OXFORD DIOCESAN COUNCIL FOR THE DEAF AND HARD OF HEARING REGISTERED CHARITY NUMBER: 203428

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended

31 MARCH 2020

Mercer Lewin Ltd Chartered Accountants 41 Cornmarket Street Oxford OX1 3HA

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REFERENCE AND ADMINISTRATIVE INFORMATION

Principal address:

Church House Oxford, Langford Locks, Kidlington, Oxford, OX5 1GF

Frequency of

meetings:

The Council usually meets three times a year.

Bankers:

National Westminster Bank plc, 2nd Floor, Argyll House

246 Regent Street, London W1B 3PB

Central Board of Finance of the Church of England,

80 Cheapside, London, EC2V 6DZ

Solicitors:

Winckworth Sherwood, 16 Beaumont Street, Oxford, OX1 2LZ

Independent Examiner:

A Churchill Stone, Mercer Lewin Limited, Chartered Accountants, 41

Cornmarket Street, Oxford, OX1 3HA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The Trustees present their annual report together with the financial statements for the year ended 31st March 2020.

TRUSTEES

The Right Reverend Dr Steven Croft, Bishop of Oxford

The Revd Tim Edge [Chair] until 04 February 2020

Mr Chris Emery [Acting Chair] 05 February until 22nd September 2020

His Honour Christopher Tyrer DL {Chair] from the 22nd September 2020 Appointed by the Bishop of Oxford

The Archdeacon of Dorchester

The Revd Heather Carter Mr Ken Dyson

The Revd Joan Hicks Mrs Teresa Carter

Mrs Diana Donohoe until the 5th September 2019

Mrs Julie Dziegiel from September 2020

Mrs Caroline Kallipetis from the 26th October 2020 Mr Nigel Edward-Few from the 26th October 2020

President, Ex Officio

Appointed by the Bishop of Oxford

Nominated by the Archdeacon of Buckingham

Nominated by the Archdeacon of Oxford Nominated by the Archdeacon of Berkshire

Co-opted Co-opted Co-opted

Appointed by Bishop's Council Nominated by Diocesan Synod Nominated by Diocesan Synod

All trustees have served throughout the whole year except for those who were appointed or resigned during the year. The trustees at the date of this report were as shown below:

At the date of this report there were vacancies for:

- two appointed representative of Oxford Diocesan Board of Finance or equivalent, and
- one representative nominated by the Archdeacon of Dorchester.

The Chairperson is responsible for the day to day management of the charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity status

Oxford Diocesan Council for the Deaf and Hard of Hearing adopted its new name and a new constitution in April 2008. It was previously known as the Oxford Diocesan Council for the Deaf and, prior to that, had been known as the Oxford Diocesan Council for the Deaf and Dumb. The charity was formed on 3 July 1950 and is registered with the Charity Commission (no. 203428).

The trustees are also the trustees of a connected charity, the Aylesbury and District Fund for the Deaf (ADFD) (formerly registered under number 236523). During the year, the Charity Commission approved the amalgamation of these two charities and so ADFD is now shown as a restricted fund of this charity. The accounts for the year ended 31 March 2019 have been restated to reflect this amalgamation.

Decision-making structure

The trustees, meeting as the Council, are responsible for the strategic management of the Charity, the management of its funds, the preparation and management of the budget and advising and reporting on all of the Charity's operational activities.

When there is more detailed work than is appropriate for the full Council, the work is referred to an Executive Committee consisting of the Chairperson, Vice Chairperson and another member of the Council. The Executive Committee usually provides advice to the full Council or, occasionally when specifically empowered, makes decisions on behalf of the Council and reports back accordingly.

TRUSTEES' ANNUAL REPORT 2019-20 (continued) STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Appointment of trustees

Trustees are appointed in a number of different ways as follows.

Ex officio: The following post holders are ex officio trustees by virtue of their position:

The Bishop of Oxford, an Archdeacon or Area Bishop appointed by the Bishop of Oxford, the Chairperson, the Treasurer (if honorary) and the Secretary (if honorary).

Elected: Two trustees are elected as representatives of the Oxford Diocesan Synod.

Nominated: One trustee is nominated by each of the four archdeaconries within the Diocese

of Oxford.

Appointed: The Chair is appointed by the Bishop of Oxford. Two trustees are appointed to

represent the Oxford Diocesan Board of Finance or equivalent, but only if the

Charity remains an 'assisted organisation'.

Co-opted: Up to three trustees may be co-opted.

There is currently no Honorary Treasurer or Honorary Secretary.

Trustees' remuneration and expenses

No trustees receive any remuneration from the Charity. The Chairperson is reimbursed for expenses incurred on behalf of the Charity and all trustees are entitled to claim for the cost of attending meetings

Related parties

Oxford Diocesan Board of Finance

The Charity is an assisted organisation of the Oxford Diocesan Board of Finance from which it normally receives an annual grant. The Chaplain for the Deaf is employed by Oxford Diocesan Board of Finance.

Risk management

The trustees have reviewed the Charity's activities and plans to identify significant risks to which the Charity is exposed. Systems have been established to manage those risks.

OBJECTIVES AND ACTIVITIES

Aims and objectives

The Charity's purpose is to promote the spiritual, social and general wellbeing of people who are deaf and hard of hearing in the Diocese of Oxford and to support the work of the Chaplains for the Deaf in ministry among the Deaf Church and congregations in the Diocese of Oxford.

Achievements and performance

During the year the Charity has continued with its strong mission focus. It has continued to develop its strategy in response to the Diocesan challenge to review the Charity's vision and priorities.

The chaplains and lay ministers have maintained a regular pattern of worship in the Deaf Church and the use of modern technology continues to be used and developed to enhance deaf church worship at the major festivals.

A half-time Lead Chaplain was appointed, the post being shared 50:50 with the Diocese and the other half-time of the incumbent spent as Diocesan Disability Adviser. The post holder was paid directly by the Diocese of Oxford so neither her pay nor related expenses are shown on these accounts.

TRUSTEES' ANNUAL REPORT 2019-20 (continued)

Achievements and performance (continued)

The charity has for many years used the Deaf and Hard of Hearing Centre in Oxford as part of the delivery of its charitable objectives. The centre has been put up for sale and there are obvious consequences for the Charity's mission. The charity is currently working with the Diocese of Oxford to resolve issues arising from this proposed sale.

Investment performance

Funds invested in M&G Charifund units fell by over 20% during the year. Funds invested in CCLA remained largely unchanged. The fall in investments is partly due to the Covid-19 pandemic which had begun to affect investment values at 31 March 2020. The trustees have continued to keep the situation under review.

All investments continue to provide dividends at a rate around 4%.

FINANCIAL REVIEW

Summary of result for the year

Investment income and donations were broadly in line with the previous year (£33,861) while expenditure on supporting the deaf church was £25,982, a fall of £8,274, mainly arising from a vacancy in a chaplaincy post for part of the year. Before investment losses, there was a surplus for the year of £7,879. Investments values fell by £64,589, leaving a deficit for the year of £56,709.

Some old, small restricted funds were reviewed during the year and transfers were made, mainly to general fund, for those amounts whose purpose had expired. During the preparation of the accounts an error was discovered in the 2018 figures which led to an overstatement of reserves as at 31 March 2018 and 2019 of £7,154. The 2019 figures in these accounts have been restated to correct this.

Investment policy

The trustees' investment objective is to obtain a steady income stream, sustainable in real terms over time, whilst maintaining the real capital value of the funds with some prospect for growth in the longer term.

Reserves policy

The level of reserves is considered appropriate as they are sufficient to allow the trustees to manage difficult financial setbacks and the income from the invested reserves provides a significant part of the Charity's total income stream.

Donations

The Charity receives donations from some parishes and from individual donors. Those donations make a useful contribution to the cost of transport, training, interpreting and other amenities that are made available to people who are deaf or hard of hearing and to the deaf clubs.

PLANS FOR THE FUTURE

The trustees intend to continue the Charity's current activities.

The trustees will continue to regularly monitor the outgoings in relation to income and the level of reserves.

APPOINTMENT OF INDEPENDENT EXAMINER

A resolution to reappoint Mr A Churchill Stone as independent examiner will be proposed at the Annual General Meeting.

On behalf of the trustees

His Honour Christopher Tyrer DL Chair

15 December 2020

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OXFORD DIOCESAN COUNCIL FOR THE DEAF AND HARD OF HEARING

Independent examiner's report to the trustees of Oxford Diocesan Council for the Deaf and Hard of Hearing

I report to the charity trustees on my examination of the accounts of Oxford Diocesan Council for the Deaf and Hard of Hearing (the Trust) for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 Trust 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.

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A Churchill Stone FCA DChA

Mercer Lewin Ltd Chartered Accountants 41 Cornmarket Street

Oxford OX1 3HA

29 January 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

INCOME AND ENDOWMENTS FROM	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies		9,058	S#0	9,058	8,681
Investment income	2	14,608	10,195	24,803	23,802
Total		23,666	10,195	33,861	32,483
EXPENDITURE ON Charitable activities Support for the Deaf Church		14,653	11,328	25,981	34,256
Net gains/(losses) on investments		(50,709)	(13,880)	(64,589)	19,333
NET INCOME/(EXPENDITURE)		(41,696)	(15,013)	(56,709)	17,560
Transfers between funds	9	-			
Net movement in funds		(41,696)	(15,013)	(56,709)	17,560
RECONCILIATION OF FUNDS					
Total funds brought forward		265,142	347,206	612,348	594,788
TOTAL FUNDS CARRIED FORWARD		223,446	332,193	555,639	612,348

BALANCE SHEET 31 MARCH 2020

		Unrestricted fund	Restricted funds	2020 Total funds	2019 Total funds
	Notes	£	£	£	£
FIXED ASSETS Investments	6	207,817	273,947	481,764	546,354
CURRENT ASSETS Debtors Cash at bank	7	554 15,522	- 58,246	554 73,768	549 72,956
Oddir at barik		16,076	58,246	74,322	73,505
CREDITORS Amounts falling due within one year	8	(447)		(447)	(7,511)
NET CURRENT ASSETS	_	15,629	58,246	73,875	65,994
TOTAL ASSETS LESS CURRENT		000 440	222 402	EEE 620	640.040
LIABILITIES	=	223,446	332,193	555,639	612,348
NET ASSETS	-	223,446	332,193	555,639	612,348
FUNDS Unrestricted funds Restricted funds	9			223,446 332,193	265,142 347,206
TOTAL FUNDS				555,639	612,348

The financial statements were approved by the Board of Trustees and authorised for issue on 15 December 2020 and were signed on its behalf by:

His Honour Christopher Tyrer DL Trustee

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

INCOME

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

EXPENDITURE

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

TAXATION

The charity is exempt from tax on its charitable activities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

PENSION COSTS AND OTHER POST-RETIREMENT BENEFITS

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.

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

2.	INVESTMENT INCOME		2020	2019
	Other fixed asset invest - FII Deposit account interest		£ 24,338 465	£ 23,426 376
			24,803	23,802
3.	TRUSTEES' REMUNERATION AND BENEFITS			
	There were no trustees' remuneration or other benefits for year ended 31 March 2019.	the year ended	31 March 202	0 nor for the
	TRUSTEES' EXPENSES		2020	2019
	Trustees' expenses		£ 	£ 743
4.	STAFF COSTS			
	The average monthly number of employees during the year	was as follows:	2020	2019
	Chaplains		2020	1
	Support staff		1	1
			1	2
	No employees received emoluments in excess of £60,000.			
5.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL	ACTIVITIES Unrestricted fund £	Restricted funds	Total funds £
	INCOME AND ENDOWMENTS FROM Donations and legacies	8,681	=0	8,681
	Investment income	13,958	9,844	_23,802
	Total	22,639	9,844	32,483
	EXPENDITURE ON Charitable activities			
	Support for the Deaf Church	22,579	11,677	34,256
	Net gains on investments	2,051	17,282	19,333
	NET INCOME	2,111	15,449	17,560
	RECONCILIATION OF FUNDS			
	Total funds brought forward	263,031	331,757	594,788
	TOTAL FUNDS CARRIED FORWARD	265,142	347,206	612,348

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

6. FIXED ASSET INVESTMENTS

6.	FIXED ASSET INVESTMENTS		Unlisted investments £
	MARKET VALUE At 1 April 2019 Revaluations		546,354 (64,590)
	At 31 March 2020		481,764
	NET BOOK VALUE At 31 March 2020		481,764
	At 31 March 2019		546,354
	There were no investment assets outside the UK.		
7	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2020 £	2019 £
	Other debtors Prepayments and accrued income	58 496	58 491
		554	549
8.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2020	2019
	Other creditors	£ 447	£ _7,511

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

9. MOVEMENT IN FUNDS

TOTAL FUNDS

WOVEWENT IN FUNDS	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/20 £
Unrestricted funds General fund	265,142	(41,696)	-	223,446
Restricted funds Bucks Legacy Fund Oxford Chapel Fund Oxfordshire Video Appeal Fund Inner Wheel Visual Aids Aylesbury Chapel Fund Aylesbury and District Fund	284,160 1,304 1,056 1,392 2,759 56,535	(13,553) - - - (1,460)		270,607 1,304 1,056 1,392 2,759 55,075
TOTAL FUNDS	612,348	(15,013) (56,709)		555,639
Net movement in funds, included in the abo	ve are as follow	WS:		
	Incoming resources £	Resources expended £	Gains and losses	Movement in funds £
Unrestricted funds General fund	23,666	(14,653)	(50,709)	(41,696)
Restricted funds Bucks Legacy Fund Aylesbury and District Fund	8,601 1,594	(8,758) (2,570)	(13,396) (484)	(13,553) <u>(1,460</u>)
	10,195	(11,328)	(13,880)	(15,013)

33,861

(25,981)

(64,589)

(56,709)

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/18 £	Net movement in funds £	At 31/3/19 £
Unrestricted funds General fund	263,031	2,111	265,142
Restricted funds Bucks Legacy Fund Oxford Chapel Fund Oxfordshire Video Appeal Fund Inner Wheel Visual Aids Aylesbury Chapel Fund Aylesbury and District Fund	267,356 1,296 1,041 1,392 2,742 57,930	16,804 8 15 - 17 (1,395)	284,160 1,304 1,056 1,392 2,759 56,535
	331,757	15,449	347,206
TOTAL FUNDS	594,788	17,560	612,348

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses	Movement in funds
Unrestricted funds General fund	22,639	(22,579)	2,051	2,111
Restricted funds Bucks Legacy Fund Oxford Chapel Fund Oxfordshire Video Appeal Fund Aylesbury Chapel Fund Aylesbury and District Fund	8,295 8 15 17 	(8,773) - - (2,904)	17,282	16,804 8 15 17 (1,395)
	9,844	(11,677)	17,282	15,449
TOTAL FUNDS	32,483	(34,256)	19,333	17,560

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/18 £	Net movement in funds £	Transfers between funds £	At 31/3/20 £
Unrestricted funds				
General fund	263,031	(39,585)	+	223,446
Restricted funds				
Bucks Legacy Fund	267,356	3,251	(8)	270,607
Oxford Chapel Fund	1,296	8	390	1,304
Oxfordshire Video Appeal Fund	1,041	15	1 ,0 0	1,056
Inner Wheel Visual Aids	1,392	÷	700	1,392
Aylesbury Chapel Fund	2,742	17	(= 8)	2,759
Aylesbury and District Fund	57,930	(2,855)	-	_55,075
	331,757	436	-	332,193
TOTAL FUNDS	594,788	<u>(39,149</u>)	2	555,639

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds General fund	46,305	(37,232)	(48,658)	(39,585)
Restricted funds				
Bucks Legacy Fund	16,896	(17,531)	3,886	3,251
Oxford Chapel Fund	8	9.00		8
Oxfordshire Video Appeal Fund	15	() ())	#	15
Aylesbury Chapel Fund	17	: 	75	17
Aylesbury and District Fund	3,103	(5,474)	(484)	(2,855)
	20,039	(23,005)	3,402	436
TOTAL FUNDS	66,344	(60,237)	(45,256)	(39,149)

Restricted funds may only be used for the purpose for which they were given.

Buckinghamshire Legacy Fund - Thus fund originated with a £20,000 legacy from the late EJ Horwood in 1981/82 and is to be used for the benefit of deaf people in Buckinghamshire and for the Council's work in Buckinghamshire.

Oxford Chapel Fund - This fund arose from a number of donations received for the purchase of furnishings and other support for the Oxford Deaf Church.

Oxfordshire Video Appeal Fund - This fund arose from donations received for the purchase of video equipment in Oxfordshire.

Inner Wheel Visual Aids Fund - This fund represents funds given for the purchase of visual aids equipment in Buckinghamshire.

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

9. MOVEMENT IN FUNDS - continued

Aylesbury Chapel Fund - The Fund arose from a number of donations for the purchase of furnishings and other support for the Aylesbury Deaf Church.

Aylesbury and District Fund - Fund of the associated charity Aylebury and District Fund for the Deaf, to provide support to the deaf and hard of hearing in Aylesbury and the surrounding district.

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020.