

LOW CARBON OXFORD NORTH (LCON)

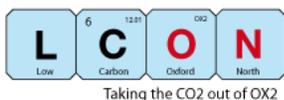
Company Registration Number: 07542380

Charity Registration Number: 1142169

Annual Report and Financial Statements for the Year Ended 31 December 2018

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Reference and Administrative Details

Charity name	Low Carbon Oxford North
Charity registration number	1142169
Company registration number	07542380
Principal office	12 Apsley Road Oxford OX2 7QD
Registered office	12 Apsley Road Oxford OX2 7QD
Trustees	J Betsholtz (Appointed 18 December 2018) B M Boardman A Chivers (Known professionally as A Hill) S Daws (Appointed 25 June 2018) S J Edwards J A Gale (Resigned 25 June 2018) R R Leimu-Brown (Resigned 10 May 2018) T Leonard (Appointed 11 January 2018) R J Nestor K Polgreen (Resigned 17 November 2018)
Secretary	S J Edwards
Bankers	Co-operative Bank P O Box 250 Skelmersdale WN8 6WT

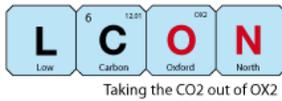
Trustees' Report

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31 December 2018. The financial statements have been prepared in accordance with the accounting policies set out on page 9.

The Charity is a charitable company limited by guarantee and was set up on 31 May 2011.

Structure, Governance and Management

The Charity was established on 31 May 2011 and assumed the assets and liabilities of the original company of the same name which was incorporated on 24 February 2011. The Charity is governed by a memorandum and articles of association which set out the powers and responsibilities of the Trustees in fulfilling the Charity's objectives.



The Trustees when complete consist of at least four and not more than ten individuals. One third of the elected Trustees must retire at each AGM, with those longest in office retiring first. In addition, up to 3 trustees can be appointed by the elected trustees and trustees can also be co-opted until the following AGM. New Trustees spend time with the existing Trustees to ensure they understand their responsibilities and the legal and financial framework in which the Charity operates. For reference all Trustees are issued with the Charity Commission's publication 'The Essential Trustee: What you need to know'.

The Trustees have reviewed the major risks relating to the operation of the Charity, and systems and procedures have been established and implemented to manage those risks.

At our AGM in June 2018 our members supported a proposal to include Jericho in the area of Oxford that LCON covers.

We appointed Chris Church as a self-employed development manager, and Jan McHarry as newsletter editor. They started in September 2017.

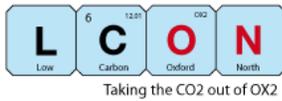
Trustees' Responsibilities

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).

Law applicable to Charities in England & Wales requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the Charity's financial activities during the period and of its financial position at the end of the period. 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 UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- 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 accounting records that disclose with reasonable accuracy the financial position of the Charity and which enable them to ensure that the financial statements comply with 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.



Objectives and Activities

The objects of Low Carbon Oxford North are to conserve, improve and protect the physical natural environment for the public benefit by promoting: the prudent use and sharing of resources; the reduction of waste through re-use reclamation, recycling, use of recycled products and use of surplus; the reduction in the consumption of fossil based fuels; the use of low carbon means of transport; the reduction of carbon emissions from the growing, transporting, purchasing and preparing of food; with the aim of reducing the carbon footprint of North Oxford by 80% by the year 2050. In addition, its objects are to advance the education of the public in the protection, enhancement and rehabilitation of the environment and to promote the study and research in such subjects and dissemination of the results of such research and study to the public.

Our mission is to help the residents of North Oxford to reduce their carbon emissions.

Achievements and performance

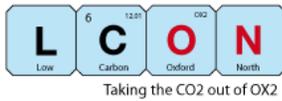
Climate Justice

During 2018 we worked with FairPlay, which is a network of about 30 social justice organisations working on a range of social justice in north Oxford, on a climate justice programme with the aim of helping understanding of our responsibilities in relation to climate justice. The campaign was launched at our AGM on 25 June 2018. Paul Valentin, International Director of Christian Aid, was the main speaker, followed by a question and answer session with a panel of experts: Kaysara Khatun (Environmental Change Institute, University of Oxford), Sophia Tickell (Meteos Ltd and Just Transition), and Lisa Benjamin (Blavatnik School of Government, University of Oxford). Jointly we created a website (<http://www.climatejusticenorthoxford.org.uk>), a flier and a newspaper for handing out at events. Events throughout the campaign included concerts, well known speakers and panel discussions, displays, demos, street theatre and exhibitions all highlighting the Climate Justice theme. This culminated in an event, led by Prof Myles Allen, with an audience of 100 people at the North Oxford Association, on 18 January. We particularly want to thank Michael Taylor, chair of FairPlay, and Helen Dodd, secretary, for their tireless work in leading this campaign.

Air quality and transport

The education and outreach group, ONCORE 2 (LCON:O2), a sub-committee of LCON continued work on renewables, air pollution and transport; their main focus for the year was air pollution. Brenda Boardman, LCON board member and former ONCORE director, chairs this sub-committee. The group held a public meeting in April, with Professor Jillian Anable of the Institute of Transport Studies, University of Leeds who gave us a fascinating and challenging presentation on 'Local air quality and changing travel behaviour'. LCON:O2 are also collaborating with Jake Backus of OxAir on the use of some real time, hand held air quality measurement devices. A pilot project is underway.

The importance of air quality as an issue led to LCON and LCON:O2 hosting a large event at the Town Hall 'Roads are for People' on 2 October 2018. Andrew Gilligan was guest speaker, talking about his report on promoting cycling in Oxford 'Running Out of Road' and the role of voluntary and campaigning groups in creating change. About 150 people attended. To maintain the momentum generated by that meeting, in November 2018 LCON brought together a coalition of voluntary



groups to work collaboratively and synergistically on transport related projects. This group is called the Coalition for Healthy Streets and Active Travel (CoHSAT), and has 12 member groups. It is chaired by Brenda Boardman and Alison Hill, and its aim is moving towards more efficient, safe, active and sustainable travel, leading to cleaner air and reduced carbon emissions. An early initiative of the group was to visit Waltham Forest's Mini-Holland, to see and experience low traffic neighbourhoods.

Big Clean Switch Oxford

During 2018 we led an initiative called the Big Clean Switch Oxford, with the aim of making it easy to for our residents to switch to a renewable electricity tariff. We worked in partnership with an organisation, the Big Clean Switch, who identified those tariffs where the supplier can guarantee that 100% of the electricity sold was matched by energy from renewables – sun, wind, water and biofuels. We partnered with a number of other low carbon groups across Oxford in this venture. Each switch made through the Big Clean Switch Oxford generated £10 for us to use on low carbon projects in Oxford. While we consider that we raised awareness, take-up was low, possibly because there are so many other switching sites available now. Some people may have gone directly to suppliers, instead of using the site. We will be agreeing with partners how the money should be used.

Plastics campaign

In early 2018 we ran a plastics campaign at the time when the realisation of the environmental damage of plastics was growing rapidly. We produced a leaflet for our stalls with a plastics challenge, and ran a social media campaign to support people wishing to reduce their plastic use.

Our first Climate Café

Climate Cafes are a new initiative from Low Carbon Oxford North. We know that it can be difficult to talk about climate change with friends and family, and Climate Cafes are designed to provide a space to do just that. They provide an opportunity to meet informally and talk about climate change. Our first Climate Cafe was held in November 2018, and we continue to host them as a regular quarterly event.

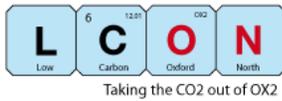
Tree planting

We organised a tree planting morning to help develop the Cutteslowe community woodland on a cold Saturday in November. We had a great response from members and supporters: about 30 people came along to help. Julian Cooper from Oxford City Council parks department has been very generous with his time in supporting and overseeing the planting. We planted 300 trees that day (and another 200 in February).

... and also

We held stalls at the Big Green Day Out and the Jericho Street Fair on 9 June, and at the One World Fair on 3 November.

We responded to two major consultations – the Oxford Local Plan and the planning application for the new development in Oxford North.



We sent out newsletters by email every month or so covering events and activities locally, nationally and internationally. Our newsletter email is quite popular, with ‘open rates’ (the proportion of recipients who open the newsletter when it arrives in their inbox) of around 50 per cent, significantly higher than in the voluntary sector as a whole. We are grateful to Jan McHarry and Chris Church for preparing the newsletter.

Some thanks, hellos and goodbyes:

Many thanks to Chris Church our development manager, and Jan McHarry as newsletter editor, for the work they have done for LCON over 2018.

Roosa Leimu-Brown resigned in May, Julie Gale resigned in June and K Polgreen resigned in November 2018. Thanks for all your invaluable support for LCON.

We welcomed as new trustees Sam Daws who was appointed on 25 June 2018 and Josefin Betsholtz who was appointed on 18 December 2018.

Josefin Betsholtz joined us as part of the Student Hub young trustees programme. She became a full trustee in December 2018 and plans to stay until the end of June 2019. She has helped us on our work on impact and evaluation.

We also want to thank Ben Abraham, another recruit from the young trustee programme. He undertook a piece of work on stakeholder engagement which has helped inform our 2019 strategy.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board and signed on its behalf by:

.....

A Chivers

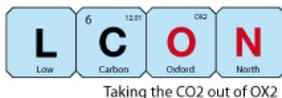
Trustee

Date:.....

Financial Report to the Board of Trustees

Report to the Board of Trustees on the preparation of the Unaudited Statutory Accounts of Low Carbon Oxford North (LCON) for the Year Ended 31 December 2018.

I was appointed and instructed to fulfil your duties under the Companies Act 2006, I have therefore prepared for your approval the financial statements of LCON for the year ended 31 December 2018



which include the Statement of Financial Activities, and the related notes from the accounting records and information and explanations given to me.

This report has been prepared for the board of trustees of LCON in accordance with my agreement.

It is the duty of LCON to ensure adequate accounting records are kept.

I have not audited the accounts of LCON and therefore not tested the accuracy of the accounting records or information given to me, therefore I have not stated any opinion on the statutory accounts.

Thomas Futter, Student Member of the Association of Accounting Technicians (part-qualified)

Date:

Signature:

Statement of Financial Activities

Including Income and Expenditure Accounts for the period of January-December 2018

Low Carbon Oxford North

Statement of Financial Activities (Including Income and Expenditure Accounts)

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Income					
Voluntary Income	10	1,233	0	1,233	1,135
Grant Income	10	7,785		7,785	11,546
Total Income		9,018	0	9,018	12,681
Resources					
Charitable Activities		11,173	0	11,173	8,579
Governance Costs		263	0	263	0
Total Resources	11	11,436	0	11,436	8,579
Net Movements in Funds		-2,418	0	-10,203	-7,444
Reconciliation of Funds					
Total Funds brought forward		26,235	0	26,235	22,133
Total Funds carried forward		23,817	0	16,032	14,689

Balance Sheet

Low Carbon Oxford North
Balance Sheet as at 31st December 2018

	Note	2018		2017	
		£	£	£	£
Fixed Assets					
Investments	12		6,501		6,501
Current Assets					
Stocks and Work in Progress		0		0	
Debtors		0		300	
Accrued Income	14	250		500	
Cash at Bank & in Hand		<u>21,606</u>		<u>25,035</u>	
		21,856		25,835	
Creditors: Amounts Falling due in 1 Year					
Trade creditors	13	54		0	
Deferred Income	15	4,416		6,101	
Accruals	16	70			
Net Current Assets			<u>17,316</u>		<u>19,734</u>
Net Assets			<u>23,817</u>		<u>26,235</u>
The Funds of the Charity					
Restricted Funds			0		0
Unrestricted Funds			<u>23,817</u>		<u>26,235</u>
Total Charity Funds			23,817		26,235

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

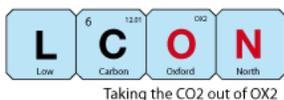
The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with 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 United Kingdom and Republic of Ireland (FRS 102) (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Approved by the Board on and signed on its behalf by:

(Signature)

Alison Chivers, Chair



Notes to the Financial Statements

1. Accounting Policies

Basis of Preparation

The accounts have been prepared in accordance with 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 United Kingdom (FRS 102) (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

2. Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of 1 year from the date of approval of these accounts.

The trustees of the charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

3. Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

4. Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate

5. Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Grants payable are payments made to

third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specific service or output. Grants payable without performance conditions are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity. Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable

6. Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

7. Investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the statement of the financial activities in the period of disposal. Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the statement of financial activities based on the market value at the year end.

8. Stock

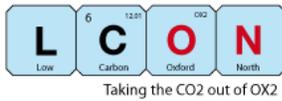
Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow-moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

9. Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight-line basis over the lease term.

10. Income

Income	Actual
Income (LCH as successor to Oncore)	£ 7,285
Income (LCH)	£ 500
Voluntary Income	£ 1,233
Total Income	£ 9,018



11. Expenditure

Activity costs	Actual
Community Environment Associates	£ 1,560
Strategy: website redevelopment	£ 1,416
Strategy: lifestyle project	£ 1,115
Strategy: Big Clean Switch	£ 874
Food directory	£ -
Public meetings	£ 889
Total Activity costs	£ 5,854
O2 costs	
O2 meetings	
O2 allocation	£ 1,596
O2 allocation for schools	£ 250
Total O2 costs	£ 1,846
Running costs	
Accountancy fees, registration fees	£ 566
Trustee training	£ -
Marketing and publicity	£ 770
Newsletter	£ 2,400
Contingency	
Total Running costs	£ 3,736
Total Annual Costs	£ 11,436

12. Investments

The net book value of all investment assets that are held in the UK as at 31 December 2018 is £6,501.

13. Trade Creditors

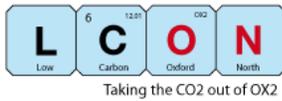
Trade Creditors as at 31 December 2018 were £54. This relates to two invoices that were outstanding at the end of the 2018 financial year relating to Oxford Green £19.00 and Oxfam Group £35.00. Both invoices were paid in February 2019.

14. Accrued Income

There was the sum of £250.00 received in February 2019 that relates to the 2018 financial year and this sum has been accrued. This amount will be released in the 2019 financial year.

15. Deferred Income

In 2017 we deferred the amount of £2,937 relating to ONCORE Ltd. In 2018 the total expenditure for ONCORE Ltd related work was £1,485: the balance of £1,452 has been left on the balance sheet for 2019. Also, in 2017 we deferred the amount of £3,164 relating to ONCORE 2: £200 has



been released against 2018 expenditure and the remaining amount remains on the balance sheet.

16. Accruals

The final balance from Oxford City Council relating to “Roads are for People” was not received until February 2019 therefore the sum of £69.80 has been accrued in 2018.

17. Trustees’ remuneration & expenses

No trustees received any remuneration during the financial year.

18. Taxation

The company is a registered charity and is, therefore, exempt from taxation.

19. Members’ liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

20. Controlling entity

The charity is controlled by the trustees who are all directors of the company.