



# **Oxford Poverty Action Trust**

## **Annual Report**

**2004-05**

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# **1 Chair's Report**

## **Oxford Poverty Action Trust Chair's Report 2004-5**

### **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.

In its first nine years, OxPAT has raised over £80,000, partly from collection boxes, partly from fund-raising events, but mostly from concerned citizens giving regularly by Gift-Aided bankers' orders. It is regrettable that the University's involvement has ceased altogether, and the tourist industry has shown no interest in the project, despite the fact that millions of tourists visit Oxford every year, and are the primary target for street begging. Interest from the commercial sector has been patchy, with the greatest enthusiasm coming from private locally-based enterprises.

OxPAT is run entirely by volunteers, almost all of whom have full time jobs, and all of whom have many calls on their time. The challenge we face over the next year or two is to use the limited time and resources at our disposal to raise OxPAT's profile and support base, and consequently increase the sums available for distribution.

### **Officers**

There have been some changes in our Trustees and committee officers since the 2003-4 report. Renny Gye retired as a Trustee in 2004; and Toby Blake in 2005. Stephen Brown became a Trustee in January 2005. Dominic Oliver left the Committee following his move to Worcester.

In January 2005 the position of Treasurer (previously held by Andrew Lack) was split between Stephen Brown (Treasurer, Accounts) and Marieke Clarke (Grants Officer). Patrick Mulvihill took on the role of Publicity Officer. Toby Blake's role of keeping the Committee in touch with our clients in his capacity as a front-line agency worker with the Night Shelter has been passed on to Bhavan Sagoo of English Churches Housing.

### **Overview**

Our monthly meetings traditionally followed an alternating pattern: 6 times a year we allocated the distribution of funds received and for the other 6 meetings we had a more general administration, policy, and planning agenda. During the past year we have distributed funds at almost every meeting as it was felt that this was our primary purpose and there was concern that applications should not have to wait any longer than necessary to be dealt with.

This has inevitably impacted on the time available for wider discussion of policy, publicity and other matters and for input from recipient agencies. We did nevertheless have presentations from Jackie Nevin of Asylum Welcome and Kate Dunsden from the East Oxford Healthy Living Initiative. As a result of the latter we contributed towards the production costs of a book of simple recipes for those living alone designed to be of help to those trying to re-establish independent living. Thanks to the efforts of our Publicity Officer it generated a great deal of positive publicity and interest, including a request for copies from the USA as the result of an item on the BBC website.

We also produced a new poster (which was funded by the City Council) drawing attention to alternatives to giving money to people on the street, using one of the striking photographs taken by Fiona Brett which were exhibited at our last AGM.

We have recently set aside time to discuss and review our policy. A copy of our Grants Policy is appended to this report. We hope that this will be helpful to the agencies we support; and that streamlining our procedures somewhat will free up time which can be used for presentations from those agencies, and to plan profile-raising and support-generating initiatives.

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.

Deborah Ceadel Chair, September 2005

## **Legal Details**

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 28th 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 2004 the following acted as Trustees of the Oxford Poverty Action Trust (known as OXPAT):

Anne al-Abbas  
Jerome Francis Antoninus Bertram  
Deborah Jane Ceadel  
Bernard Jones  
Penelope Ormerod  
Susanna Pressel  
Andrew Lack  
Toby Blake  
Renny Gye

The Patrons of the Trust are:

Hugo Brunner, Lord Lieutenant of Oxfordshire  
Rt Revd. Richard Harries, Bishop of Oxford

Gross income during the year 2004 was £13,906.06

Expenditure during the year amounted to £12059.69 of which £0 (0%) was for administrative costs, and £0 was expended on fundraising (paid at the end of the year for goods still to be sold), the remainder being grants to other charitable bodies working directly with the homeless and poor in and around Oxford.

The charity's Bankers are:

The Co-operative Bank, Kings Valley Yew Street, Stockport, Cheshire SK4 2JU.

Officers during the year 2004 were:

Chair: Deborah Ceadel  
Secretary: Jerome Bertram  
Treasurer: Andrew Lack

The Independent Examination of the Accounts was carried out by: Jennifer Johnston  
Fundraising expenses during the year 2004 amounted to £0  
The charity owns no functional property and there are no connected companies.

## **2 Financial Report**

### **Distribution Account – Income**

#### **Boxes**

Marks and Spencer, Summertown	552.39
Blackwells	165.97
Railway Station	112.03
Smiths Cornmarket	97.89
City Library	75.10
ABC Summertown	44.75
BHS	36.34
Culpeper	32.81
House of Cards	27.73
Town Hall	23.78
St Aldates Social Security	20.17
Celebrations	15.60
Ice Rink	11.74
Phoenix Cinema	11.73
Ferry Pool	8.81
Bunters	7.20
LMC International	6.53
<b>Total</b>	<b>1250.57</b>

#### **Corporations**

Oxford Anaesthetics	500.00
Community of St John Baptist	300.00
Pearn Kandola	200.00
Oxford Union Society	43.26
<b>Total</b>	<b>1043.26</b>

### **Places of worship**

St Aloysius	1206.03
St Thomas	200.00
St Michael at North Gate	34.19
Society of Friends	29.90
St Columba	7.20
<b>Total</b>	<b>1477.32</b>

### **Fund raising**

Rutherford Rowers	894.92
Carol singing (3 times)	701.60
Isis orchestra	320.00
Nominet bring-and-buy sale	150.00
Felicia/Anne sleep-out	127.00
St Giles' fair/St Michael at NG	100.00
Oxford Civic Society	50.00
Blewett Magdalen Arts	36.00
JC Chavasse	10.00
<b>Total</b>	<b>2389.52</b>

Inland Revenue (Gift Aid)	1250.05
Interest	1.65
Private donations	6493.69

**Overall total** **13906.06**

### **Expenditure**

English Churches Housing Group	1317.88
Oxford City Council recipe book	1000.00
Stonham Housing Association	1000.00
Elmore	985.00
Julian Housing	844.00
Cherwell Housing Trust	811.81
The Gap	735.00
Connection	735.00
Church of God soup kitchen	35.00
The Gatehouse	735.00
Asylum Welcome	660.00
St Thomas CAT (Crime Reduction Initiative)	585.00
Oxford Night Shelter	560.00
The Knowl	450.00
Family Support (C.R.I.)	401.00
Aspire	160.00
Cranston Drug Services	150.00
Headington CFC	150.00

Oxfordshire Mind	45.00
<b>Total</b>	<b>12059.69</b>

### Reconciliation with bank

+	
Opening balance	1234.89
Income	13906.06
plus income from 03 on 04 statement	150.00
<b>Total</b>	<b>15290.95</b>
Expenditure	12059.69
plus expenditure from 03 on 04 statement	1011.50
closing balance	2219.76
<b>Total</b>	<b>15290.95</b>

Of the balance in the account £135.77 is Administration fund.

### Report

In 2004 OxPAT raised £13,906, a modest increase from 2003 when we raised £13,266. Compared with 2003 the total from boxes and from corporations was considerably less, but with more fund-raising activities, the total from these was more than twice what it was in 2003. The total from congregations was much the same and personal donations were down slightly. The Inland Revenue gave us Gift Aid tax relief, without which the total would have been lower than that of 2003. The reduction in donations to boxes and from corporations suggests again that the need to help people in need in this way is perceived as less than it was a few years ago. It seems that we do not have a particularly high profile even where we do have boxes and it is hard to know what to do about this as shops etc. normally put boxes in obscure places whatever we say to them. As before almost half our funds come from a fairly small number of concerned individuals (including this year one from America who did see the problem on a visit and gave us US\$100, so the message can get through). We are enormously grateful to them for their continuing support.

Whatever the public perception it is equally clear that we are contributing important funds for several organisations and whatever we raise can be used by a number of organisations. The money was distributed regularly to the following organisations without specific requests: Connection, The Gap, Church of God soup kitchen, Elmore team, The Gatehouse and St Thomas's CAT fund, and which organisations come within this bracket is under constant review. Other organisations, and sometimes these too, were all funded in response to particular requests, usually for a named individual. Most ranged from providing housing for drug users, basic furniture or clothing for someone trying to rehabilitate into "normal" life, some basic training equipment etc. with each request treated fully by the trustees. One unusual request this year was for publication funds for a recipe book designed specifically for those in poverty. This was seen as most appropriate as it was to be donated to those housed by one of the organisations that receive funds from us regularly, and sold at cost to others so would be of particular benefit to those aiming to restore a normal life. Normally all money available in the account was distributed every second month to where it was most needed.

Andrew Lack, outgoing treasurer for 2004 (current treasurer Stephen Brown)

### **3 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.

Applications should be sent to: Marieke Clarke (Grants Officer)  
5a Crick Road Oxford OX2 6QJ  
e-mail: mariekefclarke@pop3.poptel.org.uk

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 case worker 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.

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

Dates for the remainder of 2005 and for 2006 are as follows:

14 October 2005  
11 November 2005  
9 December 2005  
13 January 2006  
10 February 2006  
10 March 2006  
14 April 2006  
12 May 2006  
9 June 2006  
14 July 2006  
11 August 2006  
8 September 2006  
13 October 2006  
10 November 2006  
8 December 2006

Deborah Ceadel Chair, September 2005

## **4 Partners, Boxes and Donors**

### **Box Locations**

Marks and Spencer Summertown, Blackwells, Railway Station, Smiths Cornmarket, City Library, ABC Summertown, BHS, Culpeper, House of Cards, Town Hall, St. Aldates Social Security, Celebrations, Ice Rink, Phoenix Cinema, Ferry Pool, Bunters, LMC International

### **Donors and Fundraisers**

Oxford Anaesthetics, Community of St John Baptist, Pearn Kandola, Oxford Union Society, St Aloysius, St Thomas, St Michael at North Gate, Society of Friends, St Columba, Rutherford Rowers, Carol singing (3 times), Isis Orchestra, Nominet bring-and-buy sale, Felicia/Anne sleep-out, St Giles' Fair/St Michael at NG, Oxford Civic Society, Blewett Magdalen Arts, JC Chavasse, Private donors.

### **Partners**

English Churches Housing Group, Connection, The Gap, Church of God soup kitchen, Elmore team, The Gatehouse and St Thomas's CAT fund, Stonham Housing Association, Julian Housing, Asylum Welcome, Oxford Night Shelter, The Knowl Family Support (C.R.I), Aspire, Cranston Drug Services, Headington CFC, Oxfordshire Mind.

P.Mulvihill 27 September 2005