

Charity registration number: 1010074

OAC Buildings

UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 December 2022

OAC Buildings

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Legal and administrative information for the year ended 31 December 2022

Trustees

G Nottingham

W Howard

H Clarke

E Lawton Resigned 21 November 2022

A Evans Resigned 19 July 2022

H Furness Appointed 19 July 2022

J Sleaford Appointed 19 July 2022

Gillian Nottingham will stand down as a Trustee and member of the Management Committee on 20 April 2023 (date of the AGM)

Other volunteer members of the Management Committee (not Trustees)

E Parker

A Linster

N Whiteway

A Evans – appointed 12 January 2023

Registered office

Whiteley Woods Outdoor Activity Centre

Common Lane

Sheffield

S11 7TG

Charity number

1010074

Bankers

CAF Bank Limited

PO Box 289

West Malling

Kent

ME19 9TA

Virgin Money

154-158 Kensington High Street

London

W8 7RL

Independent Examiner

Susan Cochrane, FCA

Seven Hills Accountants Limited

57 Burton Street

Sheffield

S6 2HH

OAC Buildings

Trustees' report for the year ended 31 December 2022

The trustees are pleased to present their annual report together with the financial statements of the charity for the year ending 31 December 2022.

The financial statements comply with the Charities Act 2011, the governing document and the 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) issued in October 2019.

Structure, governance and management

OAC Buildings is a Charitable Incorporated Organisation (CIO). Originally registered with the Charity Commission on 25 March 1992 the charity converted to a CIO, with limited liability of £1, on 26 November 2021. The charity number is 1010074.

Overall management of the Charity is the responsibility of the Trustees. Day to day operations are undertaken by the Centre Manager who was appointed on 1 February 2022 alongside other part time staff and volunteers.

Staff remuneration is set by the management committee who benchmark against cost of living rises as well as increases in the national minimum wage.

The trustees retire from office and are elected at the Annual General Meeting each year.

Charitable Aims and objectives

The charity exists to educate and assist young persons.

The main aim of the charity is to provide opportunities for young people to carry out outdoor activities. The charity principally provides accommodation for groups of children and young people, principally members of Guiding and Scouting but including school and other youth groups in the buildings of the Outdoor Activities Centre together with opportunities to use the grounds for camping and outdoor activities.

In carrying out these activities, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Activities and achievements

In 2022 we were able to welcome back many more groups for residential experiences and were pleased to provide opportunities for school groups, a CISV international group and a Swedish girls' football team in Sheffield for the Women's football European Cup.

A Girlguiding Sheffield County camp brought together girls and young women from across the city.

Fundraising continued to support the 'Futureproof the Centre' initiative to refurbish the 300-year-old listed buildings. Fundraising included Christmas wreath-making classes, the Heritage Open Day and various smaller activities.

OAC Buildings

Directors' report (incorporating the Trustees' annual report) (continued) for the year ended 31 December 2022

Activities and achievements (continued)

In September 2022, the Trustees applied to the Youth Investment Fund for a grant to refurbish the derelict Goodwin Cottage providing additional accommodation for smaller groups and to carry out extensive repairs to the remaining buildings and the replacement of two shower and toilet blocks. A grant of £400,000 plus contingency of 15% was approved and an offer letter received on 9 November 2022. The contract documentation was formally signed in January 2023 and practical work started in February 2023.

As a result of the death of the owner of the property adjacent to the centre, the executors offered Girlguiding Sheffield, freeholders, a parcel of land including the part of the pond not currently owned. Girlguiding Sheffield is currently in the process of registering title to the whole of the centre including the gifted area and is issuing OAC Buildings with a new lease.

Future activities

The Trustees will work alongside relevant professional advisers to carry out the work for which the Youth Investment Fund grant has been awarded. This is expected to conclude in September 2024.

As part of the work young people aged 11-18 will be consulted and their ideas incorporated into the building work. In addition, specialist consultants will be asked to provide advice about the environmental and cost implications of the building, heating and electrical options available.

A financial review carried out during the year concluded that there were sufficient funds for an additional staff member. They would assist the manager with the management and delivery of adventurous activities and marketing the opportunities available. On 14 February 2023 an additional staff member joined us on a 12-month contract.

The future aims and activities of the Charity will not change and the Management Committee is confident that there are sufficient reserves to operate for the next 12 months as demonstrated by cash flow forecasts produced and updated at each management meeting held every 4-6 weeks.

Financial review and reserves policy

The financial result for the year was net income of £24,583 (2021: net income of £22,020).

The level of reserves is reviewed at every management meeting. In August 2022 it was agreed to use surplus accrued reserves to employ a temporary Activities, Marketing and Events Co-ordinator thereby supporting the growth of the operations. A temporary staff member was appointed in November 2022. That staff member has since left and has been replaced by an activities co-ordinator who started work in February 2023.

The reserves policy is that reserves of approximately 12 months' expenditure (£70,000-£80,000) should be retained to cover the continuing costs and any unexpected large repair bills. Any reserves in excess of this level will be transferred to funds restricted for use on the building repairs.

OAC Buildings

Directors' report (incorporating the Trustees' annual report) (continued) for the year ended 31 December 2022

Financial review and reserves policy (continued)

At 31 December 2021 the unrestricted free reserves held were £133,837 (2021: £93,895), this exceeds the target set. In addition to the unrestricted free reserves, the charity held £183,863 (2021: £186,567) of restricted fixed assets and £22,357 (2021: £24,627) of restricted current assets.

Approved by the trustees on 20 April 2023 and signed on their behalf by:

G Nottingham
Trustee

Independent Examiner's report to the trustees of OAC Buildings ("the Charity")

I report to the trustees of OAC Buildings on my examination of the accounts of the Charity for the year ended 31 December 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached

Signed: _____

Susan Cochrane, FCA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date:

OAC Buildings

Statement of financial activities

(incorporating the income and expenditure account)

For the year ended 31 December 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total £	Unrestricted funds £	Restricted funds £	2021 Total £
Income from:							
Grants and donations	2	19,143	11,368	30,511	32,721	14,138	46,859
Charitable activities	3	98,293	-	98,293	60,455	-	60,455
Investments - bank interest		414	-	414	6	-	6
Raising funds - Shop sales		6,072	-	6,072	3,091	-	3,091
Fundraising activities		-	3,435	3,435	-	4,812	4,812
		123,922	14,803	138,725	96,273	18,950	115,223
Expenditure from:							
Charitable activities	4	99,598	10,769	110,367	81,165	8,596	89,761
Raising funds - shop expenditure		3,275	-	3,275	1,872	-	1,872
Fundraising activities		-	500	500	-	1,570	1,570
		102,873	11,269	114,142	83,037	10,166	93,203
Net income/(expenditure)		21,049	3,534	24,583	13,236	8,784	22,020
Total funds brought forward		114,710	211,194	325,904	101,474	202,410	303,884
Total funds carried forward		135,759	214,728	350,487	114,710	211,194	325,904

OAC Buildings

Balance Sheet

As at 31 December 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible assets	7	<u>194,293</u>	<u>207,382</u>
Current Assets			
Stocks	8	2,216	2,503
Balance at bank and cash		155,653	118,655
Debtors	9	<u>6,694</u>	<u>6,170</u>
Total current assets		<u>164,563</u>	<u>127,328</u>
Creditors: amounts falling due within one year	10	(8,369)	(8,806)
Net current assets		<u>156,194</u>	<u>118,522</u>
Net assets		350,487	325,904
Creditors: amounts falling due after one year		-	-
Total net assets		<u><u>350,487</u></u>	<u><u>325,904</u></u>
The funds of the charity:			
General funds		135,759	114,710
Designated funds	11	<u>-</u>	<u>-</u>
Unrestricted funds		135,759	114,710
Restricted funds	12	214,728	211,194
Total charity funds	13	<u><u>350,487</u></u>	<u><u>325,904</u></u>

Approved by the trustees on 20/04/2023

Signed on behalf of the trustees by:

G Nottingham
Trustee

OAC Buildings

Notes to the financial statements For the year ended 31 December 2022

1 Accounting policies

(a) Basis of preparation

OAC Buildings is a charitable incorporated organisation. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows

OAC Buildings meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Fees and other charges are recognised in the year in which they are earned.

Legacy income is included at the earlier of receipt or release of the final estate accounts.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(c) Expenditure and liabilities

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

(e) Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

(f) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

OAC Buildings

Notes to the financial statements

For the year ended 31 December 2022 (continued)

(g) Fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Buildings	over 87 years
Outdoor shelter units	25% straight line
Fixtures and fittings	25% straight line
Equipment	25% straight line

(h) Funds

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the charity's 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 accounts.

Designated funds are set aside at the trustees discretion for future projects.

(i) Pension obligations

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

(j) Taxation

As a charity, OAC Buildings is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

2 Grants and donations

	Unrestricted funds	Restricted funds	2022 Total	Unrestricted funds	Restricted funds	2021 Total
	£	£	£	£	£	£
Donations	15,206	8,368	23,574	15,790	8,138	23,928
Government grants	2,937	-	2,937	16,931	-	16,931
Grants:						
Harry Bottom Charitable Trust	-	-	-	-	3,000	3,000
South Yorkshire Community Foundation	-	-	-	-	3,000	3,000
J G Graves Charitable Trust	-	3,000	3,000	-	-	-
University of Sheffield - Summer Internship Programme	1,000	-	1,000	-	-	-
	19,143	11,368	30,511	32,721	14,138	46,859

3 Income from charitable activities

	Unrestricted funds	Restricted funds	2022 Total	Unrestricted funds	Restricted funds	2021 Total
	£	£	£	£	£	£
Site fees - Renwick	18,169	-	18,169	11,927	-	11,927
Site fees - Plimsoll	12,383	-	12,383	9,982	-	9,982
Camping fees - Unequipped sites	7,992	-	7,992	4,511	-	4,511
Day visits	13,142	-	13,142	16,436	-	16,436
Other rooms and fees	29,274	-	29,274	8,699	-	8,699
Activity and other charges	17,333	-	17,333	8,900	-	8,900
	98,293	-	98,293	60,455	-	60,455

OAC Buildings

Notes to the financial statements

For the year ended 31 December 2022 (continued)

4 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	2022 Total	Unrestricted funds	Restricted funds	2021 Total
Note	£	£	£	£	£	£
Rent and rates	17,489	-	17,489	17,020	-	17,020
Heat, light, water and waste collection	11,464	-	11,464	9,217	-	9,217
Repairs and maintenance	13,008	8,065	21,073	16,303	5,892	22,195
Insurance	10,981	-	10,981	9,849	-	9,849
Equipment	5,042	-	5,042	2,407	-	2,407
Cleaning	2,263	-	2,263	1,171	-	1,171
Depreciation	10,385	2,704	13,089	10,385	2,704	13,089
Wages	5	25,952	-	25,952	-	11,722
Advertising	360	-	360	528	-	528
Administration	519	-	519	237	-	237
Telephone	345	-	345	541	-	541
Sundries	331	-	331	426	-	426
Support costs	6	1,459	-	1,359	-	1,359
	99,598	10,769	110,367	81,165	8,596	89,761

5 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2022 Total £	2021 Total £
Wages and salaries	25,952	11,722
Redundancy payments	-	-
Employer's national insurance contributions	1,006	9
Employer's allowance	(1,006)	(9)
Employer's pension contribution	-	-
	25,952	11,722

There were an average of 6 (2021: 5) staff per month - a mixture of part and full time staff.

No trustees received any reimbursed expenses during the year (2021: £nil). No charity trustee received payment for professional or other services supplied to the charity (2021: £nil).

OAC Buildings

Notes to the financial statements

For the year ended 31 December 2022 (continued)

6 Support costs

	Unrestricted funds £	Restricted funds £	2022 Total £	Unrestricted funds £	Restricted funds £	2021 Total £
Independent examination fees	714	-	714	600	-	600
Professional fees	745	-	745	759	-	759
	<u>1,459</u>	<u>-</u>	<u>1,459</u>	<u>1,359</u>	<u>-</u>	<u>1,359</u>

7 Tangible assets - combined

	Renwick Building £	Improv. to property £	Outdoor shelter units £	Fixtures and fittings £	Equipment £	Total £
Cost						
At 1 January 2022	235,249	3,532	18,321	62,328	2,802	322,232
At 31 December 2022	<u>235,249</u>	<u>3,532</u>	<u>18,321</u>	<u>62,328</u>	<u>2,802</u>	<u>322,232</u>
Depreciation						
At 1 January 2022	48,682	105	18,321	44,940	2,802	114,850
Depreciation charge	2,704	41	-	10,344	-	13,089
At 31 December 2022	<u>51,386</u>	<u>146</u>	<u>18,321</u>	<u>55,284</u>	<u>2,802</u>	<u>127,939</u>
Net book value						
At 31 December 2022	<u>183,863</u>	<u>3,386</u>	<u>-</u>	<u>7,044</u>	<u>-</u>	<u>194,293</u>
At 31 December 2021	<u>186,567</u>	<u>3,427</u>	<u>-</u>	<u>17,388</u>	<u>-</u>	<u>207,382</u>

8 Stocks

	2022 £	2021 £
Shop stock	<u>2,216</u>	<u>2,503</u>

9 Debtors and accrued income

	2022 £	2021 £
Site fees	5,584	5,641
Prepayments	1,110	529
	<u>6,694</u>	<u>6,170</u>

10 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	1,255	796
Accruals	714	610
Deferred income	6,400	7,400
	<u>8,369</u>	<u>8,806</u>

OAC Buildings

Notes to the financial statements

For the year ended 31 December 2022 (continued)

11 Analysis of movements in designated funds

There were no designated funds during the year (2021: £nil)

12 Analysis of movements in restricted funds

	Brought forward	Income	Expenditure	Carried forward
	£	£	£	£
Building fund	186,567	-	(2,704)	183,863
Sheffield Town Trust	110	-	-	110
Roof appeal	24,517	3,042	(5,312)	22,247
Future Proof the Centre	-	11,761	(3,253)	8,508
	<u>211,194</u>	<u>14,803</u>	<u>(11,269)</u>	<u>214,728</u>

Building Fund

The Building fund represent monies raised to fund the cost of the new building. The building has now been built and related depreciation is charged through this fund.

Sheffield Town Trust

The fund represents the balance remaining of a grant to purchase kayaking equipment.

Roof appeal

The roof appeal fund represents donations received towards a specific funding campaign to replace the roof.

Future Proof the Centre

To support the ongoing programme of repairs and maintenance continuing the commitment to preserving our historic building and improve our green spaces.

Analysis of movements in restricted funds - previous year

	Brought forward	Income	Expenditure	Carried forward
	£	£	£	£
Building fund	189,271	-	(2,704)	186,567
Sheffield Town Trust	110	-	-	110
Roof appeal	13,029	18,950	7,462	24,517
	<u>202,410</u>	<u>18,950</u>	<u>(10,166)</u>	<u>211,194</u>

OAC Buildings

Notes to the financial statements

For the year ended 31 December 2022 (continued)

13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	2022 Total £
Fixed assets	10,430	183,863	194,293
Net current assets	133,837	22,357	156,194
	<u>144,267</u>	<u>206,220</u>	<u>350,487</u>

Analysis of net assets between funds - previous year

	Unrestricted funds £	Restricted funds £	2021 Total £
<i>Fixed assets</i>	20,815	186,567	207,382
<i>Net current assets</i>	93,895	24,627	118,522
	<u>114,710</u>	<u>211,194</u>	<u>325,904</u>

14 Related party transactions

The following are related parties as the organisations have one or more of the same trustees:

	2022 Total £	2021 Total £
The Guide Association - Sheffield County		
The following income was received:		
Donations	15,000	15,000
The following expenditure was made:		
Rent payable	15,000	15,000