

Wolvercote Neighbourhood Forum					
Statement of Accounts: 1 November 2024 to 31 October 2025					
Line			2024-25	2023-24	2022-23
			£	£	£
	<u>Expenditure</u>				
1	Website and domain fees		145.05	115.05	115.05
2	Printing and display materials		242.00	105.00	563.19
3	Leaflet distribution		0.00	0.00	0.00
4	Oxfordshire Neighbourhood Plans Alliance subscription		50.00	50.00	0.00
5	Equipment		22.80	0.00	0.00
6	Venue hire: open public meetings		95.00	60.00	90.00
7	Venue hire: Steering Committee meetings		90.00	157.50	270.00
8	Subtotal expenditure		644.85	487.55	1,038.24
	<u>Income</u>				
9	Donations		228.14	0.00	14.00
10	Grants		3,490.00	0.00	0.00
11	Subtotal income		3,718.14	0.00	14.00
12	Surplus or deficit (-) for the year		3,073.29	-487.55	-1,024.24
	<u>Balance sheet</u>				
13	Opening reserves brought forward at 1 November		567.89	1,055.44	2,079.68
14	Add surplus/deduct deficit for the year		3,073.29	-487.55	-1,024.24
15	Closing reserves carried forward at 31 October		3,641.18	567.89	1,055.44
	- represented by				
16	Balance at bank, 31 October		3,641.18	567.89	1,112.44
17	Unpresented cheques		0.00	0.00	-57.00
18	Creditors - supplies and services		0.00	0.00	0.00
19	Creditors - funds held for CIL projects		0.00	0.00	0.00
20	Debtors		0.00	0.00	0.00
21	Net assets		3,641.18	567.89	1,055.44
	<u>CIL funding processed for some projects</u>				
22	Funds received on behalf of project sponsors		666.35	0.00	4,924.80
23	Project costs paid out		666.35	0.00	4,924.80
24	Balance at 31 October		0.00	0.00	0.00

The annual general meeting is recommended to approve and adopt the above statement of accounts for the year 2024-25, subject to audit.

Richard Lawrence-Wilson, Treasurer

17 November 2025

Wolvercote Neighbourhood Forum

Annual General Meeting 2025

25 November 2025

Treasurer's Report 2024-25

Expenditure

The Steering Committee has continued to strictly control its spending. The community has been kept informed of CIL rounds and public meetings through the Forum website, posters and emails (costs at lines 1 and 2 in the statement of accounts). A payment terminal was purchased to enable donations to be received (line 5). Most Committee meetings were held in committee members' homes at no cost (line 7).

As usual, no members of the Steering Committee have been paid any fees or expenses.

Total expenditure was £644.85 (line 8).

Income

At the 2023-24 AGM the Steering Committee was concerned that the Neighbourhood Forum was about to run out of money to meet the unavoidable expenses of its day to day business. Forum members generously contributed over £200 towards its costs (line 9).

The Committee decided to submit a CIL grant application to cover the basic costs of running the CIL programme itself. A bid totalling £3,490 was drawn up, and approved by the City Council (line 10). This sum was to cover administration comprising website fees, printing costs and venue hire for public and committee meetings, together with two postal circulations to all households in the WNF area, to tell them about the CIL programme and timetable. Unfortunately, it has not been possible to organise these postal circulations, but the Committee still sees a need to contact every household and will renew its efforts to do so, to ensure that all residents of Wolvercote – who are all Forum members, by definition – know about CIL and have the opportunity to propose projects for funding and to contribute to the assessment of applications.

Balance sheet

As there were no postal circulations during 2024-25 the bulk of the CIL grant to the Forum was not spent and remains as a reserve (line 15). The Steering Committee does not currently plan to apply for a grant for CIL expenses in 2025-26.

CIL funding processed for some small projects

Most CIL grants are paid by the City Council direct to the groups responsible for projects. If necessary the Forum can act as "banker" for small, one-off projects, to relieve them of the need to open a bank account or to use a private or personal bank account. Two projects were assisted in this way in 2024-25 and the funds passed to them are shown in the bottom section of the statement at lines 22 and 23.

The year to come

Some large and complex projects have begun to come forward for CIL funding, and others are being worked up. In 2025-26 the Steering Committee will be consulting on some of these and assessing their viability and value to the Wolvercote community. The Steering Committee is very conscious of the need to use CIL funds wisely to produce a lasting legacy. It is likely that expert advice will be needed to augment the experience and expertise available within the Committee, and some expenditure on consultancy support may be required.