study of food and its history.
- adding to the number of food and cookery related entries on Wikipedia as well as improving existing ones.
- developing a series of podcasts based on and presenting a side section of symposium papers and speakers.

The charity does not have significant grant-making abilities, nor capital to invest. Grant-making and funding for special projects such as digitisation of our past papers currently supported by a small provision consisting of donations solicited and collected via the Friends of the Oxford Symposium. Cash awards are not generally granted, other than those within specific schemes proposed by the Friends.

Volunteers make a significant contribution to the running of the charitable trust. Much of the organisation of the annual Symposium is carried out on a voluntary basis. Fund raising is also undertaken by volunteers. The trustees have been working on building up an ever-extending network of sponsors, donors, friends and helpers whose contributions are invaluable to make the Symposium an outstanding event in every respect.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

Achievements and performance

The Symposium

The Oxford Symposium on Food and Cookery, an independent forum for discussion of the world's foodways in the light of the past as well as the present, is now well into its fourth decade. Our mission is to "change the conversation, expand the table, and improve the plate."

The trustees are particularly pleased to report that during 2020, as in previous years, we have seen a widening of our intellectual reach throughout the year as well as at the core weekend itself which we hold virtually, expanding the table to 500 participants from over 45 nations worldwide. This is attributable partly to the on-going digitisation of past papers, now downloadable free of charge thanks to fundraising and project management by the Friends, and achieving many thousands of hits and downloads every month. It is also highly visible through our increased presence on the web via our re-designed website and particularly, the lively international discussion forum on our Facebook page, where we are now more than 7,370 followers, many of whom are experts in their fields. Additionally, we have been working on a joint-venture with Wikipedia and the British Library to improve and add to food-related entries on Wikipedia, in particular about women in food.

The 39th annual gathering took place in our "virtual spaceship" from 10th July - 12th July 2020, followed by a three week long conference. The year's subject, "Herbs & Spices" attracted 500 participants, of whom almost half were first-time Symposium attendees. This reach to a new audience can be ascribed, at least in part, to our increasing digital presence particularly on Facebook, Instagram and Twitter. This year's gathering, as always, included attendees from throughout Europe and many other countries including China, Japan, Australia and Turkey, an various regions including South East Asia and North and South America. We attracted a record number of almost 200 paper proposals from all around the world.

The opening keynote lecture on Friday afternoon was delivered by Professor Charles Spence who spoke about "The Psychology of Herbs and Spices". As all other keynotes it was followed by a lively Q&A session. We had moved the popular Friday afternoon Wiki-Editathon with Roberta Wedge, initiator of our Wikipedia involvement, to the conference weeks, where it was as popular as the live sessions with the founders of the revolutionary new food history search engine "The Sifter". Saturday's plenary address was given by Vivienne Lo, eminent expert on Chinese food and medicine about "Potent Flavours; Nutritional Practice in the Sinosphere". Celebrated author Harold McGee treated us to "A Nose Dive into Plant Aromas" on Sunday.

As at St Catz, in previous years, we held a large number of parallel sessions during with a wide array of relevant papers was presented, with subjects ranging from cinnamon's history in Sri Lanka; yuzu in Japanese culture; Myrtle Allen and how she created an Irish food identity to Seditious Spices and Ginger Anxieties in Johnson's Bartholomew Fair; Pepper and Paradox in the Roman Imagination and P. perlatum as a Secret Spice in Indian food.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

Although replicating meals in their individual homes following recipes and menus provided by our guest chefs rather than sitting around the long tables at St Catz, Symposiasts ate well, with meals designed to enhance and enlarge on the thematic discussions in the presence of chef at St Catz, Tim Kelsey. We took a virtual trip to the Isle of Harris for a pre-prandial tippie of gin before Friday night's dinner. That in turn took us to Newfoundland and pragmatism in an impractical place showcasing the stubborn cuisine of the Fogo Island, and was created by Jonathan Gushue and Timothy Charles of Fogo Island Inn. After dinner, Fabrizia Lanza invited us to Sicily and introduced us the herbal world of Amaro, with a film followed by a discussion. For Saturday lunch chef David Tanis and renowned cookbook editor Jill Norman had created a meal around on the theme of "One good spice, the pleasure of a single fragrance". Saturday's supper started with a virtual immersion into the Anatolian culture of anise-scented raki before the legendary Asma Khan took us the Royal courts of India. After dinner it was back to Istanbul, with a fascinating tour to and behind the stage that is the Spice Bazaar. For Sunday lunch, trustee David Matchett had organised a virtual BYO lunch that took the form of a film about long time symposiast and acclaimed writer Sri Owen, followed by discussion between Sri, our president Claudia Roden, and Jill Norman as well as the filmmaker Janice Gabriel.

A generous grant from Julia Child Foundation permitted us to continue to offer a greater number of subsidised student places. Fundraising activities over the weekend itself, and in particular, on the last day of the conference, brought in generous donations and enabled us to further support subsidies for student places and participation by four young chefs. Julia Fine was the winner of the 2020 OFS Rising Scholar Award. Our young chefs, Andiswa Mqedlana from South Africa, Jedeiah Esteves and Shannon Compton from the US, and Caitriona Nic Philbin from Ireland each did a short video presentation and were promised a voucher for a free place once we will be back at St Catz to work with Tim Kelsey and the St Catz team on Friday evening and thereafter joined us in the Symposium's session as in previous, pre-pandemic years. We are delighted to host these young professionals as they enrich our community in the most engaging way.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a minimum level of £35,000 (previously £30,000). The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

In the past, sufficient reserves have always been held to cover the loss of any deposit paid to the venue. The trustees agreed in 2016 to move beyond this towards a position where their general reserve at the end of one year's event would be sufficient to cover all basic costs for the year. This policy was reviewed in the November 2019 board meeting where the level of £35,000 was set. This reserves level will be reviewed again once a St Catz symposium is scheduled again.

The charity obtains its funds via payments made for attendance at the Symposium, which is self-funding, and by fundraising. The separate financial report details the total donations received from fundraising. The conduct of the Symposium is core to the realisation of our objectives; hence this is our greatest area of expenditure. The production of our publication (proceedings) directly supports and reinforces the impact of the core activity of the Symposium and is a lasting legacy recording the scholarship presented at the Symposium held each year. Its costs are also covered by funds raised via the Symposium itself. Our funds are sufficient to cover our current activities only. We do not therefore have an investment policy, since there are currently few surplus funds to invest. The funds carried over from year to year are held in a secure bank account, currently a deposit account held with the Co-operative Bank. The Co-operative Bank has a special account designed for charitable organisations which offers modest interest on funds held.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

In a year when the annual Symposium could not be held at St Catz because of the Covid 19 pandemic, a flexible approach to financial risk was needed. Throughout the year sufficient reserves were held to cover the basic cost of running the symposium online. Additionally, in response to requests from symposiasts and to help fund work needed to the website in august 2020, a series of online sessions were launched - the Kitchen Table.

Our supporters have continued to give the trust financial support via donations. A total of £16,816 in 2020 as compared to £2,144 in the year ended 2019. The expansion of our activities is yielding growing support from our supporters. There may be a risk in future years that 'online exhaustion' may reduce income by donation from supporters. The trustees will keep this under review.

During the year grant funding from the Julia Child Foundation of £3,749 (2019 - £7,558) was received. The board have designated two trustees to manage this relationship to secure future funding. The board is aware that funding from other charitable bodies and trusts may be under review in the post pandemic era and will seek to replace any lost funding by general donations.

To secure our main online activities the hosting of the website was moved to more secure servers and a website design and management firm, Igloo, was appointed to be responsible for the smooth running of the site.

Because of the cancellation of the St Catz Symposium no events insurance was needed.

To protect its trustees and associates all board and executive meetings were conducted on Zoom.

Structure, governance and management

The charity is unincorporated and is governed by a Deed of Trust.

The trustees who served during the year and up to the date of signature of the financial statements were:

Professor K Albala

Ms N H Duguid

Mr D Duda

Ms C Kaufman

Ms G Ineceli

Ms E Luard

Mr D Matchett

Dr M Mac Con Iomaire

Ms U Heinzelmann

Dr P Russell

Ms J Seaton

Ms F Sinclair

Ms C Steel

(Appointed 6 August 2020)

Professor M B McWilliams

(Appointed 5 November 2020)

Prospective trustees are nominated by incumbent trustees and are selected by the trustee board on the basis of their ability to promote the Trust's aims, for instance through substantial inputs of voluntary work to support and promote the Trust. Trustees are selected from attendees of previous Symposia and thus have a good knowledge of the key work currently undertaken by the Trust.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

The charity has a simple structure designed to focus trustees on the furthering of our objects (mainly achieved through publications, online talks and symposia and the annual Symposium at St Catz), and the fund-raising to support these activities. We therefore have subcommittees composed of 'Trustees for: Planning; Editing; Friends (fundraising); Social Media; Oral History and Digital Development.

Funds are raised under the auspices of our Friends of the Oxford Symposium scheme (initiated in 2011) and through donations via our website. These funds are used to support assisted student places, student awards, young chef awards, the digitisation of past papers, new and ongoing website development capable of hosting online symposia and monthly Kitchen Table talks, as well as podcasts and blog posts. Through these means we fulfil our charitable purpose and reach a gradual but continuously widening audience.

We also have a working relationship with an organisation based in the USA called the American Friends of the Oxford Symposium, which supports our objects and was founded to work to further them in the United States, both by fundraising and the possible organisation of complementary events. The American Friends administers a grant (formerly the Cherwell Prize, recently renamed the OFS Rising Scholar Award) designed to give a young food historian (of any nationality) the chance to present a paper at the Symposium, which includes a cash award as well as travel and attendance expenses for the Symposium.

No formal training is given; rather it is the addition of the new trustee's individual understanding of food culture that adds to the general pool of knowledge and experience from which the Trust draws to promote its aims.

The trustees confirm that they have read the relevant online publications of Charity Commission Guidance and do not believe that there are any issues of compliance.

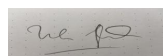
Chair, treasurer and secretary

Since the end of the 2017 meeting, trustee Elisabeth Luard has been Chair of the Symposium.

Trustee, Jessica Seaton, was appointed Treasurer in July 2019 having taken over from David Sutton.

Fiona Sinclair, a long standing symposiast, was elected in 2015 to join the Board and to act as Secretary.

The trustees' report was approved by the Board of Trustees.



Ursula Heinzelmann (Jul 28, 2021,
5:34pm)

Ms U Heinzelmann

Trustee

Dated:28 Jul 2021.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

I report to the trustees on my examination of the financial statements of The Oxford Symposium on Food and Cookery (the charity) for the year ended 30 September 2020.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

Shaw Gibbs Limited

Samantha Daniels (Jul 29, 2021,
Shaw Gibbs Limited

264 Banbury Road
Oxford
OX2 7DY

29 Jul 2021

Dated:

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2020

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	Notes						
<u>Income and endowments from:</u>							
Donations and legacies	3	13,068	3,749	16,817	-	2,144	2,144
Charitable activities	4	33,174	-	33,174	108,761	11,806	120,567
Investments	5	43	-	43	27	-	27
Other income	6	52	-	52	337	-	337
Total income		<u>46,337</u>	<u>3,749</u>	<u>50,086</u>	<u>109,125</u>	<u>13,950</u>	<u>123,075</u>
<u>Expenditure on:</u>							
Charitable activities	7	<u>46,105</u>	<u>3,920</u>	<u>50,025</u>	<u>111,300</u>	<u>10,551</u>	<u>121,851</u>
Net incoming/ (outgoing) resources before transfers		232	(171)	61	(2,175)	3,399	1,224
Gross transfers between funds		<u>3,228</u>	<u>(3,228)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net income/(expenditure) for the year/ Net movement in funds		3,460	(3,399)	61	(2,175)	3,399	1,224
Fund balances at 1 October 2019		<u>46,555</u>	<u>3,399</u>	<u>49,954</u>	<u>48,730</u>	<u>-</u>	<u>48,730</u>
Fund balances at 30 September 2020		<u><u>50,015</u></u>	<u><u>-</u></u>	<u><u>50,015</u></u>	<u><u>46,555</u></u>	<u><u>3,399</u></u>	<u><u>49,954</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

BALANCE SHEET

AS AT 30 SEPTEMBER 2020

	Notes	2020 £	£	2019 £	£
Current assets					
Cash at bank and in hand		54,015		49,954	
Creditors: amounts falling due within one year					
	12	(4,000)		-	
Net current assets		<u>50,015</u>	50,015	<u>49,954</u>	49,954
Income funds					
Restricted funds	13		-		3,399
Unrestricted funds			50,015		46,555
			<u>50,015</u>		<u>49,954</u>

28 Jul 2021

The financial statements were approved by the Trustees on



Ms J Seaton (Jul 28, 2021, 2:20pm)

Trustee

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2020

1 Accounting policies

Charity information

The Oxford Symposium on Food and Cookery is an unincorporated charity established by a Deed of Trust made 14 March 2003.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Deed of Trust, the Charities Act 2011 and "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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Restricted funds
	2020 £	2020 £	2020 £	2019 £
Donations and gifts	13,068	3,749	16,817	2,144

4 Charitable activities

	Symposium & online course registration fees 2020 £	Symposium & online course registration fees 2019 £
Sales within charitable activities	33,174	120,567
Analysis by fund		
Unrestricted funds	33,174	108,761
Restricted funds	-	11,806

5 Investments

	Unrestricted funds	Unrestricted funds
	2020 £	2019 £
Interest receivable	43	27

6 Other income

	Unrestricted funds	Unrestricted funds
	2020 £	2019 £
Royalties	52	337

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

7 Charitable activities

	Food education 2020 £	Food education 2019 £
Symposium & online course costs	7,550	78,181
Speaker costs	-	3,018
Insurance	-	194
Student place subsidy	3,920	-
	<hr/>	<hr/>
	11,470	81,393
Share of support costs (see note 9)	32,745	33,343
Share of governance costs (see note 9)	5,810	7,115
	<hr/>	<hr/>
	50,025	121,851
	<hr/>	<hr/>
Analysis by fund		
Unrestricted funds	46,105	111,300
Restricted funds	3,920	10,551
	<hr/>	<hr/>
	50,025	121,851
	<hr/>	<hr/>

8 Description of charitable activities

Food education

Development and delivery of an annual symposium, online courses and publication of papers for academics and the general public covering food related topics.

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

9 Support costs

	Support costs	Governance costs	2020	Support costs	Governance costs	2019
	£	£	£	£	£	£
Refunded registrations	-	-	-	3,700	-	3,700
Awards & prizes	-	-	-	6,200	-	6,200
Bank charges, credit card and other charges	2,403	-	2,403	1,795	-	1,795
Website & other digital costs	17,669	-	17,669	1,131	-	1,131
General expenses	273	-	273	2,202	-	2,202
Podcasts	-	-	-	4,351	-	4,351
Printing costs	-	-	-	2,282	-	2,282
Administrator & consultancy services	10,400	-	10,400	9,500	-	9,500
Accountancy & independent examiner's fees	2,000	2,000	4,000	2,182	2,000	4,182
Proceedings publication	-	3,810	3,810	-	5,115	5,115
	<u>32,745</u>	<u>5,810</u>	<u>38,555</u>	<u>33,343</u>	<u>7,115</u>	<u>40,458</u>
Analysed between Charitable activities	<u>32,745</u>	<u>5,810</u>	<u>38,555</u>	<u>33,343</u>	<u>7,115</u>	<u>40,458</u>

10 Trustees

Ursula Heinzelmann, trustee, received payments totalling £2,000 (2019 - £2,000 and a free place in attendance at the symposium worth £450) for services during the year including drinks recommendations for the guest chefs' meals and extensive website editing before and during the event.

In addition Ursula received £571 in expenses relating to the website (2019 - £nil).

Cathy Kaufman, trustee, received a free place in attendance at the symposium, worth £80 (2019 - £450) for her role as a symposium planner.

None of the other trustees (or any persons connected with them) received any remuneration or were reimbursed travelling expenses (2019- no travel expenses were reimbursed but £546 of production expenses were reimbursed).

11 Employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Total	-	-

THE OXFORD SYMPOSIUM ON FOOD AND COOKERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

12 Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals and deferred income	4,000	-
	<u>4,000</u>	<u>-</u>

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Incoming resources £	Resources expended £	Balance at 1 October 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 30 September 2020 £
Friends' Fund	13,950	10,551	3,399	-	-	(3,399)	-
Student Subsidy Fund	-	-	-	3,748	(3,920)	172	-
	<u>13,950</u>	<u>10,551</u>	<u>3,399</u>	<u>3,748</u>	<u>(3,920)</u>	<u>(3,227)</u>	<u>-</u>

14 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 30 September 2020 are represented by:						
Current assets/ (liabilities)	50,015	-	50,015	46,555	3,399	49,954
	<u>50,015</u>	<u>-</u>	<u>50,015</u>	<u>46,555</u>	<u>3,399</u>	<u>49,954</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).



Issuer Shaw Gibbs

Document generated Wed, 28th Jul 2021 13:05:17 BST

Document fingerprint adeaa86b866751a8bb84b8f19e6800db

Parties involved with this document

Document processed	Party + Fingerprint
Wed, 28th Jul 2021 14:20:59 BST	Jessica Seaton - Signer (84ed775552eb9bd7fb1fc827d6b58aa3)

Audit history log

Date	Action
Wed, 28th Jul 2021 14:20:59 BST	The envelope has been signed by all parties. (109.249.187.62)
Wed, 28th Jul 2021 14:20:59 BST	Jessica Seaton signed the envelope. (109.249.187.62)
Wed, 28th Jul 2021 14:20:20 BST	Jessica Seaton viewed the envelope. (109.249.187.62)
Wed, 28th Jul 2021 13:07:23 BST	Document emailed to seatonjessica@me.com (35.178.193.242)
Wed, 28th Jul 2021 13:07:22 BST	Sent the envelope to Jessica Seaton (seatonjessica@me.com) for signing. (89.197.20.206)
Wed, 28th Jul 2021 13:06:16 BST	Jessica Seaton has been assigned to this envelope (89.197.20.206)
Wed, 28th Jul 2021 13:05:21 BST	Document generated with fingerprint adeaa86b866751a8bb84b8f19e6800db (89.197.20.206)
Wed, 28th Jul 2021 13:05:17 BST	Envelope generated by Kim Gray (89.197.20.206)



Issuer Shaw Gibbs

Document generated Wed, 28th Jul 2021 14:21:43 BST

Document fingerprint a3e9b1959ecc39dd5f9ec18b64eac536

Parties involved with this document

Document processed	Party + Fingerprint
Wed, 28th Jul 2021 17:34:53 BST	Ursula Heinzelmann - Signer (0e26aafbe34e788ed4a7735a4d67d4e0)

Audit history log

Date	Action
Wed, 28th Jul 2021 17:34:53 BST	The envelope has been signed by all parties. (87.153.141.173)
Wed, 28th Jul 2021 17:34:53 BST	Ursula Heinzelmann signed the envelope. (87.153.141.173)
Wed, 28th Jul 2021 17:27:25 BST	Ursula Heinzelmann viewed the envelope. (87.153.141.173)
Wed, 28th Jul 2021 17:27:08 BST	Ursula Heinzelmann opened the document email. (87.153.141.173)
Wed, 28th Jul 2021 14:24:19 BST	Document emailed to ursula.heinzelmann@t-online.de (35.176.170.251)
Wed, 28th Jul 2021 14:24:19 BST	Sent the envelope to Ursula Heinzelmann (ursula.heinzelmann@t-online.de) for signing. (89.197.20.206)
Wed, 28th Jul 2021 14:23:02 BST	Ursula Heinzelmann has been assigned to this envelope (89.197.20.206)
Wed, 28th Jul 2021 14:21:48 BST	Document generated with fingerprint a3e9b1959ecc39dd5f9ec18b64eac536 (89.197.20.206)
Wed, 28th Jul 2021 14:21:43 BST	Envelope generated by Kim Gray (89.197.20.206)



Issuer Shaw Gibbs

Document generated Thu, 29th Jul 2021 8:04:21 BST

Document fingerprint dfedb24219db555e5eb89bdbed9d22af

Parties involved with this document

Document processed	Party + Fingerprint
Thu, 29th Jul 2021 10:24:37 BST	Samantha Daniels - Signer (2985f3b8c5a58f41c8e0b36dfc4679e3)

Audit history log

Date	Action
Thu, 29th Jul 2021 10:24:37 BST	The envelope has been signed by all parties. (89.197.20.206)
Thu, 29th Jul 2021 10:24:37 BST	Samantha Daniels signed the envelope. (89.197.20.206)
Thu, 29th Jul 2021 10:24:16 BST	Samantha Daniels viewed the envelope. (51.132.66.157)
Thu, 29th Jul 2021 10:24:01 BST	Samantha Daniels viewed the envelope. (89.197.20.206)
Thu, 29th Jul 2021 8:05:46 BST	Document emailed to samantha.daniels@shawgibbs.com (18.168.149.139)
Thu, 29th Jul 2021 8:05:46 BST	Sent the envelope to Samantha Daniels (samantha.daniels@shawgibbs.com) for signing. (89.197.20.206)
Thu, 29th Jul 2021 8:04:54 BST	Samantha Daniels has been assigned to this envelope (89.197.20.206)
Thu, 29th Jul 2021 8:04:24 BST	Document generated with fingerprint dfedb24219db555e5eb89bdbed9d22af (89.197.20.206)
Thu, 29th Jul 2021 8:04:21 BST	Envelope generated by Kim Gray (89.197.20.206)