

**MERTON OASIS**  
**FINANCIAL STATEMENTS**  
**31 MARCH 2008**

**Charity Number 1117351**

**KUGAN & CO:**  
Chartered Certified Accountants  
Unit 1 Kingspark Business Centre  
152-178 Kingston Road  
New Malden  
Surrey  
KT3 3ST

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**MERTON OASIS**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2008**

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**MERTON OASIS**  
**TRUSTEES ANNUAL REPORT**  
**YEAR ENDED 31 MARCH 2008**

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2008

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	Merton Oasis
<b>Charity registration number</b>	1117351
<b>Company registration number</b>	05664970
<b>Principal office and Registered office</b>	Room 19, The Vestry Hall London Road Mitcham Surrey CR4 3UD

**THE TRUSTEES**

The trustees who served the company during the year were as follows

Mrs S J Gregory  
Mr F L Dawson  
Mrs P Kissoon  
Ms C Bisessar  
Mrs L C Doyley

Mrs L C Doyley was appointed as a trustee on 2 July 2007  
Mrs S J Gregory retired as a trustee on 12 November 2007

<b>Secretary</b>	Ms C Bisessar
<b>Accountants</b>	Kugan & Co Chartered Certified Accountants Unit 1 Kingspark Business Centre 152-178 Kingston Road New Malden Surrey KT3 3ST
<b>Bankers</b>	National Westminster Bank P O Box 771 282 London Road Mitcham SURREY CR4 2ZP

**MERTON OASIS**  
**TRUSTEES ANNUAL REPORT** *(continued)*  
**YEAR ENDED 31 MARCH 2008**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The company was incorporated on the 3rd January 2006 and is governed by Memorandum and Articles of Association

**Recruitment and Appointment of Management Committee**

The directors and the company secretary are also trustees of the charitable company. The Article of Association of the company governs the appointment of directors/trustees. They have no beneficial interests in the charitable company. The liability of each director is a maximum of £1 00.

**Induction and training**

All trustees are inducted into the work of the charity. The remit and responsibilities of trustees including portfolio holders are set out in a committee briefing paper and also form part of Oasis standing orders. Members are kept up to date with changes in governance and good practice through the Charity Commission website, National Council for Voluntary Organisations and Merton Voluntary Service Council.

**Risk management**

The board of directors/trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan, which will enable the organisation to fulfil its objects. In order that we are prudent in risk management we are developing further systems which will complement our strategic plan. These include:

**Annual budget plan and fundraising strategy**

**Revised standing orders**

**Early warning systems through monthly executive review**

These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

**Organisational structure**

The organisation is governed by a board of directors. Delegated authority for day to day management is given to the Development Manager. At the time of writing we are welcoming a new worker, the previous post holder having left in February 2008. The board meets bi-monthly although during the financial year ended 31 March 2008, when we had reduced staffing, we met more regularly. It is our intention to build on the current structure including creating more defined portfolios for committee members, recruiting a wider range of members and volunteers to support staff in day to day functions.

**OBJECTIVES AND ACTIVITIES**

The objects of the charitable company are to promote the relief of all people with long term mental health problems requiring treatment and the prevention of mental health problems of those living in the borough of Merton, in particular, but not exclusively, individuals of minority ethnic background so as to enhance their quality of life. In order to meet these objectives we take an inclusive approach focusing on diet, exercise, community involvement, encouraging cultural competence amongst statutory partners, active aging and targeted client led intervention.

**ACHIEVEMENTS AND PERFORMANCE**

Our activities during the period are summarised as follows:

**African Caribbean Elders Service**

During the last financial year our core service delivery has been through African Caribbean Elders project. Ad-hoc grants from the local authority and utilising our reserves has enabled us to continue the provision of this much needed service. As well as providing a subsidised luncheon club, we have

**MERTON OASIS**  
**TRUSTEES ANNUAL REPORT** *(continued)*  
**YEAR ENDED 31 MARCH 2008**

weekly activities keeping fit, line dancing, health promotion and cultural activities that either promotes healthy living, active aging or good mental wellbeing. The focus for the year has been to concentrate on the health, fitness and wellbeing of our members.

The regular contact and visits to Springfield Hospital have helped the charitable company to maintain mutually beneficial working relationships with staff and strengthen links with the Community Mental Health Team (CMHT), have not taken place this financial year due to the lack of staff and funding. However, we are hoping to resume the delivery of the main object of the Charity when the new development officer is in post and the mental health fund is re-established.

We have received some referrals from health services and where possible have tried to incorporate those individuals into the core service.

We have looked at our structure and made efforts to recruit the right kind of staff to lead and develop the work of Oasis. We have strengthened what is a small committee to ensure that it remains fit for the purpose, clear as to its responsibilities and competent to support staff and volunteers appropriately. Our corporate focus this financial year has been survival and fiscal prudence, evaluation of our past performance and planning for the future.

**FINANCIAL REVIEW**

The net incoming resources for the year was £16,170 (2007- £53,035) of which £42,018 (2007-£64,283) had been used on charitable business leaving a deficit of £25,847 (2007 deficit-£11,248).

**Investment Policy**

The Management Committee has considered the most appropriate policy for investing funds and has agreed that at present, keeping our funds in a deposit account is the safest option.

**Reserves Policy**

The Management Committee has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('free reserves') held by the charity should be six months of resources expended, in general funds including the Elders Service. At this level, the Management Committee feels that they would be able to continue the current activities of the charity in the event of a significant drop in incoming resources.

**PLANS FOR FUTURE PERIODS**

We continue to develop our activities in line with the outcomes from the Strategic Business Review which are:

- Redefine and finalise the vision and mission of Merton Oasis with a view to embracing the notion of the promotion of healthy living, mental health and well-being
- Set clear goals for Merton Oasis recognising a widening of the target user group
- Start a process of repositioning the organisation
- Provide services that are preventative and foresighted rather than just remedial
- Marketing the organisation and improving communications
- Establish clear financial standing orders, taking account of good practice
- Establish a strategy for fundraising and identify avenues of funding
- Build stronger relationships with statutory and other key agencies

**RESPONSIBILITIES OF THE TRUSTEES**

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

**MERTON OASIS**  
**TRUSTEES ANNUAL REPORT** *(continued)*  
**YEAR ENDED 31 MARCH 2008**

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**REPORTING ACCOUNTANTS**

Messrs Kugan & Co will continue in office as reporting accountants for the ensuing year.

Registered office  
Room 19, The Vestry Hall  
London Road  
Mitcham  
Surrey  
CR4 3UD

Signed by order of the trustees



MS C BISSAR  
Company Secretary

23<sup>rd</sup> June 2008

## MERTON OASIS

### ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE UNAUDITED FINANCIAL STATEMENTS OF MERTON OASIS

YEAR ENDED 31 MARCH 2008

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 31 March 2008 set out on pages 6 to 14, and you consider that the company is exempt from an audit and a report under section 249A(2) of the Companies Act 1985. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.



KUGAN & CO  
Chartered Certified Accountants

Unit 1 Kingspark Business Centre  
152-178 Kingston Road  
New Malden  
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KT3 3ST

4<sup>th</sup> July 2008

**MERTON OASIS**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 MARCH 2008**

	Note	Total Funds Year to 31 Mar 08 £	Total Funds Period from 1 Nov 06 to 31 Mar 07 £
<b>INCOMING RESOURCES</b>			
Incoming resources from generating funds			
Voluntary income	2	7,091	1,425
Activities for generating funds	3	618	884
Investment income	4	5,455	350
Incoming resources from charitable activities	5	3,006	50,376
<b>TOTAL INCOMING RESOURCES</b>		<u>16,170</u>	<u>53,035</u>
<b>RESOURCES EXPENDED</b>			
Charitable activities	6/7	(41,337)	(62,938)
Governance costs	8	(680)	(2,254)
Other resources expended	9	-	909
<b>TOTAL RESOURCES EXPENDED</b>		<u>(42,017)</u>	<u>(64,283)</u>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	11	<u>(25,847)</u>	<u>(11,248)</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		107,208	118,456
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>81,361</u>	<u>107,208</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore  
a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 9 to 14 form part of these financial statements



**MERTON OASIS**  
**INCOME AND EXPENDITURE ACCOUNT**  
**YEAR ENDED 31 MARCH 2008**

	Note	Year to 31 Mar 08 £	Period from 1 Nov 06 to 31 Mar 07 £
<b>INCOME</b>		<b>10,715</b>	<b>52,685</b>
Net gains from disposals of income fund fixed assets		—	909
<b>TOTAL INCOME</b>		<b>10,715</b>	<b>53,594</b>
<b>TOTAL EXPENDITURE</b>		<b>(42,016)</b>	<b>(64,692)</b>
<b>OPERATING DEFICIENCY</b>	<b>11</b>	<b>(31,301)</b>	<b>(11,098)</b>
<b>OTHER INCOME</b>			
Interest receivable and similar income	<b>4</b>	<b>5,455</b>	<b>350</b>
		<b>(25,846)</b>	<b>(10,748)</b>
<b>INTEREST PAYABLE</b>			
Interest payable		<b>(1)</b>	<b>—</b>
<b>DEFICIT FOR THE FINANCIAL YEAR</b>		<b>(25,847)</b>	<b>(10,748)</b>

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 9 to 14 form part of these financial statements

# MERTON OASIS

## BALANCE SHEET

31 MARCH 2008

	Note	2008 £	2007 £
<b>FIXED ASSETS</b>			
Tangible assets	13	2,548	2,353
<b>CURRENT ASSETS</b>			
Debtors	14	—	30,046
Cash at bank and in hand		82,986	91,201
		<u>82,986</u>	<u>121,247</u>
<b>CREDITORS: Amounts falling due within one year</b>	15	<u>(4,173)</u>	<u>(16,392)</u>
<b>NET CURRENT ASSETS</b>		78,813	104,855
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>81,361</u>	<u>107,208</u>
<b>NET ASSETS</b>		<u>81,361</u>	<u>107,208</u>
<b>FUNDS</b>			
Unrestricted income funds	16	81,361	107,208
<b>TOTAL FUNDS</b>		<u>81,361</u>	<u>107,208</u>

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 1985 (the Act) relating to the audit of the financial statements for the year by virtue of section 249A(1), and that no member or members have requested an audit pursuant to section 249B(2) of the Act. The trustees acknowledge their responsibilities for

- (i) ensuring that the company keeps proper accounting records which comply with section 221 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company

These financial statements were approved by the members of the committee on the 23rd June 2008 and are signed on their behalf by



MR F L DAWSON  
Director

The notes on pages 9 to 14 form part of these financial statements.

**MERTON OASIS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2008**

**1. ACCOUNTING POLICIES**

**(i) Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 1985

**(ii) Cash flow statement**

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small

**(iii) Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal

**(iv) All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income**

- Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts
- Investment income is included when receivable
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance

**(V) Fixed assets**

All fixed assets are initially recorded at cost

**MERTON OASIS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2008**

**1 ACCOUNTING POLICIES** *(continued)*

**(vi) Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows

25% on straightline basis  
25% on straightline basis

**2. VOLUNTARY INCOME**

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
<b>Donations</b>			
Miscellaneous	91	91	—
<b>Grants receivable</b>			
Merton Voluntary Service Council	7,000	7,000	1,425
	<u>7,091</u>	<u>7,091</u>	<u>1,425</u>

**3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS**

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Fundraising events	468	468	884
Membership	150	150	—
	<u>618</u>	<u>618</u>	<u>884</u>

**4. INVESTMENT INCOME**

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Bank interest receivable	5,455	5,455	350

# MERTON OASIS

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2008

### 5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Fees on providing day services	—	—	49,801
Participants' contribution-ACES- meals	2,247	2,247	575
Participants' contribution-ACES-outing	759	759	—
	<u>3,006</u>	<u>3,006</u>	<u>50,376</u>

### 6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Charitable activity	—	—	34,523
Provision of day service	—	—	5,603
African Caribbean Elders Services	11,141	11,141	593
Learning in the community	41	41	22,219
Support costs-ACES	30,155	30,155	62,938
	<u>41,337</u>	<u>41,337</u>	<u>62,938</u>

### 7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Grant funding activities £	Support costs £	Total Funds 2008 £	Total Funds 2007 £
Charitable activity	—	30,155	30,155	56,742
Provision of day services	—	—	11,141	5,603
African Caribbean Elders Services	11,141	—	41	593
Learning in the community	41	—	41	22,219
	<u>11,182</u>	<u>30,155</u>	<u>41,337</u>	<u>62,938</u>

# MERTON OASIS

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2008

### 8. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2008	Total Funds 2007
	£	£	£
Accountancy fees	500	500	450
AGM cost	—	—	586
Legal and professional fees	—	—	1,089
Costs of trustees' meetings	85	85	106
Interest payable	1	1	—
Other financial costs	94	94	23
	<u>680</u>	<u>680</u>	<u>2,254</u>

### 9. OTHER RESOURCES EXPENDED

	Total Funds 2008	Total Funds 2007
	£	£
Losses on disposal of tangible fixed assets for charity's own use	—	(909)
	<u>—</u>	<u>(909)</u>

### 10. ANALYSIS OF SUPPORT COSTS

	Provision of day service	Total 2007
	£	£
Staff costs	14,882	5,768
Premises	10,188	12,388
Communications and IT	875	1,047
Professional fees	1,517	—
Other office cost	1,835	2,760
Depreciation	858	256
	<u>30,155</u>	<u>22,219</u>

### 11. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging

	Year to 31 Mar 08	Period from 1 Nov 06 to 31 Mar 07
	£	£
Depreciation	<u>937</u>	<u>273</u>

**MERTON OASIS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2008**

**12. STAFF COSTS AND EMOLUMENTS**

Total staff costs were as follows:

	Year to 31 Mar 08 £	Period from 1 Nov 06 to 31 Mar 07 £
Wages and salaries including employers NI	<u>14,882</u>	<u>38,703</u>

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows

	Year to 31 Mar 08 No	Period from 1 Nov 06 to 31 Mar 07 No
Development worker-(3 months only)/Co-ordinating staff	1	1
Counselling, advice and information	—	3
Administrative staff	<u>1</u>	<u>1</u>
	<u>2</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year (2007 - Nil)

**13. TANGIBLE FIXED ASSETS**

	Equipment £	Fixtures & Fittings £	Total £
<b>COST</b>			
At 1 April 2007	2,376	250	2,626
Additions	<u>1,132</u>	<u>—</u>	<u>1,132</u>
<b>At 31 March 2008</b>	<u>3,508</u>	<u>250</u>	<u>3,758</u>
<b>DEPRECIATION</b>			
At 1 April 2007	247	26	273
Charge for the year	<u>856</u>	<u>81</u>	<u>937</u>
<b>At 31 March 2008</b>	<u>1,103</u>	<u>107</u>	<u>1,210</u>
<b>NET BOOK VALUE</b>			
<b>At 31 March 2008</b>	<u>2,405</u>	<u>143</u>	<u>2,548</u>
At 31 March 2007	<u>2,129</u>	<u>224</u>	<u>2,353</u>

**MERTON OASIS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2008**

**14. DEBTORS**

	2008 £	2007 £
Trade debtors	–	29,421
Other debtors	–	625
	<u>–</u>	<u>30,046</u>

**15. CREDITORS: Amounts falling due within one year**

	2008 £	2007 £
Trade creditors	58	8,444
Accruals	4,115	7,948
	<u>4,173</u>	<u>16,392</u>

**16. UNRESTRICTED INCOME FUNDS**

	Balance at 1 April 2007 £	Incoming resources £	Transfers £	Balance at 31 March 2008 £
General Funds	105,868	(25,380)	(426)	80,062
Learning in the Community	1,340	(41)		1,299
African Caribbean Elders Service		(426)	426	–
General Funds	<u>107,208</u>	<u>(25,847)</u>	<u>–</u>	<u>81,361</u>

**17. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Tangible fixed assets £	Net current assets £	Total £
<b>Unrestricted Income Funds:</b>			
Designated Funds	106	1,298	1,404
General Funds	2,442	77,515	79,957
	<u>2,548</u>	<u>78,813</u>	<u>81,361</u>
<b>Total Funds</b>	<u>2,548</u>	<u>78,813</u>	<u>81,361</u>