

General Information**Trustees (Management Committee Members) 2022 - 2023**

Mr Stephen Cho Hing Chu
Mrs Erica Delefortrie
Dr Guoliang Fu
Dr Wendy Wensheng Huang
Ms Choon Foong Liao
Mr Tak Chuen Ng (from 10.9.2022)
Mrs Estella Packwood
Dr Lei Song
Mr Chun Hei Wong
Mr Cheuk Yin Yau
Mr Shui Hing Yiu

**Accountants and
Independent Examiner:**

Meng Yong Teh
M Y Teh & Co Limited
Unit 21, Kingspark Business Centre
152-178 Kingston Road
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Advisers:

Sir Hugo Brunner
Ms Erica Davis
Dr Lesheng Kong
Mr John Lay

Legal Adviser:

Mr Ronald Peet
Mrs Brenda Robinson

Bankers:

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財政報告 Financial Accounts for 2022 - 2023

信託委員報告 Report of the Trustees for the Year Ended 31st March 2023

The Trustees have pleasure in presenting their report with the audited financial statements of the Oxfordshire Chinese Community and Advice Centre (OCCAC) for the year ended 31st March 2023.

The financial statements comply with 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 (FRS102) (effective 1 January 2019).

Charitable Status

The Oxfordshire Chinese Community and Advice Centre is a registered charity and is governed by its Constitution adopted on 16th June 1991. Its registered number is 1006710.

Charitable Objects

OCCAC exists to serve the Chinese community in Oxfordshire by assisting them in gaining access to services and benefits they are entitled to and helping them to integrate into society.

The main objectives are:

- (i) To help the needy by the provision of advice and assistance;
- (ii) To advance education and to improve living and employment skills;
- (iii) To provide recreational & cultural, art & music activities; to combat social isolation and improve quality of life.
- (iv) To promote healthy living and good mental health.

Public Benefit

The Trustees have a duty to report on the public benefit that OCCAC brings to society. Each year the Trustees review OCCAC's objectives and activities to ensure that they continue to reflect its aims. In carrying out this review the Trustees have considered the Charity Commission's general guidance on public benefit. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

OCCAC's purposes and aims are set out above in the section entitled 'Charitable Objects'. OCCAC has sought to achieve these objects by undertaking the following activities:

- (i) Opening the Centre for the needy, socially isolated, older, non-English speaking Chinese people to drop in and seek help, enabling them to gain equal access to services through the provision of advice, translation and interpretation services;
- (ii) Organising appropriate educational talks, workshops and classes to enhance clients' career prospects and promote good citizenship;
- (iii) Organising suitable cultural, music and recreational activities for the scattered Chinese community to combat social isolation;
- (iv) Organising health talks and walks, mental health support and carers' support activities as well as day care for the elderly;
- (v) Acting as a bridge between the Chinese community, the wider community and public bodies;
- (vi) Recruiting volunteers to help and serve the Chinese community and the needy people in society.

Achievements and Performance

OCCAC has been serving the local Chinese community, especially the disadvantaged, vulnerable, non-English-speaking, older members over the last 31 years, providing culturally, ethnically, and linguistically appropriate services.

OCCAC's overall performance is limited by the resources that it can obtain. The demand for services far exceeds what it can provide with current resources.

Our activities and achievements from April 2022 to March 2023 are summarised as follows:

(i) Chinese Health, Mental Health and Carers Project (April 2018 - March 2023) - The National Lottery Community Fund (TNLCF)

This project aims to help and support non-English-speaking, disadvantaged and vulnerable Chinese people and carers in Oxfordshire to access services, improve their physical, mental and social wellbeing, and lead more active and fulfilled lives.

From April 2022 to March 2023, OCCAC undertook the following activities:

- Organised 16 health and mental health talks (261 beneficiaries); assisted 60 clients with health and mental health information, advice and interpretation
- 1,235 people participated in the Dragon Boat Festival, Mid-Autumn Festival, Christmas and Chinese New Year celebrations, and "Queen Elizabeth II Memorial"; 478 people participated in 2 walking trips, 3 visits to Rectory Farm, 3 Family Sports Day, and 12 Monday Café/Peer Support/Memory Cafe sessions
- "Happy Growing and Healthy Eating" scheme: Encouraged and assisted 55 users to grow plants and vegetables at home, in their backyards and allotments, maintain healthy eating habits, and enjoy improved nutrition, hydration and wellbeing
- 65 vulnerable and socially isolated Chinese and 153 workers in 71 Chinese takeaways and shops in Oxfordshire were visited; Showed concerned to and supported 12 carers and their families, some of whom were assisted in applying for welfare benefits and arranging funeral services

(ii) BN(O) Welcome Programme: Year 1 (February - June 2022) and Year 2 (July 2022 - March 2023) - Department of Levelling Up, Housing and Communities

Main objectives of the Welcome Programme:

- 1) Enabling new arrivals to fully contribute to life in the UK, both economically and socially, enriching our society.
- 2) Allowing BN(O) status holders to feel fully part of British society, able to mix confidently with people of all backgrounds and provide a positive contribution to the UK and the areas in which they settle.
- 3) Providing support to both resident communities and BN(O) status holders so they are welcomed and able to settle into their new communities
- 4) Enabling BN(O) status holders to get access to the right support services to support their settlement.

OCCAC assisted the Department of Levelling Up, Housing and Communities (DLUHC) to help the newly arrived BN(O) friends settle in Oxfordshire and nearby areas by providing the following services and engaging activities:

- 1) Bilingual (Cantonese/English) advice/information/interpretation/advocacy to facilitate access to services, signposting as necessary; 28 Monday Cafe/Advice Surgery sessions
- 2) 14 "Life in the UK" and 10 "Adapting to UK Life" workshops, and 30 talks on health, mental health, education, NHS, work of local authorities, work of Thames Valley Police and hate crime etc
- 3) 23 training courses including "Mental Health First Aid", "Emergency First Aid at Work", "Moving and Handling Principles", "Fire Marshal" etc
- 4) 18 "Survival English" lessons on practical topics, 16 "English Conversation Café" sessions in Bicester and Oxford, and 4 Wednesday Cafe sessions at St Andrews Church
- 5) 26 sessions of Peer Support Group activities and social gatherings, and 5 sessions of befriending visitation to the housebound and elderly at a sheltered accommodation
- 6) 2 summer trips, 6 family sports days, 1 family table tennis evening, 5 visits to museums and farms, plus "Queen Elizabeth II Memorial" and presenting origami cranes and messages in memory of the Queen to Oxford Town Hall
- 7) 7 Dragon Boat Festival, Mid-Autumn Festival, Christmas and Lunar New Year festival celebrations
- 8) Maintaining OCCAC's "Hongkongers in Oxfordshire" ("牛津郡香港人"), over 300 members and families) and 7 Peer Support WhatsApp groups (over 200 members and families)

iii) OCCAC core services and activities funded by Oxfordshire County Council, Oxford City Council and Garfield Weston Foundation

OCCAC endeavoured to meet the needs of the local Chinese community by:

- * Providing bilingual advice and assistance to help clients gain access to services
 - * Organising social care and community support services, cultural/recreational activities and festival celebrations to combat social isolation and promote social inclusion and integration
 - * Offering bilingual training opportunities to improve education and advance life skills
- More than 2,000 people benefited over the last year.

Conclusion

- We are very grateful to our funders TNLCF, DLUHC, Oxfordshire County Council, Oxford City Council, Garfield Weston Foundation for their invaluable support.
- We are also very thankful to local churches and friends, including Orchard Baptist Church, Bicester and St Andrews Church, Oxford, for their contribution to the BN(O) English Conversation Cafe, and to many volunteers for their dedicated support in assisting the BN(O) friends to connect with others, build friendship, settle in Oxfordshire and integrate into society. More than 3,000 BN(O) friends from Hong Kong have arrived in Oxfordshire over the past 2 years.
- We would be most grateful to receive any donations or suggestions of funding sources for our work to meet the needs of the disadvantaged, marginalised, vulnerable, non-English-speaking and older members, and the newly arrived BN(O) friends.

Structure, Governance and Management

The Management Committee (MC) directs the general management and policy of OCCAC. It must meet at least four times a year, and consists of between four and eleven members who are elected at the annual general meeting by the membership of OCCAC. Election is for three years, and one third of the committee retires annually by rotation and shall be eligible for re-election. The membership of the MC includes people from the local Chinese community as well as those with specialist skills.

The pool of specialist skills available to OCCAC is enhanced by the appointment of advisers, who are not necessarily members, but who may be called upon to give specialist advice on an ad hoc basis. A scheme of delegation is in place and day-to-day responsibility for the provision of the services rests with the Administration Officer. The Administration Officer is responsible for ensuring that the charity delivers the services specified in its aims and objectives.

Going concern

OCCAC's objectives, aims, activities, achievements and performance are set out on page 2, while a 'Financial review' is included below.

The financial position of OCCAC, its liquidity position and reserves are described in the financial statements and notes on pages 6 to 10. In addition, note 2 to the financial statements includes OCCAC's policies for managing its funds. The management of financial and other risks is described below.

OCCAC has sufficient liquid financial resources in its bank deposit accounts totalling around £105,000 of which £54,000 has been set aside as designated contingency fund to safeguard the operations of OCCAC in meeting its charitable objectives taking into due consideration such risks posed to OCCAC, and the possible need for reserves to meet cash flow difficulties, as well as statutory laws and legislation affecting redundancy provisions. In the current economic climate it is difficult to be certain about ongoing funding from local authorities and donations.

With the reduction of staff working time and increased efforts in searching for grants and fundraising, the Trustees consider that the Centre has adequate resources to continue in operational existence for at least 2 years. Thus they continue to adopt the going concern basis of accounting in preparing the annual financial statements.

Risk Management

The Trustees are responsible to oversee OCCAC's risk management activities. Detailed considerations of risk are delegated to the Administration Officer. The risks to which OCCAC is exposed are evaluated annually when preparing and updating the Service Strategy and Trustees' Report. The risks, as identified by the Trustees, have been reviewed and systems established to mitigate those risks.

Financial review and results for the year

The Oxfordshire Chinese Community and Advice Centre continues to pursue its objectives as stated above and the moneys which have been given towards these objects and the manner in which these moneys have been expended or set aside for future use are shown in the Accounts on pages 5 to 7.

We continue to set aside funds to safeguard the operations of OCCAC in meeting its charitable objectives taking into due consideration such risks posed to OCCAC, and the possible need for reserves to meet cash flow difficulties, as well as statutory laws and legislation affecting redundancy provisions.

Statement of Trustees' Responsibilities

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

Charity law requires the charity Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable organisation and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS102, have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Community and Advice Centre will continue to operate.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the Community and Advice Centre and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the royal charters and bye-laws. They are also responsible for safeguarding the assets of the Community and Advice Centre and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees of the charity are aware of their duty under section 17 of the Charities Act 2011 to have due regards to public benefit guidance published by the Charity Commission for England and Wales.

Each person who is a Trustee at the date of approval of this report confirms that:

- (a) so far as the Trustee is aware, there is no relevant audit information of which the auditors are unaware, and
- (b) each Trustee has taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Independent Examiner

A resolution for the reappointment of M Y Teh & Co Limited as Independent Examiner for OCCAC will be proposed at the forthcoming Annual General Meeting.

On behalf of the Trustees



趙初興先生 Mr Stephen Cho Hing Chu (主席 Chairman)

Date: 25th July 2023

核數師聲明

Report of the Independent Examiner to the trustees of Oxfordshire Chinese Community and Advice Centre

I report to the charity trustees on my examination of the accounts of Oxfordshire Chinese Community and Advice Centre for the year ended 31st March 2023.

Responsibilities and basis of report

As the charity's trustees of the organisation you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Having satisfied myself that the accounts of the organisation are not required to be audited for this year 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).

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 explanations 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts do not accord with such records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Report) 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



Date: 25th July 2023

鄭明榮 會計師

Meng Yong Teh

M Y Teh & Co Limited
Chartered Certified Accountants
Unit 21 Kingspark Business Centre
152-178 Kingston Road
New Malden, Surrey, KT3 3ST

收支帳目 2022年度至2023年度財政報告 (至2023年3月31日止)

Statement of Financial Activities for the Year ended 31st March 2023

	31/03/2023 Unrestricted Funds 常費 £	31/03/2023 Restricted Funds 指定經費 £	31/03/2023 Total 總數 £	31/03/2022 Total 總數 £
收入 INCOME FROM :				
捐贈和遺產 Donations and legacies	21,610.31	-	21,610.31	39,598.75 Note 3
慈善活動 Charitable activities	24,651.02	114,468.00	139,119.02	113,783.27 Note 4
銀行利息 Investments	114.24	-	114.24	5.44 Note 5
總收入 TOTAL INCOME	46,375.57	114,468.00	160,843.57	153,387.46
支出 EXPENDITURE ON :				
籌款費用 Raising funds	-	-	0.00	361.24
慈善活動 Charitable activities	31,081.49	117,113.36	148,194.85	152,812.17 Note 7
總支出 TOTAL EXPENDITURE	31,081.49	117,113.36	148,194.85	153,173.41
轉移前淨收入/支出(-) Net Income/(expenditure) for the year	15,294.08	-2,645.36	12,648.72	214.05
常費轉移至指定經費 Transfers between funds	-2,645.36	2,645.36	-	- Note 2h
淨資金流動 Net movement in funds for the year	12,648.72	0.00	12,648.72	214.05
Reconciliation of funds				
去年盈餘 Total funds brought forward	68,971.31	283.09	69,254.40	69,040.35
現結盈餘 Total funds carried forward	£81,620.03	£283.09	£81,903.12	£69,254.40 Note 14

Further details of our income and expenditure are provided on the following pages, and in the notes on pages 8 to 10, which also form part of these accounts.

資產負債表 [於2023年3月31日] Balance Sheet at 31st March 2023

	31/03/2023 Total 總數 £	31/03/2022 Total 總數 £	
固定資產 Tangible Assets	2,255.30	1,964.10	Note 10
固定資產總額 Total Fixed Assets	2,255.30	1,964.10	
流動資產 Current Assets			
待收回款項 Debtors	3,080.63	21,737.01	Note 11
銀行存款及現款 Cash at Bank and in Hand	104,874.12	89,710.39	
流動資產總額 Total Current Assets	107,954.75	111,447.40	
流動負債 Current Liabilities			
Creditors: Amounts falling due within one year	28,306.93	44,157.10	Note 12
淨流動資產 Net Current Assets	79,647.82	67,290.30	
淨資產 Net Assets	£81,903.12	£69,254.40	
基金 Funds of the Charity :			
限制收入 Restricted income	283.71	283.09	Note 14
不受限制收入 Unrestricted income	81,619.41	68,971.31	Note 14
Total Funds	81,903.12	69,254.40	

The notes on pages 7 to 10 form part of these accounts.

核 准 者

Approved by the Management Committee, and signed on its behalf by:



趙初興先生 Mr Stephen Cho Hing Chu (主席 Chairman)

Chun Hei (Boris) Wong

Digitally signed by Chun Hei (Boris) Wong
DN: C=GB, E=+boris20041012@hotmail.com,
O=OCCAC, CN=Chun Hei (Boris) Wong
Date: 2023.07.25 14:05:50+0100'

黃雋熙先生 Mr Chun Hei Wong (司庫 Treasurer)

Date: 25th July 2023

Notes to the Accounts for the Year Ended 31st March 2023

1. Organisation

Oxfordshire Chinese Community & Advice Centre is a registered Charity. (Registration No. 1006710)

The Community & Advice Centre is governed by its Constitution adopted on 16th June, 1991 and it is constituted as an unincorporated association. The Centre had 11 Trustees in the year 2022-23, about one third of the Trustees are elected annually for a 3 year term by OCCAC members at the annual general meeting. The administrative office is at 44B Princes Street Oxford OX4 1DD.

2. Accounting Policies**a) Basis of Accounting**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note (s) to these accounts. The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS102) effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

OCCAC meets the definition of a public benefit entity under FRS 102.

b) Preparation of accounts on a going concern basis

With the reduction of staff working time and increased efforts in searching for grants and fundraising, the Trustees consider that the Centre has adequate resources to continue in operational existence for at least 2 years. Accordingly, they continue to adopt the going concern basis in preparing the financial statements as outlined in the report of Trustees on page 3.

c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. If grants and other sources of income relate to a specified period they are time apportioned over the period to which they apply. Grants, which are paid as a reimbursement of specific expenditure incurred, are allocated to the period in which that expenditure takes place.

Restricted income includes amounts received from government and local authorities to fund specific aspects of OCCAC's primary objectives. Where such income is received in advance it is treated as deferred income and released to income as the service is provided over the period of the project.

d) Volunteers

The Charity relies heavily on volunteers who are mainly members of the general public. The volunteers play an important role in organising events, fundraising, food catering and providing administrative and clerical work. The value of services provided by volunteers is not incorporated into these financial statements. In accordance with the Charities SORP (FRS102), the general volunteer time of regular participants and members of the general public is not recognised.

e) Donated services and facilities

Donated services and facilities are recognised as income when received, at the value of the gift to the charity provided the value of the gift can be measured reliably. A corresponding amount is then recognised in expenditure in the period of receipt.

f) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accrual basis. Expenditure includes any VAT which is reported as part of the expenditure to which it relates. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure heading where appropriate. Governance costs are those associated with constitutional and statutory requirements.

Where possible costs are allocated directly to the activity that they are associated with. Where this is not possible costs are allocated on an estimated time basis or as agreed by the activities funders. Failing that costs are allocated in proportion to the income attributable to an activity.

g) Tangible fixed assets and depreciation

OCCAC capitalises assets whose value are over £500. Depreciation is provided using the straight line method at the following annual rate to reduce the book value of the assets concerned to their estimated residual value over their useful working lives. The life of the project is used if it is shorter than the normal useful working life.

Fixtures, fittings and equipment – 20% on cost (5 years useful working life)

Computer, plant and machinery – 33.33% on cost (Between 3 and 5 years useful working life)

h) Fund accounting

OCCAC's funds consist of Restricted, Unrestricted, Base Funds and Elderly Welfare Fund. The unrestricted funds are usually referred to as General Funds. Restricted Funds are earmarked by the funding local authorities or grant giving bodies for a particular purpose that is more specific than OCCAC's primary objectives. Unrestricted Funds are those given by the funders towards the general objectives of OCCAC without any restrictions being imposed. The Base Fund is a designated contingency fund set aside to safeguard the operations of OCCAC in meeting its charitable objectives taking into due consideration such risks posed to OCCAC, and the possible need for reserves to meet cash flow difficulties, as well as statutory laws and legislation affecting redundancy provisions. A fourth fund - The Elderly Welfare Fund, set up after receiving a £5,000 donation from an anonymous couple in 2007/08, was spent for the benefit of the needy elderly, in relation to trips and lunches, at the discretion of the Management Committee or Administration Officer.

Examples of Restricted Funds are those given for specific health and mental health projects, training courses, and BN(O) Welcome Programme while General Funds are applied to advice and community work.

Since Restricted Funds are normally spent within twelve months of receipt, any interest earned forms part of the General Fund.

OCCAC's policy is to use General Funds to supplement the restricted activities where appropriate or to provide match funding where it is required to secure fundings.

Gift Aid is included gross i.e. including tax recoverable from HM Revenue and Customs.

i) Pensions

OCCAC operates a defined contribution pension scheme for the benefit of its staff. Contributions payable are charged to the Statement of Financial Activities in the period in which they are payable.

		31/03/2023	31/03/2023	31/03/2023	31/03/2022
		Unrestricted	Restricted	Total	Total
		Funds	Funds	£	£
		£	£		
7. 中心工作開支	Expenditure On Charitable Activities				
諮詢中心	Advice Centre	16,325.33	-	16,325.33	49,121.48
日間中心	Day Centre	-	-	-	7,298.87
	Department of Levelling Up, Housing and Communities -				
	BN(O) Welcome Project	-	67,904.24	67,904.24	16,068.71
移居英國港人歡迎計劃	Oxfordshire County Council - BN(O) Project Training	-	2,000.00	2,000.00	0.00
培訓	Festivals, Fund-raising & Trips	7,722.93	-	7,722.93	-
節日慶祝、籌款、旅行	Mental Health Support Work	-	-	-	4,264.55
健康及心理健康工作	Oxford City Council - Cultural Activities	1,000.00	-	1,000.00	1,029.97
牛津市議會	Oxford City Council	2,250.00	10,029.86	12,279.86	4,603.95
	Oxfordshire Community Foundation	3,783.23	-	3,783.23	8,776.61
牛津郡社區基金	Arts Council - Creative Arts Groups	-	-	-	12,848.35
英國藝術協會	#WeAreOxford	-	-	0.00	2,555.30
	The National Lottery Community Fund:	-	-	-	-
國家獎券基金	Health, Mental Health & Carers Project	-	37,179.26	37,179.26	36,244.38
健康、心理健康及護理者工作	Covid-19 Support	-	-	-	10,000.00
新冠疫情資助					
	Total	31,081.49	117,113.36	148,194.85	152,812.17
8. 員工及義工費用	Staff costs			2022/2023	2021/2022
	Salaries			73,353.65	92,535.48
	Employer's NI contributions			5,719.86	6,773.68
	Pensions			1,243.05	1,826.14
	Training Expenses			0.00	650.00
				80,316.56	101,785.30
	The average full time equivalent number of employees for the year was 3 (2022: 3.5). No employee has employee benefits in excess of £60,000 (2022: None). No remuneration was paid to the Trustees in 2022/23 or any previous year.				
	The key management personnel of the charity comprise the trustees and Administrator. The total employee benefits of the key management personnel of the charity were £15,000 (2022 : £13,950).				
9. 受託人交通費	Sums reimbursed to Trustees			2022/2023	2021/2022
	Reimbursements to Trustees			0.00	0.00
10. 固定資產	Tangible Fixed Assets	31/03/2023	31/03/2023	31/03/2023	31/03/2022
	- fittings, fixtures and equipment	Unrestricted	Restricted	Total	Total
	<u>Cost</u>	Funds	Funds	£	£
		£	£		
	Balance at 1st April 2022	20,349.99	77,405.95	97,755.94	96,965.98
	Additions during the year	1,683.95	-	1,683.95	789.96
	Disposals	-	-	-	-
	Balance at 31st March 2023	22,033.94	77,405.95	99,439.89	97,755.94
	<u>Less accumulated depreciation</u>				
	Balance at 1st April 2022	-20,347.99	-75,443.85	-95,791.84	-93,016.98
	Charge for the year	-278.30	-1,114.45	-1,392.75	-2,774.86
	Disposals	-	-	-	-
	Balance at 31st March 2023	-20,626.29	-76,558.30	-97,184.59	-95,791.84
	Net Book Value carried forward	1,407.65	847.65	2,255.30	1,964.10
11. 待收回款項	Debtors: Due within one year				
	Receivable income			2,087.50	10,100.75
	Other Debtors and Prepayment			993.13	11,636.26
				3,080.63	21,737.01
12. 尚欠款項	Creditors: Amount falling due within one year				
	Other Creditors and Accruals			17,056.93	13,573.77
	Income received in advance			11,250.00	30,583.33
				28,306.93	44,157.10

	31/03/2023 Unrestricted Funds £	31/03/2023 Restricted Funds £	31/03/2023 Total £	31/03/2022 Total £
13. 預收收入				
Income received in advance				
Balance brought forward	6,583.33	24,000.00	30,583.33	33,655.00
<u>Plus received during the year</u>				
Garfield Weston Foundation Grant	11,250.00	-	11,250.00	0.00
Oxfordshire County Council - BN(O) Project Training	-	-	0.00	2,000.00
Department of Levelling Up, Housing and Communities - BN(O) Welcome Project	-	40,000.00	40,000.00	24,000.00
Oxfordshire Community Foundation	-	-	0.00	3,749.99
	11,250.00	40,000.00	51,250.00	29,749.99
<u>Less credited to revenue during the year</u>				
Oxford City Council	-	-	-	655.00
Arts Council	-	-	-	10,500.00
TNLCF - Covid-19 Support	-	-	-	10,000.00
Anonymous	-	-	-	2,000.00
Garfield Weston Foundation Grant	833.34	-	-	9,166.66
Oxfordshire County Council - BN(O) Project Training	2,000.00	-	-	-
Department of Levelling Up, Housing and Communities - BN(O) Welcome Project	-	64,000.00	-	-
Oxfordshire Community Foundation	3,749.99	0.00	-	-
Fusion Education Support	-	-	-	500.00
	6,583.33	64,000.00	70,583.33	32,821.66
Balance carried forward	11,250.00	0.00	11,250.00	30,583.33

The above incoming resources are not recognised in the current year but deferred until the period in which OCCAC is entitled to expend the resources.

	31/03/2023 Unrestricted Funds £	31/03/2023 Restricted Funds £	31/03/2023 Total £	31/03/2022 Total £
14. 儲備				
Charity Funds				
Balance brought forward				
General Fund	15,350.53	-	15,350.53	15,141.41
Designated Base Fund	53,620.78	-	53,620.78	53,615.89
Elderly Welfare Fund	-	283.09	283.09	283.05
	68,971.31	283.09	69,254.40	69,040.35
Surplus/(Deficit) for the year				
General Fund	12,534.65	-	12,534.65	209.12
Designated Base Fund	113.45	-	113.45	4.89
Elderly Welfare Fund	-	0.62	0.62	0.04
	12,648.10	0.62	12,648.72	214.05
Transfers between funds				
General Fund	0.00	0.00	0.00	0.00
Designated Base Fund	0.00	-	0.00	0.00
Elderly Welfare Fund	0.00	-	0.00	0.00
	0.00	0.00	0.00	0.00
Balance carried forward				
General Fund	27,885.18	0.00	27,885.18	15,350.53
Designated Base Fund	53,734.23	-	53,734.23	53,620.78
Elderly Welfare Fund	-	283.71	283.71	283.09
TOTAL Funds	81,619.41	283.71	81,903.12	69,254.40

Reserve policy

The Base Fund is a designated contingency fund set aside to safeguard the operations of OCCAC in meeting its charitable objectives. The level of reserves is determined by the Management Committee taking into due consideration such risks posed to OCCAC, and the possible need for reserves to meet cash flow difficulties, as well as statutory laws and legislation affecting redundancy provisions.

All reserves are held in OCCAC's savings and current accounts.

The Elderly Welfare Fund, set up after receiving a £5,000 donation from an anonymous couple in 2007/08, was spent for the benefit of the needy elderly, in relation to trips and lunches, at the discretion of the Management Committee or Senior Administration Officer.

15 關聯交易

Related party transactions

There have been no related party transactions in this reporting period.