



Trustees Report and Accounts

1 April 2019 to 31 March 2020

A great place to grow



Chair's introduction

The purpose of this report is to demonstrate to our local community, our supporters and funders that we have made good progress during the year, managing our affairs efficiently and for the benefit of local children and families. At the end of our second full financial year, the number of families using the centre has continued to grow and their feedback has been overwhelmingly positive as the three short examples below illustrate.

- *'Do not underestimate the value your centre has on those who come.'*
- *'We absolutely love coming to the Maple Tree. My little one has learned to be more confident around other children and adults. He has tried out painting, loads of sand and water play and tried his hand at crafts too. He has developed a love of music and singing and learned about taking turns in a group.'*
- *'The Maple Tree Centre is a fantastic facility much needed by all families with babies and young children. It has been a 'life-saver' for me! Communication and empathy for what can be a stressful time looking after children, it is extremely important. Without this place, I might not have got through some dark times.'*

This year, when describing what The Maple Tree experience means to people, we coined the phrase 'a great place to grow'. The Maple Tree is a growing team, made up of children, parents, volunteers, staff, trustees, supporters and partner colleagues. Beyond the team itself, we have many local parish councils, businesses and organisations who have been most generous in their financial support. To everyone who has helped The Maple Tree team to grow this year, I would like to say a big 'thank you'.

As I write this introduction, I reflect with sadness on how in March this year, our programme was abruptly halted by the Coronavirus pandemic. We quickly created online activities and support that was a great effort and well-received by our families. But the pandemic has caused major financial losses as our income generation stopped while our running costs continued. We must hope that the strength and resilience that has helped us to survive and grow as a team since 2017 will enable us to recover and grow again as we re-open our doors.

We have a particular need at the moment for people to help in running and developing the centre. If you can help as a volunteer, adviser or trustee, please do let us know.

Finally, I would like to pay tribute to Anne Purse, our founder member who stood down as Chair during the year. She led our team from the early days of campaigning through to the opening of the centre and the continuing challenge of finding effective ways of funding and meeting the needs of local families. As her successor, I have a hard act to follow, but am grateful that she remains a trustee and loyal supporter of The Maple Tree. Thank you Anne.

Chris Sewell, Chair.

Annual Report of The Maple Tree

The Maple Tree Centre continued to offer services throughout 2019-20 but we stopped offering sessions based in the centre to families on 19 March 2020 due to the Covid-19 pandemic and lockdown.

Our charitable objectives

- To act as a resource for young children and their families living in Wheatley and the surrounding villages (including Great Milton, Little Milton, Garsington, Cuddesdon, Horspath, The Baldons, Stanton St John, Beckley, Forest Hill, Milton Common and Tiddington), enabling them to be resilient, strong and confident families through the provision of advice and assistance and organising programmes of physical, educational and other activities. Providing such recreational and leisure time activity as the trustees may decide from time to time, in the interests of social welfare for all families and especially those who have need by reason of their age, ill health, disability, financial hardship or other disadvantage.
- To further or benefit the residents of Wheatley and the surrounding villages, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Strategic plan

In order to meet our charitable objectives, we work to a strategic plan organized under six specific aims:

- To be a sustainable charity for families in our community
- To maintain a physical presence in the community
- To be a responsible and caring employer
- To forge partnerships within our community so that we work collaboratively in the interests of young children and their families
- To support families with young children who need help
- To provide quality services and activities for children and their families.

What we have achieved in 2019 – 20

A sustainable charity

- We have developed and in the main implemented new financial procedures based on advice from our independent examiner of account in 2018-19.
- We have increased our fundraising and widened our income streams so that we met our income target (see financial report) despite not succeeding in a major grant application to the County Council. We started a Friends of The Maple Tree scheme and received a significant grant from the local county councillor's Priority Fund.
- We have set up a reserve account of £10,000 to protect us from future financial shortfalls.
- Our data shows an increase in families attending the centre, from 276 at end of 2018 to 434 unique families attending in the year from April 2019 to March 2020. Wheatley families formed just over a third of the total families attending.
- We were not able to increase our trustees sufficiently to take forward all our planned initiatives.

For the future

- We need to review our sustainability in light of the current Covid-19 pandemic.
- We need to complete our implementation of new financial procedures halted by the Covid-19 pandemic.
- We need to increase our income from grants and fundraisings as the County Council's initial grant of £10,000 per year for three years has come to an end; Wheatley Parish grant has reduced from £10,000 to £5,000 and the Pye Trust's two-year funding of £5000 pa has ended.
- We need to recruit more trustees to help us plan and implement new initiatives, particularly those with business expertise.

Maintaining a physical presence in the community

- We are maintaining the upkeep of the centre building and have drawn up plans for further improvement including within the building and the garden, although lack of capacity and funding prevented these being implemented in 2019-20.
- We ran a summer outdoor programme in Wheatley and Great Milton to attract families who do not usually attend The Maple Tree.
- We tested a new model of support in the community by providing resources and staff input for the set-up of a new parent and toddler group in Forest Hill, until it became self- sustainable. This was a successful initiative that we may repeat elsewhere if funds allow. The group has continued although numbers attending are variable. It also resulted in a number of families (11) attending The Maple Tree Wheatley sessions.

- We have initiated an early years forum on the Wheatley site to include all the early years site users with a view to offering mutual support and 'road map' for families with young children.
- The coordinator writes a bi-monthly news sheet for all local parish newsletters

For the future

- If staff and trustee capacity increase, we plan to try our model of support in other villages.
- If funding and trustee capacity allows, continue with our plans for centre improvement.
- To widen the early years forum to other early years groups initially in Wheatley (this was planned for 2019-20 but was halted by the Covid 19 pandemic).

A responsible and caring employer

- We have continued with reviewing and implementing policies and procedures for the employment and retention of staff and volunteers.
- We have recruited one new staff member and two new volunteers who have undertaken relevant checks and training, including safeguarding training and first aid training.
- The centre coordinator has regular supervision, appraisal and catch up meetings with the trustee responsible for staff. Staff and centre needs are identified and training sourced. All mandatory training is up to date and two staff were trained in baby massage in 2019-20.
- The safeguarding policy and procedures have been updated and staff are confident in sharing and reporting safeguarding concerns to the Designated Safeguarding Lead who takes action in line with our procedures.

For the future

- We intend to implement regular staff meetings so all staff can make a greater contribution to planning and evaluation as well as improve understanding of new procedures.
- We intend to improve our links between evaluation, appraisal and training by producing a costed training and development plan to include volunteer training.
- We intend to produce volunteer induction packs and clarify the expectations of volunteers.

Partnerships in the community

- We have informal discussions with health visitors about the needs of families with young children.

- We consult regularly with parents about their experiences at the centre and on matters such as increasing our fees and act on their views, for example by increasing fees for childminders bringing more children.
- We have started the Early Years Network group although its early impetus has been reduced by Covid-19 pandemic.
- We have started a system of recording needs so that we can identify and tailor our services better.
- We regularly attend the South and Vale network meetings with other centres to share ideas and solutions.

For the future

- We plan to increase our presence in Wheatley and surrounding villages by providing more information to parish councils about our offer; and, if funds allow, offering support for local early years services
- We intend to increase liaison with fellow professionals to improve our understanding of local needs and the availability of other services. We have already started some of this work during the Covid-19 pandemic through implementing online sessions for new parents with fellow professionals joining and supporting our work.

Supporting families with young children who need help

- We have an up-to-date safeguarding policy and procedures based on the Oxfordshire model, with a designated trustee and designated safeguarding lead, sharing information and referring concerns according to our procedures.
- We have instigated a new system of recording needs so we can identify and address these through our centre programme
- We have provided information, activities and fundraising events aimed at attracting funding from supporters and families who may not normally attend the centre, for example Family Outdoor Learning, Christmas crafts at Holton village hall, library sessions at Wheatley library and a Magic Show.

For the future

- We intend to improve our data collection to help us with identification of need
- If capacity allows, we intend to offer more one-off workshops and targeted sessions based on our identification of needs
- We have started to evaluate sessions and intend to develop this so that we are confident that what we provide is having the intended outcome

Providing quality services and activities for children and their families

- We have improved our presence in the community through better ways of marketing what we do, for example we have designed and launched our own website

<http://www.mapletree.org.uk>. We use facebook and mailchimp to publicise our programme and any special events

- We have been slow to start our plans to have clear aims for sessions and evaluate their impact. We have produced templates but have yet to embed these in our practice
- Health visitors use our centre to run well baby clinics
- We have offered some themed sessions such as cookery and rhyme sessions

For the future

- We have begun to develop a quality framework with descriptors of the aims, rationale and recommended activities linked to each of the areas of focus of the Oxfordshire Children and Young People's Plan.
- We intend, on reopening the centre, to have clear aims for each session so we can evaluate the impact of what we do

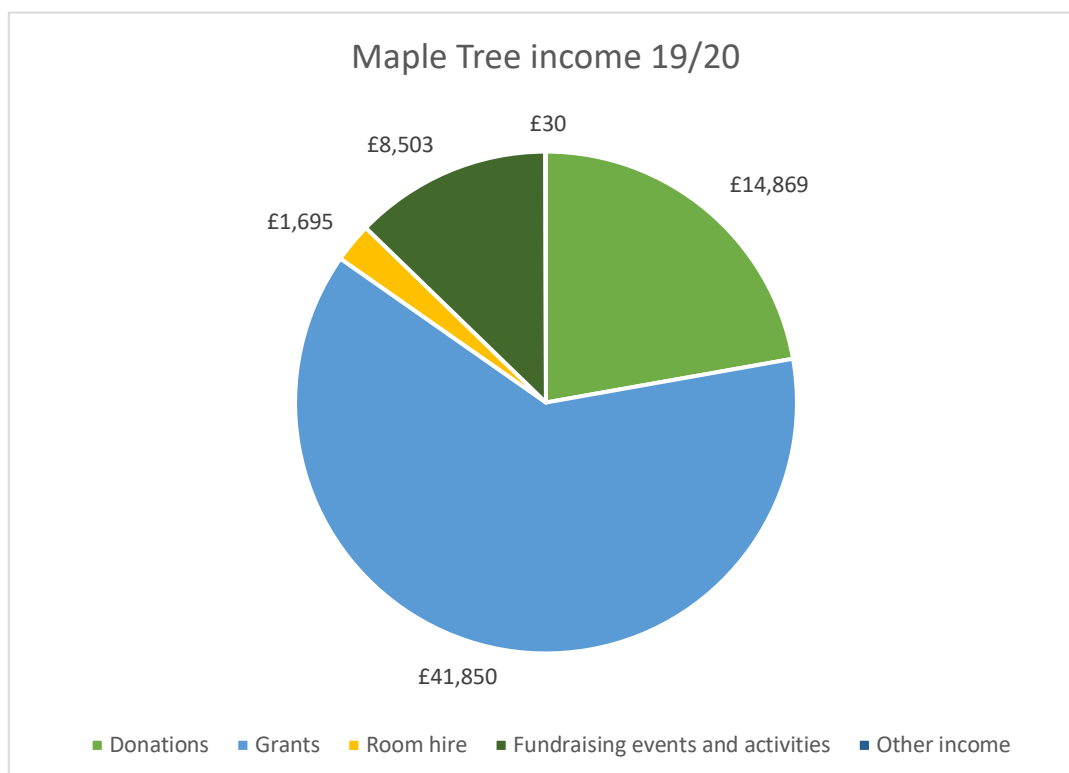
Financial review April 2019 - March 2020

The Maple Tree's financial position at 31 March 2020 is set out in the Statement of Financial Activities and Balance Sheet on the following pages.

This was the second full year of operation for The Maple Tree.

Income

Our income for the year was £66,948, with grants providing the largest share of funding.



Our principal sources of grant funding were from Oxfordshire County Council (£15,000 County Councillor's Priority Fund, £7,500 final transition grant¹ funding), and a total of £12,350 from local Parish Councils. We also received grants from a number of trust funds and charitable organisations including the Pye Trust (£5,000).

The increase in community support for the centre has been very pleasing with donations received from local well-wishers, businesses and organisations. During the year we increased the number of charity collecting tins in shops and other outlets from four to thirteen bringing an income of £561. In addition, we raised funds through the SODC lottery, through sale of pre-loved goods at the centre and through shopping cash back schemes. Voluntary donations made by users of the centre attending sessions amounted to £4,232.

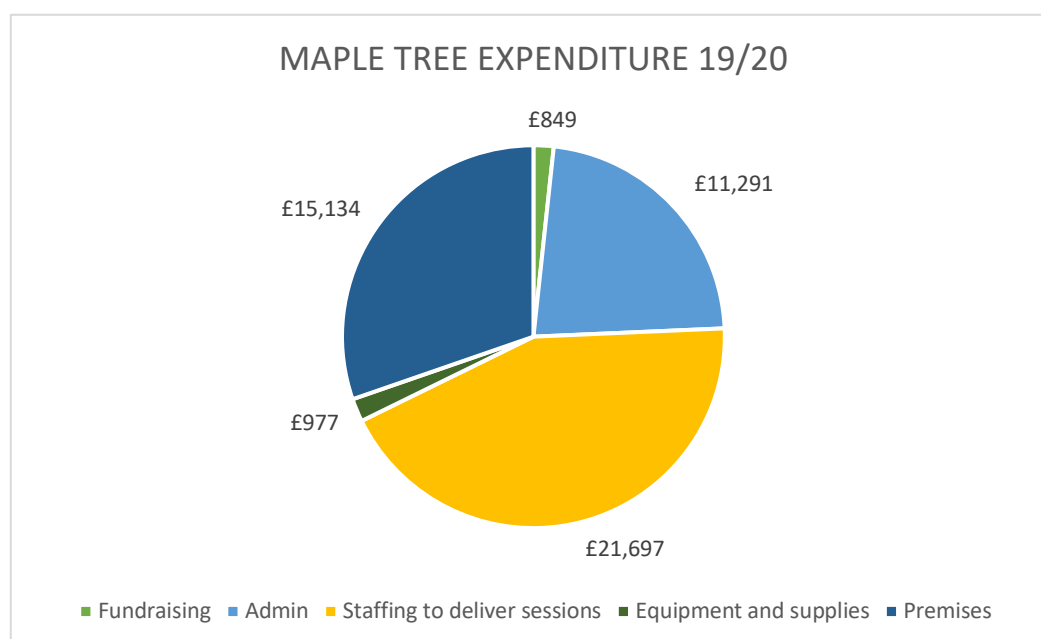
¹ Three-year stepped funding given to former OCC children's centres now being run by charities

During the year we launched a 'Friends of The Maple Tree' regular donation scheme which is slowly but steadily gaining support; pleasingly much of this is from people within our catchment area who value what the centre is offering. We hope to raise £1,000 from this scheme in 20-21.

We hire out The Maple Tree premises for evening classes and social activities like children's parties and last year this raised £1,695. In addition, fundraising activities brought an income of £8,809 compared with £1,234 the previous year. These activities included an auction, a fete, a grand draw and a magic show, and family learning events that included outdoor, craft and science activities. We held several partnership events like a Bubbles Lab workshop with Oxford Science Museum and Christmas tree sales in partnership with the Scouts; these brought an income and also introduced new families to the centre.

Expenditure

Our expenditure for the year was £49,949. At the end of the year the funds of the charity were £31,298, an increase of £16,999 from March 2018.



Staffing related costs made up the most significant part of the expenditure in 2019-20. During the year we employed a new part time family support worker giving us three part time members of staff focused on family work, and a part time administrator. This enabled us to ensure cover for all of our sessions and to support the development of a new parent and child group at Forest Hill. Additionally, we continued to use skilled family support workers on a sessional basis to provide Saturdays and adhoc cover, and we contracted book-keeping and payroll services.

Premises costs are the second greatest area of expenditure with £10,500 paid in rent to Oxfordshire County Council plus costs for utility bills, maintenance and cleaning.

Besides staffing and premises, we spent money on the supplies and resources to run sessions, on marketing and communications, administrative costs, website development, licences, insurances and subscriptions, and a small amount to support fundraising activities.

Building reserves

In accordance with our reserves policy we have an intention to ensure the long-term sustainability of the charity by building a sufficient reserve of funds to enable us to manage in an emergency. As a first step, in August 2019 we placed £10,000 in a one-year savings account with the Charity Bank.

Trustee remuneration

The trustees did not receive any remuneration for carrying out their trustee responsibilities.

Looking forward

We continue to seek to build a broad and sustainable base for the future operation of the charity without compromising our fundamental principle of providing high quality, supportive and affordable services for all local families with young children. We recognise both the challenges and possibilities going forward.

Our financial challenges:

- As the financial year drew to an end The Maple Tree had to close the physical building under Covid-19 restrictions. Although we continue online and via telephone there will be a significant drop in income from session donations, premises hire, sale of goods and fundraising and family learning events. There's also likely to be an impact on the ability of community members and businesses to support us, and with shops closed there will be little income from collection tins. At the same time many of the day to day costs, like rent, continue.
- There will be costs associated with re-opening the centre at a future date and a likely increase in cleaning costs.
- There will be costs associated with maintaining the building, including establishing the cause of wet weather flooding in the garden, and also with further development of indoor and outdoor spaces for family friendly learning.
- Our transition grant funding from Oxfordshire County Council was reduced to £7,500 for 19-20 and there will be no transition grant funding in 20-21.
- As with most small charitable organisations we are dependent on significant amounts of work by trustees, staff and volunteers to generate funding and also the availability of funds to bid for. Our ambition is tempered by our capacity to pursue funding opportunities in addition to managing the charity.

Our possibilities and opportunities

- We have a robust fundraising plan for 2020.
- We have a committed group of trustees, staff and volunteers who seek out opportunities for increasing the charity's finances.
- We are part of a group of children's centres in South Oxfordshire that meet regularly to share opportunities and provide mutual support.
- We are well supported by the local community and are planning further joint fundraising events in the future.

Independent Examiner's report to the Trustees of The Maple Tree

I report on the accounts of the charity for the year ended 31 March 2020 which are set out on pages 13 to 19 of this Annual Report.

Respective roles of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act.
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and
- State whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 of 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

- i. to keep accounting records in accordance with section 130 of the 2011 Act; and
- ii. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Frances Axford, ACA

Member of the Institute of Chartered Accountants of England and Wales

24, Waterperry, Oxford, OX33 1LB

24 September 2020

Statement of financial activities and balance sheet for the year ended 31 March 2020

A. Statement of financial activities for the year ended 31 March 2020				
Income				
	Unrestrict- ed funds	Restricted funds	Total funds	Total last year
Donations and grants <i>(Note 10)</i>	£41,719	£15,000	£56,719	£42,436
Charitable activities: Room hire	£1,696	0	£1,696	£2,952
Fundraising events	£8,503	0	£8,503	£1,234
Other	£30	0	£30	£838
Total incoming resources	£51,948	£15,000	£66,948	£47,459
Resources expended				
Raising funds <i>(Note 11)</i>	£1,824	500	£2,324	£1,210
Charitable activities <i>(Note 12)</i>	£34,360	£12,765	£47,625	£46,680
Total resources expended	£36,684	£13,265	£49,949	£47,890
Net movement in funds	£15,264	£1,735	£16,999	-£431
Total funds brought forward	£11,711	£2,588	£14,299	£14,730
Total funds carried forward	£26,975	£4,323	£31,298	£14,299
B. Balance sheet for the year ended 31 March 2020				
	Unrestrict- ed funds	Restricted funds	Total funds	Total last year
Fixed assets				
Total fixed assets	0	0	0	0
Current assets				
Debtors and prepayments <i>(Note 14)</i>	£322	0	£322	£608
Cash at bank and in hand <i>(Note 15)</i>	£17,426	£4,323	£21,749	£29,672

Reserve account	£10,000	0	£10,000	0
Total current assets	£27,748	£4,323	£32,071	£30,280
Liabilities				
Creditors and accruals (<i>Note 16</i>)	£773	0	£773	£15,981
Total current liabilities	£773	0	£773	£15,981
Net current assets	£26,975	£4,323	£31,298	£14,299
Funds of the charity	£26,975	£4,323	£31,298	£14,299

Notes to the accounts for the year ended 31 March 2020

1. Charity information

The Maple Tree is a Charitable Incorporated Organisation registered in England and Wales (reg no 1174117). The principal address is 20 Littleworth Road, Wheatley, Oxford, OX33 1NW.

Notes on Accounting policies

2. Accounting policies

The accounting period is from 1st April 2019 to 31st March 2020.

These accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS102.

The charity has taken advantage of the provisions of the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows

These accounts have been prepared in sterling which is the functional currency of the charity and monetary amounts published in these financial statements have been rounded to the nearest £.

These accounts have been prepared on the basis of historic cost and the principal accounting policies adopted are set out below.

These accounts for the year ending 31st March 2020 are the third set of accounts prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRSA applicable in the UK and Republic of Ireland (FRS102)' (as amended for accounting periods commencing from 1 January 2016). The first set of accounts covered the period from the incorporation of the charity on 3rd August 2017 until 31st March 2019. There are no prior year adjustments. There is no change in the accounting policies.

3. Going concern

At the time of writing the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

4. Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

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.

5. Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably and it is probable that the income will be received.

Donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of donation.

Income from local government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated goods and services are included at the value to the charity where this can be quantified and is material. Value of services provided by volunteers has not been included but is described in the trustees' annual report.

Income from charitable activities is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business.

6. Resources expended

Expenditure is recognised once there is a legal or constitutional obligation to make payment to a third party, it is probable that the settlement will be required and the amount of obligation can be measured reliably.

Expenditure is recognised on an accrual basis as a liability is incurred. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of generating funds comprise the costs of trading for fundraising purposes and associated licences required.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly others are apportioned on an appropriate basis.

7. Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at market rate of interest. Financial assets classified as receivable within one year are not amortised.

8. Basic financial liabilities

Basic financial liabilities, which include creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classed as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

8. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

9. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Analysis of information contained in the Statement of Financial Activity and Balance Sheet

10. Grants and donations receivable

		Unrestricted	Restricted	Total
		£	£	£
Donations		14,869	0	14,869
Grants	Oxfordshire County Council	7,500	15,000	22,500
	Parish Councils	12,350	0	12,350
	Other	7,000	0	7,000
Total		41,719	15,000	56,719

11. Expenditure: Raising funds

	Unrestricted	Restricted	Total
	£	£	£
Fundraising events	584	0	584
Marketing and communications	593	500	1093
Licences and insurance	647	0	647
Total	1,824	500	2,324

Five hundred pounds of restricted income was spent on website development.

12. Expenditure: Charitable activities

	Unrestricted	Restricted	Total
	£	£	£
Staff costs	17,772	12,765	30,537
Session supplies	989	0	989
Property costs	15,134	0	15,134
Administrative costs	965	0	965
Total	34,860	12,765	47,625

Included in the staff spend is £12,765 of restricted funding which was used to pay for additional administration to work on the website and for additional financial work, to pay for and cover staff and volunteer training, to deliver outreach sessions, and to deliver outdoor and family learning sessions.

13. Employees

The average number of full-time equivalent employees for the year	
Core programme	1
Administration	0.4
Total	1.4

Two self-employed staff have additionally provided absence cover and some weekend activities. A book-keeper was contracted to supply part time book-keeping services and an accountant to provide payroll services.

Staffing costs		
	2019-20	2018-19
	£	£
Salaries and wages	29,074	28,137
Pension costs	431	212
Staff training and DBS checks	1,032	625
Total	30,537	28,974

No other employee benefits were paid or ex-gratia payments made.

No employee received emoluments of more than £60,000.

The charity operates a defined contribution pension scheme through SMART PENSION LIMITED incorporated and registered in England and Wales with company number 09026697 whose registered office is at 20 Eastbourne Terrace, London, W2 6LG.

The Maple Tree contribution to staff pensions was £431. This is listed within the staff costs of charitable activities.

14. Debtors and Prepayments

	2019-20	2018-19
	£	£
Debtors	0	575
Prepayments	322	33
Total	322	608

15. Cash at bank and in hand

	2019-20			2018-19
	Unrestricted	Restricted	Total	
Short term deposit (£)	10,000	0	10,000	0
Cash at bank and in hand (£)	17,426	4,323	21,749	29,672
Total	27,426	4,323	31,749	29,672

The Maple Tree holds no other short-term liquid or cash equivalent assets.

16. Creditors and accruals

	2019-20	2018-19
	£	£
Creditors	401	11,654
Accruals and deferred income	352	1,994
Tax and pension	20	2,333
Total	773	15,981

The Maple Tree received £165 in deferred income, included above, which was grant income of £100 paid in 19/20 for 20/21 and deposits for first aid training paid in 19/20 for a course running in 20/21

17. Movement in deferred income

	This year	Last year
	£	£
Balance at the start of the reporting period	150	0
Amounts added in current period	165	150
Amounts released to income from previous period	150	0
Balance at the end of the reporting period	165	150

18. Fees

No fee was paid for the examination of the accounts.

19. Events after the end of the accounting period

There are no events to report after the end of the accounting period.

20. Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with the Maple Tree or a related entity.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No trustee expenses have been incurred.

Reference and administration details

Charity Information:

The Maple Tree: Charity Reg. No. 1174117.

Address: 20 Littleworth Road, Wheatley, Oxford OX33 1NW

Bankers: Barclays Bank, Headington, Oxford

Structure, governance and management

The Maple Tree is a Charitable Incorporated Organisation (CIO), governed according to the Constitution dated 3rd August 2017. It is an independent charity and not part of any 'umbrella' body.

Our constitution allows up to 12 trustees. The trustees who have served as board members between April 2019 and end March 2020 are:

Liz Elsom, appointed September 2018

Jane Lightfoot (Vice-chair and secretary) appointed July 2019

Ros Macleod-Timms, appointed December 2019

Charlie Payne, appointed November 2017, resigned November 2019

Anne Purse, appointed August 2017

Chris Sewell (Chair) appointed August 2017

Amanda Smith (Treasurer) appointed September 2018

Ex-officio member, the Centre Coordinator, Hayley Hayle

Sub-groups:

There are no formal sub-committees. The trustees appoint working groups to carry out specific tasks as delegated by the Board. During the year these have been: Finance, Staffing, Fundraising and Premises.

Our catchment area

We serve the villages of Beckley, Cuddesdon, Denton, Drayton, Elsfield, Forest Hill, Garsington, Great Haseley, Great Milton, Holton, Horspath, Little Haseley, Little Milton, Littleworth, Marsh Baldon, Milton Common, Nuneham Courtenay, Rycote, Shotover, Stanton St John, Tiddington, Toot Baldon, Waterperry, Waterstock, Wheatley and Woodeaton.

Status of this report

This report complies with the Charities Act 2011, the charity's constitution and the 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 2015) (as amended for accounting periods commencing from 1 January 2016).

Acknowledgements

The Maple Tree Board of Trustees are grateful to our parents and carers for their financial contributions when attending sessions and to some very generous local individuals for their financial support. We thank the following organisations for financial support in 2019-20:

Oxfordshire County Council	Stanton St John Parish Council
Cuddesdon and Denton Parish Council	Wheatley Parish Council
Forest Hill and Shotover Parish Council	ASDA Superstore
Garsington Parish Council	Mazars UK
Great Milton Parish Council	Thame Rotary Club
Holton Parish Council	Holton Church congregation
Horspath Parish Council	Pye Charitable Settlement
Little Milton Parish Council	Wheatley Society
Great Haseley Parish Council	Jesus College
Yemaya's Kitchen	Wadham College
Waitrose, Headington	Christchurch College
RCP	New College
Merton College	St John's College

Thank you to the following organisations that have supported us with prizes and auction lots and/or hosted a collection tin.

Arbequina restaurant and bar	Oxspines Osteopathy
Asda	RCP
Berks, Bucks and Oxon Wildlife Trust	Sandy Lane Farm, Tiddington
Cinnamons restaurant	Shotover Brewery, Horspath
Co-op Travel	Studley Wood Golf Club
Cornfield Bakery	Sunny Hill Vineyard, Horspath
Cricks Butchers, Wheatley	The Bull at Great Milton
Costcutter, Wheatley	The New Club, Wheatley
Fox and Goat, Tiddington	The Oxford Artisan Distillery
Gail Kharegat, Bowen Technique therapist	The Post Office at the Old Bank
Horspath Village Stores	The Wheatley Society
Jangneus	Waterperry Gardens
Karen Jane Boutique	Waterstock Golf Club
Manoir aux Quat' Saisons	Waterwood Contracts
Mill View Garden Centre	Wheatley Farm Shop
Oxford United FC	Yemaya's Kitchen

Signed as a record of our activity from 1 April 2019 – 31 March 2020

Chris Sewell

Chris Sewell, Chair of Trustees

Jane Lightfoot

Jane Lightfoot, Vice-chair of Trustees