



**OXFORD  
POVERTY  
ACTION  
TRUST**

**Oxford Poverty Action Trust**

**Annual Report**

**2007**

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# 1 Chair's Report 2007-2008

## **Background**

The Oxford Poverty Action Trust (OxPAT) was set up in 1996 by a committee including representatives of the City, University, police, churches and concerned citizens to meet the challenge of visible poverty in the streets and invisible poverty in hostels, bed-and-breakfast accommodation etc. Inspired by successful "Diverted Giving" schemes in Winchester and elsewhere, the aim was to establish an umbrella fund to receive donations from the public, including tourists, and distribute them to the existing agencies working to alleviate poverty. One of its aims was to help reduce street begging by persuading the public not to give directly to beggars, and thus fuel dependency on alcohol or drugs; and to provide a means whereby their generosity could be channelled more productively.

OxPAT raised well over £100,000 in its first 10 years and in 2007 raised a record £15, 608. Money comes to us partly from collection boxes and partly from fund-raising events, but mostly from concerned citizens giving regularly by Gift-Aided bankers' orders.

## **Changes to the Committee**

To our great sadness, our Box Officer, Bernard Jones, died in the autumn. Francis and Catherine King, who were already friends of OxPAT as box collectors, have jointly taken over the role. James Watts left his job with ECHG and OxPAT, and his place has been taken by Rosamund Forbes, also of ECHG. Jackie Hackett also left and we currently have no police representative on the committee. Meg Movshon has taken over as Secretary and has been appointed a Trustee. Marieke Clarke remains as Grants Officer. Celia Fry very kindly volunteered to be the Independent Examiner of our accounts. We are delighted that the new Bishop of Oxford, the Rt Revd John Pritchard, has agreed to be a Patron.

## **Overview**

We have continued to hold monthly meetings (with the exception of August) and have continued to distribute the bulk of our grants to Core Agencies in accordance with our Grants Policy. The following were successful in their applications to be Core Agencies for the 2008 calendar year: The Bridge/Gap; the Church of God of Prophecy Soup Kitchen; Connection Oxford; the Elmore Team; English Churches Housing Group; the Gatehouse; the Night Shelter; and Simon House. One agency was not successful as it lacked a welfare fund, but has been encouraged to make individual applications where appropriate.

Jonathan Clark has continued to improve our website and as a result the number of visitors is steadily rising. Carol singing with children from West Oxford Primary School raised £300 and our profile too.

We have been kept in touch with the Network through the attendance at their monthly meetings of one or another of Marieke Clarke, Sister Anne, and Meg Movshon; and our programme of visits to client agencies continues.

We are extremely grateful to all our supporters, particularly our box collectors and – of course – the donors who give so generously in order that we may continue our efforts. We are also grateful to those organisations which have made grants towards our Administration Fund, thus enabling all the money received from donors to be distributed to agencies.

**Deborah Ceadel  
Chair, February  
2008**

## **2 Legal Details**

## **Trust**

The object of the Trust is “for the relief of the effects of poverty, sickness, disablement and old-age” in accordance with a Trust Deed made on 28<sup>th</sup> June 1998.

The Trust has been granted registration as a charity by the Charity Commissioners. The Charity Number is 1070645.

The Inland Revenue has accepted the Trust as a charity within the definition of section 506 (1) Income and Corporation Taxes Act 1998, as a result of which the Trust’s income and gains are not taxable to the extent that they are applicable and applied to charitable purposes.

The registered address is 25 Woodstock Road, Oxford OX2 6HA.

During the calendar and accounting year **2007** the following acted as Trustees of the Oxford Poverty Action Trust (known as OxPAT) for some or all of the time:

Jerome Francis Antoninus Bertram  
Stephen Brown  
Deborah Jane Ceadel  
Marieke Clarke  
Bernard Jones  
Andrew Lack  
Meg Movshon

Patrick Mulvihill  
Susanna Pressel

The Patrons of the Trust are:  
Hugo Brunner, Lord Lieutenant of Oxfordshire  
Rt Revd. John Pritchard, Bishop of Oxford

Gross income during the year 2007 was £15608.55  
Expenditure during the year 2007 was £14927.00

The Charity's Bankers are:  
The Co-operative Bank, King's Valley, Yew Street,  
Stockport, Cheshire, SK4 2JU

Officers during the year 2007 were:  
Chair: Deborah Ceadel  
Secretary: Marieke Clarke, Meg Movshon  
Treasurer: Stephen Brown

The Independent Examination of the Accounts was  
carried out by: Celia Fry  
Fundraising expenses during the year 2007 were  
none.  
The charity owns no functional property and there  
are no connected companies.

### 3 Financial Report

#### **OXPAT Accounts** **2007**

##### **INCOME**

###### INC - Boxes

BHS	£7.46
Blackwells	£478.80
Celebrations	£9.40
Christchurch Porter's Lodge	£11.01
M&S, Summertown	£1,111.68
Magdalen College Bar	£37.03
Oxford Union Bar	£23.92
Railway Station	£259.71
Tourist Information Centre	£19.96
Town Hall	£74.02
<b>TOTAL INC - Boxes</b>	<b>£2,032.99</b>

###### INC - Organisations

Keble College	£500.00
New College JCR	£600.00
Oxford University Students' Union	£798.00
<b>TOTAL INC - Organisations</b>	<b>£1,898.00</b>

###### INC - Fund Raising

Carol Singing	£338.21
Isis Chamber Orchestra	£185.00
Oxford Waterside Residents Association	£304.74
<b>TOTAL INC - Fund Raising</b>	<b>£827.95</b>

INC - Places of Worship	
Exeter College Chapel	£100.00
Society of Friends	£56.70
St Aloysius - The Oratory	£1,213.26
St Michael at the Northgate	£117.23
TOTAL INC - Places of Worship	£1,487.19
INC - Private Donation (Gift Aid)	
Annual	£1,020.00
Monthly	£1,526.00
Occasional	£1,340.00
Quarterly	£137.50
TOTAL INC - Private Donation (Gift Aid)	£4,023.50
INC - Private Donation (Non-Gift Aid)	
Anonymous	£2,209.16
CAF	£1,130.00
Charities Trust	£413.88
Individual	£1,429.97
TOTAL INC - Private Donation (Non-Gift Aid)	£5,183.01
INC- Admin Sub-Account	
Darbys Solicitors	£154.00
TOTAL INC - Admin sub-Account	£154.00
INC- Bank Interest	£1.91
<b>TOTAL INCOME</b>	<b>£15,608.55</b>

## **EXPENSES**

### EXP-Admin Sub-Account

Publicity	£154.00
<b>TOTAL EXP-Admin Sub-Account</b>	<b>£154.00</b>

### EXP-Grants - Charities

Cherwell Housing Trust	£1,750.00
Church of God - Soup Kitchen	£1,750.00
Churches Housing Trust	£1,750.00
Connection Oxford	£1,750.00
Oxford Night Shelter	£1,750.00
The Elmore Team	£1,750.00
The Gap	£1,750.00
The Gatehouse	£1,750.00
<b>TOTAL EXP-Grants - Charities</b>	<b>£14,000.00</b>

### EXP-Grants - Individuals

Asylum Welcome	£630.00
Individuals	£143.00
<b>TOTAL EXP-Grants - Individuals</b>	<b>£773.00</b>

**TOTAL EXPENSES** **£14,927.00**

**OVERALL TOTAL** **£681.55**

## **RECONCILIATION WITH BANK**

Opening Balance £1,130.45

**INCOME** **£15,608.55**

**EXPENDITURE** **£14,927.00**

**Closing Balance** **£1,812.00**

**ADMINISTRATION SUB-ACCOUNT (included within)**

Opening Balance	£393.73
INCOME	£154.00
EXPENDITURE	£154.00
Closing Balance	£393.73

**The Treasurer reports:**

In 2007 OxPAT raised £15608.55. This represented an increase £1267.23 on 2006 being an increase of 8.8%. Receipts from collection boxes (£2032.99), although slightly down on last year remain buoyant. We are particularly grateful to the customers and staff of Marks & Spencer, Summertown who contributed £1111.68 (over 50% of the total) and Blackwells for £478.80 (approx. 25%). Contributions from Organisations totalled £1898, and we are grateful to the significant donations made by the Oxford University Students Union, Keble College and New College JCR. Receipts from Places of Worship have dropped slightly (£1487.19); we are particularly grateful to the congregation of St. Aloysius, The Oratory who continue to be the biggest donor with £1213.26 this year. Monies raised from Fundraising activities has risen to £827.95; as always we note that the ISIS Chamber Orchestra and the Waterside Residents Association continue fund raising activities for our benefit. The

Children of West Oxford Primary School should be congratulated in supporting us with our reinstated carol singing in the Westgate Shopping Centre. We remain very dependant upon individual personal donations which in 2007 increased to a total of £9206.51(2006 £8693.04). These were split roughly evenly between named, and typically regular, donors who have signed up to Gift Aid and donations received either anonymously, via CAF or the Charities Trust. We wish to acknowledge our many regular donors who provide the core backbone to our funding as well as the many anonymous donors. Similarly, we are unable to thank contributors to our collection boxes personally, but we are enormously grateful to them for their continuing support.

One of the philosophies that underpin our work is that 100% of all donations are re-directed to local causes whether as contributions to the Welfare Funds of designated homeless charities or though a sponsoring organisation to an individual for a specific need. However, although committee members cover most of administration costs personally, we do incur costs related to maintaining and repairing collection boxes and printing publicity material. In 2007 we spent £154 on a new publicity flyer; we are particularly grateful to Darbys Solicitors LLB who funded this exactly. Consequently, our administration sub-fund remains unchanged with a balance of £393.73. We continue to seek further donations for administration. In the foreseeable

future we anticipate spending money on the repair and replacement of our collecting boxes.

In 2007 £14927 was distributed. £14000 (94%) was funnelled directly to our eight key 'designated' charities. Each organisation received £1750 each, which was £130 more than 2006, when there were only seven. The remainder was given for individual beneficiaries through an application made by a sponsoring organisation. Asylum Welcome received the most grants for its clients.

This is my third report as Treasurer and I am grateful to Celia Fry, who has scrutinised these accounts. We continue to distribute funds as soon as is reasonably possible and always attempt to keep the minimum working bank balance. On behalf of all our beneficiaries we would like to thank all our contributors and supporters.

**Stephen Brown , Treasurer**  
**10<sup>th</sup> Feb 2008**

## **4 OxPAT Grant Policy**

### **Core Principles**

1. OxPAT funds are to be used to provide direct help to homeless or vulnerably housed adults - eg food, clothing, shelter, rehabilitation.
2. OxPAT funds are not to be used to fund

administration nor on-going costs, nor to discharge statutory duties.

3. OxPAT funds will only be distributed to or through recognised charitable agencies; and must be spent by or under the supervision of such an agency.

## **Distribution**

### **1 Core Agencies**

OxPAT will aim to distribute 80% of its funds to a core group of around 8 agencies via regular monthly standing orders to their welfare funds. It is each agency's responsibility to ensure this money is spent in accordance with OxPAT's core principles and to report back at the end of the calendar year as to how it has been spent.

It is intended that this will avoid the need for those agencies to make specific applications for funds. The make-up of the core group will be revised each autumn for the next calendar year (or more often if circumstances make this appropriate). The Network of Homelessness Agencies will be invited to put forward suggestions.

### **2 Specific applications**

Approximately 20% of OxPAT's funds will be used to fund specific applications which are not from the 8 core agencies. These will usually be a maximum of £100 each.

These must:

- a) be made through a recognised charitable agency
- b) be supported by a case worker
- c) be in writing (including fax or e-mail)
- d) specify how much is required, what it is required for, and why it is needed
- e) include the name, address and bank details of the agency supporting the application
- f) give details of any other applications which have been made, or are going to be made, to any other funding body towards the same item.

3 Applications should be sent to: Marieke Clarke (Grants Officer) on [secretary@oxpat.org](mailto:secretary@oxpat.org) or c/o OXPAT, 25 Woodstock Road, Oxford, OX2 6HA Fax 310470

If a grant is made, it is the agency's responsibility to ensure that the money is not given to the applicant but is spent under the supervision of a caseworker and for the purpose for which it was requested. If it is no longer required for that purpose (eg because funds have become available from another source) it is the responsibility of the agency to ensure the money is returned to OxPAT.

## **4 Meetings**

OxPAT holds 12 meetings a year (on the third Friday of each month) at which specific applications will be considered.

The Annual General Meeting will be held at 12:30 PM on Friday 18<sup>th</sup> April 2008 at the Hopkins Room, The Oxford Oratory, 25 Woodstock Road, Oxford.

## **5 Partners**

### **Core agencies during 2007**

Simon House  
Church of God of Prophecy Soup Kitchen  
English Churches Housing Group  
Connection Oxford  
Oxford Night Shelter  
Elmore Team  
The Gap/The Bridge  
The Gatehouse

### **Other partners**

Aspire  
Asylum Welcome  
Oxford Homeless Medical Fund  
Julian Housing  
The Knowl  
Steppin' Stone

## **6 Boxes**

### **Box Locations**

Blackwells, Marks & Spencer Summertown, Oxford Railway Station, Oxford Town Hall and the Tourist Information Centre are the locations of the large red boxes. Smaller yellow boxes are in shops, churches, colleges and offices throughout Oxford

including Phoenix Cinema and Bunters Delicatessen.

## **7 Donors**

Darbys Solicitors LLP, St. Aloysius – the Oratory, Oxford Waterside Residents Association, Isis Orchestra, Morrell Piano Quartet, Stagecoach in Oxford, Churches Together in Oxford, Oxford Pegasus Grange Residents Association, St. Michael at the North Gate, Society of Friends, Rose Hill Methodist Church, CAF, Private donors, Hertford College RAG, Carol singing – West Oxford Primary School, Carol Singing – St. Aloysius.

OxPAT / DC/SB/MC/SB/PMMar08

