Appendix A

WESTERN VALLEY
Parish Council

Minutes of a Meeting of the Planning Committee of Western Valley Parish Council

Thursday 23rd October 2025 at 19:45, The District Centre, 1 Gentian Mews, Great Western Park

Public Session
None.

Members Present:

Members	Cllr A Thompson (AT)
	Cllr T Williams (TW) [Substitute Member]
	Cllr S Peacock (SP) [Substitute Member & Chaired the Meeting]
	Cllr V Humphries (VH)
	Cllr L Durman (LD)

Officers Present:

Clerk to the Council	Mrs L White (LW)

Public and Press: None.

Meeting Started **19:45**

25.08.1. To appoint a Chair of the meeting in the absence of the Chair

Resolved: Approved Unanimously to appoint Cllr Peacock as Chair for the meeting.

25.08.2. Apologies & Substitutions [LGA 1972 s85(1)]

25.08.2.1. To receive apologies for absence.

Apologies were received in advance of the meeting from Cllrs Dearlove and Knowles.

25.08.2.2. To record councillor substitutions, allowed under the terms of reference of this committee.

Cllr Williams attended as a substitute member, replacing Cllr Knowles.

Cllr Peacock attended as a substitute member, replacing Cllr Dearlove.

25.08.3. Declarations of Interests [LA 2011 s31]

25.08.3.1. To receive declarations of interest for items on this agenda

None.

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25.08.3.2. To consider requests for Dispensations [LA 2011 s33]

None.

25.08.4. To approve the minutes of previous meetings [LA 1972 Sch 12. Para 41(1)]

25.08.4.1. Meeting of 28th August 2025

It was agreed the minutes were an accurate record of the meeting and they were duly signed.

25.08.5. To consider applications and approve response to planning authority.

25.08.5.1. P25/V2126/FUL - Meadow View, Didcot Road, Harwell, OX11 6DW

Material change of use of land from C3 residential to a children's Pre-School for 54 children. Pre-School to include Term Time Wrap-Around Care for children between the age of 6 and 11 between 3:30pm and 6pm. During School Holidays a maximum of 20 of the 54 children aged between 6 and 11 years old.

Resolved: Approved By Majority to submit the response OBJECTS to this application. The proposal represents a material intensification of the previously approved use (P24/V0153/FUL) through demolition and rebuild of the garage, and increase in child numbers from 50 to 54. The introduction of additional car parking disguised as a "forecourt", with reference to three further spaces "when funds allow" does not account for the additional parking required for the additional 1:1 SEN staff provision. The cumulative effect is overdevelopment of a constrained plot and progressive erosion of its residential character. The Travel Plan confirms continued reliance on private car use, despite limited on-site capacity, with only ten marked bays and informal reliance on a neighbouring business for overflow parking. Such arrangements are unenforceable and unsustainable, raising concerns over highway safety, parking pressure, and congestion on Didcot Road and Barberry Drive. The proposed up to three weekend fundraising openings per year, would materially affect the amenity of neighbouring residents. The Parish Council considers this an incremental overreach beyond the scope and conditions of the 2024 consent and contrary to Core Policies CP37 (Design), CP43 (Natural Resources), and DP23 (Residential Amenity). If approved, strict conditions should limit numbers to 50 pre-school-age children, exclude weekend use, and require enforceable travel-plan and parking controls.

25.08.5.2. P25/V1495/FUL – Meadow View, Didcot Road, Harwell, Didcot, OX11 6DW - *AMENDED*

Demolition of garage and carport and rebuilt with a reduced flat roof for office and staff facilities (previously approved as a conversion - P24/V0153/FUL). Retrospective (Amended plans received 7 October 2025)
***WVPC Previous Response:** NO OBJECTIONS with comments.*

Resolved: Approved Unanimously to submit the response NO OBJECTIONS, but would like to highlight that this application does not indicate where the provision for parking as per the travel plan will be included either now or in the future.

Cllr A Dearlove
Chair of the Committee

27 November 2025

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25.08.5.3. **R3.0100/25 - Details pursuant to Condition No.22 (Updated Tree Survey) of planning permission no. R3.0138/21**

Resolved: Approved Unanimously to submit the response NO OBJECTIONS.

25.08.5.4. **R3.0099/25 - Details pursuant to Condition No.33 (relocation assessment of the noise barrier) of planning permission no. R3.0138/21**

Resolved: Approved Unanimously to submit the response NO OBJECTIONS.

25.08.5.5. **R3.0091/25 - Details pursuant to Condition No. 5 – topographical plans of the Didcot Science Bridge and Culham River Crossing section of the development (partial discharge) of planning permission no. R3.0138/21**

Resolved: Approved Unanimously to submit the response NO OBJECTIONS.

25.08.5.6. **R3.0090/25 - Details pursuant to Condition No. 5 – topographical plans of the Clifton Hampden bypass section of the development (partial discharge) of planning permission no. (R3.0138/21)**

Resolved: Approved Unanimously to submit the response NO OBJECTIONS.

25.08.6. **To note applications not consulted on**

All of the below were NOTED.

25.08.6.1. **P25/V2066/CM - Land North West of Premier Inn Oxford South Didcot South of A4130 East of Milton Interchange roundabout**
Details pursuant to Condition 5 (topographical contour plan) of planning permission no. R3.0138/21 (The dualling of the A4130 carriageway (A4130 Widening) from the Milton Gate junction eastwards including the construction of 3 roundabouts - a road bridge over the great western mainline (Didcot science bridge and realignment of the A4130 north east of the proposed road bridge including the relocation of a lagoon..

25.08.6.2. **P25/V2104/NM - Phase 2Tb Dahlia View, Land to the west of Great Western Park, Didcot**
Non-material amendment to application P24/V0470/RM - to amend the window design on the building elevations for Apartment Blocks 2, 3, 4, 5 and 7. (Reserved Matters for Phase 2Tb (Dahlia View) of Outline Planning Permission P14/V2873/O for layout, appearance, scale, and landscape, comprising 281 new homes with associated infrastructure and 35% affordable housing).

25.08.6.3. **P25/V2106/DIS - Dahlia View (Phase 2Tb), Valley Park, Didcot**
Discharge of conditions 21 (Contamination investigation & mitigation) on planning permission P14/V2873/O.

25.08.6.4. **P25/V2037/CM - Land to Northwest of Premier Inn Oxford South Didcot Hotel South of A4130 East of Milton Interchange Roundabout**
Details pursuant to Condition No. 30 (Details of the downgraded section of the A415) of planning permission no. (R3.0138/21)

25.08.6.5. **P25/V2183/DIS - Dahlia View (Phase 2Tb) Valley Park Didcot**

Discharge of condition 7 (noise mitigation - housing) on planning application P14/V2873/O. (Outline planning application for a residential development of up to 4,254 dwellings, mixed-use local centres, primary schools, sports pitches, community and leisure facilities, special needs school, open space and extensive green infrastructure, hard and soft landscaping, attenuation areas, diversions to public rights of way, pedestrian and vehicular access and associated works)

25.08.7. **To note decisions of the planning authority.**

All of the below were NOTED.

25.08.7.1. **P24/V1099/RM - RM1b - Phase 2 Valley Park, Didcot – *APPROVED***

Reserved matters for access, appearance, landscaping, layout, and scale pursuant to outline permission reference P14/V2873/O relating to Phase 1b Phase 2 of the overall allocation regarding road and drainage infrastructure elements, and associated landscaping, to enable works for Phase A. Discharge of Outline Conditions 14 (Tree Protection Plan), 18 (Biodiversity Enhancement Plan), 19 (Landscape and Ecology Management Plan), 26 (Watercourse Buffer Zone Management Plan) & 28 (Watercourse Crossings) for this part of the site.

WVPC Response: *NO OBJECTIONS – with comments.*

25.08.8. **Matters for future discussion.**

None.

25.08.9. **To confirm the date of the next meeting – 27th November 2025**

Confirmed, subject to there being applications to be discussed.

There being no further business to be transacted, the Chair closed the meeting: **20:18**.

Cllr A Dearlove
Chair of the Committee

27 November 2025

Appendix B

Title	Planning: To Note Applications Decided on by the District Council
Author	Clerk to the Council
Meeting	Western Valley Parish Council Meeting – 12th February 2026

- P25/V2126/FUL - Meadow View, Didcot Road, Harwell, Didcot, OX11 6DW – ***APPROVED***
  Material change of use of land from C3 residential to a children's Pre-School for 54 children. Pre-School to include Term Time Wrap-Around Care for children between the age of 6 and 11 between 3:30pm and 6pm. During School Holidays a maximum of 20 of the 54 children aged between 6 and 11 years old. (as amended by Location Plan extending red line to the highway and updated application form - Certificate B received 5 December 2025).
  WVPC Response*: Western Valley Parish Council OBJECTS to this application. The proposal represents a material intensification of the previously approved use (P24/V0153/FUL) through demolition and rebuild of the garage, and increase in child numbers from 50 to 54. + further comments.*

- P25/V2244/FUL - Boundary Park Pavilion, Greenwood Way, Harwell, Didcot, OX11 6EY - ***APPROVED***
  To install a timber clad converted storage container between football, rugby and cricket pitches to create a player shelter for use during matches and sports festivals.
  WVPC Response*: NO OBJECTIONS*

- P25/V1191/RM - Phase 3Pa and 3Pb Land to the West of Great Western Park (Valley Park) Didcot - ***APPROVED***
  Application for the Approval of Reserved Matters (Appearance, Landscaping, Layout and Scale) for Phase 3Pa and 3Pb comprising the Erection of 172 Dwellings, Public Open Space, Landscaping and Associated Infrastructure following Outline Planning Permission P14/V2873/O, including the discharge of Outline Condition 12 (CEMP), 13 (Landscape Management Plan), 14 (Tree Protection Plan), 15 (Landscaping), 18 (BEP), 23 (Foul), 24 (Surface Water) and 27 (ECMP).
  WVPC Response*: NO OBJECTIONS*

- P25/V0874/RM - Phase 2Ta (Jasmine Fields) Land to the west of Great Western Park Valley Park – ***APPROVED***
  Reserved Matters for Phase 2Ta (Jasmine Fields) of Outline Planning Permission P14/V2873/O for layout, appearance, scale, and landscape, comprising 102 new homes with associated infrastructure and affordable housing. An Environmental Statement was submitted with the outline application and partial discharge of Outline Conditions 13 (Landscape Management Plan), 14 (Tree Protection Plan), 15 (Landscaping), and 18 (Biodiversity Enhancement Plan).
  WVPC Response*: NO OBJECTIONS*

- P25/V2401/HH - 17 Sir Chetwode Close, Harwell, Didcot, OX11 6FB – ***APPROVED***
  Erection of a single storey extension to side elevation.
  WVPC Response*: OBJECTS with comments.*

- P25/V0873/RM - Phase 2Tc (Lavender Walk), Land to the west of Great Western Park (Valley Park), Valley Park– ***APPROVED***
  Reserved Matters for Phase 2Tc (Lavender Walk) of Outline Planning Permission P14/V2873/O for layout, appearance, scale, and landscape, comprising 105-new homes with associated infrastructure and affordable housing. An Environmental Statement was submitted with the outline application and partial discharge of Outline Conditions 13 (Landscape Management Plan), 14 (Tree Protection Plan), 15 (Landscaping), and 18 (Biodiversity Enhancement Plan). (Amended plans received 3 October and 25 November 2025).
  WVPC Response*: NO OBJECTIONS*

- P25/V1495/FUL - Meadow View, Didcot Road, Harwell, Didcot, OX11 6DW– ***APPROVED***

Appendix B

Demolition of garage and carport and rebuilt with a reduced flat roof for office and staff facilities (previously approved as a conversion - P24/V0153/FUL). Retrospective (Amended plans received 7 October 2025).
***WVPC Response**: NO OBJECTIONS*

Appendix C

Title	Planning: To Note Applications Not Consulted On / Not Responded To
Author	Clerk to the Council
Meeting	Western Valley Parish Council Meeting – 12th February 2026

Applications, Not Responded To

The Clerk has delegated powers to respond to applications, when the position of the Council is known. The following applications relate to the HIF1 development and surrounding infrastructure, this Council has already agreed to not respond to these applications, as we support the prompt implementation of these scheme.

- R3.0022/26 Details pursuant to Condition 4 (CTMP for the Didcot to Culham River Crossing section of the development (partial discharge)) of planning permission no. R3.0138/21
- P26/V0279/CM Details pursuant to Condition 5 (topographical plans within the A4130 Widening and Didcot Science Bridge section of the development (partial discharge)) of planning permission no. (R3.0138/21).
- P26/V0163/CM Details pursuant to Condition 14 (phased risk assessment in the A4130 Widening and Didcot Science Bridge sections of the development (partial discharge)) of planning permission no. (R3.0138/21)
- P26/V0162/CM Details pursuant to Condition 32 (Details of the replacement RWE lagoon) of planning permission no. (R3.0138/21)
- P26/V0157/CM Details pursuant to Condition 24 (Carbon Management Plan) of planning permission no. (R3.0138/21)
- R3.0019/26 Details pursuant to Condition 5 (topographical plans within the A4130 Widening and Didcot Science Bridge section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- P26/V0097/CM Details pursuant to Condition 21 (details of hard and soft landscape work in the Clifton Hampden bypass section of the development (partial discharge) of planning permission no (R3.0138/21)
- P26/V0121/CM Details pursuant to Condition 36 (Bus priority Scheme) of planning permission no. (R3.0138/21)
- P26/V0104/CM Details pursuant to Condition 3 (CEMP for the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- P26/V0105/CM Details pursuant to Condition 23 (Arboriculture Method Statement in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- P26/V0107/CM Details pursuant to Condition 23 (Arboriculture Method Statement within the Didcot to Culham River Crossing section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- P26/V0086/CM Details pursuant to Condition 12 (updated species surveys in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0012/26 Details pursuant to Condition 36 (Bus priority Scheme) of planning permission no. (R3.0138/21)

- R3.0011/26 Details pursuant to Condition 32 (Details of the replacement 'RWE' lagoon) of planning permission no. (R3.0138/21)
- R3.0010/26 Details pursuant to Condition 24 (Carbon Management Plan) of planning permission no. (R3.0138/21)
- R3.0009/26 - Details pursuant to Condition 14 (phased risk assessment in the A4130 Widening and Didcot Science Bridge sections of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0008/26 Details pursuant to Condition 23 (Arboriculture Method Statement within the Didcot to Culham River Crossing section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0007/26 Details pursuant to Condition 23 (Arboriculture Method Statement in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0006/26 Details pursuant to Condition 3 (CEMP for the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0005/26 Details pursuant to Condition 21 (details of hard and soft landscape work in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0004/26 Details pursuant to Condition 12 (updated species surveys in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- P25/V2670/CM Details pursuant to Condition No. 4 (CTMP for the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. R3.0138/21
- P25/V2672/CM Details pursuant to Condition No. 22 (Updated Tree Survey within the Didcot to Culham River Crossing section of the development (partial discharge)) of planning permission no. R3.0138/21
- P25/V2600/CM Details pursuant to Condition 6 (details of proposed lighting in the Didcot to Culham River Crossing section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- P25/V2537/CM Details pursuant to Condition 34 (Details of noise monitoring equipment) of planning permission no. (R3.0138/21)
- R3.0115/25 Details pursuant to Condition 17 (details of sustainable surface water drainage in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0114/25 Details pursuant to Condition 16 (drainage details in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)
- R3.0113/25 Details pursuant to Condition 34 (Details of noise monitoring equipment) of planning permission no. (R3.0138/21)
- R3.0112/25 Details pursuant to Condition 14 (phased risk assessment in the Clifton Hampden bypass section of the development (partial discharge)) of planning permission no. (R3.0138/21)

Applications, Not Consulted On

- P26/V0271/DIS - Land to the West of |Great Western Park (Valley Park) Phases 3Pa & 3Pb
  Discharge of conditions 13 (Landscape Management Plan) & 15 (Landscaping) on planning permission P14/V2873/O

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- P26/V0258/DIS - Jasmine Fields (Phase 2Ta) Valley Park Didcot
  Discharge of condition 21(contamination investigation & mitigation) on application ref. P14/V2873/O

- P26/V0256/DIS - Lavender Walk (Phase 2Tc) Valley Park Didcot
  Partial discharge of condition 21 (contamination) on application ref. P14/V2873/O

- P26/V0257/DIS - RM1B Phase 2 Valley Park Didcot
  Discharge of condition(s) PART 23 (Foul Water Drainage Strategy) and 24 (Surface Water Drainage Scheme) on planning application P14/V2873/O

- P26/V0200/DIS - Valley Park Primary School Valley Park Didcot
  Discharge of condition 7(drainage details sports pitch) on application ref. P24/V2073/RM Reserved Matters application (all matters reserved) for the construction of a Primary School, associated infrastructure and hard and soft landscaping. (Outline application subject to EIA - ES submitted at time of outline) Information also included to discharge Outline Conditions: Condition 12 (CEMP), Condition 13 (Landscape Maintenance Schedule& 15yr management plan); Condition 14 (Tree Protection Plan); Condition 15 (Hard and Soft Landscape Scheme); Condition 18 (Biodiversity Enhancement Plan) and Condition 27 (Ecology Construction Management Plan) from P14/V2873/O.

- P26/V0056/DIS - Lavender Walk (Phase 2Tc) Valley Park Didcot
  Discharge of condition(s) PART 23 (Foul Water Drainage Strategy) and PART 24 (Surface Water Drainage Strategy) on planning application P14/V2873/O

- P26/V0060/DIS - Jasmine Fields (Phase 2Ta) Valley Park Didcot
  Discharge of conditions 23 (Foul Water Drainage Strategy) and 24 (Surface Water Drainage Scheme) on planning application P14/V2873/O

- P25/V2736/DIS - Phase 3Pa and 3Pb Valley Park Didcot
  Discharge of Conditions 18(Biodiversity Enhancement Plan), 23(Foul Drainage) and 24(Surface Water Drainage Scheme) on P14/V2873/O

- P25/V2468/A - 8 locations in Didcot
  2no. Totems, 4no. Finger Post direction signs and 2no. Primary Way Marker posts

- P25/V2701/DIS - RM1b - Phase 2 Valley Park Didcot
  Discharge of condition(s) 4 (Implementation programme of open spaces) on planning application ref P24/V1099/RM. (Reserved matters for access, appearance, landscaping, layout, and scale pursuant to outline permission reference P14/V2873/O

- 25/V2703/DIS - Phase 2Ta (Jasmine Fields) Valley Park Didcot
  Discharge of condition(s) PART 12 (Construction Environmental Management Plan) on application ref P14/V2873/O

- P25/V2704/DIS - Phase 2Tc (Lavender Walk) Didcot
  Discharge of condition(s) PART 12 (Construction Environmental Management Plan) on application ref P14/V2873/O

- P25/V2706/DIS - Phase 1T (Primrose Gardens) Valley Park Didcot
  Discharge of condition(s) PART 6 (Noise compliance) on application ref P22/V2744/RM.

- P25/V2106/DIS - Dahlia View (Phase 2Tb) Valley Park Didcot - ***AMENDED***
  Discharge of conditions 21 (Contamination investigation & mitigation) on planning permission P14/V2873/O.

- P25/V2605/DIS - Valley Park Primary School Valley Park Didcot

Discharge of condition 6(materials) on application ref. P24/V2073/RM (Reserved Matters application (all matters reserved) for the construction of a Primary School, associated infrastructure and hard and soft landscaping. (Outline application subject to EIA - ES submitted at time of outline) Information also included to discharge Outline Conditions: Condition 12 (CEMP), Condition 13 (Landscape Maintenance Schedule& 15yr management plan); Condition 14 (Tree Protection Plan); Condition 15 (Hard and Soft Landscape Scheme); Condition 18 (Biodiversity Enhancement Plan) and Condition 27 (Ecology Construction Management Plan) from P14/V2873/O.)

- P25/V2562/S73 - Zulu Farmhouse Didcot Road Harwell Didcot OX11 6DN
  Variation of Condition 2 (Approved Plans) on Planning Application P23/V2693/FUL To update the site layout in order to conform with the agreed highway works specified by Oxfordshire County Council and to let the S278 Agreement Process conclude. The demolition of a conservatory and construction of a single-storey extension (in place of the conservatory), construction of an access road, change of use from a 5-bedroom house (Use Class C3) to a 9-bedroom/10-person HMO (Sui Generis), and installation of 9no. solar panels on the roof. (As amended by plans received 15 April 2024 altering extension and adding solar panels, reducing bedrooms from 10 to 9, additional access details and additional arboricultural report, and as amended by site plan and arboricultural report received 20 June 2024)

- P25/V2496/NM - Phase 1Pa Valley Park Didcot
  Non-material amendment on planning application P24/V0733/RM - for addition of temporary works plan for sales area and change in detailing for four housetypes. (Reserved Matters submission relating to phase 1Pa pursuant to outline planning permission P14/V2873/O, comprising 151 dwellings with associated infrastructure and landscaping

- P25/V2526/DIS - Valley Park Primary School Valley Park Didcot
  Discharge of condition(s) 23 (Foul Water Drainage Strategy) and 24 (Surface Water Drainage Strategy) on application reference P14/V2873/O. (Outline planning application for a residential development of up to 4,254 dwellings, mixed-use local centres, primary schools, sports pitches, community and leisure facilities, special needs school, open space and extensive green infrastructure, hard and soft landscaping, attenuation areas, diversions to public rights of way, pedestrian and vehicular access and associated works).

Appendix D

Title	Finance 2025-2026
Author	Responsible Financial Officer
Meeting	Western Valley Parish Council Meeting – 12th February 2026

11.1. To consider and if suitable approve grant requests

- SOFEA, £3,000, LGA 1972 s137

<u>SOFEA – Charity Commission</u>

GRANT APPLICATION FORM

Complete all sections. Contact the Clerk to the Council if you have any questions

Section A: The Organisation

Name of Organisation	Main Contact Name
SOFEA	
Contact e-mail Address	Contact Phone Number
Contact Address	
Are you a newly formed group (less than 1 year)?	How long has your group been operating?
Yes ☐ No ■	12 years (constituted December 2013)
Do you have a voluntary management committee?	Do you have a formal constitution?
Yes ■ No ☐	Yes ■ No ☐
Do you have an equal opportunities policy/statement?	Do you have an annual record of accounts?
Yes ■ No ☐	Yes ■ No ☐
Please describe your group's main activities:	*Please attach copy of most recent accounts and latest bank statement to your application.*

SOFEA is a transformative education, training and mental wellbeing charity enabling disadvantaged young people to (re)engage with learning, skills training and work. We support 100+ vulnerable and disadvantaged learners and 120+ employability trainees on our internal programmes. We also provide mental wellbeing support to over 500 people, aged 14-25, at our two large warehouse depots based in Didcot and Milton Keynes that, in partnership with FareShare UK, have the dual function of redistributing around 2,000 tonnes of surplus food to communities experiencing food poverty and food insecurity.
SOFEA also provides Social Prescribing support to patients of the Didcot Primary Care Network (PCN), including Didcot Health Centre Practice, Woodlands Medical Centre and Oak Tree Health Centre. Due to the nature of SOFEA's broader work with children, young people and adults, we tend not to have referrals for older patients.

Section B: The Grant

What is the Grant For?

The grant will help to fund our Social Prescriber and Community Health and Wellbeing Worker for services and time not covered by the Didcot PCN contract.

Who will benefit from the grant if approved?

On the understanding that the predicted 10,000 residents of Western Valley's planned 4,200+ homes will be registered with the new GP surgery on Great Western Park, which is planned to be a branch surgery of Woodlands Medical Centre (part of the Didcot PCN), SOFEA's Social Prescribing services will be available to all residents of Valley Park.

How will the Civil Parish of Western Valley benefit from the monies if the grant is awarded?

Over the last 3 years, we have supported a total of 1,014 patients of the expanding population of around 48,000 residents - 311 in 23/24; 333 in 24/25 and 370 in 25/26.
Referrals have centred on 14 key issues: Mental Health Issues (21.7%), Financial Support (15.6%), Housing Issues (13.3%), Parent Support (8.9%), Loneliness (7.2%), Unemployment/employment support (6.7%), Food Insecurity (6.1%), Long-Term Health Condition (6.1%), Lifestyle (3.3%), Education Support (2.8%), Neurodiversity (2.2%), Refugee Support (2.2%), Bereavement (2.2%), Digital Poverty (1.7%).
Over 50% of all support was for Mental Health Issues, Financial Support and Housing Issues.
Around 75% of all support added Parent Support, Loneliness and Unemployment/employment support.
Given the breadth of health, wellbeing, social and financial issues being supported, SOFEA's Social Prescribing services tackles root causes and prevents issues escalating and becoming critical, requiring costly and long-term medical interventions that deal with the symptoms only. Our approach is to enable people to help themselves and have agency over their lives, health and wellbeing.
Given the relative numbers of residents in Western Valley compared to Didcot PCN, we would expect to support around 100 residents of Western Valley each year.

How much are you applying for?

£3,000

How many people will benefit from the monies?

Around 100 (based on the referrals from Didcot PCN)

Have any other bodies been approached for grant funding in relation to this application / Project?

Yes ■ No ☐

If Yes, please provide details.

£5,000 requested from D'Oyly Carte Charitable Trust for a specific video project being undertaken within the Wellbeing programme.

What will you do if you get less funding than you have asked for? Will all or part of the project still go ahead? Please tell us what could be achieved if you only receive part funding?

Whilst SOFEA's Social Prescribing programme is well established and delivering significant benefits for patients of the 3 GP practices of the Didcot PCN, the funding being sought will support our expanding service to help residents of Western Valley. If we received less than the requested funding, we would need to proportionately reduce the time that we could commit to developing services for Western Valley residents and patients.

If successful your grant will be paid directly in to the bank account detailed on the bank statement given in support of Section A of this form, cheques will be provided in the name of the organisation on the bank statement only in exceptional circumstances. If you require a cheque, please detail why below.

Direct payment is ideal.

Please provide a full breakdown of the project costs and how they will be funded:

Item	Cost	Funded From
Social Prescriber (inc. NI and Pension)	28,080	
Community Health and Wellbeing Worker (2 days)	13,475	
Travel costs	1,200	
Balance of staff costs of Wellbeing team	111,716	
Overheads of Wellbeing team	34,850	
	189,321	£55,000 – Didcot PCN contract £30,000 – John Lewis Partnership Foundation £15,000 – Prudence Trust £12,500 – Swire Family Trust
Total Project Cost: (Social Prescribing)	42,755	

Charity Registration No. 1155783

SOFEA

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2025

SOFEA
LEGAL AND ADMINISTRATIVE INFORMATION

Charity number 1155783

Registered office

Unit 1E
Trident Business Park
Didcot
Oxfordshire
OX11 7HJ

Auditor

Gravita Audit Oxford LLP
First Floor, Park Central
40-41 Park End Street
Oxford
OX1 1JD

Bankers

Co-Operative Bank
Business Customer Services
PO Box 250
Skelmersdale
WN8 6WT

SOFEA

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The trustees present their report and financial statements for the year ended 30 June 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019)

Objectives and activities

SOFEA supports disempowered young people at the key transition point into adulthood, providing the tools they need to lead successful lives through making a positive contribution to their community.

Our education and employability programmes seek to address the problems that too many young people leave school ill equipped for their future, and too many people face barriers to securing meaningful employment.

Our wellbeing programmes seek to address the problem that too many people suffer from avoidable physical and mental health conditions and are often isolated and lonely.

However, many people in our communities are struggling now, and so we seek to mitigate the needs of people facing poverty, inequality and inequity by helping them secure their basic needs such as food and access to the digital world.

People on our education, employability and wellbeing programmes not only gain work experience and skills, but through their participation in our social value projects they help others by – the redistribution of food, cooking for others, refurbishing digital devices and are able to engage and connect with others, find a purpose and develop agency over their own futures.

This is a strengths based approach, encouraging people to be empowered and for them to make a net positive contribution to their communities.

And so:

The charity's objects are the relief of poverty and need in particular by the provision of food and the advancement of education and training, the relief of unemployment in particular by providing training and resources for those seeking work and by working with employers to address recruitment and unemployment issues. There has been no change in these during the year.

The main activities undertaken in relation to those purposes during the year.

SOFEA enables disempowered young people, at the key transition point into adulthood, with the tools they need to lead successful lives through making positive contributions to their communities.

1.Education programmes for young people aged between 14 and 25, with three strands:

- An employability pathway building from work experience to full time employment, through our purpose projects including our FareShare operation, Community Larders, Nourish and Flourish and Getting Oxfordshire Online programme.
- A study programme building from entry level to level three qualifications, and including GCSEs in Maths and English.
- A wellbeing programme including strategies for behavioural change, mental health support, physical exercise, healthy relationships, extra curricular activities and working with families.

2.Employability programmes for those most marginalised in the labour market:

Programmes designed to develop the generic employability skills of communication, teamwork and self management, with additional practical and behavioural support, in order to better equip people of all ages who are marginalised in the labour market to get and retain work.

Liaising with local employers to support them in recruiting people from our employability programmes.

3.Mental health, wellbeing and social prescribing support:

Non clinical programmes of support for people of all ages, including children and young people aged up to 18 and Social Prescribing for all ages.

4.Intervention Programmes for young people

Working with Thames Valley Police's Violence Reduction Unit, to provide high impact mentoring which reduces the risk of exclusion and engages young people.

5.Provision of food to partner organisations

Working with our partners at FareShare UK, SOFEA redistributes surplus food to approximately 150 not-for-profit organisations serving vulnerable people.

6.Community Larders

Using surplus food, SOFEA runs 35 Community Larders with 4,000 members, providing food to individuals and families for a subscription fee. The convening power of food brings people to a community setting once a week, at which they are able to access a range of other services, such as digital literacy, debt advice, social prescribing, cooking skills and employment support.

7.Getting Oxfordshire Online

Working with partners, Aspire and Bicester Green, we have refurbished and distributed over 5,000 digital devices to those in need, enabling them to participate in the digital world more effectively. We have led Oxfordshire's digital inclusion network, seeking to ensure that digital support is available to those who need it across the County.

8. Nourish and Flourish

Working in our kitchen to help reduce food waste and cook nutritious meals for the community, in the process learning the skills needed to progress into the hospitality industry.

Activities to further the purpose for the public benefit

Our education, employability and wellbeing programmes are all focused on working with disadvantaged and disempowered people. Programmes are open to all and an assessment is made as to whether SOFEA can meet the needs of the individual.

This means that our education programmes are primarily focused on working with young people who have not successfully progressed through mainstream education, giving them an opportunity to develop knowledge, skills and understanding. As a result participants gain agency that enables them to transform their lives, which in turn enables them to make a net contribution to their community.

Similarly our employability and wellbeing programmes are designed to enable people to overcome the barriers they face, enabling them to transform their lives and move forward productively.

The work we have done for the Violence Reduction Unit, working with Thames Valley Police, has reduced the likelihood of young people being excluded from school. School exclusion has significant negative consequences for the individual and their community, reducing the incidence of exclusion leads to large public benefit.

Our food programmes enable people in need to benefit from the provision of high quality surplus food, reducing their food insecurity and providing access to other services. We distribute food through two channels, the first - to other not-for-profit organisations to support their beneficiaries, thereby providing public benefit to a wider group of people. We also supply food through our Community Larders to individuals and families, this is operated as a membership scheme, providing a basket of groceries, fresh produce and household goodsfor a small subscription. We provide free memberships where individuals or families are not able to afford the fee.

In order to undertake our activities we have a strong staff team, with highly qualified individuals and many with lived experience. We intentionally employ people who face barriers to work and who may not be successful in applications to other employers. Half our staff face or have faced significant barriers to employment.

The Trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

Short term and long term aims and objectives

1. Increase the number of young people who benefit from SOFEA's high quality support
2. Increase the number and range of opportunities for young people
3. Increase the level of contribution of young people to their communities and society
4. Ensure the organisation is fit for purpose

In 2025/26 we will:

- Work with local employers to create better pathways for young people
- Develop the uses of our Nourish and Flourish Community Kitchen
- Develop the range and breadth of services available through our Community Larders
- Complete the site move in Milton Keynes

Long term strategy and objectives

We will continue to enable people to transform their lives through education, employability and wellbeing. We will use the convening power of food to take our expertise from our learning spaces out into our communities. The programmes we deliver will be created and tailored for the specific needs in our communities, with an emphasis on early intervention.

We will deliver early interventions that are wanted and needed by the communities in which we operate.

They will be at a greater scale than now and either paid for by specific contracts for the purpose or by multiple year awards from larger funders. We will not only deliver these outcomes for our beneficiaries but will strive to be an exemplar for how a well run, inclusive and supportive organisation can deliver them for our staff and volunteers.

By building our delivery and internal successes we will become the leading experts in our field. Not only will we deliver great results for our beneficiaries, we will be able to demonstrate their ongoing success, the benefits we deliver internally and we will be able to show how the SOFEA approach is better than the traditional way of operating. We will aim to be thought leaders sought out for our opinions and counsel by government, academics, the media and other charities in the field.

Key objectives for the next 12 months

- Build relationships with up to 12 local employers to create better pathways for young people
- Develop the uses of our Nourish and Flourish Community Kitchen, to ensure young people learn to cook, the community is included and nutritional education is provided.
- Develop the range and breadth of services available through our Community Larders, building on them as places that people will go, not just for food
- Complete the site move in Milton Keynes, in order to double its capacity
- Investigate the possibilities of expanding and the methods of doing so

Strategies to achieve the aims and objectives in the future

The strategies that we deploy ensure that we enable and support people to make a deep connection with themselves and their community so that they can fulfil their potential, these include:

- Working with education partners to increase the capacity and range of the provision we offer, so that it is suitable for people who have been disadvantaged or disengaged by other education provision.
- Working with Health partners to ensure that we focus on the physical, mental and emotional wellbeing of the people we work with, so that they are able to take advantage of the educational opportunities. Our work with Didcot Primary Care Network and Response enable us to provide this support.
- Developing Community Larders, so that people can meet their basic needs for food, and access a wider range of services and support through the wraparound services provided by our network of partner organisations, such as debt relief, housing support, employability and health support.
- Working with local authority partners as part of their cost of living response/ anti poverty strategies and accessing funds from the Shared Prosperity Fund to do so.
- Partnership with Thames Valley Police, to ensure that both our food and education programmes are targeted at the people who can most benefit from them, for example by taking referrals from the Police to work with those at risk of becoming involved in the criminal justice system.
- Developing both our sites in Milton Keynes and Didcot to provide breadth and depth of services in high quality aspirational environments.
- Deepening our relationship with FareShare UK to access more better quality food and to share our approach to employability with the rest of the network.
- Working alongside the Didcot Community Partnership, which we helped to found, to provide a suite of services for the community of Didcot, particularly focused on wellbeing
- Working closely with local employers on the 'Powerhouse Preapprenticeship' to develop a new approach for young people accessing the labour market for the first time.

Activities contributing to the achievement of aims in the year

The operations that we undertook in 2024/25 to achieve our organizational aims included:

- We have provided post 16 education programmes in partnership with Milton Keynes College and Activate Learning for 101 young people (our highest ever number), including English and Maths at GCSE. 95% of young people achieved a grade and 85% made a positive progression.
- We have developed our alternative school provision, with approximately 20 young people of school age participating in this programme.
- Our Employability programmes have worked with over 485 people to provide mentoring, support and work experience to enable them to move closer to the labour market (more than ever before).
- Our Wellbeing programmes have worked with over 814 people, providing non clinical mental health support and guidance to enable them to make the first steps towards transforming their lives (three times more than last year).
- The distribution of approximately 1,966 tonnes of surplus food has supported more than 150 other not-for-profit organisations, enabling them to provide food for their beneficiaries, thus enhancing their service and reducing their costs. We do this in partnership with our national partners at FareShare UK.
- We have developed our Community Larders, rising to 35 larders with 4,000 members. For a small subscription individuals and families have access to a range of good quality food on a weekly basis. We have developed the services that go alongside the provision of food to enable people to transform their lives. The Larders provide a focal point in their communities, enabling people to access the support they need from a range of sources.
- Our 'Getting Oxfordshire Online' programme of providing digital devices to those in digital poverty in order to enable them to participate has, with our partners at Aspire and Bicester Green, redistributed 5,000 devices.
- Nourish and Flourish kitchen. The kitchen uses surplus food to train young people in a commercial environment and has so far provided over 10,000 meals.
- We have published our second Impact Report, which is available on our website: www.sofea.uk.com

Contribution of volunteers

Through the year over 800 volunteers have supported us. Approximately 61 volunteers have been regular and frequent, while 743 have provided one or two days each of volunteering throughout the year as part of a corporate volunteering day.

We have also provided many volunteering opportunities for job seekers; improving their work experience and confidence before reengaging with the labour market.

Volunteers have given up their time to provide a great deal of support in functions such as delivery driving, administration, marketing, logistics support and social media.

The roles that volunteers have contributed to include: Trustees, Van drivers, Warehouse operatives, Administrative operatives, Fundraising, Marketing, Classroom support, and table tennis club.

We would like to thank all of our volunteers who give up their time to make the organisation the vibrant and dynamic place that it is.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding whichactivities the charity should undertake.

Achievements and performance

Fundraising activities

- Approximately half our income is raised through contracts for the delivery of programmes such as the education programme, and through subscriptions to our Community Larders and Food redistribution service.
- In 2024/25 we contracted the services of one strategic fundraising manager, with a focus on raising funds through Trusts and Foundations.
- Our Marketing and Corporate Partnership Manager undertook a range of fundraising activities.
- Members of the senior team have also played a crucial role in raising funds.
- In opening our Nourish and Flourish kitchen, we have also begun to hold fundraising dinners on site. Young people from our programmes host the evening and cook the food, under the expert guidance of our chef, giving us the opportunity to showcase the work we do.
- We have worked hard throughout the year to ensure that funds applied for and received meet the strategic needs of the organisations and its beneficiaries.

Difference made to beneficiaries

- The education, training and wellbeing programmes have had a profound effect on the people participating, with many starting a programme at SOFEA in distress and completing the programme with improved confidence, skills and qualifications to successfully transition into work or further study.
- A total of nearly 2,000 people (double the 2024 number) have been directly supported through one or more of our education, employability or wellbeing programmes this year. Nearly 4,000 people are members of our Community Larders and several thousand have benefited through the provision of food to other organisations.
- 30 staff who have faced barriers to their employment continue to receive support related to their learning difficulties, mental health or personal circumstances.
- 102 young people completed our Study Programme, passing over 150 qualifications including English and Maths GCSE, with a success rate of over 95%.
- Over 85% have progressed to education or employment, we continue to support the rest to do so.
- The biggest impact of the training programme however is in the attitudes and mindsets of participants. They report a 33% rise in their general wellbeing and anecdotal evidence suggests profound change in individuals.
- We have redistributed close to 2,000 tonnes of food during the year to over 150 organisations
- Organisations we work with report reduced costs and improved quality of food, enabling them to continue and improve their service to their users.

Benefit to wider society

- 2,000 tonnes of food redistributed, which would have gone to waste, reducing the environmental impact.
- People, especially young people, in the local community have been enabled to gain employment benefiting themselves and their community as well as providing a workforce in a labour market, which remains tight.
- Tens of thousands of the most vulnerable and disadvantaged people in the local community have been able to access high quality nutritious food, improving their lives and enabling them to participate more fully in their own communities.
- Our Community Larder programme has 4,000 members, 85% of whom are on low income and therefore improving their circumstances. The additional membership benefits of this programme such as the access to other services are also making a difference.
- Our work with the Police resulted in the risk of exclusion for the 100 young people participating has being reduced.
- Our social prescribers have supported over 300 people, reducing their reliance on their GP and other health provision.
- Our mental health services have supported young people and prevented some young people from entering clinical services.
- Our employability programmes have supported 485 people into and closer to the labour market.
- Our in work support progamme has enabled a high number of vulnerable staff to sustain their employment in the face of difficulties.

Enabling people to transform their lives, by helping secure their basic needs, then enabling them to move forward and ultimately to self actualise through access to work and education combined with the cost savings to statutory services, the contributions made through the tax system and the benefits to community cohesion provide a significant benefit to wider society.

Financial review

In the circumstances that prevailed through 2024/25 the financial performance of the organisation was strong, and we believe we have invested in measures that will secure our future sustainability.

Income in 2024/25 (£3,400,411) was significantly higher than 2023/24 (£3,108,125), however overall expenditure was higher, as we invested in growing our staff team to meet the needs of our beneficiaries. We finished the year with a surplus in 2025 (£14,624) compared to a deficit in 2024 (£66,498).

At the end of the year SOFEA had lower fund balances on restricted funds mainly as a result of the treatment of large capital grants. The unrestricted fund balance is much improved from last year.

Definitions and Goals:
The Reserve Fund is defined as a designated fund set aside by action of the Board of Trustees. The minimum amount to be designated as Reserve, will be established in an amount sufficient to maintain ongoing operations and programmes for a set period. The Reserve serves a dynamic and changing role and will be reviewed and adjusted in response to internal and external changes. The target minimum Reserve Fund includes all recurring, predictable expenses such as salaries, occupancy, administration and running costs of motor vehicles. Depreciation and other non-cash expenses are not included in the calculation. The amount of the Reserve Fund target minimum will be calculated each year after approval of the annual budgets.

Funding of Reserves:
It is the policy of the charity to move to a position where unrestricted funds which have not been designated for a specific use should be maintained at a level sufficient to ensure that the charity can continue to operate should some or all of its income cease, or to properly discharge its duties in closing the charity.

The charity, SOFEA, recognises the need for a Reserves Policy to ensure the stability of the mission, programmes, employment, and ongoing operations of the organisation. The Reserve is intended to provide an internal source of funds for situations such as one-time unbudgeted expenses, unanticipated loss or delays in funding or uninsured losses. In addition to the sum set aside to ensure continued operations, we aim to raise additional funds as a reserve for one-time, non-recurring expenses that will build long term capacity, such as investment in infrastructure or staff development. The Reserve Policy will be implemented in conjunction with the other governance and financial policies of SOFEA and is intended to support the strategies and goals contained in related policies.

The sum set aside for this purpose is currently set at £225k and the target level is £300k. We could achieve this by increasing revenue or reducing costs over the rest of 25/26. Free reserves will be funded with surplus unrestricted operating funds. The Board of Trustees may from time to time direct that a specific source of revenue may be set aside for Operating Reserves, such as one-time gifts, special grants, or special appeals.

Reporting and Monitoring:
The CEO is responsible for ensuring that the free reserve is maintained and used only as described in the policy. The CEO provides regular reports to the Finance and Risk on the level of free reserves.

Review of Policy:
This policy will be reviewed every year by the Finance and Risk Committee, or sooner if warranted by internal or external events or changes. Changes to the policy will be recommended by the Finance and Risk Committee to the Board of Trustees.

Principal sources of funding

Contract Income – £821,427 (2024: £840,301)

Donations – £285,903 (2024: £236,909)

Grant Income – £1,553,148 (2024: £1,289,645)

Other Revenue - £5,114 (2024: £22,603)

Community Food Members - £222,301 (2024: £204,408)

Community Larder – £503,818 (2024: £506,862)

Interest Income – £8,700 (2024: £7,397)

Total Income - £3,400,411 (2024: £3,108,125)

We would like to thank our major partners for their support in 2024/25:

Activate Learning
FareShare UK
Milton Keynes College
OxLEP
Thames Valley Police

And are grateful to the following funders for their support in 2024/25:

Albert Gubay Charitable Foundation
Batchworth Trust
British Airways
Cadbury Foundation
Childwick Trust
Christ's Hospital of Abingdon
Critchley Foundation
Garfield Weston
Hubbub & Virgin Media O2
John Lewis Partnership Foundation
King Charles Charitable Fund
Lennox Hannay Foundation
MacFarlane Family Foundation
Magnox
Marguerite Foundation
Middle Way Trust
MINT Velvet
Oxfordshire County Council
Reed Foundation
Rowse Family Trust
RWE Foundation
Sovereign Network Group Limited
Social Investment Business
South Oxfordshire District Council
St James's Place Charitable Foundation
Swire
Will Houghton Foundation
Yorkshire Building Society

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Factors affecting future financial performance

SOFEA's Board has developed a detailed risk register, which highlights the potential risks to the organisation and the mitigating actions it is taking. We have highlighted the following areas as potential sources of risk:

Safeguarding
SOFEA works with vulnerable young people and at any particular time a number are likely to be involved in child protection/ safeguarding cases. In 2024/25 we had no significant unresolved safeguarding issues at SOFEA, but we were involved in the wider cases of several young people.
Our approach to Safeguarding is robust, everyone is trained to a high standard and we have two members of staff who frequently train other organisations with the Oxfordshire Children's Safeguarding Board.

Operational resilience
In the context of a growing organisation and the effects of the pandemic, we will need to have continued regard for operational resilience and ensure that our financial controls are strong.
Our model requires a significant proportion of our funds to come from grants. Our ability to continue to gain income from this source, and its sustainability, will to some extent determine our success in the future. As we grow our staffing requirements will change and we will need to ensure that the management capacity is matched to the size and complexity of the organization.

Data Protection and Cyber Security
We continue to improve our systems and approaches to both data protection and cyber security, as we recognise the significant risk in this area. We will shortly be seeking Cyber Essentials accreditation.

Compliance
We work in two highly regulated areas – with young people and with food. In addition, new data protection rules mean we need to ensure our compliance procedures continue to be robust.
Our policies and procedures have been reviewed in the year and significant improvements have been made.

Plans For the Future

The need for the work SOFEA does will continue to grow. In response we have undertaken a review of our Theory of Change and our Strategy to:

- **More explicitly focus on the need to support disempowered young people at the key transition point into adulthood through our innovtaive approach to wellbeing, eductalon and employment**
- Focus our work on building resilience in communities by working closely with FareShare UK, as it transitions into a new organisation, on a food strategy to unlock more surplus food
- To increase the scale of operations by moving into an additional unit in Milton Keynes in 2025
- Become an anchor institution in our communities through the development of partnership working in Didcot and Bletchley and by working with our partners in growing the number of Community Larders and the services provided through them.
- Explore the development of our new programmes, such as:
  - developing our food programme to provide nutritional support through our Nourish and Flourish programme and kitchen.
  - Powerhouse Pathway (Preapprenticeship) as an approach to getting young people into work

Summary of plans for the future and the trustees' perspective of the future direction of the charity.

SOFEA enables people to transform their lives.

Our aim is to enable more people to transform their lives in more ways. To do this we will continue to grow our existing programmes in existing locations, develop existing programmes in new locations, develop new programmes and to demonstrate the value of the work we do we will build a robust Impact Framework.

Structure, governance and management

The charity is constituted as a Charitable Incorporated Organisation, registered under the Charity Commission in England & Wales and its governing document is a written constitution. The Governing Document is dated 3 December 2013 and was last amended on 16 January 2020.

The trustees who served during the year and up to the date of signature of the financial statements were:

M Broadway
A Camoenie, Treasurer
J Dyson OBE, Chair
R Ellis
S Jamshidifard
J Mitchell
A Mylvaganam
R Ni Cho Oo
B Shuttleworth
A Thomson
BThreadgold, Vice Chair
E Vyse

During the year, the Board consisted of twelve Trustees, seven men and five women. We continue to review the skills we require and whether we need to add further to the Board.

The organisation has grown in the last twelve months. There are a significant number of new staff and the organisation structure has adapted to meet the current need. We have added strength to our Head Office with appointments of a Finance Director and a Director of Business Support.

The Board of Trustees has approved a delegated authority policy, which sets out the delegation of decisions to its committees and to the Chief Executive and his management team.

Policies are in place for the induction of new Trustees and opportunities are made available for Trustees to become involved in aspects of the Charity in which they have an interest.

The Trustees have approved a pay policy, pay and remuneration decisions are made in line with this policy.

The organisation has robust DEI and Whistleblowing policies.

The Trustees' report was approved by the Board of Trustees.

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Joanna Dyson OBE
Chair of Trustees

Dated: 23rd October '25

SOFEA
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 30 JUNE 2025

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF SOFEA

Opinion

We have audited the financial statements of SOFEA ('the charity') for the year ended 30 June 2025 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:
•give a true and fair view of the state of the charity's affairs as at 30 June 2025 and of its incoming resources and application of resources for the year then ended;
•have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
•have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, including the trustees' report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

•the information given in the trustees' report is inconsistent in any material respect with the financial statements; or

•sufficient accounting records have not been kept; or

•the financial statements are not in agreement with the accounting records; or

•we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

• the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities, and skills to identify or recognise non-compliance with applicable laws and regulations;

• we identified the laws and regulations applicable to the company through discussions with trustees and other management, and from our knowledge and experience;

• we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the Charity, including Charities Act 2011.

• we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence where applicable; and

• identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected, and alleged fraud; and

- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;

- tested journal entries to identify unusual transactions;

- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and

- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;

- reading the minutes of meetings of those charged with governance;

- enquiring of management as to actual and potential litigation and claims;

- reviewing relevant correspondence.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities.

This description forms part of our auditor's report.

Gravita Audit Oxford LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Gravita Audit Oxford LLP

Gravita Audit Oxford LLP
First Floor, Park Central
40-41 Park End Street
Oxford
OX1 1JD

Date: 6/11/25

SOFEA

STATEMENT OF FINANCIAL ACTIVITIES

INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income from							
Donations and legacies	3	940,756	898,295	1,839,051	536,462	990,092	1,526,554
Charitable activities	4	1,546,806	740	1,547,546	1,549,297	2,274	1,551,571
Investments	5	8,700	-	8,700	7,397	-	7,397
Other income	6	4,820	294	5,114	22,603	-	22,603
Total income		2,501,082	899,329	3,400,411	2,115,759	992,366	3,108,125
Expenditure on							
Charitable activities	7	2,505,961	879,826	3,385,787	2,091,731	1,082,892	3,174,623
Net income/(expenditure) for the yea		(4,879)	19,503	14,624	24,028	(90,526)	(66,498)
Transfer between funds		290,333	(290,333)	-	151,825	(151,825)	-
Net movement in funds		285,454	(270,830)	14,624	175,853	(242,351)	(66,498)
Fund balances at 1 July 2024		214,871	479,461	694,332	39,018	721,812	760,830
Fund balances at 30 June 2025		500,325	208,631	708,956	214,871	479,461	694,332

All income and expenditure derive from continuing activities.

SOFEA
BALANCE SHEET
AS AT 30 JUNE 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Intangible assets	12		39,403		43,781
Tangible assets	13		396,838		496,966
Current assets					
Debtors	14	362,407		475,185	
Cash at bank and in hand		553,698		342,975	
		916,105		818,160	
Creditors: amounts falling due within one year	15	(524,187)		(664,575)	
Net current assets			391,918		153,585
Total assets less current liabilities			**828,159**		**694,332**
Creditors: amounts falling due after more than one year	16		(119,203)		-
Net Assets			**708,956**		**694,332**
Income funds					
Restricted funds			208,631		479,461
Unrestricted funds			500,325		214,871
			708,956		**694,332**

The financial statements were approved by the Trustees on 23rd October '25

Joanna Dyson OBE
Chair of Trustees

SOFEA

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2025

		2025		2024	
	Notes	**£**	**£**	**£**	**£**
Cash flows from operating activities					
Cash (absorbed by)/generated from Operations	21		88,394		(176,621)
Investing activities					
Purchase of intangible & tangible fixed assets		(5,574)		(200,545)	
Investment income received		8,700		7,397	
Net cash used in investing activities			3,126		(193,148)
Net cash used in financing activities			119,203		-
Net (decrease)/increase in cash and cash equivalents			210,723		(369,769)
Cash and cash equivalents at beginning of year			342,975		712,744
Cash and cash equivalents at end of year			**553,698**		**342,975**

1 Accounting policies

Charity information

SOFEA is a Charitable Incorporated Organisation incorporated in England and Wales. The principal address is 1E Trident Park Didcot OX11 7HJ.

1.1 Accounting convention

The financial statements 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, 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 financial statements as there are no material uncertainties about the charity's ability to continue.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

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 financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

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 income will be received.

Cash donations are recognised on receipt. Other 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 the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies **(Continued)**

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

1.5 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 can not be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	15- 23% reducing balance
Plant and equipment	20- 100% reducing balance
Fixtures and fittings	20% reducing balance
Motor vehicles	20% reducing balance
Intangible asset	10% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1 Accounting policies **(Continued)**

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 a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including 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 classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 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.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Donated goods

Donated goods received relate to highly perishable food items with little to no resale value. The goods are not recognised within the accounts as it is difficult to measure the fair value of the items. Only goods purchased are accounted for within the accounts at cost.

2 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.

Fixed asset depreciation
Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives. Calculation of depreciation requires judgements to be made, which include the useful economic lives of fixed assets held. Depreciation and impairment for the year was calculated to be £110,079 (2024: £104,892).

3 Donations and legacies

	Unrestricted Funds 2025	Restricted Funds 2025	Total 2025	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024
	£	£	£	£	£	£
Donations and gifts	280,155	5,748	285,903	201,909	35,000	236,909
Revenue grants	660,601	892,547	1,553,148	334,553	955,092	1,289,645
	940,756	898,295	1,839,051	536,462	990,092	1,526,554

Grants receivable for core activities

Revenue grants from government and public bodies	318,064	381,215	699,279	120,300	556,908	677,208
Revenue grants & donations from non public bodies	342,537	511,332	853,869	214,253	398,184	612,437
	660,601	892,547	1,553,148	334,553	955,092	1,289,645

4 Income from Charitable activities

	2025	2024
	£	£
Community Food Membership income	222,301	204,408
Community Larder Membership income	503,818	506,862
Contract Income	821,427	840,301
	1,547,546	1,551,571
Analysis by fund		
Unrestricted funds	1,546,806	1,549,298
Restricted funds	740	2,274
	1,547,546	1,551,572

5 Investments

	Unrestricted Funds 2025	Unrestricted Funds 2024
	£	£
Interest receivable	8,700	7,397

6 Other income

	Unrestricted Funds 2025	Restricted Funds 2025	Total 2025	Unrestricted Funds 2024
	£	£	£	£
Consultancy & service income	4,820	294	5,114	22,603

7 Expenditure on Charitable activities

	2025	2024
	£	£
Staff costs	2,159,822	2,088,230
Volunteer costs	1,073	1,572
Motor Vehicle costs	136,735	147,157
Programme costs	94,830	76,454
Facilities costs	334,196	301,795
Technology costs	21,377	25,567
Office costs	12,500	9,551
General Insurance costs	15,766	21,036
Finance costs	37,293	19,148
Advertising & Marketing costs	19,100	24,930
Depreciation & impairment	97,102	104,892
General costs/ bad debt	6,121	139
Loss on disposal	12,977	-
Irrecoverable VAT	53,443	42,929
	3,002,335	2,863,400
Share of support & governance costs (see note 8)	383,452	311,223
	3,385,787	3,174,623
Analysis by fund		
Unrestricted funds	2,505,961	2,091,731
Restricted funds	879,826	1,082,892
	3,385,787	3,174,623

8 Support costs

	Support costs	Governance costs	2025	Support costs	Governance costs	2024
	£	£	£	£	£	£
Audit fees	-	9,500	9,500	-	9,200	9,200
Legal and professional	3,490	-	3,490	-	-	-
Professional fees/salary	337,302	33,160	370,462	264,549	37,474	302,023
	340,792	42,660	383,452	264,549	46,674	311,223
Analysed between Charitable activities	340,792	42,660	383,452	264,549	46,674	311,223

Governance costs include payments to the auditors of £9,500 (2024- £9,200) for audit fees.

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

One trustee was reimbursed £44 (2024: £216) for travel expenses in the year.

No Trustees received remuneration from the Charity this year (2024: None).

10 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
	77	76

Employment costs	2025	2024
	£	£
Wages and salaries	1,962,208	1,847,298
Employer NI	183,668	162,522
Employer Pension	40,050	36,589
	2,185,926	2,046,409

Two employees (excluding the Trustees) during the year whose gross pay and benefit (excluding employer NI and pension contributions) fell within the following bands was:

	2025	2024
	Number	Number
£60,001 - £75,000	2	2

11 The contribution of volunteers

The charity had 61 (2024:47) regular volunteers who donated at least one day (up to 5 days) a week (4-hour days) and 753 (2024: 250) corporate volunteers, committing at least 1 day (6 hours days).

Total volunteer hours were higher than the previous year at 11,744 hours (2024:9,500), as we have seen an increase in corporate volunteers

12 Intangible fixed assets

	Intangible Software	Total
	£	£
Cost		
At 1 July 2024	49,470	49,470
Additions	-	-
At 30 June 2025	49,470	49,470
Amortisation		
At 1 July 2024	5,689	5,689
Amortisation charged in the year	4,378	4,378
At 30 June 2024	10,067	10,067
Carrying amount		
At 30 June 2025	39,403	39,403
At 30 June 2024	43,781	43,781

13 Tangible Fixed Assets

	Leasehold Improvements	Plant and Equipment	Fixtures and Fittings	Motor Vehicles	Total
	£	£	£	£	£
Cost					
At 1 July 2024	406,925	242,770	131,082	4,000	784,777
Additions	-	-	5,574	-	5,574
Disposal	-	(15,836)	-	-	(15,836)
At 30 June 2025	406,925	226,934	136,656	4,000	774,515
Depreciation and impairment					
At 1 July 2024	127,244	120,897	38,361	1,309	287,811
Depreciation charged in the year	58,818	9,213	24,156	538	92,725
Eliminated on disposal	-	(2,859)	-	-	(2,859)
At 30 June 2025	186,062	127,251	62,517	1,847	377,677

14 Debtors

	2025	2024
Amounts falling due within one year	£	£
Trade debtors	21,432	105,970
Other debtors	119,673	68,426
Prepayments and accrued income	221,302	300,789
	362,407	475,185

15 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	48,228	38,541
Trade creditors	131,691	121,863
Other creditors	26,091	26,996
Accruals and deferred income	282,880	477,175
Loan	35,297	-
	524,187	664,575

Within accrual and deferred income, is deferred income of £ 266,552 (2024: £463,581) from grant and contract income received in advance.

16 Creditors: amounts falling due after more than one year

	2025	2024
	£	£
Loans and overdrafts	119,203	-
	119,203	0

A loan facility of £154,500 was provided to SOFEA for a term of 48 months. The funding has enabled the organization to access essential working capital and to reinforce its internal investment in the business development team, thereby supporting long-term growth and sustainability.

17 Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
Fund balances at 30 June 2025 are represented by:						
Tangible & Intangible assets	436,241	-	436,241	205,907	334,840	540,747
Current assets/ (liabilities)	64,084	208,631	272,715	8,964	144,621	153,585
	500,325	208,631	708,956	214,871	479,461	694,332

18 Restricted funds

	At 1 July 2024	Incoming resources	Resources expended	At 30 June 2025
	£	£	£	£
Community Food	148,528	105,247	(253,775)	-
Community Larders	10,000	76,740	(78,111)	8,629
Education	29,185	20,585	(43,007)	6,763
Employability	70,322	362,523	(352,364)	80,481
Wellbeing	444	7,600	(8,044)	-
GOO	29,715	152,968	(143,569)	39,114
Nourish & Flourish	135,237	65,341	(168,013)	32,565
Head Office	56,030	108,324	(123,275)	41,079
Total	**479,461**	**899,328**	**(1,170,158)**	**208,631**

Restricted funds Comparative (2024)

	At 1 July 2023	Incoming resources	Resources expended	At 30 June 2024
	£	£	£	£
Community Food	236,040	61,700	(149,212)	148,528
Community Larders	62,521	22,274	(74,795)	10,000
Education	34,576	5,000	(10,391)	29,185
Employability	78,409	374,234	(382,321)	70,322
Wellbeing	(11,982)	246,594	(234,168)	444
GOO	31,223	89,951	(91,459)	29,715
Nourish & Flourish	184,000	122,613	(171,376)	135,237
Head Office	107,025	70,000	(120,995)	56,030
Total	**721,812**	**992,366**	**(1,234,717)**	**479,461**

Community Food- This fund represents monies given to us for use capital and operation expenses in community food.

Community Larders- This fund represents monies given to us for use certain expenses in Larders.

Education- This fund represents monies given to us for use certain expenses in Education.

Employability- This fund represents monies given to us for use certain expenses in Employability.

Wellbeing- This fund represents monies given to us for use certain expenses in Wellbeing.

GOO- This fund represents monies given to us for use Getting Oxfordshire Online digital service.

Nourish & Flourish- This fund represents monies given to us for use capital and operation expenses in SOFEA kitchen facilities.

Head Office- This fund represents monies given to us for use software, hardware and Milton Keynes expansion.

19 Related Party transactions

Bernard Grenville-Jones was a Trustee until March 2024, and was an Executive of Activate Learning until December 2024. Contract income totalling £410,765 (2024: £496,414).
Richard Kennell, the CEO of SOFEA is also a Trustee of Didcot Community Partnership. Contract income £14,219 (2024: £2,736)

20 Key Management Personnel

During the year, the Key Management personnel received remuneration of £332,034 (2024: £392,799).

21 Cash generated from operations

	2025	2024
	£	£
Surplus/(Deficit) for the year	14,624	(66,498)
Adjustments for:		
Investment income recognised in statement of financial activities	(8,700)	(7,397)
Depreciation and impairment of tangible fixed assets	97,103	104,892
Asset disposal	12,977	-
Movements in working capital:		
Decrease in debtors	112,778	(215,267)
(Decrease) in creditors	(140,388)	7,649
Cash (absorbed by)/generated from operations	88,394	(176,621)

22 Analysis of changes in net funds

This charity had no net debt during the year.

23 Operating Leases

	2025	2024
	£	£
Buildings		
expiring within one year	182,620	182,620
expiring between two and five years	287,670	470,290
	470,290	652,910
Other		
expiring within one year	26,486	71,990
expiring between two and five years	55,077	18,560
	81,563	90,550

Appendix D

11.2. To approve finalised payment list for November & December 2025 & January 2026

Voucher No	Date	Net	VAT	Total	Description	Supplier
NOVEMBER						
65	06/11/2025	£ 450.00	£ 90.00	£ 540.00	Training Course	Breakthrough Communications and Strategies Limited
66	06/11/2025	£ 25.00	£ -	£ 25.00	ONPA - Membership Fees	ONPA
67	06/11/2025	£ 118.43	£ -	£ 118.43	Meeting Room Hire	Vale of White Horse District Council
52	14/11/2025	£ 10.08	£ 2.02	£ 12.10	MS365	Microsoft Ireland Operations Ltd
54	14/11/2025	£ 9.98	£ 2.00	£ 11.98	Hosting	Cloud Next Ltd
56	14/11/2025	£ 26.00	£ -	£ 26.00	WFH Allowance	Laura White
84	14/11/2025	£ 162.00	£ 32.40	£ 194.40	Parish Online	Geoxsphere Ltd
68	17/11/2025	£ 50.00	£ -	£ 50.00	Grant	Royal British Legion
69	17/11/2025	£ 2,000.00	£ -	£ 2,000.00	Grant	Homestart South Oxfordshire
70	17/11/2025	£ 500.00	£ -	£ 500.00	Grant	Oxfordshire Play Association
72	17/11/2025	£ 150.00	£ 10.20	£ 160.20	Training Course	SLCC Enterprises Ltd
73	17/11/2025	£ 150.00	£ 10.20	£ 160.20	Training Course	SLCC Enterprises Ltd
74	17/11/2025	£ 150.00	£ 10.20	£ 160.20	Training Course	SLCC Enterprises Ltd
75	17/11/2025	£ 17.48	£ 3.49	£ 20.97	Wreath	Amazon EU S.a.r.l., UK Branch
76	17/11/2025	£ 3.99	£ -	£ 3.99	Wreath	Maxi-Retail
77	17/11/2025	£ 10.54	£ 2.11	£ 12.65	Wreath	Tanar LTD
59	30/11/2025	£ 6.00	£ -	£ 6.00	Bank Fees	Unity Trust
		£ 833.85	£ -	£ 833.85	Total Staff Costs	
		£ 4,673.35	**£ 162.62**	**£ 4,835.97**	**Total**	
DECEMBER						
78	14/12/2025	£ 26.00	£ -	£ 26.00	WFH Allowance	Laura White
80	14/12/2025	£ 10.08	£ 2.02	£ 12.10	MS365	Microsoft Ireland Operations Ltd
82	14/12/2025	£ 9.98	£ 2.00	£ 11.98	Hosting	Cloud Next Ltd
60	31/12/2025	£ 6.00	£ -	£ 6.00	Bank Fees	Unity Trust
		£ 8.10	£ -	£ 8.10	Total Staff Costs	
		£ 60.16	**£ 4.02**	**£ 64.18**	**Total**	
JANUARY						
79	14/01/2026	£ 26.00	£ -	£ 26.00	WFH Allowance	Laura White
81	14/01/2026	£ 10.08	£ 2.02	£ 12.10	MS365	Microsoft Ireland Operations Ltd
83	14/01/2026	£ 9.98	£ 2.00	£ 11.98	Hosting	Cloud Next Ltd
71	23/01/2026	£ 800.00	£ -	£ 800.00	Grant	Citizens Advice Oxfordshire South & Vale
85	23/01/2026	£ 36.11	£ -	£ 36.11	Meeting Room Hire	Vale of White Horse District Council
86	23/01/2026	£ 226.09	£ -	£ 226.09	Meeting Room Hire	Vale of White Horse District Council
87	23/01/2026	£ 148.50	£ 0.90	£ 149.40	Stationery	SLCC Enterprises Ltd
61	31/01/2026	£ 6.00	£ -	£ 6.00	Bank Fees	Unity Trust
		£ 558.40	£ -	£ 558.40	Total Staff Costs	
		£ 1,821.16	**£ 4.92**	**£ 1,826.08**	**Total**	

Appendix D

11.3. To approve payments list for February & March 2026

Voucher No	Date	Net	VAT	Total	Description	Supplier
FEBRUARY						
90	13/02/2026	£ 10.08	£ 2.02	£ 12.10	MS365	Microsoft Ireland Operations Ltd
92	13/02/2026	£ 26.00	£ -	£ 26.00	WFH Allowance	Laura White
94	13/02/2026	£ 9.99	£ 2.00	£ 11.99	Hosting	Cloud Next Ltd
101	13/02/2026	£ -	£ -	£ -	Grant	SOFEA
99	28/02/2026	£ 7.00	£ -	£ 7.00	Bank Fees	Unity Trust
		£ 371.00	£ -	£ 371.00	Total Staff Costs	
		£ 424.07	**£ 4.02**	**£ 428.09**	**Total**	
MARCH						
91	13/03/2026	£ 10.08	£ 2.02	£ 12.10	MS365	Microsoft Ireland Operations Ltd
93	13/03/2026	£ 26.00	£ -	£ 26.00	WFH Allowance	Laura White
95	13/03/2026	£ 9.99	£ 2.00	£ 11.99	Hosting	Cloud Next Ltd
98	30/03/2026	£ 3,000.00	£ -	£ 3,000.00	Training Course	SLCC Enterprises Ltd
100	31/03/2026	£ 7.00	£ -	£ 7.00	Bank Fees	Unity Trust
		As Calculated In Month			Total Staff Costs	
		£ 3,053.07	**£ 4.02**	**£ 3,057.09**	**Total**	

Also to pay OALC membership fees, as agreed in the May 2025 meeting, invoice not yet received.

Also to transfer from reserves to cover the anticipated end of year costs, propose £8,000. Then at the end of year (30th March), transfer all remaining funds, less approximately £1,000 back to the reserves.

11.4. To note receipts in November & December 2025 & January 2026.

Voucher No	Date	Net	VAT	Total	Description	Customer
7	31/12/2025	£ 721.65	£ -	£ 721.65	Bank Interest	Unity Trust
6	21/11/2025	£ 0.43	£ 0.09	£ 0.52	MS365	Microsoft Ireland Operations Ltd

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11.5. To note the reconciled bank balances, up to 30th November & 31st December 2025, and 31st January 2026.

November 30th, 2025

	Bank Reconciliation at 30/11/2025			
	Cash in Hand 01/04/2025			91,350.57
	ADD Receipts 01/04/2025 - 30/11/2025			52,244.11
				143,594.68
	SUBTRACT Payments 01/04/2025 - 30/11/2025			11,130.25
A	**Cash in Hand 30/11/2025** (per Cash Book)			**132,464.43**
	Cash in hand per Bank Statements			
	Petty Cash	30/11/2025	0.00	
	Unity Trust Current	30/11/2025	2,464.43	
	Unity Trust Reserve	30/11/2025	130,000.00	
				132,464.43
	Less unpresented payments			
				132,464.43
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**132,464.43**
	A = B Checks out OK			

Image Shows:

Cash in hand equals the Adjusted Bank Balance, total £132,464.43

Unity Trust Current Account: £ 2,464.43

Unity Trust Savings Account: £130,000.00

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December 31st, 2025

	Bank Reconciliation at 31/12/2025			
	Cash in Hand 01/04/2025			91,350.57
	ADD Receipts 01/04/2025 - 31/12/2025			52,965.76
				144,316.33
	SUBTRACT Payments 01/04/2025 - 31/12/2025			11,194.43
A	**Cash in Hand 31/12/2025** (per Cash Book)			**133,121.90**
	Cash in hand per Bank Statements			
	Petty Cash	31/12/2025	0.00	
	Unity Trust Current	31/12/2025	2,400.25	
	Unity Trust Reserve	31/12/2025	130,721.65	
				133,121.90
	Less unpresented payments			
				133,121.90
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**133,121.90**
	A = B Checks out OK			

Image Shows:

Cash in hand equals the Adjusted Bank Balance, total £133,12190

Unity Trust Current Account: £ 2,400.25

Unity Trust Savings Account: £130,721.65

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January 31st, 2026

	Bank Reconciliation at 31/01/2026		
	Cash in Hand 01/04/2025		91,350.57
	ADD Receipts 01/04/2025 - 31/01/2026		52,965.76
			144,316.33
	SUBTRACT Payments 01/04/2025 - 31/01/2026		13,020.51
A	**Cash in Hand 31/01/2026** (per Cash Book)		**131,295.82**
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2026	0.00	
	Unity Trust Current 31/01/2026	1,295.82	
	Unity Trust Reserve 31/01/2026	130,000.00	
			131,295.82
	Less unpresented payments		
			131,295.82
	Plus unpresented receipts		
B	**Adjusted Bank Balance**		**131,295.82**
	A = B Checks out OK		

Image Shows:

Cash in hand equals the Adjusted Bank Balance, total £131,295.82

Unity Trust Current Account: £ 1,295.82

Unity Trust Savings Account: £130,000.000

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11.6. To complete Q3 budget review, and approve virements, and reserves for 31st March 2026.

NOTE: figures below actually include projected spend to the end of Q4.

The proposals below leave approximately £1,000 unspent general fund, as per decision in March payments.

	2025-2026					
	Receipts			Payments		
	Budget	Actual Net Position	Projected END of YEAR	Budget	Actual Net Position	Projected END of YEAR
INCOME / RECEIPTS						
Precept	50188.00	50188.00	50188.00			
Grants	0.00					
CIL	0.00					
Allotment Fees	0.00					
Grass Cutting Contribution						
Interest	2650.00	2000.61	2650.00			
	£ 52,838.00		**£ 52,838.00**	**£ -**		**£ -**

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EXPENDITURE / PAYMENTS						
ADMINISTRATION						
Audit Costs				515.00	515.00	515.00
Bank Charges				74.00	74.00	74.00
Chairman's Allowance				350.00		
Elections				0.00		
Expenses - WFH				312.00	312.00	312.00
Expenses - Stationery				150.00	148.50	148.50
Hall Hire				400.00	398.35	398.35
Insurance				371.00	370.40	370.40
IT Support & Software				551.00	550.48	550.48
Office Equipment				0.00		
Staff Costs (All Staff & HMRC)				5500.00	4666.32	5500.00
Subscriptions (OALC, SLCC)				1100.00	580.50	1100.00
Training				4351.00	4350.54	4350.54
Website				250.00	249.46	249.86
	£ -		**£ -**	**£ 13,924.00**		**£ 13,569.13**
OTHER PROJECTS & GRANTS						
Grants (Including S137)				6400.00	3382.01	6382.01
In year projects, undefined				0.00		
	£ -		**£ -**	**£ 6,400.00**		**£ 6,382.01**
NEIGHBOURHOOD PLAN						
Grants (Income)	0					
Staff Costs (Payments)				0		
General Expenses (Payments)				450		
	£ -		**£ -**	**£ 450.00**		**£ -**
	£ 52,838.00		**£ 52,838.00**	**£ 20,774.00**		**£ 19,951.14**
	Surplus (Ignore CIL)	Original Budget	£ 32,064.00		Surplus (Ignore CIL)	Surplus (Ignore CIL)

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Earmarked Reserves

	Start of Year	Transfer		Proposed End of Year
Operating Reserve	£ 13,000.00		<------------>	£ 13,000.00
S106 from Harwell	£ 407.00		<------------>	£ 407.00
Community Infrastructure Levy	£ -		<------------>	£ -
New Allotments Project	£ 21,239.01		<------------>	£ 21,239.01
Training	£ 6,000.00	**£ 2,000.00**	<------------>	£ 8,000.00
Parish Office - Project	£ 25,000.00	**£ 10,000.00**	<------------>	£ 35,000.00
Burial Ground - Project	£ 25,000.00	**£ 10,000.00**	<------------>	£ 35,000.00
Noticeboard			<------------>	£ -
Office Equipment Renewals		**£ 514.00**	<------------>	£ 514.00
Neighbourhood Plan		**£ ,550.00**		£ 9,550.00
	£ 90,646.01	**£ 32,064.00**	<------------>	£ 122,710.01

11.7. To note the Council has been invited to take part in the trial digital AGAR for 2025-2026. The Clerk has accepted this offer and informed the Internal Auditor.

A verbal report will be given.

11.8. To approve updating the bank mandate to remove Cllr Knowles, and add any co-opted Councillor.

As described.