

**The Martha Louise Jackson Bequest
Trustees' Annual Report
for the period 1st January to 31st December 2020**

Objectives and activities

According to the trust deed the income of the charity, after necessary expenses have been paid, is to be applied in the following ways and in the following order of priority:

- 1) Relief in need in relieving either generally or individually persons resident in Headington Quarry and the neighbourhood thereof who are in conditions of need, hardship or distress, by making grants of money or providing or paying for items, services or facilities calculated to reduce the need, hardship or distress of such persons. The trustees may pay for such items, services or facilities by way of donations or subscriptions to institutions or organisations which provide or which undertake in return to provide such items, services or facilities for such persons.
- 2) For such charitable purposes for the benefit of the inhabitants of Headington Quarry and the neighbourhood thereof as the trustees from time to time think fit.

Main activities in relation to these objects

Having regard to the guidance offered by the Charity Commission on public benefit, the trustees make grants to organisations which help those in need, hardship or distress provided the organisation can show that it helps people living within the parish of Holy Trinity (Headington Quarry, Wood Farm, Risinghurst and the area around the Churchill Hospital).

The trustees help individuals from this area who are recommended to them as being in particular need. They maintain the Coach House as a community facility which benefits the area.

Grant making policy

In accordance with the trust deed, grants are one-off and the trustees do not commit themselves to repeat such a grant, at any rate not for two or three years.

In the case of individuals, the trustees usually buy them a specific item (eg bed, carpet, fridge); they do not usually give money or pay bills.

The Bequest usually gives away between about £2000 and £4000 per annum, depending on its financial position and applications.

Achievements and performance

During 2020 donations were made to the following organizations:

Trax, the Oxfordshire Motor Project which improves the lives of vulnerable and disadvantaged young people through education, training and support.

Wood Farm School, Windmill School and Headington Quarry Foundation Stage School enabling them to support vulnerable families during the Covid-19 lockdown

Wood Farm Parent and Toddler group to enable them to keep going during Covid-19 when permitted and to have four small Christmas parties to comply with Covid-19 regulations.

Three individual families were also helped.

The Coach House was well used from January until the middle of March by nineteen regular groups and by individuals. It then had to close because of the Covid-19 lockdown. In September special measures were taken to make the Coach House Covid-secure with signage, hand sanitisers, extra cleaning and no access to the kitchen or Jackson Room except in emergency. It was then able to reopen in a limited way. Six groups resumed regular meetings, subject to strict rules as laid down by the Government for community halls during the pandemic.

During 2020 access for routine maintenance was not allowed during the first lockdown but since then polycarbonate sheeting has been attached to the walls below the hatch to protect from splashes, the playground surface has been jet cleaned, there has been an Electrical Installation Inspection and the piano has been tuned.

Financial review

The Bequest's reserves are held in a CBF Church of England Deposit Fund with the CCLA and it has a current account with Barclay's Bank. The Bequest holds reserves in order to continue its charitable work if the Coach House were to make a loss or need extensive work.

The charity's source of income is the surplus from the letting of the Coach House after necessary maintenance and expenses have been paid. There is also a little interest from the deposit account. As the Coach House was closed for a large part of 2020, its income from lettings was considerably reduced while outgoings were only slightly reduced. However, the Coach House received a £10,000 grant from Oxford City Council from a Retail, Hospitality and Leisure Grant Fund to support community halls through the financial issues caused by Covid-19. This has offset the shortfall from the Coach House and as a result the ML Jackson Bequest ended the year in nearly as strong a financial position as it began.

In 2020 £75 was received in interest and the Coach House contributed £4049 to the ML Jackson Bequest. The Bequest gave away a total of £4595.

Structure, governance and management

The ML Jackson Bequest is constituted as a Trust set by trust deed sealed 14th November 1991 by the Charity Commissioners of England and Wales.

According to the trust deed the managing trustees shall consist of three ex-officio managing trustees, namely the incumbent and church wardens of Holy Trinity church, Headington Quarry, and one co-opted managing trustee who serves a five year term, renewable.

The ML Jackson Bequest maintains the Coach House, Quarry Road, as a community facility. The Management Committee of the Coach House comprises the Vicar (chairman) and churchwardens of Holy Trinity and Elizabeth Knight (treasurer), Charles Redwood (booking secretary) and Kevin Masters (maintenance secretary) who are usually all present at Trustees' meetings. Since Mrs Knight and Messrs Redwood and Masters are not on the PCC, they can provide a more detached view if ever there is felt to be a conflict of interest between the Vicar and church wardens' roles as Trustees and their roles as members of the PCC.

During 2020, the ML Jackson Trustees began discussion of the current governance system with a view to making improvements and changes. Discussions will continue in 2021, alongside a wider community audit to help the Trustees consider how best to fulfil their charitable aims now and in the future.

Reference and administration details

Charity name: The Martha Louise Jackson Bequest

Registered charity number: 1017126

Address for correspondence: 12 Bankside, Headington, Oxford, OX3 8LT

Charity Trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year
Revd Dr Laura Biron	Chair	
Dr Peter Garside		1 st January to 27 th August (resigned)
Mr David Smith		
Mrs Elizabeth Knight	Treasurer	

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature

Full name

Position

Date