

CRAWLEY OPEN HOUSE

England & Wales · Charity number 1048919

Details

Status Registered

Legal form Charitable company

Company number [03048461](#)

Registered 1995-09-09

Register [View on the Charity Commission register](#)

Contact

Address Riverside House
Three Bridges
Crawley
West Sussex
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Activities

Objects: The relief of poverty in the Borough of Crawley by providing shelter, hostel and move-on accommodation, charitable social housing, food, clothing, financial assistance, day care and advice to those in need of such relief.

Activities: The objectives are the relief of poverty in the borough of Crawley by providing shelter, food, clothing, financial assistance, day care and advice to those in need of such relief.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Accommodation/housing
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** CRAWLEY
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£2,129,364	£1,682,467	£4,916,190	32
2024-03-31	£2,379,955	£1,580,261	£4,469,293	31
2023-03-31	£1,609,569	£1,179,955	£3,669,599	25
2022-03-31	£2,127,535	£1,171,160	£3,239,985	20
2021-03-31	£1,589,121	£1,085,723	£2,283,610	24

Trustees

Name	Role	Appointed
Balvinder Kaur Ahluwalia		2021-03-16
Daryl Gayler		2022-05-05
Henrietta Bennett		2021-03-25
James Abdool		2013-09-18
John Spencer Bowen		2025-01-21
MICHAEL BOLTON		
Paul Roe		2023-11-21
RICHARD DAVID BURRETT		
Sara Jane Heald		2021-03-16

CRAWLEY OPEN HOUSE

England & Wales - Charity number 1048919

Accounts

Charity registration number 1048919 (England and Wales)

Company registration number 03048461

CRAWLEY OPEN HOUSE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

CRAWLEY OPEN HOUSE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Michael Bolton - Treasurer Clare Hiley Richard Burrett Balvinder Ahluwalia Henrietta Bennett Sara Heald - Vice Chair Daryl Gayler Paul Roe James Abdool - Chair J S Bowen	(Appointed 21 January 2025)
Secretary	Michael Bolton	
Key management personnel	Charlie Arratoon Malcolm Nicholas Jane Nulty Karen Young Emily Hunter Ian Wilkins Tom McAleney	CEO Head of Operations HR & Admin Manager Head of Residential Services Head of Day Services Head of Fundraising & Relationships Hostel Manager
Charity number (England and Wales)	1048919	
Company number	03048461	
Registered office	Ground Floor 1 - 7 Station Road Crawley West Sussex RH10 1HT	
Auditor	Richard Place Dobson Services Limited Ground Floor 1 - 7 Station Road Crawley West Sussex RH10 1HT	

CRAWLEY OPEN HOUSE

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CRAWLEY OPEN HOUSE

CHAIRMAN'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2025

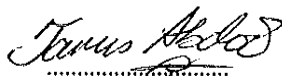
This year's annual report shows our stakeholders how we have performed over the last year, as we continue our work ensuring strategic direction, clear governance and value in the work of the charity.

Despite the global economic uncertainty, I am delighted to report that our performance throughout 2024/2025 has been in line with our budgets and remained strong, testimony to the partnerships we have built as well as the review of our services to cater for the changing needs.

During the year, we continued our programme of investment in future services and inside this report you will get an understanding of how we've spent our income on improving and maintaining our services. This has been a continuation of the work we started in recent years, adapting to the needs of our clients and the changes in the local community.

We are extremely grateful to all donors who fundraised and donated to Crawley Open House. Each year we are still amazed by the generosity of our supporters.

This report is designed to show how our money is spent, how we are performing compared to previous years and demonstrate our overall financial governance. I hope you find the report and accounts informative.



James Abdool
Chairman

Date: 16/09/2025

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their report and accounts for the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2019.

Objectives and activities

Purposes and aims

The Trustees review the aims, objectives and activities of the charity each year. This report looks at the achievements and outcomes the charity has made through this reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to people that it is set up to help. The review also helps the Trustees ensure the charity's aims, objectives and activities remain focused on its stated purposes.

About Crawley Open House

Crawley Open House started its journey in 1982 when doors first opened on a project in Spencers Road known as the Crawley Community Resources Centre. In the winter of 1990, we delivered our first overnight accommodation providing emergency cold weather beds to those that were sleeping rough. In 1994 we launched a permanent hostel instead of a temporary cold weather shelter. Portakabins once used to house construction workers building the channel tunnel project were converted to provide twelve single and four double rooms plus an office, a shower, a toilet and a laundry block. In 1996, the hostel and resource centre merged to form Crawley Open House.

Since these early days we have grown to provide accommodation, support and services for those in the Crawley area suffering the effects of homelessness, unemployment, loneliness, discrimination, or other forms of social exclusion. This hasn't changed and our support is available to anyone in need and can sometimes be as little as a meal or feeling listened to.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Financial Review

During the year the charity had net incoming resources of £446,897 (2024: £799,694). The net income partly reflects the good level of donations and grants we received. The net income for the previous year included a restricted donation of £500,000 for the purchase of a move-on property. The net income for the current year reflects the continuing difficulties we have had recruiting staff to fill vacancies although we have performed better in this area than in previous years and are now close to fully staffed.

Reserves Policy

The charity's reserves policy takes account of its expanding operations, the way they are funded and the forward-looking risks to that funding. The reserves policy is to hold unrestricted reserves of between three and six months' projected core expenditure.

As at 31st March 2025, unrestricted funds were £760,747 (2024: £631,317) and projected core expenditure for the financial year 2024-25 is £1,703,000. Reserves are therefore within the Trustees' target range. The Trustees consider this to be an appropriate level of reserves given the financial pressures everywhere in the UK economy which are likely to impact both the charity's income and expenses.

It is the policy of the charity to hold designated funds to a level representing the value of the occupied property and the charity's essential equipment.

During the year ended 31 March 2025, the charity increased its designated fund for the purchase of additional move-on properties from £1,050,000 to £1,300,000 in line with its strategic objective of increasing the amount of accommodation it can offer. It also increased the designated funds set aside for major renewal projects on its property assets, including £70,000 for essential fire safety improvements in the hostel.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Achievements and performance

The past year has once again demonstrated the critical importance of our work in supporting some of the most vulnerable members of our community. Against a continued backdrop of rising living costs, increasing demand for services, and ongoing pressure on public resources, Crawley Open House has remained a beacon of compassion, stability, and hope.

Throughout the year, our dedicated staff and volunteers have worked tirelessly to provide support, shelter, and guidance to hundreds of individuals facing homelessness, poverty, and crisis. Every meal served, every conversation shared, and every night of safe shelter offered reflects our unwavering commitment to dignity and care.

Riverside House

Riverside House hostel is the heart of Crawley Open House, providing round-the-clock staffing for our 24-bed facility. Beyond offering residential services, we provide general advice, housing and resettlement support, mental health and substance misuse assistance, counseling, and access to medical, podiatric, and hairdressing services.

Our hostel has consistently maintained an occupancy rate of over 99.3% resulting in the regrettable need to turn away daily requests due to full capacity. In the past year, we were able to offer temporary accommodation to 137 individuals who would have otherwise faced homelessness.

We prioritise assisting our clients in securing more stable, suitable accommodation. Throughout the year, we successfully resettled 82 individuals. We are heartened by the fact that 68% of our hostel residents have transitioned to more permanent housing, surpassing last year's figures. This improvement signifies that people are beginning to move on to stable living arrangements more swiftly after the challenges presented by the pandemic.

Last year we mentioned the commencement of the installation of solar panels, and this was completed. We are pleased to say that they are working well and with the analysis of the data we receive we can evaluate the need for any other services, such as the installation of battery storage. We expect to review these decisions after at least 12 months of data analysis.

Resource Centre

The Resource Centre opened on 6th July 2022. It offers a wide range of facilities, including workshops, multi-use spaces, a fully equipped kitchen, hot desks in all offices, a laundry, shower facilities and donation station. This Centre hosts a variety of regular classes, such as cycle repairs, baking, CSCS card training, and IT lessons. The decision to separate accommodation and day services has proven to be a success, with the staff witnessing numerous achievements because of this new facility. They continue to gain insights into improving the service for our clients.

In November 2024 we received registration as an official City & Guilds Exam Centre. This means our service users can take exams and gain formal qualifications in a range of subjects, including English, Maths and Functional Skills, with the option to add more subjects as we continue to expand our service.

The Resource Centre has become an important base for local service partners, allowing them to provide closer, regular and more accessible services to our clients. This includes the Rough Sleeper Coordinator from Crawley Borough Council who offers support around housing, a non-medical prescriber from CGL who offers rapid prescribing, StreetLight UK who work with those at risk from sex working, Alliance for Better Care who conduct full health screenings, the Samaritans who offer 1:1 wellbeing support, and a representative from DWP who helps the most vulnerable to sustain their universal credit claims.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Move-On

At Crawley Open House, the provision of move-on accommodation plays a crucial role in our efforts to support individuals in their transition to long-term, secure rented housing. Our initial move-on option, the Laing rooms, consists of eight individual bedrooms with shared living spaces. These rooms serve as a platform for individuals to continue building on the progress they have achieved during their stay at our hostel.

By offering the necessary support to promote independent living, we empower our Laing residents with increased freedom and privileges. This approach has been successful for those individuals who are the right fit for this program, and our team has developed the expertise to integrate these clients within our residential team and cater to their specific needs. The investment in the Move-On houses has been incredibly valuable and is undeniably essential for the future of our charity.

Within our six Move-On houses, we provide twenty-eight rooms at an affordable rent to individuals who are seeking to transition into long-term, secure, and independent living and employment opportunities. Our focus on Move-On accommodation and equipping individuals with the skills necessary to prevent a return to homelessness is fundamental to our mission. We now offer more move-on beds than hostel beds, which stands as a remarkable achievement and underscores our dedication to providing both short-term and long-term solutions for individuals in need.

Outreach Team

Our Outreach Team actively go out into the community to find, identify and support those who are sleeping rough. This is a crucial part of our work and we are delighted to secure renewed funding from Crawley Borough Council to continue this valuable work to the most vulnerable in our community.

Resettlement Outreach

This team works with people who are in accommodation but who are at risk of losing their housing for whatever reason. Clients might have a short-term crisis, or a longer-term issue, and need help with issues such as food poverty, financial insecurity, antisocial behavior and a lack of independent living skills. Many of these situations would deteriorate quickly and end in homelessness without support to keep things on track. This team have a proven track record of early interventions that have prevented someone vulnerable from becoming homeless in the first place and, as is commonly said, prevention is undoubtedly better than cure.

Fundraising Activities

Over the years a wonderfully supportive community has built up around Crawley Open House, and once more this year they have helped us enormously with gifts of time, expertise, goods and money in what is our 30th year of operation. We continue to work hard to diversify our income streams so that we are not over-dependent on any one provider, and again we have been supported by a wide array of organisations, trusts and as always, the large number of generous individuals. It remains a tough climate within which to fundraise, especially when there are some local, well established causes. Financial pressures haven't eased for the majority of households and this continues to be a challenge for charity fundraising. This has been felt again this year with a marked drop in the number of people involved in our 1 in 1000 regular giving scheme.

Major Gifts

We were grateful once again for significant core-funding from the National Lottery Community Fund, St Christopher's Trust, Three Oaks Trust, the Aldama Foundation, Clothworkers' Foundation, Irwin Mitchell Charitable Foundation, Starry Plough Trust and the Albert Van den Burgh Charitable Trust. Their foundational support enabled us to be able to bid for specific project income when required, including, renovating our hostel toilets and showers this year thanks to support from Gatwick Airport Community Trust, Euroclear Ltd, Carpenter Box and Irwin Mitchell. In the autumn we installed 72 solar panels on our hostel roof following a generous grant from the Linbury Trust, one of the Sainsbury Family Trusts. This will enable us to save money, generate a small income from exporting to the grid and help us to be more environmentally friendly as a Charity — a win-win-win!

We once again increased our number of corporate partnerships and continued active membership of the Gatwick Diamond Business networking group. We have become firmly established as a charity partner to many local businesses, whose first experience of Open House is often through volunteering in our kitchen or one of the move-on house gardens. Hence this year we have started working with Aerfin, Magus Wealth, NextEq Plc, SUEZ, Verdant Financial Planning, Johnson & Johnson, Acron Aviation (formerly L3 Harris), Hitachi Rail, Tesco and Legal & General, amongst others. Due to the ongoing cost of living crisis there were again some understandable withdrawals from our 1 in 1000 regular giving scheme, partly offset with some new sign-ups, particularly from small local businesses. We are grateful to all past donors via this scheme, and to the 350 plus who remain within it. It's a huge benefit to the budgeting and planning process to be able to count on these wonderful regular donations.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Events

We benefitted from lots of events organised by others this year. These included the Collective Movement Dance Event at the Hawth, Neil Henderson doing the Tonbridge half-marathon, beautiful open gardens in Shipley with Zsa and Stevie Roggendorff, packed-out concerts by the Songbirds Choir, a Christmas Celebration at the Crawley Church of Jesus Christ of Latter-Day Saints, charity feasts arranged by the East Grinstead Justice & Peace Group, Globetrotters Mini-Golf at Tilgate Park, another raffle arranged by tattooist Jeep Bluezone, Southern Sheeting staff sleeping out in their warehouse and the amazing James Ford running the 830km of the Camino del Norte. Thanks so much to you all and everyone else who ran events in aid of our work.

Several successful Crawley Open House fundraising events were held too. The 7th annual footgolf tournament took place at Gatwick Footgolf in June, and our third 'Big Quiz' was again a sell out at St Wilfrid's School. Around 40 hardy souls slept out in Queens Square on a cold February night, and we had a small but effective team in the Run Gatwick 10k at Charlwood. In partnership with the wonderful folk at Crawley URC we once again sang carols at Three Bridges Station to bemused commuters and held our second 'thank you lunch' for the unsung heroes & heroines who help in and around Open House voluntarily courtesy of The Parsons Pig. Our Patron Romesh Ranganathan hosted a night of comedy at the Hawth in December, which sold out in about 90 seconds! Between all these events over £40,000 was raised to support our vital front-line work.

Summary

In a prevailing climate of some world, political and economic uncertainty it remains a challenge to raise funds, and we have to be ever-more proactive, creative and tenacious as we find ourselves in a 'competitive' space alongside so many other great charities. We are reassured by the myriads of different people who have Crawley Open House on their list of causes to support and thank each and every one of them – we never take it for granted. We are increasingly active across Facebook, X, LinkedIn and Instagram to broadcast daily the help we need and the stories of those we have helped, and we continue to invest in the necessary technology and software to improve our communications.

We are grateful for deep and long-standing relationships with so many across our community, and we encourage the curious to visit to see our work first-hand. We continue to work hard prospecting for new sources of income from individuals, companies and Trusts in order to keep a robust pipeline of incoming funds.

Plans for future periods

Over the next 12 months, our key priorities will be:

- The exploration of options to expand our Move-On Accommodation, taking into account the current challenges with availability of suitable properties and water neutrality.

The enhancement of our services including:

- Considering improvements to hostel provisions to cater to the changing demographics of residents
- Strengthening outreach efforts to engage more people before they become homeless and
- Increasing life skills workshops, employment support and access to health services to improve long-term well-being.
- Governance and Leadership development, implementing measures to strengthen the governance, structure and processes of the Board of Trustees and allocating time for senior leadership to focus on further embedding structural changes after a period of intense development.
- Financial Sustainability and Funding Diversification, including exploring new revenue streams and securing health sector funding to support mobile health services.

Structure, governance and management

The charity is a company limited by guarantee, does not have share capital and was incorporated on 21 April 1995. The Trustees / Directors are appointed at the annual general meeting or during the year at Trustees' meetings.

Trustees exercise oversight of all the charity's activities principally through the bi-monthly Trustees' meeting. This meeting comprises all the trustees and is attended by senior management. Its responsibilities include setting the charity's strategy and objectives, monitoring progress and the appointment of senior management.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees' meeting is supported by four subcommittees (Finance, Development and Fundraising, Personnel and Policies, Risk and Governance) covering all key aspects of the Trustees' responsibilities. Each subcommittee comprises a subset of the trustees with relevant members of the management team in attendance. It reports back to the following Trustees' meeting.

The charity maintains a register of the principal risks to which it is exposed, together with the actions to mitigate those risks. Each subcommittee is responsible for the identification and analysis of the risks falling within its terms of reference. The Trustees' meeting has responsibility for oversight of all risks, together with any risk not within the scope of a subcommittee.

Crawley Open House has charitable status and its charity registration number is 1048919.

The Trustees, who are also directors for the purpose of company law, and who served during the year are:

Michael Bolton - Treasurer

Clare Hiley

Richard Burrett

Balvinder Ahluwalia

Henrietta Bennett

Sara Heald - Vice Chair

Babak Jalaei

(Resigned 11 January 2025)

Daryl Gayler

Paul Roe

James Abdool - Chair

J S Bowen

(Appointed 21 January 2025)

Dr A Bhargava

(Appointed 18 March 2025 and resigned 29 May 2025)

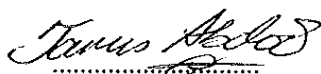
Auditor

This report has been prepared in accordance with the Statement of Recommended Practice, "Accounting and reporting by Charities", issued in March 2005 and in accordance with the special provisions of part 15 of the Companies Act relating to small entities.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

The Trustees report was approved by the Board of Trustees.



James Abdool - Chair

Date: .16/09/2025

CRAWLEY OPEN HOUSE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2025

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that 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; 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Opinion

We have audited the financial statements of Crawley Open House (the 'charity') for the year ended 31 March 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 Financial Reporting Standard 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 charitable company's affairs as at 31 March 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 Companies Act 2006.

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 Trustees' 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 twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees 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 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 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

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

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; 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.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, 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 charitable company 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 145 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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatements due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing the risks of material misstatement in respect of irregularities, including fraud, the audit engagement team made enquiries of management, and those charged with governance, regarding the procedures relating to identifying, evaluating and complying with;

1. laws and regulations and whether they were aware of any instances of non-compliance;
2. detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
3. the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, General Data Protection Regulations, Companies Act, Charities Act 2011, Charities Statement of Recommended Practice, employment law and regulations and Registered Social Landlord Laws and Regulations. We performed audit procedures to detect non-compliance, which may have a material impact on the financial statements. These included reviewing financial statement disclosures and evaluating advice received from external advisors. There were no significant laws and regulations we deemed as having an indirect impact on the financial statements.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

The audit engagement team identified the risk of management override of controls and revenue recognition as the areas where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed in regards to management override included but were not limited to testing manual journal entries and other adjustments and evaluating the rationale in relation to any significant, unusual transactions and transactions entered into outside of the normal course of business.

Revenue recognition was also identified as a significant risk which could lead to a material mis-statement due to fraud or error. Audit procedures in relation to revenue recognition included but were not limited to a proof in total test on grant income and substantive testing for rental income.

Estimated residual life of building - we reviewed the building for signs of impairment and recent valuation information to confirm the land and buildings were included within the accounts accurately.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditors' 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 and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Philip Hayden FCA

Senior Statutory Auditor

For and on behalf of Richard Place Dobson Services Limited

Date 19 September 2025

Chartered Accountants

Statutory Auditor

1 - 7 Station Road

Crawley

West Sussex

RH10 1HT

Richard Place Dobson Services Limited is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

Current financial year		Unrestricted funds general 2025 £	Unrestricted funds Designated 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
	Notes					
Income and endowments from:						
Donations and grants	3	379,477	-	610,820	990,297	1,359,541
<u>Charitable activities</u>						
Amenity income	4	93,900	-	-	93,900	56,448
Supporting people	4	235,016	-	-	235,016	235,016
Housing benefit	4	697,841	-	-	697,841	663,000
Fundraising income	5	26,181	-	-	26,181	16,038
Investments	6	72,485	-	-	72,485	46,874
Other income	7	13,644	-	-	13,644	3,038
Total income		<u>1,518,544</u>	<u>-</u>	<u>610,820</u>	<u>2,129,364</u>	<u>2,379,955</u>
Expenditure on:						
Raising funds	8	118,694	-	-	118,694	102,622
<u>Charitable activities</u>						
Outreach projects	9	152,692	-	37,187	189,879	214,629
Hostel	9	328,722	-	362,522	691,244	637,086
Move-on accommodation	9	302,162	-	65,000	367,162	347,978
Resource centre	9	165,694	-	149,794	315,488	277,946
Total charitable expenditure		<u>949,270</u>	<u>-</u>	<u>614,503</u>	<u>1,563,773</u>	<u>1,477,639</u>
Total expenditure		<u>1,067,964</u>	<u>-</u>	<u>614,503</u>	<u>1,682,467</u>	<u>1,580,261</u>
Net income/(expenditure)		450,580	-	(3,683)	446,897	799,694
Transfers between funds		(321,150)	321,150	-	-	-
Net movement in funds	11	<u>129,430</u>	<u>321,150</u>	<u>(3,683)</u>	<u>446,897</u>	<u>799,694</u>
Reconciliation of funds:						
Fund balances at 1 April 2024		631,317	3,834,293	3,683	4,469,293	3,669,599
Fund balances at 31 March 2025		<u>760,747</u>	<u>4,155,443</u>	<u>-</u>	<u>4,916,190</u>	<u>4,469,293</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

Prior financial year		Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes				
Income and endowments from:					
Donations and grants	3	321,332	-	1,038,209	1,359,541
<u>Charitable activities</u>					-
Amenity income	4	56,448	-	-	56,448
Supporting people	4	235,016	-	-	235,016
Housing benefit	4	663,000	-	-	663,000
Fundraising income	5	16,038	-	-	16,038
Investments	6	46,874	-	-	46,874
Other income	7	3,038	-	-	3,038
Total income		1,341,746	-	1,038,209	2,379,955
Expenditure on:					
Raising funds	8	102,622	-	-	102,622
Outreach projects	9	179,540	-	35,089	214,629
Hostel	9	332,889	-	304,197	637,086
Move-on accomodation	9	312,909	-	35,069	347,978
Resource centre	9	134,923	-	143,023	277,946
Total expenditure		1,062,883	-	517,378	1,580,261
Net income		278,863	-	520,831	799,694
Transfers between funds		(310,583)	840,583	(530,000)	-
Net movement in funds	11	(31,720)	840,583	(9,169)	799,694
Reconciliation of funds:					
Fund balances at 1 April 2023		663,037	2,993,710	12,852	3,669,599
Fund balances at 31 March 2024		631,317	3,834,293	3,683	4,469,293

CRAWLEY OPEN HOUSE

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Tangible assets	15		2,743,844		2,770,396
Current assets					
Debtors	16	146,500		194,888	
Cash at bank and in hand		2,401,322		2,004,465	
		<u>2,547,822</u>		<u>2,199,353</u>	
Creditors: amounts falling due within one year	17	(298,887)		(410,848)	
Net current assets			<u>2,248,935</u>		<u>1,788,505</u>
Total assets less current liabilities			4,992,779		4,558,901
Creditors: amounts falling due after more than one year	18		(76,589)		(89,608)
Net assets			<u>4,916,190</u>		<u>4,469,293</u>
The funds of the charity					
Restricted income funds	21	-		3,683	
Unrestricted funds - general		760,747		631,317	
Unrestricted funds - Designated	22	4,155,443		3,834,293	
		<u>4,916,190</u>		<u>4,469,293</u>	

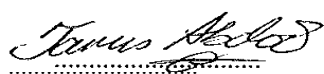
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025. Although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 16/09/2025.



James Abdool - Chair

Company registration number 03048461 (England and Wales)

CRAWLEY OPEN HOUSE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Cash flows from operating activities					
Cash generated from operations	28		404,965		616,696
Investing activities					
Purchase of tangible fixed assets		(68,096)		(571,009)	
Investment income received		72,485		46,874	
Net cash generated from/(used in) investing activities			4,389		(524,135)
Financing activities					
Repayment of loans		(12,497)		(11,983)	
Net cash used in financing activities			(12,497)		(11,983)
Net increase in cash and cash equivalents			396,857		80,578
Cash and cash equivalents at beginning of year			2,004,465		1,923,887
Cash and cash equivalents at end of year			<u>2,401,322</u>		<u>2,004,465</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Crawley Open House is a charitable company, registered in England and Wales. The registered office is Ground Floor, 1-7 Station Road, Crawley, West Sussex, RH10 1HT

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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. 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.

1.3 Charitable funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes of the financial statements.

1.4 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations and similar incoming resources are included in the year in which they are receivable which is when the charity becomes entitled to the resource.

Grants are included in the accounting period to which they relate.

Activities in furtherance of charitable objects includes rental income and is included in the year in which it is receivable which is when the charity becomes entitled to the resource.

Other incoming resources includes kitchen receipts, placement fees and refunds of overcharged expenses all of which are included in the accounts when the charity becomes entitled to the resources.

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

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's activities. These costs have been allocated between the different charitable activities. The bases on which support costs have been allocated are set out in note 9.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the external auditors fees and legal and professional costs.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	2% straight line
Fixtures, fittings & equipment	33% straight line or 10% straight line
Computers	33% straight line
Motor vehicles	25% straight line

Freehold Land is not depreciated.

It has been decided by the Trustees that only items of a value of £1,000 and over will be capitalised as anything smaller is not deemed material.

1.7 Cash and cash equivalents

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.8 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.

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.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

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.

1.9 Taxation

The Charity is exempt from corporation tax on its charitable activities

1.10 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

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

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.12 Donated goods

There are considerable gifts of food given to the charity which have been estimated at £44,000 (2024: £35,000) for the year.

The Charity received approximately £59,500 of volunteer assistance this year (2024: £45,000).

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.

Critical judgements

The main judgement and accounting estimates included in the accounts are:

Deferral of grant income

Income is recognised when the charity is entitled to the income and this will be based on the work being completed and there is no requirement to repay the grant.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

2 Critical accounting estimates and judgements

(Continued)

Donated stock

Donated items such as food are recognised in income and expenditure based on their fair value.

Volunteer time

Time given freely to the charity by volunteers is recognised in income and expenditure based on an estimated average hourly rate and total number of hours given by volunteers.

3 Income from donations and grants

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	265,977	-	265,977	228,125	-	228,125
Grants	10,000	610,820	620,820	13,207	538,209	551,416
Donated goods and services	103,500	-	103,500	80,000	-	80,000
Donation towards property purchase	-	-	-	-	500,000	500,000
	<u>379,477</u>	<u>610,820</u>	<u>990,297</u>	<u>321,332</u>	<u>1,038,209</u>	<u>1,359,541</u>

Donated goods and services

Included within the donations and gifts above are the following non cash donations:

Donated food £44,000 (2024: £35,000)

Volunteer time - £59,500 (2024: £45,000)

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Amenity income		
Charitable Rental Income	93,900	56,448
Supporting people		
Grant Income	235,016	235,016
Housing benefit		
Services Provided Under Contract	697,841	663,000
	<u>1,026,757</u>	<u>954,464</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

5 Fundraising income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	26,181	16,038

6 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	72,485	46,874

7 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Other income	13,644	3,038

8 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Other fundraising costs	25,827	13,202
Staff costs	84,451	81,566
Depreciation and impairment	1,044	303
Support and governance costs	7,372	7,551
	<u>118,694</u>	<u>102,622</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

9 Expenditure on charitable activities

	Outreach projects 2025 £	Hostel 2025 £	Move-on accomodation 2025 £	Resource centre 2025 £	Total 2025 £
Direct costs					
Staff costs	128,435	347,671	136,925	209,122	822,153
Depreciation and impairment	1,757	32,329	29,919	29,599	93,604
Other charitable activity costs	47,286	271,814	182,408	54,525	556,033
	<u>177,478</u>	<u>651,814</u>	<u>349,252</u>	<u>293,246</u>	<u>1,471,790</u>
Share of support and governance costs (see note 10)					
Support	10,772	34,251	15,557	19,320	79,900
Governance	1,629	5,179	2,353	2,922	12,083
	<u>189,879</u>	<u>691,244</u>	<u>367,162</u>	<u>315,488</u>	<u>1,563,773</u>
Analysis by fund					
Unrestricted funds - general	152,692	328,722	302,162	165,694	949,270
Restricted funds	37,187	362,522	65,000	149,794	614,503
	<u>189,879</u>	<u>691,244</u>	<u>367,162</u>	<u>315,488</u>	<u>1,563,773</u>
Previous year:					
	Outreach projects 2024 £	Hostel 2024 £	Move-on accomodation 2024 £	Resource centre 2024 £	Total 2024 £
Direct costs					
Staff costs	160,985	358,340	96,517	194,915	810,757
Depreciation and impairment	673	36,489	11,097	27,001	75,260
Other charitable activity costs	36,194	201,320	228,447	35,528	501,489
	<u>197,852</u>	<u>596,149</u>	<u>336,061</u>	<u>257,444</u>	<u>1,387,506</u>
Share of support and governance costs (see note 10)					
Support	14,313	34,928	10,168	17,493	76,902
Governance	2,464	6,009	1,749	3,009	13,231
	<u>214,629</u>	<u>637,086</u>	<u>347,978</u>	<u>277,946</u>	<u>1,477,639</u>
Analysis by fund					
Unrestricted funds - general	179,540	332,889	312,909	134,923	960,261
Restricted funds	35,089	304,197	35,069	143,023	517,378
	<u>214,629</u>	<u>637,086</u>	<u>347,978</u>	<u>277,946</u>	<u>1,477,639</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

10 Support costs allocated to activities

	2025	2024
	£	£
Staff costs	77,320	75,815
Insurance	4,558	3,860
IT and website costs	1,588	1,562
Motor vehicles	861	547
NW Mentor	238	209
Photocopies expenses	261	185
Rent	-	75
Stationery	129	197
Telephone and subscriptions	1,349	895
Governance costs	13,051	14,339
	<u>99,355</u>	<u>97,684</u>
Analysed between:		
Fundraising	7,372	7,551
Outreach projects	12,401	16,777
Hostel	39,430	40,937
Move-on accomodation	17,910	11,917
Resource centre	22,242	20,502
	<u>99,355</u>	<u>97,684</u>

	2025	2024
	£	£
Governance costs comprise:		
Audit fees	11,314	11,600
Other governance costs	1,737	2,739
	<u>13,051</u>	<u>14,339</u>

11 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	11,314	11,600
Depreciation of owned tangible fixed assets	94,648	75,563
	<u>111,962</u>	<u>87,163</u>

12 Trustees

During the year none of the Trustees (or any persons connected with them) received any remuneration or received any reimbursement of expenses relating to their duties as Trustees and directors.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

13 Employees

The average monthly number of employees during the year was: 32

	2025 Number	2024 Number
Riverside	32	31

Employment costs

	2025 £	2024 £
Wages and salaries	879,159	873,113
Social security costs	85,940	77,300
Other pension costs	18,825	17,725
	<u>983,924</u>	<u>968,138</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2025 Number	2024 Number
£60,000 - £70,000	1	1

The Chief Executive is eligible for membership of the Charity's workplace pension scheme for all employees, to which the employer contributes 3% of earnings between the upper and lower earnings limits. There are no enhanced or special terms for the Chief Executive. The pension contributions of the chief executive amounted to £1,321 in the year.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025 £	2024 £
Aggregate compensation	267,694	240,773

14 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

15 Tangible fixed assets

	Land and buildings £	Fixtures, fittings & equipment £	Computers £	Motor vehicles £	Total £
Cost					
At 1 April 2024	3,007,072	106,518	7,573	64,616	3,185,779
Additions	-	52,101	-	15,995	68,096
Disposals	-	-	-	(10,500)	(10,500)
At 31 March 2025	3,007,072	158,619	7,573	70,111	3,243,375
Depreciation and impairment					
At 1 April 2024	324,056	45,728	5,304	40,295	415,383
Depreciation charged in the year	57,790	20,967	1,815	14,076	94,648
Eliminated in respect of disposals	-	-	-	(10,500)	(10,500)
At 31 March 2025	381,846	66,695	7,119	43,871	499,531
Carrying amount					
At 31 March 2025	2,625,226	91,924	454	26,240	2,743,844
At 31 March 2024	2,683,016	60,790	2,269	24,321	2,770,396

16 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Other debtors	129,153	186,474
Prepayments and accrued income	17,347	8,414
	146,500	194,888

17 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Bank loans	19	13,019	12,497
Deferred income		240,324	201,511
Other creditors		13,282	159,787
Accruals		32,262	37,053
		298,887	410,848

18 Creditors: amounts falling due after more than one year

	Notes	2025 £	2024 £
Bank loans	19	76,589	89,608

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

19 Loans and overdrafts

	2025 £	2024 £
Loans	89,608	102,105
Payable within one year	13,019	12,497
Payable after one year	76,589	89,608

The Charity received a loan from The Big Issue in May 2021 for £135,000 with a fixed interest rate of 4.11% which is to be repaid over 10 years.

20 Retirement benefit schemes

	2025 £	2024 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	18,825	17,725

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

21 Restricted funds

The income funds of the charity include restricted funds consisting of the following unexpended balances of donations and grants held on trust for specific purposes:

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
PFT - Starter property packs	3,683	-	(3,683)	-	-
WSCC Crawley Foodbank	-	11,048	(11,048)	-	-
Welfare fund	-	9,084	(9,084)	-	-
WSCC TAP and Lived Experience	-	43,336	(43,336)	-	-
Support for move on premises	-	65,000	(65,000)	-	-
CBC - Day services grant	-	50,000	(50,000)	-	-
Residential services staff grants	-	74,030	(74,030)	-	-
Day services staff grants	-	123,528	(123,528)	-	-
The National Lottery Community Fund for Resource Centre	-	118,300	(118,300)	-	-
Resource centre operating and activities	-	31,494	(31,494)	-	-
Hostel refurbishment - Showers	-	27,500	(27,500)	-	-
Hostel refurbishment - Solar Panels	-	45,000	(45,000)	-	-
Provision of dental services	-	12,500	(12,500)	-	-
	3,683	610,820	(614,503)	-	-

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

21 Restricted funds (Continued)

Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
PFT - Outreach expense	4,100	-	(4,100)	-	-
PFT - Starter property packs	3,683	-	-	-	3,683
PFT - Hostel bedroom refurbishments	5,069	-	(5,069)	-	-
WSCC Crawley Foodbank	-	17,810	(17,810)	-	-
Welfare fund	-	11,842	(11,842)	-	-
WSCC TAP and Lived Experience	-	60,003	(60,003)	-	-
Support for move on premises	-	30,000	(30,000)	-	-
CBC - Day services grant	-	38,160	(38,160)	-	-
Residential services staff grants	-	75,584	(75,584)	-	-
Day services staff grants	-	116,287	(116,287)	-	-
The National Lottery Community Fund for Resource Centre	-	118,300	(118,300)	-	-
Resource centre operating and activities	-	31,060	(31,060)	-	-
Move-on property purchase	-	515,000	-	(515,000)	-
Control Energy Costs Ltd	-	9,163	(9,163)	-	-
Motor vehicle purchase donations	-	15,000	-	(15,000)	-
	<u>12,852</u>	<u>1,038,209</u>	<u>(517,378)</u>	<u>(530,000)</u>	<u>3,683</u>

The Starter property packs fund is to provide household items to clients moving into a new home.

The WSCC Crawley Foodbank fund is towards the provision of a permanent foodbank for Crawley.

The Welfare fund is to provide in-kind support to clients in acute need.

The WSCC TAP and Lived Experience fund is to provide outreach support to clients.

The Support for Move-on premises is a contribution towards the costs of specific move-on houses.

The CBC day services grant is to support the operation of the Resource Centre.

Residential Services staff grants are to support the provision of resettlement outreach workers for the move-on accommodation.

The Day services staff grants are towards the costs of staff in the Resource Centre and outreach workers.

The National Lottery Community Fund grant is to support the Resource Centre development and operations.

The Resource Centre operation, development and activities fund is to support the ongoing costs of the Resource Centre and the provision of workshops, classes and activities.

Hostel refurbishment- Showers fund paid for the hostel's w/c and showers refurbishment.

Hostel refurbishment – Solar Panels grant paid for the solar panels purchase and installation.

Provision of dental services fund is to provide dental services and emergency dental clinics for Crawley Open House's clients.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

22 Unrestricted funds - Designated

These are unrestricted funds which are material to the charity's activities.

	At 1 April 2024	Transfers	At 31 March 2025
	£	£	£
Land and Buildings fund	2,580,912	(45,294)	2,535,618
Motor Vehicle Fund	16,000	4,000	20,000
Move-on property purchase fund	1,050,000	250,000	1,300,000
Equipment fund	87,381	31,237	118,618
Major renewal projects fund	100,000	11,207	111,207
Fire Safety Improvement Fund	-	70,000	70,000
	<u>3,834,293</u>	<u>321,150</u>	<u>4,155,443</u>
Previous year:	At 1 April 2023	Transfers	At 31 March 2024
	£	£	£
Land and Buildings fund	2,087,306	493,606	2,580,912
Motor Vehicle Fund	20,000	(4,000)	16,000
Development project fund	23,728	(23,728)	-
Move on houses cyclical repairs fund	84,121	(84,121)	-
Laing Rooms cyclical repairs fund	28,555	(28,555)	-
Move-on property purchase fund	700,000	350,000	1,050,000
Gas and Electricity Fund	50,000	(50,000)	-
Equipment fund	-	87,381	87,381
Major renewal projects fund	-	100,000	100,000
	<u>2,993,710</u>	<u>840,583</u>	<u>3,834,293</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

22 Unrestricted funds - Designated

(Continued)

The Land and Building fund represents the value of the land and buildings occupied by the charity.

The vehicle fund is for the replacement of motor vehicles.

The Move-on property purchase fund is to enable the charity to purchase further properties for use as move-on houses.

The Equipment fund represents the value of the essential equipment used by the charity.

The Major renewals projects fund is for major maintenance work on its property assets.

Fire Safety Improvement Fund has been set up for work related to fire safety at the Hostel.

The development project fund was to ensure that the charity could successfully complete snagging work on the Resource Centre.

The Move-on houses cyclical repairs fund was to meet the cost of repairs on the charity's leased move-on houses.

The Laing Rooms cyclical repairs fund was to meet the cost of repairs on the new Laing move-on rooms.

The Gas and Electricity fund represents the funds set aside to cover the expected increase in the cost of gas and electricity when the current fixed rate contract expires.

23 Unrestricted funds

The unrestricted funds of the charity, excluding designated funds, are as follows:

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
General funds	631,317	1,518,544	(1,067,964)	(321,150)	760,747
	<u>631,317</u>	<u>1,518,544</u>	<u>(1,067,964)</u>	<u>(321,150)</u>	<u>760,747</u>
Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	663,037	1,341,746	(1,062,883)	(310,583)	631,317
	<u>663,037</u>	<u>1,341,746</u>	<u>(1,062,883)</u>	<u>(310,583)</u>	<u>631,317</u>

24 Analysis of net assets between funds

	Unrestricted funds general 2025	Unrestricted funds Designated 2025	Restricted funds 2025	Total 2025
	£	£	£	£
At 31 March 2025:				
Tangible assets	-	2,743,844	-	2,743,844
Current assets/(liabilities)	837,336	1,411,599	-	2,248,935
Long term liabilities	(76,589)	-	-	(76,589)
	<u>760,747</u>	<u>4,155,443</u>	<u>-</u>	<u>4,916,190</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

24 Analysis of net assets between funds

(Continued)

	Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:				
Tangible assets	189,484	2,580,912	-	2,770,396
Current assets/(liabilities)	531,441	1,253,381	3,683	1,788,505
Long term liabilities	(89,608)	-	-	(89,608)
	<u>631,317</u>	<u>3,834,293</u>	<u>3,683</u>	<u>4,469,293</u>

25 Operating lease commitments

Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	40,266	-
Between two and five years	142,636	-
	<u>182,902</u>	<u>-</u>

26 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

27 Registered Social Housing Provider

In February 2022 Crawley Open House became registered under the Homes and Regeneration Act as a provider of Registered Social Housing. The accounts have been tailored to introduce the necessary elements of the housing SORP.

At the year end the number of units under management was 36 (2024: 35), of which 18 (2024: 17) are in properties owned by the charity and 18 (2024: 18) are in properties leased by the charity. There were no void losses in the year.

The rent receivable from the Move-on social housing, excluding service charges of £58,973 (2024: £30,142), was £251,256 (2024: £228,843). Government grant recognised as income in the year were £139,631 (2024: £123,554). Social housing activity expenditure was £367,162 (2024: £406,043).

The amount of remuneration payable to the auditors in the period of account was £2,039 (2024: £1,907) which has been allocated on the basis of employee headcount; none of this remuneration was in relation to other services.

The excess of income over expenditure was £82,698 (2024: excess of expenditure over income £25,411). This will be added to the designated fund for major repairs and to the Charity's reserves.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

28	Cash generated from operations	2025 £	2024 £
	Surplus for the year	446,897	799,694
	Adjustments for:		
	Investment income recognised in statement of financial activities	(72,485)	(46,874)
	Depreciation and impairment of tangible fixed assets	94,648	75,563
	Movements in working capital:		
	Decrease/(increase) in debtors	48,388	(161,101)
	(Decrease)/increase in creditors	(151,296)	41,038
	Increase/(decrease) in deferred income	38,813	(91,624)
	Cash generated from operations	<u>404,965</u>	<u>616,696</u>
29	Analysis of changes in net funds	At 1 April 2024 £	Cash flows At 31 March 2025 £
	Cash at bank and in hand	2,004,465	396,857
	Loans falling due within one year	(12,497)	(522)
	Loans falling due after more than one year	(89,608)	13,019
		<u>1,902,360</u>	<u>409,354</u>
		<u>1,902,360</u>	<u>2,311,714</u>

CRAWLEY OPEN HOUSE

England & Wales - Charity number 1048919

Accounts

Charity registration number 1048919

Company registration number 03048461 (England and Wales)

CRAWLEY OPEN HOUSE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

CRAWLEY OPEN HOUSE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Michael Bolton - Treasurer Clare Hiley Richard Burrett Balvinder Ahluwalia Henrietta Bennett Sara Heald - Vice Chair Babak Jalaci Daryl Gayler Paul Roe James Abdool - Chair	(Appointed 21 November 2023)
Secretary	Michael Bolton	
Key management personnel	Charlie Arratoon Malcolm Nicholas Jane Nulty Karen Young Emily Hunter Ian Wilkins Tom McAleney	CEO Head of Operations HR & Admin Manager Head of Residential Services Head of Day Services Head of Fundraising & Relationships Hostel Manager
Charity number	1048919	
Company number	03048461	
Registered office	Ground Floor 1 - 7 Station Road Crawley West Sussex RH10 1HT	
Auditor	Richard Place Dobson Services Limited Ground Floor 1 - 7 Station Road Crawley West Sussex RH10 1HT	

CRAWLEY OPEN HOUSE

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CRAWLEY OPEN HOUSE

CHAIRMAN'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2024

This year's annual report shows our stakeholders how we have performed over the last year, as we continue our work ensuring strategic direction, clear governance and value in the work of the charity.

Despite the economic uncertainty including the cost of living crisis, I am delighted to report that our performance throughout 2023/2024 has remained strong which is testimony to the partnerships we have built as well as the review of our services to cater for the changing needs.

During 2023/2024 we continued our programme of investment in future services and inside this report you will get an understanding of how we've spent our income on improving and maintaining our services. This has been a continuation of the work we started in recent years.

We are extremely grateful to all donors who fundraised and donated to Crawley Open House. Each year we are still amazed by the generosity of our supporters.

This report is designed to show how our money is spent, how we are performing compared to previous years and demonstrate our overall financial governance. I hope you find the report and accounts informative.



James Abdool
Chairman

Date: 11.09.2024

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their report and accounts for the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Objectives and activities

Purposes and aims

The Trustees review the aims, objectives and activities of the charity each year. This report looks at the achievements and outcomes the charity has made through this reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to people that it is set up to help. The review also helps the Trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

About Crawley Open House

Crawley Open House started its journey in 1982 when doors first opened on a project in Spencers Road known as the Crawley Community Resources Centre. In the winter of 1990 we delivered our first overnight accommodation providing emergency cold weather beds to those that were sleeping rough. In 1994 we launch a permanent hostel instead of a temporary cold weather shelter. Portakabins once used to house construction workers building the channel tunnel were converted to provide twelve single and four double rooms plus an office, a shower, a toilet and a laundry block. In 1996, the hostel and resource centre merge to form Crawley Open House.

Since these early days we have grown to provide accommodation, support and services for those in the Crawley area suffering the effects of homelessness, unemployment, loneliness, discrimination, or other forms of social exclusion. This hasn't changed and our support is available to anyone in need, and can sometimes be as little as a meal or feeling listened to.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Financial Review

During the year the charity had net incoming resources of £799,694 (2023: £429,615). This high level of net income partly reflects the good level of donations and grants we received, in particular the grant of £500,000 for the purchase of a further move-on property. Less positively, it also reflects the continuing difficulties we have had recruiting staff to fill vacancies.

Reserves Policy

The charity's reserves policy takes account of its expanding operations, the way they are funded and the forward-looking risks to that funding. The reserves policy is to hold unrestricted reserves of between three and six months' projected core expenditure.

As at 31st March 2024, unrestricted funds were £631,317 (2023: £663,037) and projected core expenditure for the financial year 2024-25 is £1,596,900. Reserves are therefore in the middle of the Trustees' target range. The Trustees consider this to be an appropriate level of reserves given the financial pressures everywhere in the UK economy which are likely to impact both the charity's income and expenses.

It is the policy of the charity to hold a designated fund to a level representing the value of the occupied property. The charity has also decided to hold a designated fund representing the value of its essential equipment.

During the year ended 31 March 2024, the charity increased its designated fund for the purchase of additional move-on properties from £700,000 to £1,050,000. It also created a designated fund of £100,000 towards the cost of major renewal projects on its property assets, while releasing the designated cyclical repair funds held for specific properties.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Achievements and performance

The past year has once again brought its fair share of challenges for everyone, especially the homeless community and the increasing pressures faced by the local community including the cost-of-living crisis impacting all sectors of Society. This has implications for Crawley Open House in terms of donations of all kinds. In addition to our regular services, we have continuously adapted to new ways of working to better serve our clients and ensure the safety of our staff.

Riverside House

Riverside House hostel is the heart of Crawley Open House, providing round-the-clock staffing for our 24-bed facility. Beyond offering residential services, we provide general advice, housing and resettlement support, mental health and substance misuse assistance, counseling, and access to medical, podiatric, and hairdressing services.

Our hostel has consistently maintained an occupancy rate of over 99%, resulting in the regrettable need to turn away daily requests due to full capacity. In the past year, we were able to offer temporary accommodation to 137 individuals who would have otherwise faced homelessness.

We prioritise assisting our clients in securing more stable, suitable accommodation. Throughout the year, we successfully resettled 86 individuals. We are heartened by the fact that 62.8% of our hostel residents have transitioned to more permanent housing, surpassing last year's figures. This improvement signifies that people are beginning to move on to stable living arrangements more swiftly after the challenges presented by the pandemic.

Being mindful of our impact on the environment, we sought funding for, and have commenced installation of, solar panels on our buildings. The commercial savings on one of our biggest costs will help us immensely with budgeting for future years across all services.

Resource Centre

The Resource Centre opened on 6th July 2022. It offers a wide range of facilities, including workshops, multi-use spaces, a fully equipped kitchen, hot desks in all offices, a laundry, shower facilities and donation station. This Centre hosts a variety of regular classes, such as cycle repairs, baking, CSCS card training, and IT lessons. The decision to separate accommodation and day services has proven to be a success, with the staff witnessing numerous achievements because of this new facility. They continue to gain insights into improving the service for our clients. This year included the purchase of a professional coffee machine, which is utilised for barista training for our clients, with thanks to Sainsbury's.

Moreover, the Resource Centre has become a base for local service partners, allowing them to provide closer, more accessible services to our clients on a regular basis.

Move-On

At Crawley Open House, the provision of move-on accommodation plays a crucial role in our efforts to support individuals in their transition to long-term, secure rented housing. Our initial move-on option, the Laing rooms, consists of eight individual bedrooms with shared living spaces. These rooms serve as a platform for individuals to continue building on the progress they have achieved during their stay at our hostel.

By offering the necessary support to promote independent living, we empower our Laing residents with increased freedom and privileges. This approach has been successful for those individuals who are the right fit for this program, and our team has developed the expertise to integrate these clients within our residential team and cater to their specific needs. The investment in the Move-On houses has been incredibly valuable and is undeniably essential for the future of our charity.

Within our six Move-On houses, we provide twenty-eight affordable rooms at an affordable rent to individuals who are seeking to transition into long-term, secure, and independent living and employment opportunities. Our focus on Move-On accommodation and equipping individuals with the skills necessary to prevent a return to homelessness is fundamental to our mission. We now offer nearly as many move-on beds as hostel beds, which stands as a remarkable achievement and underscores our dedication to providing both short-term and long-term solutions for individuals in need.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Outreach Team

Our Outreach Team actively go out into the community to find, identify and support those who are sleeping rough. This is a crucial part of our work and we are delighted to secure renewed funding from Crawley Borough Council to continue this valuable work to the most vulnerable in our community.

Resettlement Outreach

This team works with people who are in accommodation but who are at risk of losing their housing for whatever reason. Clients might have a short-term crisis, or a longer-term issue, and need help with issues such as food poverty, financial insecurity, antisocial behavior and a lack of independent living skills. Many of these situations would deteriorate quickly and end in homelessness without support to keep things on track. This team have a proven track record of early interventions that have prevented someone vulnerable from becoming homeless in the first place and, as is commonly said, prevention is undoubtedly better than cure.

Fundraising Activities

Over the years a wonderfully supportive community has built up around Crawley Open House, and once again this year they have helped us enormously with gifts of time, expertise, goods and money. We have worked hard to diversify our income streams so that we are not over-dependent on any one particular funder or agency, and one encouraging aspect this year is the sheer breadth of support that we received, from corporations and trusts to small, but powerful, acts of kindness from generous individuals. It remains a tough climate within which to fundraise, especially for a relatively small local homelessness charity. Financial pressures remain debilitating for too many people and households, and this has seen a marked drop in individual and community giving across the UK charity sector, and we are not immune. This has been felt this year with a marked drop in the number of people involved in our 1 in 1000 regular giving scheme.

Fortunately we have seen other areas perform strongly, such as support from companies and trusts/foundations, and we have finished the year where we wanted to be in terms of income. Thank you to each and every one of the literally thousands of people who have contributed in one way or another – we couldn't carry out our vital front-line work without you.

Major Gifts

We were grateful once again for significant core-funding from the National Lottery Community Fund, St Christopher's Trust, Three Oaks Trust, Ernest Kleinwort Charitable Trust, Irwin Mitchell Charities Foundation, Albert Van den Burgh Charitable Trust and the Cragwood Fund at Sussex Community Foundation. Their foundational support enabled us to be in a position to bid for specific project income from a wide range of donors including the Ardonagh Community Fund, the NatWest Hardship Fund, Vinci Foundation, Homity Trust, Sussex Masonic Charitable Fund, the Charles Lewis Foundation and CPF Trust.

We worked hard to increase our number of corporate partnerships, and continued active membership of the Gatwick Diamond Business group has definitely raised our profile locally, as has continued investment in our social media presence and website. Companies often get to know us and our work by firstly volunteering, usually in our hostel kitchen or move-on house gardens. Subsequent attendance at our events and/or arranging their own fundraising activity usually follows – our friends at People's Partnership, Thales, Nestle, L3 Harris, Signature Aviation, Thakeham Homes, Crowne Plaza Gatwick, PWC, Tesco and KPMG have all helped us in such ways this year. We also received large financial donations from Amazon, Novo Nordisk, Rentokil, Euroclear, Hall & Woodhouse, PJ Hegarty, RPD & the RPD Foundation, Co-Op, Lawsons Lofts, Waitrose & John Lewis, CGG, Carpenter Box, Ampito, BA Holidays, Spire Hospital Gatwick, Metro Bank and Intelligent Controls, amongst many others. A special mention again to Control Energy Costs who make a large contribution towards our utility bills each year.

Many places of worship from across Crawley and Sussex continue to support us faithfully and wonderfully, and this year major donors included Holy Trinity Cuckfield, Crawley URC, Haywards Heath Methodist Church, St Swithun's East Grinstead, All Saints Lindfield, Hartfield PCC, St Mary's Southgate, St Giles Horsted Keynes, Trinity Methodist East Grinstead and Holy Trinity Colemans Hatch. Thank you to them, their congregations and all the other places of worship who help us in so many ways. Long term supporters Whittington College and Lingfield St Vincent de Paul were once again very active and generous. We were again a chosen charity at many local schools, which we are always humbled by. These included Worth School, Thomas Bennett Community College, St Wilfrid's Catholic School, Cophthorne Prep, Burgess Hill Girls and Hazelwick.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Valuable donations are by no means always financial. As mentioned dozens of volunteers give of their time and expertise regularly in our kitchens, gardens, Resource Centre and food warehouse. We have been brought food, toiletries, clothing, household items, dog food, bedding, sleeping bags, care packs and many other essentials by so many people and groups. We can't mention you all individually but special thanks to Sainsbury's West Green, Tesco Hazelwick, Hygiene Bank, Morrisons Oxted, Rapid Relief Team Horsham, Greggs Three Bridges, Master Fryer Pound Hill, Nestle, Bridgeham Clinic and Sub Cool FM for their regular and consistent help. ITW & Hobart donated a brand new commercial oven for the hostel kitchen this year, for which we are extraordinarily grateful.

Due to the ongoing cost of living crisis there were again some understandable withdrawals from our 1 in 1000 regular giving scheme, as well as some new sign-ups, particularly from small local businesses. We are grateful to all past donors via this scheme, and to the 350 plus who remain within it. It's a huge benefit to the budgeting and planning process to be able to count on these wonderful regular donations.

Events

We benefitted from lots of events organised by others this year. These included theatrical performances by Balcombe's Victory Players, the O'Regan Family sponsored bike ride in memory of Craig O'Regan, beautiful open gardens in Shipley with Zsa and Stevie Roggendorff, packed-out concerts by the Songbirds and Phoenix Choirs, charity feasts arranged by the East Grinstead Justice & Peace Group, carols at Worth Abbey, a raffle arranged by tattooist Jeep Bluezone and a gorgeous Christmas concert in St Margaret's Church Ifield. One especially memorable (and loud) evening was spent with the splendid Band of the Welsh Guards in St Andrew's Church Crawley!

Back at Open House we officially opened the 8 Laing Rooms above the hostel in a moving event with local dignitaries and those who funded them, from John Laing Charitable Trust and Sussex Community Foundation. We also enjoyed visits from the Bishop of Horsham Ruth Bushyager, the Under-Secretary for Housing & Homelessness Felicity Buchan, the Lord Lieutenant of West Sussex Lady Emma Barnard and the High Sheriff of West Sussex Andy Bliss.

Several successful fundraising events were held – the 6th annual footgolf tournament took place at Gatwick Footgolf in the drizzle, and our second 'Big Quiz' was a sell out at St Wilfrid's School. Around 50 hardy souls slept out in Queens Square and several other locations in the chill of an October night, and we had a small but effective team in the Run Gatwick 10k at Charlwood. In partnership with the wonderful folk at Crawley URC we sang carols at Three Bridges Station to unsuspecting commuters, and we held our first 'thank you lunch' for the unsung heroes & heroines who help in and around Open House voluntarily. They were nominated by members of staff, and it was a really special time, kindly hosted by Raj and team at the Parsons Pig. We were once again pleased to have a stand at Crawley Pride in Goffs Park in August – an important community gathering. Between all these events around £25,000 was raised for our work, with very few associated costs thanks to the generosity of the various hosts.

Summary

In a prevailing climate of some world, political and economic uncertainty it remains a challenge to raise funds, and we have to be ever-more proactive, creative and tenacious as we find ourselves in a 'competitive' space alongside so many other great charities. We are reassured by the myriad of different people who have Crawley Open House on their list of causes to support, and thank each and every one of them – we never take it for granted. We are increasingly active across Facebook, X, LinkedIn and Instagram in order to broadcast daily the help we need and the stories of those we have helped, and we continue to invest in the necessary technology and software to improve our communications.

We are grateful for deep and long-standing relationships with so many across our community, and we encourage the curious to visit to see our work first-hand. We continue to work hard prospecting for new sources of income from individuals, companies and Trusts in order to keep a robust pipeline of incoming funds.

Plans for future periods

Following the success of the Move-On houses it is a key aim to continue to fund the growth of our own houses in the community.

In addition, we will continue to develop the services we can offer through our new Resource Centre to serve the changing needs of our local community.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management

The charity is a company limited by guarantee, does not have share capital and was incorporated on 21 April 1995. The Trustees / Directors are appointed at the annual general meeting or during the year at Trustees' meetings.

Trustees exercise oversight of all the charity's activities principally through the bi-monthly Trustees' meeting. This meeting comprises all the trustees and is attended by senior management. Its responsibilities include setting the charity's strategy and objectives, monitoring of progress and the appointment of senior management.

The Trustees' meeting is supported by four subcommittees (Finance, Development and Fundraising, Personnel and Policies, Risk and Governance) covering all key aspects of the trustees' responsibilities. Each subcommittee comprises a subset of the trustees with relevant members of the management team in attendance. It reports back to the following Trustees' meeting.

The charity maintains a register of the principal risks to which it is exposed, together with the actions to mitigate those risks. Each subcommittee is responsible for the identification and analysis of the risks falling within its terms of reference. The Trustees' meeting has responsibility for oversight of all risks, together with any risk not within the scope of a subcommittee.

Crawley Open House has charitable status and its charity registration number is 1048919.

The trustees, who are also directors for the purpose of company law, and who served during the year are:

Michael Bolton - Treasurer

Clare Hiley

Richard Burrett

Balvinder Ahluwalia

Henrietta Bennett

Sara Heald - Vice Chair

Babak Jalaei

A Roberts

(Resigned 3 July 2023)

Daryl Gayler

Paul Roe

(Appointed 21 November 2023)

James Abdool - Chair

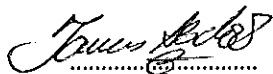
Auditor

This report has been prepared in accordance with the Statement of Recommended Practice, "Accounting and reporting by Charities", issued in March 2005 and in accordance with the special provisions of part 15 of the Companies Act relating to small entities.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

The Trustees report was approved by the Board of Trustees.



James Abdool - Chair

Date: 11.09.2024

CRAWLEY OPEN HOUSE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Opinion

We have audited the financial statements of Crawley Open House (the 'charity') for the year ended 31 March 2024 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 Financial Reporting Standard 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 charitable company's affairs as at 31 March 2024 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 Companies Act 2006.

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 Trustees' 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 twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees 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 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 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

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 financial statements is inconsistent in any material respect with the Trustees' report; 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.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, 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 charitable company 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 145 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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatements due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing the risks of material misstatement in respect of irregularities, including fraud, the audit engagement team made enquiries of management, and those charged with governance, regarding the procedures relating to identifying, evaluating and complying with;

1. laws and regulations and whether they were aware of any instances of non-compliance;
2. detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
3. the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, General Data Protection Regulations, Companies Act, Charities Act 2011, Charities Statement of Recommended Practice and employment law and regulations. We performed audit procedures to detect non-compliance, which may have a material impact on the financial statements. These included reviewing financial statement disclosures and evaluating advice received from external advisors. There were no significant laws and regulations we deemed as having an indirect impact on the financial statements.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

The audit engagement team identified the risk of management override of controls and revenue recognition as the areas where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed in regards to management override included but were not limited to testing manual journal entries and other adjustments and evaluating the rationale in relation to any significant, unusual transactions and transactions entered into outside of the normal course of business. Audit procedures in relation to revenue recognition included but were not limited to a proof in total test on grant income and substantive testing for rental income.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditors' 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 and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Richard Place Dobson Services Ltd

Richard Place Dobson Services Limited

Chartered Accountants

Statutory Auditor

1 - 7 Station Road

Crawley

West Sussex

RH10 1HT

11/09/2024

.....
Date

Richard Place Dobson Services Limited is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Current financial year		Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
	Notes					
Income and endowments from:						
Donations and grants	3	321,332	-	1,038,209	1,359,541	689,212
<u>Charitable activities</u>						-
Amenity income	4	56,448	-	-	56,448	49,578
Supporting people	4	235,016	-	-	235,016	222,764
Housing benefit	4	663,000	-	-	663,000	615,348
Fundraising income	5	16,038	-	-	16,038	20,409
Investments	6	46,874	-	-	46,874	5,196
Other income	7	3,038	-	-	3,038	7,062
Total income		<u>1,341,746</u>	<u>-</u>	<u>1,038,209</u>	<u>2,379,955</u>	<u>1,609,569</u>
Expenditure on:						
Raising funds	8	102,622	-	-	102,622	77,021
<u>Charitable activities</u>						
Outreach projects	9	179,540	-	35,089	214,629	75,398
Hostel	9	332,889	-	304,197	637,086	618,928
Move-on accommodation	9	312,909	-	35,069	347,978	208,828
Resource centre	9	134,923	-	143,023	277,946	199,780
Total charitable expenditure		<u>960,261</u>	<u>-</u>	<u>517,378</u>	<u>1,477,639</u>	<u>1,102,934</u>
Total expenditure		<u>1,062,883</u>	<u>-</u>	<u>517,378</u>	<u>1,580,261</u>	<u>1,179,955</u>
Net income		278,863	-	520,831	799,694	429,614
Transfers between funds		(310,583)	840,583	(530,000)	-	-
Net movement in funds	12	<u>(31,720)</u>	<u>840,583</u>	<u>(9,169)</u>	<u>799,694</u>	<u>429,614</u>
Reconciliation of funds:						
Fund balances at 1 April 2023		663,037	2,993,710	12,852	3,669,599	3,239,985
Fund balances at 31 March 2024		<u>631,317</u>	<u>3,834,293</u>	<u>3,683</u>	<u>4,469,293</u>	<u>3,669,599</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Prior financial year		Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes				
Income and endowments from:					
Donations and grants	3	278,022	-	411,190	689,212
<u>Charitable activities</u>					-
Amenity income	4	48,214	-	1,364	49,578
Supporting people	4	222,764	-	-	222,764
Housing benefit	4	611,450	-	3,898	615,348
Fundraising income	5	20,409	-	-	20,409
Investments	6	5,196	-	-	5,196
Other income	7	7,062	-	-	7,062
Total income		1,193,117	-	416,452	1,609,569
Expenditure on:					
Raising funds	8	74,947	-	2,074	77,021
Outreach projects	9	9,368	-	66,030	75,398
Hostel	9	439,905	112	178,911	618,928
Move-on accomodation	9	208,828	-	-	208,828
Resource centre	9	23,058	-	176,722	199,780
Total expenditure		756,106	112	423,737	1,179,955
Net income/(expenditure)		437,011	(112)	(7,285)	429,614
Transfers between funds		(403,692)	403,692	-	-
Net movement in funds	12	33,319	403,580	(7,285)	429,614
Reconciliation of funds:					
Fund balances at 1 April 2022		629,718	2,590,130	20,137	3,239,985
Fund balances at 31 March 2023		663,037	2,993,710	12,852	3,669,599

CRAWLEY OPEN HOUSE

BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	16		2,770,396		2,274,950
Current assets					
Debtors	17	194,888		33,787	
Cash at bank and in hand		2,004,465		1,923,887	
		<u>2,199,353</u>		<u>1,957,674</u>	
Creditors: amounts falling due within one year	19	<u>(410,848)</u>		<u>(460,921)</u>	
Net current assets			<u>1,788,505</u>		<u>1,496,753</u>
Total assets less current liabilities			<u>4,558,901</u>		<u>3,771,703</u>
Creditors: amounts falling due after more than one year	20		<u>(89,608)</u>		<u>(102,104)</u>
Net assets			<u><u>4,469,293</u></u>		<u><u>3,669,599</u></u>
The funds of the charity					
Restricted income funds	23		3,683		12,852
Unrestricted funds - general			631,317		663,037
Unrestricted funds - Designated	22		<u>3,834,293</u>		<u>2,993,710</u>
			<u><u>4,469,293</u></u>		<u><u>3,669,599</u></u>

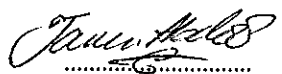
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 11.09.2024


.....
James Abdool - Chair

CRAWLEY OPEN HOUSE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from operations	28		616,696		466,329
Investing activities					
Purchase of tangible fixed assets		(571,009)		(82,544)	
Investment income received		46,874		5,196	
Net cash used in investing activities			(524,135)		(77,348)
Financing activities					
Repayment of bank loans		(11,983)		(11,515)	
Net cash used in financing activities			(11,983)		(11,515)
Net increase in cash and cash equivalents			80,578		377,466
Cash and cash equivalents at beginning of year			1,923,887		1,546,421
Cash and cash equivalents at end of year			<u>2,004,465</u>		<u>1,923,887</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Crawley Open House is a charitable company, registered in England and Wales. The registered office is Ground Floor, 1-7 Station Road, Crawley, West Sussex, RH10 1HT

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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. 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.

1.3 Charitable funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes of the financial statements.

1.4 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations and similar incoming resources are included in the year in which they are receivable which is when the charity becomes entitled to the resource.

Grants are included in the accounting period to which they relate.

Activities in furtherance of charitable objects includes rental income and is included in the year in which it is receivable which is when the charity becomes entitled to the resource.

Other incoming resources includes kitchen receipts, placement fees and refunds of overcharged expenses all of which are included in the accounts when the charity becomes entitled to the resources.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

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

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's activities. These costs have been allocated between the different charitable activities. The bases on which support costs have been allocated are set out in note 9.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the external auditors fees and legal and professional costs.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	2% straight line
Fixtures, fittings & equipment	33% straight line or 10% straight line
Computers	33% straight line
Motor vehicles	25% straight line

Freehold Land is not depreciated.

It has been decided by the Trustees that only items of a value of £1,000 and over will be capitalised as anything smaller is not deemed material.

1.7 Cash and cash equivalents

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.8 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.

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.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

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.

1.9 Taxation

The Charity is exempt from corporation tax on its charitable activities

1.10 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

1.11 Retirement benefits

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.12 Donated goods

There are considerable gifts of food given to the charity which have been estimated at £35,000 (2023: £30,000) for the year.

The Charity received approximately £45,000 of volunteer assistance this year (2023: nil).

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.

Critical judgements

The main judgement and accounting estimates included in the accounts are:

Deferral of grant income

Income is recognised when the charity is entitled to the income and this will be based on the work being completed and there is no requirement to repay the grant.

Donated stock

Donated items such as food are recognised in income and expenditure based on their fair value.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

2 Critical accounting estimates and judgements

(Continued)

Volunteer time

Time given freely to the charity by volunteers is recognised in income and expenditure based on an estimated average hourly rate and total number of hours given by volunteers.

3 Income from donations and grants

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	228,125	-	228,125	261,698	-	261,698
Grants	13,207	538,209	551,416	16,324	411,190	427,514
Donated goods and services	80,000	-	80,000	-	-	-
Donation towards property purchase	-	500,000	500,000	-	-	-
	<u>321,332</u>	<u>1,038,209</u>	<u>1,359,541</u>	<u>278,022</u>	<u>411,190</u>	<u>689,212</u>

Donated goods and services

Included within the donations and gifts above are the following non cash donations:

Donated food £35,000 (2023: £30,000)

Volunteer time - £45,000 (2023: £Nil)

4 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Amenity income						
Income from Charitable activities	56,448	-	56,448	48,214	1,364	49,578
Supporting people						
Income from Charitable activities	235,016	-	235,016	222,764	-	222,764
Housing benefit						
Income from Charitable activities	663,000	-	663,000	611,450	3,898	615,348
	<u>954,464</u>	<u>-</u>	<u>954,464</u>	<u>882,428</u>	<u>5,262</u>	<u>887,690</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

5 Fundraising income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	16,038	20,409

6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	46,874	5,196

7 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other income	3,038	7,062

8 Expenditure on raising funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Other fundraising costs	13,202	-	13,202	7,896	2,074	9,970
Staff costs	81,566	-	81,566	60,470	-	60,470
Depreciation and impairment	303	-	303	-	-	-
Support and governance costs	7,551	-	7,551	6,581	-	6,581
	<u>102,622</u>	<u>-</u>	<u>102,622</u>	<u>74,947</u>	<u>2,074</u>	<u>77,021</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

9 Expenditure on charitable activities

	Outreach projects 2024 £	Hostel 2024 £	Move-on accomodation 2024 £	Resource centre 2024 £	Total 2024 £
Direct costs					
Staff costs	160,985	358,340	96,517	194,915	810,757
Depreciation and impairment	673	36,489	11,097	27,001	75,260
Other charitable activity costs	36,194	201,320	228,447	35,528	501,489
	<u>197,852</u>	<u>596,149</u>	<u>336,061</u>	<u>257,444</u>	<u>1,387,506</u>
Share of support and governance costs (see note 11)					
Support	14,313	34,928	10,168	17,493	76,902
Governance	2,464	6,009	1,749	3,009	13,231
	<u>214,629</u>	<u>637,086</u>	<u>347,978</u>	<u>277,946</u>	<u>1,477,639</u>
Analysis by fund					
Unrestricted funds - general	179,540	332,889	312,909	134,923	960,261
Restricted funds	35,089	304,197	35,069	143,023	517,378
	<u>214,629</u>	<u>637,086</u>	<u>347,978</u>	<u>277,946</u>	<u>1,477,639</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

9 Expenditure on charitable activities (Continued)					
Previous year:	Outreach projects	Hostel	Move-on accommodation	Resource centre	Total
	2023	2023	2023	2023	2023
	£	£	£	£	£
Direct costs					
Staff costs	39,946	378,292	67,192	149,152	634,582
Depreciation and impairment	-	40,176	7,055	19,187	66,418
Other charitable activity costs	26,043	160,323	118,241	8,383	312,990
	<u>65,989</u>	<u>578,791</u>	<u>192,488</u>	<u>176,722</u>	<u>1,013,990</u>
Grant funding of activities (see note 10)	186	-	-	-	186
Share of support and governance costs (see note 11)					
Support	7,522	32,071	14,001	18,804	72,398
Governance	1,701	8,066	2,339	4,254	16,360
	<u>75,398</u>	<u>618,928</u>	<u>208,828</u>	<u>199,780</u>	<u>1,102,934</u>
Analysis by fund					
Unrestricted funds - general	9,368	439,905	208,828	23,058	681,159
Unrestricted funds - Designated	-	112	-	-	112
Restricted funds	66,030	178,911	-	176,722	421,663
	<u>75,398</u>	<u>618,928</u>	<u>208,828</u>	<u>199,780</u>	<u>1,102,934</u>
10 Grants payable					
					Outreach projects
					2023
					£
Grants to individuals					<u>186</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

11 Support costs allocated to activities

	2024	2023
	£	£
Staff costs	75,815	64,668
Insurance	3,860	7,564
IT and website costs	1,562	4,198
Motor vehicles	547	474
NW Mentor	209	228
Photocopies expenses	185	267
Rent	75	297
Stationery	197	259
Telephone and subscriptions	895	1,024
Governance costs	14,339	16,360
	<u>97,684</u>	<u>95,339</u>

Analysed between:

Fundraising	7,551	6,581
Outreach projects	16,777	9,223
Hostel	40,937	40,137
Move-on accommodation	11,917	16,340
Resource centre	20,502	23,058
	<u>97,684</u>	<u>95,339</u>

	2024	2023
	£	£
Governance costs comprise:		
Audit fees	11,600	10,700
Other governance costs	2,739	5,660
	<u>14,339</u>	<u>16,360</u>

12 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	11,600	10,700
Depreciation of owned tangible fixed assets	75,563	66,418
	<u>11,600</u>	<u>10,700</u>

13 Trustees

During the year none of the Trustees (or any persons connected with them) received any remuneration or received any reimbursement of expenses relating to their duties as Trustees and directors.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

14 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Riverside	31	25

Employment costs

	2024 £	2023 £
Wages and salaries	873,113	678,064
Social security costs	77,300	66,581
Other pension costs	17,725	15,075
	<u>968,138</u>	<u>759,720</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2024 Number	2023 Number
£60,000 - £70,000	1	1

The Chief Executive is eligible for membership of the Charity's workplace pension scheme for all employees, to which the employer contributes 3% of earnings between the upper and lower earnings limits. There are no enhanced or special terms for the Chief Executive. The pension contributions of the chief executive amounted to £1,321 in the year.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate compensation	<u>240,773</u>	<u>233,622</u>

15 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

16 Tangible fixed assets	Land and buildings £	Fixtures, fittings & equipment £	Computers £	Motor vehicles £	Total £
Cost					
At 1 April 2023	2,477,128	93,102	7,573	47,576	2,625,379
Additions	529,944	19,525	-	21,540	571,009
Disposals	-	(6,109)	-	(4,500)	(10,609)
At 31 March 2024	<u>3,007,072</u>	<u>106,518</u>	<u>7,573</u>	<u>64,616</u>	<u>3,185,779</u>
Depreciation and impairment					
At 1 April 2023	274,130	36,206	3,489	36,604	350,429
Depreciation charged in the year	49,926	15,631	1,815	8,191	75,563
Eliminated in respect of disposals	-	(6,109)	-	(4,500)	(10,609)
At 31 March 2024	<u>324,056</u>	<u>45,728</u>	<u>5,304</u>	<u>40,295</u>	<u>415,383</u>
Carrying amount					
At 31 March 2024	<u>2,683,016</u>	<u>60,790</u>	<u>2,269</u>	<u>24,321</u>	<u>2,770,396</u>
At 31 March 2023	<u>2,202,998</u>	<u>56,896</u>	<u>4,084</u>	<u>10,972</u>	<u>2,274,950</u>
17 Debtors				2024	2023
Amounts falling due within one year:				£	£
Other debtors				186,474	25,147
Prepayments and accrued income				8,414	8,640
				<u>194,888</u>	<u>33,787</u>
18 Loans and overdrafts				2024	2023
				£	£
Bank loans				102,105	114,088
				<u>102,105</u>	<u>114,088</u>
Payable within one year				12,497	11,984
Payable after one year				89,608	102,104
				<u>102,105</u>	<u>114,088</u>

The Charity received a loan from The Big Issue in May 2021 for £135,000 with a fixed interest rate of 4.11% which is to be repaid over 10 years.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

19	Creditors: amounts falling due within one year		2024	2023
		Notes	£	£
	Bank loans	18	12,497	11,984
	Deferred income		201,511	293,135
	Other creditors		159,787	127,922
	Accruals and deferred income		37,053	27,880
			<u>410,848</u>	<u>460,921</u>
20	Creditors: amounts falling due after more than one year		2024	2023
		Notes	£	£
	Bank loans	18	<u>89,608</u>	<u>102,104</u>
21	Retirement benefit schemes		2024	2023
	Defined contribution schemes		£	£
	Charge to profit or loss in respect of defined contribution schemes		<u>17,725</u>	<u>15,075</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

22 Unrestricted funds - Designated

These are unrestricted funds which are material to the charity's activities.

	At 1 April 2023	Resources expended	Transfers	At 31 March 2024
	£	£	£	£
Land and Buildings fund	2,087,306	-	493,606	2,580,912
Motor Vehicle Fund	20,000	-	(4,000)	16,000
Development project fund	23,728	-	(23,728)	-
Move on houses cyclical repairs fund	84,121	-	(84,121)	-
Laing Rooms cyclical repairs fund	28,555	-	(28,555)	-
Move-on property purchase fund	700,000	-	350,000	1,050,000
Gas and Electricity Fund	50,000	-	(50,000)	-
Equipment fund	-	-	87,381	87,381
Major renewal projects fund	-	-	100,000	100,000
	<u>2,993,710</u>	<u>-</u>	<u>840,583</u>	<u>3,834,293</u>
Previous year:	At 1 April 2022	Resources expended	Transfers	At 31 March 2023
	£	£	£	£
Land and Building Fund	2,078,809	(112)	8,609	2,087,306
Motor Vehicle Fund	10,000	-	10,000	20,000
Development project fund	104,668	-	(80,940)	23,728
Move on houses cyclical repairs fund	27,067	-	57,054	84,121
Laing rooms cyclical repairs fund	19,586	-	8,969	28,555
Move-on property purchase fund	150,000	-	550,000	700,000
Gas and Electricity Fund	200,000	-	(150,000)	50,000
	<u>2,590,130</u>	<u>(112)</u>	<u>403,692</u>	<u>2,993,710</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

22 Unrestricted funds - Designated

(Continued)

The Land and Building fund represents the value of the land and buildings occupied by the charity.

The vehicle fund is for the replacement of motor vehicles.

The development project fund was to ensure that the charity could successfully complete snagging work on the Resource Centre.

The Move-on houses cyclical repairs fund was to meet the cost of repairs on the charity's leased move-on houses.

The Laing Rooms cyclical repairs fund was to meet the cost of repairs on the new Laing move-on rooms.

The Move-on property purchase fund is to enable the charity to purchase further properties for use as move-on houses.

The Gas and Electricity fund represents the funds set aside to cover the expected increase in the cost of gas and electricity when the current fixed rate contract expires.

The Equipment fund represents the value of the essential equipment used by the charity.

The Major renewals projects fund is for major maintenance work on its property assets

23 Restricted funds

The income funds of the charity include restricted funds consisting of the following unexpended balances of donations and grants held on trust for specific purposes:

	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
PFT - Outreach expense	4,100	-	(4,100)	-	-
PFT - Starter property packs	3,683	-	-	-	3,683
PFT - Hostel bedroom refurbishments	5,069	-	(5,069)	-	-
WSCC Crawley Foodbank	-	17,810	(17,810)	-	-
Welfare fund	-	11,842	(11,842)	-	-
WSCC TAP and Lived Experience	-	60,003	(60,003)	-	-
Support for move on premises	-	30,000	(30,000)	-	-
CBC - Day services grant	-	38,160	(38,160)	-	-
Residential services staff grants	-	75,584	(75,584)	-	-
Day services staff grants	-	116,287	(116,287)	-	-
Resource centre operating and development	-	149,360	(149,360)	-	-
Move-on property purchase	-	515,000	-	(515,000)	-
Control Energy Costs Ltd	-	9,163	(9,163)	-	-
Motor vehicle purchase donations	-	15,000	-	(15,000)	-
	<u>12,852</u>	<u>1,038,209</u>	<u>(517,378)</u>	<u>(530,000)</u>	<u>3,683</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

23 Restricted funds	(Continued)				
Previous year:	At 1 April 2022	Incoming resources	Resources expended	Transfers	At 31 March 2023
	£	£	£	£	£
PFT - Outreach expense	8,340	-	(4,240)	-	4,100
PFT - Starter property packs	3,683	-	-	-	3,683
PFT - Hostel bedroom refurbishments	5,069	-	-	-	5,069
Greater change - client resettlement support	-	5,897	(5,897)	-	-
Meeting needs - afternoon classes	3,045	-	(3,045)	-	-
WSCC Crawley Foodbank	-	20,365	(20,365)	-	-
Local assistant network	-	3,556	(3,556)	-	-
Support for move on premises	-	30,000	(30,000)	-	-
CBC - Day services grant	-	40,000	(40,000)	-	-
Residential services staff grants	-	73,920	(73,920)	-	-
Day services staff grants	-	113,200	(113,200)	-	-
Resource centre operating costs	-	103,725	(103,725)	-	-
Wates foundation	-	7,000	(7,000)	-	-
Thakeham Home Group	-	2,046	(2,046)	-	-
Control Energy Costs Ltd	-	14,243	(14,243)	-	-
John Laing Charity	-	2,500	(2,500)	-	-
	<u>20,137</u>	<u>416,452</u>	<u>(423,737)</u>	<u>-</u>	<u>12,852</u>

The Outreach expense fund was to help pay the expenses of outreach workers when supporting homeless clients.

The Starter property packs fund is to provide household items to clients moving into a new home.

The Hostel bedroom refurbishment fund was to pay for the periodic refurbishment of the charity's bedrooms.

The WSCC Crawley Foodbank fund is towards the provision of a permanent foodbank for Crawley.

The Welfare fund is to provide in-kind support to clients in acute need.

The WSCC TAP and Lived Experience fund is to provide outreach support to clients.

The Support for Move-on premises is a contribution towards the costs of specific move-on houses.

The CBC day services grant is to support the operation of the Resource Centre.

Residential Services staff grants are to support the provision of resettlement outreach workers for the move-on accommodation.

The Day services staff grants are towards the costs of staff in the Resource Centre and outreach workers.

The Resource Centre operating and development fund is to support the ongoing costs of the Resource Centre.

The Move-on property purchase grant was given principally to enable the purchase of an additional move-on house.

The CEC Energy grant is to support fuel costs for the Hostel.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

24 Unrestricted funds

The unrestricted funds of the charity, excluding designated funds, are as follows:

	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	663,037	1,341,746	(1,062,883)	(310,583)	631,317
Previous year:	At 1 April 2022	Incoming resources	Resources expended	Transfers	At 31 March 2023
	£	£	£	£	£
General funds	629,718	1,193,117	(756,106)	(403,692)	663,037

25 Analysis of net assets between funds

	Unrestricted funds general	Unrestricted funds Designated	Restricted funds	Total
	2024	2024	2024	2024
	£	£	£	£
At 31 March 2024:				
Tangible assets	189,484	2,580,912	-	2,770,396
Current assets/(liabilities)	531,441	1,253,381	3,683	1,788,505
Long term liabilities	(89,608)	-	-	(89,608)
	<u>631,317</u>	<u>3,834,293</u>	<u>3,683</u>	<u>4,469,293</u>
	Unrestricted funds general	Unrestricted funds Designated	Restricted funds	Total
	2023	2023	2023	2023
	£	£	£	£
At 31 March 2023:				
Tangible assets	187,644	2,087,306	-	2,274,950
Current assets/(liabilities)	577,497	906,404	12,852	1,496,753
Long term liabilities	(102,104)	-	-	(102,104)
	<u>663,037</u>	<u>2,993,710</u>	<u>12,852</u>	<u>3,669,599</u>

26 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

27 Registered Social Housing Provider

In February 2022 Crawley Open House became registered under the Homes and Regeneration Act as a provider of Registered Social Housing. The accounts have been tailored to introduce the necessary elements of the housing SORP.

At the year end the number of units under management was 35 (2023: 31), of which 17 (2023: 13) are in properties owned by the charity and 18 (2023: 18) are in properties leased by the charity. There were no void losses in the year.

The rent receivable from the Move-on social housing, excluding service charges of £30,142 (2023: £25,569), was £228,843 (2023: £220,632). Government grant recognised as income in the year were £123,554 (2023: £110,420). Social housing activity expenditure was £406,043 (2023: £284,313).

The amount of remuneration payable to the auditors in the period of account was £1,907 (2023: £1,897) which has been allocated on the basis of employee headcount; none of this remuneration was in relation to other services.

The excess of expenditure over income was £25,411 (2023: £nil) which was met from the Charity's unrestricted funds.

28 Cash generated from operations	2024	2023
	£	£
Surplus for the year	799,694	429,614
Adjustments for:		
Investment income recognised in statement of financial activities	(46,874)	(5,196)
Depreciation and impairment of tangible fixed assets	75,563	66,418
Movements in working capital:		
(Increase) in debtors	(161,101)	(1,246)
Increase/(decrease) in creditors	41,038	(77,227)
(Decrease)/increase in deferred income	(91,624)	53,966
Cash generated from operations	616,696	466,329

29 Analysis of changes in net funds

	At 1 April 2023	Cash flows	At 31 March 2024
	£	£	£
Cash at bank and in hand	1,923,887	80,578	2,004,465
Loans falling due within one year	(11,984)	(513)	(12,497)
Loans falling due after more than one year	(102,104)	12,496	(89,608)
	<u>1,809,799</u>	<u>92,561</u>	<u>1,902,360</u>

CRAWLEY OPEN HOUSE

England & Wales - Charity number 1048919

Accounts

Charity registration number 1048919

Company registration number 03048461 (England and Wales)

CRAWLEY OPEN HOUSE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

CRAWLEY OPEN HOUSE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	James Abdool - Chair Richard Burrett Michael Bolton - Treasurer Clare Hiley Babak Jalaei Henrietta Bennett Sara Heald - Vice Chair Balvinder Ahluwalia Daryl Gayler	
Key Management Personnel	Charlie Arratoon Malcolm Nicholas Jane Nulty Clare Fox Sarah Bloom Ian Wilkins	CEO Head of Operations HR & Admin Manager Residential Services Manager Day Services Manager Fundraising and Relationship Manager
Secretary	Michael Bolton	
Charity number	1048919	
Company number	03048461	
Registered office	1-7 Station Road Crawley West Sussex RH10 1HT	
Auditor	Richard Place Dobson Services Limited Ground Floor 1 - 7 Station Road Crawley West Sussex RH10 1HT	

CRAWLEY OPEN HOUSE

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CRAWLEY OPEN HOUSE

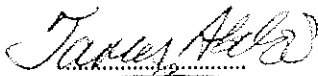
CHAIRMAN'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2023

This year's annual report shows our stakeholders how we have performed over the last year, as we continue our work ensuring strategic direction, clear governance and value in the work of the charity.

During 2022/2023 we carried over our programme of investment in future services and inside this report you will get an understanding of how we've spent our income on improving and maintaining our services. This has been a continuation of the work we started in recent years.

This report is designed to show how our money is spent, how we are performing compared to previous years and demonstrate our overall financial governance. I hope you find the report and accounts informative.



James Abdool
Chairman

Date: 19/9/23

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report and accounts for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Objectives and activities

Purposes and aims

The Trustees review the aims, objectives and activities of the charity each year. This report looks at the achievements and outcomes the charity has made through this reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to people that it is set up to help. The review also helps the Trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

About Crawley Open House

Crawley Open House started its journey in 1982 when doors first opened on a project in Spencers Road known as the Crawley Community Resources Centre. In the winter of 1990 we delivered our first overnight accommodation providing emergency cold weather beds to those that were sleeping rough. In 1994 we launch a permanent hostel instead of a temporary cold weather shelter. Portakabins once used to house construction workers building the channel tunnel were converted to provide twelve single and four double rooms plus an office, a shower, a toilet and a laundry block. In 1996, the hostel and resource centre merge to form Crawley Open House.

Since these early days we have grown to provide accommodation, support and services for those in the Crawley area suffering the effects of homelessness, unemployment, loneliness, discrimination, or other forms of social exclusion. This hasn't changed and our support is available to anyone in need, and can sometimes be as little as a meal or feeling listened to.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The last year has again been challenging for everyone and none more so than the homeless community and the growing pressures the local community faced in the midst of the continued effects of the global pandemic as well as the events in Ukraine, and in particular the cost of living crisis which has affected all sectors of society and has implications for Crawley Open House in terms of donations of all kinds. On top of our normal services we have continued to adapt to new ways of working so that we best serve our clients and protect our staff.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Riverside House

The hostel at Riverside House is the heart of Crawley Open House where we have our 24 bed hostel that is staffed 24/7. In addition to residential services, it offers general advice, housing and resettlement support, mental health and substance misuse support and counselling, as well as access to a doctor, chiropodist and hairdresser.

The occupancy of the hostel again exceeded 99% and it is sad that we have to turn away requests for a room every day because we are full. Over the year we provided hostel accommodation for 110 people who would otherwise have been homeless.

We attach great importance to helping clients find more permanent accommodation suitable to their needs, and during the year we were able to resettle 62 in this way. It was encouraging to see 56.2% of the hostel residents successfully moved on to longer term accommodation. This is higher than last year and a sign people are beginning to move-on in a shorter time after the pandemic.

Resource Centre

The official opening of the Resource Centre took place on 6th July 2022 and was opened by the Mayor of Crawley and attended by a group of staff, volunteers, friends and supporters. The Resource Centre benefits from workshop, multi-use space, kitchen, hot desks in all offices, as well as a new laundry, shower facilities and donation station.

The Resource Centre is the new home for the Day Centre services and includes a schedule of regular classes that take place including cycle repairs, baking, CSCS card training and IT lessons.

The overall the separation of accommodation and day services has been successful and the staff have seen many new successes from having this facility and continue to learn about what is needed to best service our clients with one such example leading to the sponsorship from Sainsbury's for the purchase of a professional coffee machine that is used for barista training for clients. It has also become the home for local service partners to base themselves on a regular basis and provide a closer service for the clients.

Move-On

Providing move-on accommodation is a key part of our work to help people move successfully into long-term, secure rented accommodation.

The new Laing rooms are in their 3rd year of service, providing on-site first stage move-on accommodation. The eight individual bedrooms, with shared living areas, continue to allow people to build on the progress they've made in our hostel. With support in place to encourage people to live more independently we are able to offer increased freedom and privileges to our Laing residents. They have proved successful with the right residents and the team have learnt how to integrate these clients within the residential team and managed them according to their individual needs. As previously mentioned, it has been a worthwhile investment and clearly a key part of the charity going forward.

Across our five Move-On houses we offer twenty-three rooms at an affordable rent to people looking to move forward into long-term, secure, independent living and work. This is shortly to become six, adding an additional five beds.

At this point, Move-On accommodation and giving people the skills they need to prevent them returning to homelessness in the future is a cornerstone to our work. We now have almost as many move-on beds as we do hostel beds which is a remarkable achievement and represents our commitment to both long-term and short-term solutions for people in need.

Outreach Team

Outreach, i.e., actively going out into the community to find, identify and support those who are sleeping rough, continues to be an important part of our work. . We were delighted to secure renewed funding from Crawley Borough Council for our Outreach Team which will allow us to continue to deliver this valuable work to the most vulnerable in our community.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Resettlement Outreach

This team works with people who are in accommodation but who are at risk of losing their housing for whatever reason. Clients might have a short-term crisis, or a longer-term issue, and need help with issues such as food poverty, financial insecurity, antisocial behavior and a lack of independent living skills. Many of these situations would deteriorate quickly and end in homelessness without support to keep things on track. This team have a proven track record of early interventions that have prevented someone vulnerable from becoming homeless in the first place and, as is commonly said, prevention is undoubtedly better than cure.

Fundraising Activities

What a relief to get back to some sort of post-COVID normality with a resumption of community, networking and fundraising events, along with the return of volunteers and visitors to Crawley Open House. However, as one challenge passed another cropped up, and this time it was the personal finance crisis brought about by surging energy prices and economic uncertainty. We have seen, and continue to see, a marked drop in community and individual giving, in line with most smaller charities, as people literally don't have the disposable income to give away. Fortunately, other income streams have held up well, and we managed to end the financial year just about where we wanted to be in terms of funds in.

We were again humbled by the breadth of support we received from so many in the community, in so many different ways. From people like 8 year old Jacob running a mile a day for a month in Forge Wood and raising over £500 in the process, to huge support from places of worship, community groups and schools. From generous donations from individuals and families to major investments in our work from many companies and Trusts. We are thankful to each and every one of you.

Our 1 in 1000 regular giving scheme has also suffered this year falling around 10% in the monthly contributions.. We are still so grateful for this regular, stable income which has allowed us to plan and budget effectively, particularly in these unpredictable economic times.

Major Gifts

In July 2022 we opened our new Resource Centre opposite the hostel, and we welcomed large grants from the National Lottery Community Fund and St Christopher's Trust towards its running costs for the next three years.

In many ways it is more difficult to bring in core funding than to raise money for specific capital projects, and we were grateful to several Trusts for their support in this area, including Lord Barnby's Foundation, the Wates Foundation, the Cragwood Fund at Sussex Community Foundation, Albert Van den Burgh Charitable Trust, John Laing Charitable Trust and long-term supporters Three Oaks Trust. A number of business partners put us in touch with their corporate foundations and we were successful with bids to the Sainsburys Community Fund, the Amazon Community Foundation, Co Op Community Fund and Thales Charitable Trust.

One area of growth this year has been with local corporate donors, including Thakeham Homes, Boeing, Waitrose, Hall & Woodhouse, Irwin Mitchell, Portland Vets, Chemigraphic, Benchmark Reprographics, Total Gas & Power, Metro Bank, CGG, EVM, Nestle and many others. We are grateful for their interest in our work and generosity.

Many places of worship continue to support us faithfully and wonderfully, and this year they included St Margaret's Warnham, St Swithun's East Grinstead, Holy Trinity Cuckfield, St John's Felbridge, Trinity Methodist East Grinstead, Worth Abbey, Crawley URC and Haywards Heath Methodist. Long standing supporters Whittington College and St Vincent de Paul were once again very active and generous. We were again a charity of choice for several local schools including Ardingly College, Hazelwick, St Wilfrid's, Felbridge Primary, Thomas Bennett and Cophorne Prep.

Due to the cost-of-living crisis there were understandably some reluctant withdrawals from our 1 in 1000 monthly giving scheme. We are so grateful to all past and present donors through this scheme, and we still have around 370 people giving in this way. Thank you to all of them.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Many of the valuable donations we receive are not financial. Numerous people give of their time and expertise to volunteer in a host of different ways – in our kitchens, Resource Centre, move-on house gardens and food warehouse. We have seen an explosion of people willing to take over our hostel kitchen and bring all the ingredients for lunch or dinner, which they then cook and serve to everybody. Special thanks to teams from Thales, Atlas Copco, Richard Place Dobson and People's Partnership.

We were brought food, clothing, toiletries, dog food, bedding, sleeping bags and many other essential items by literally hundreds of people and organisations. Special thanks to Morrisons Oxted, Sainsburys Crawley, Co Op Pound Hill, Nandos Crawley, Greggs Three Bridges, Master Fryer Pound Hill, Hygiene Bank, Nestle, Bridgeham Clinic, Metro Bank, Rapid Relief Team, OnSite Support and Sub Cool FM for their consistent and wonderful help.

Events

There were lots of fundraising events organised by others including 3 Peaks Challenges by trustee Anne Marie Roberts and our friends at EMW Law, choir performances from Songbirds and Phoenix Choirs, a Virgin Atlantic curry evening, charity feasts in East Grinstead, open gardens in Shipley, a Go Ape sponsored walk, bucket collections at the Hawth and a 'Rowathon' at Ardingly College, amongst others.

We were pleased to once again be a charity partner of Run Gatwick, which in 2022 contracted to a 10k event in Charlwood. Our small but wonderful team of runners raised over £4,000 which was brilliant. The first Crawley Open House-arranged charity feast for many years took place at Tamashah in Crawley, and sold out. We had a delicious meal, a profitable raffle and a fun evening, whilst raising over £1,200.

Our second annual Big Quiz took place at St Wilfrid's School, and saw 24 teams battle it out for the Karen Kelso trophy, in memory of our dear departed staff colleague. In part thanks to another very well-supported raffle we raised nearly £2,500. We were delighted to support Crawley Pride again. Whilst not a major fundraiser it's an important community event, and a vital part of being an inclusive Charity to work for and to be involved with in any capacity.

Summary

With uncertainty and austerity prevalent it remains a difficult environment in which to fundraise, and we have to be ever-more creative, proactive and tenacious. We continue to be active on social media to communicate the work of the Charity, and we have invested in software to be able to send out more frequent and more professional newsletters.

We are grateful for long-standing relationships with so many across our community, and we continue to encourage the curious to visit and see our work first hand. We work hard prospecting for new sources of income from individuals, companies and Trusts to try and keep a robust pipeline of incoming funds. We are grateful to all those who have helped us get to this point by giving in so many ways – we never take for granted your immense kindness and generosity

Financial position

During the year the charity had net incoming resources of £429,615, (2022: £956,375). This high level of net income partly reflects the good level of donations and grants we received. Less positively, it also reflects the difficulties we have had recruiting staff to fill vacancies as we restored services curtailed or stopped because of COVID-19.

Reserves policy

The charity's reserves policy takes account of its expanding operations, the way they are funded and the forward-looking risks to that funding. The reserves policy is to hold unrestricted reserves of between three and six months' projected core expenditure.

As at 31st March 2023, unrestricted funds were £663,000 and projected core expenditure for the financial year 2023-24 is £1,580,000. Reserves are therefore in the middle of the Trustees' target range. The Trustees consider this to be an appropriate level of reserves given the financial pressures everywhere in the UK economy which are likely to impact both the charity's income and expenses.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

It is the policy of the charity to hold a designated fund to a level representing the value of the occupied property.

As at 31 March 2023, the charity created a new designated fund of £700,000 for the purchase of additional move-on properties. It released most of the designated fund created at 31st March 2022 because of the increase in gas and electricity prices, following the partial reduction in fuel prices during the year. It made smaller adjustments to its other designated funds.

Covid-19

The Trustees have given consideration to the Charities SORP ('Statement of Recommended Practice') Committee's advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants from supportive and solvent funders.

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems are established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Plans for the Future

Following the success of the Move-On houses it is a key aim to continue to fund the growth of our own houses in the community.

In addition, we will continue to endeavour to reinstate the services that were halted during the Covid-19 pandemic and as always adapt to the "new normal" that we now find ourselves living with.

Structure, governance and management

The charity is a company limited by guarantee, does not have share capital and was incorporated on 21 April 1995. The Trustees / Directors are appointed at the annual general meeting or during the year at Trustees' meetings.

Crawley Open House has charitable status and its charity registration number is 1048919.

The trustees, who are also the directors for the purpose of company law, and who served during the year are:

James Abdool	Chair
Richard Burrett	
Michael Bolton	Treasurer
Clare Hiley	
Sue Miles	Resigned 20 September 2022
Dr Elizabeth Walker	Resigned 5 September 2022
Henrietta Bennett	
Sara Heald	
Balvinder Ahluwalia	
Babak Jalaei	
Annemarie Roberts	Resigned 3 July 2023
Daryl Gayler	Appointed 5 May 2022

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT

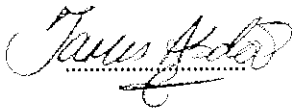
FOR THE YEAR ENDED 31 MARCH 2023

This report has been prepared in accordance with the Statement of Recommended Practice, "Accounting and reporting by Charities", issued in March 2005 and in accordance with the special provisions of part 15 of the Companies Act relating to small entities.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

The Trustees report was approved by the Board of Trustees.



James Abdool

Dated:19/09/23

CRAWLEY OPEN HOUSE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Opinion

We have audited the financial statements of Crawley Open House (the 'charity') for the year ended 31 March 2023 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 Financial Reporting Standard 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 charitable company's affairs as at 31 March 2023 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 Companies Act 2006.

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 the provisions available for small entities, in the circumstances set out in note 28 to the financial statements, 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 Trustees' 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 twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees 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 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 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

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 financial statements is inconsistent in any material respect with the Trustees' report; 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.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, 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 charitable company 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 145 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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatements due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing the risks of material misstatement in respect of irregularities, including fraud, the audit engagement team made enquiries of management, and those charged with governance, regarding the procedures relating to identifying, evaluating and complying with;

1. laws and regulations and whether they were aware of any instances of non-compliance;
2. detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
3. the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, General Data Protection Regulations, Companies Act, Charities Act 2011, Charities Statement of Recommended Practice and employment law and regulations. We performed audit procedures to detect non-compliance, which may have a material impact on the financial statements. These included reviewing financial statement disclosures and evaluating advice received from external advisors. There were no significant laws and regulations we deemed as having an indirect impact on the financial statements.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

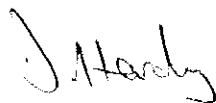
The audit engagement team identified the risk of management override of controls and revenue recognition as the areas where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed in regards to management override included but were not limited to testing manual journal entries and other adjustments and evaluating the rationale in relation to any significant, unusual transactions and transactions entered into outside of the normal course of business. Audit procedures in relation to revenue recognition included but were not limited to a proof in total test on grant income and substantive testing for rental income.

Revenue recognition was also identified as a significant risk which could lead to a material mis-statement due to fraud or error. Audit procedures performed included but were not limited to performing walk through tests to identify the control procedures in place and once an understanding of the sales process was gained, a substantive test was carried out using a sample basis to ensure all sales existed and were complete in the accounts. Cut off testing was also performed to ensure sales were recorded in the correct period.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditors' 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 and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Darren Harding ACA, FCCA, DChA (Senior Statutory Auditor)
Richard Place Dobson Services Limited
Chartered Accountants
Statutory Auditor
1 - 7 Station Road
Crawley
West Sussex
RH10 1HT

26/09/23
.....
Date

Richard Place Dobson Services Limited is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Current financial year		Unrestricted funds general 2023	Unrestricted funds designated 2023	Restricted funds 2023	Total 2023	Total 2022
	Notes	£	£	£	£	£
<u>Income</u>						
Grants and donations	3	278,022	-	411,190	689,212	1,229,392
<u>Activities in furtherance of the charity's objects</u>						
Amenity Income	4	48,214	-	1,364	49,578	42,273
Supporting People	4	222,764	-	-	222,764	222,764
Housing Benefit	4	611,450	-	3,898	615,348	601,933
Other trading activities	5	20,409	-	-	20,409	27,364
Investment income	6	5,196	-	-	5,196	447
Other income	7	7,062	-	-	7,062	3,362
Total income		1,193,117	-	416,452	1,609,569	2,127,535
<u>Expenditure on:</u>						
Raising funds	8	74,947	-	2,074	77,021	34,691
<u>Charitable activities</u>						
Outreach projects	9	9,368	-	66,030	75,398	117,051
Hostel	9	439,905	112	178,911	618,928	1,007,617
Move-on accomodation	9	208,828	-	-	208,828	11,801
Resource Centre	9	23,058	-	176,722	199,780	-
Total charitable expenditure		681,159	112	421,663	1,102,934	1,136,469
Total resources expended		756,106	112	423,737	1,179,955	1,171,160

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Net incoming/(outgoing) resources before transfers	437,011	(112)	(7,285)	429,614	956,375
Gross transfers between funds	(403,692)	403,692	-	-	-
Net income/(expenditure) for the year/ Net movement in funds	<u>33,319</u>	<u>403,580</u>	<u>(7,285)</u>	<u>429,614</u>	<u>956,375</u>
Fund balances at 1 April 2022	629,718	2,590,130	20,137	3,239,985	2,283,610
Fund balances at 31 March 2023	<u><u>663,037</u></u>	<u><u>2,993,710</u></u>	<u><u>12,852</u></u>	<u><u>3,669,599</u></u>	<u><u>3,239,985</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Prior financial year		Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes				
<u>Income and endowments from:</u>					
Grants and donations	3	986,668	-	242,724	1,229,392
<u>Activities in furtherance of the charity's objects</u>					
Amenity Income	4	42,273	-	-	42,273
Supporting People	4	222,764	-	-	222,764
Housing Benefit	4	601,933	-	-	601,933
Other trading activities	5	27,364	-	-	27,364
Investment income	6	447	-	-	447
Other income	7	3,362	-	-	3,362
Total income		1,884,811	-	242,724	2,127,535
<u>Expenditure on:</u>					
Raising funds	8	34,691	-	-	34,691
<u>Charitable activities</u>					
Outreach projects	9	2,209	-	114,842	117,051
Hostel	9	830,428	51,713	125,476	1,007,617
Move-on accomodation	9	11,801	-	-	11,801
Total charitable expenditure		844,438	51,713	240,318	1,136,469
Total resources expended		879,129	51,713	240,318	1,171,160
Net incoming/(outgoing) resources before transfers		1,005,682	(51,713)	2,406	956,375
Gross transfers between funds		(835,307)	835,307	-	-
Net income/(expenditure) for the year/ Net movement in funds		170,375	783,594	2,406	956,375
Fund balances at 1 April 2021		459,343	1,806,536	17,731	2,283,610
Fund balances at 31 March 2022		629,718	2,590,130	20,137	3,239,985

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

BALANCE SHEET

AS AT 31 MARCH 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	15		2,274,950		2,258,824
Current assets					
Debtors	16	33,787		32,541	
Cash at bank and in hand		1,923,887		1,546,421	
		<u>1,957,674</u>		<u>1,578,962</u>	
Creditors: amounts falling due within one year	18	<u>(460,921)</u>		<u>(483,712)</u>	
Net current assets			<u>1,496,753</u>		<u>1,095,250</u>
Total assets less current liabilities			<u>3,771,703</u>		<u>3,354,074</u>
Creditors: amounts falling due after more than one year	19		<u>(102,104)</u>		<u>(114,089)</u>
Net assets			<u><u>3,669,599</u></u>		<u><u>3,239,985</u></u>
Income funds					
Restricted funds	20		12,852		20,137
<u>Unrestricted funds</u>					
Designated funds	21	2,993,710		2,590,130	
General unrestricted funds		<u>663,037</u>		<u>629,718</u>	
			<u>3,656,747</u>		<u>3,219,848</u>
			<u><u>3,669,599</u></u>		<u><u>3,239,985</u></u>

CRAWLEY OPEN HOUSE

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2023

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19/09/23



James Abdool

Company registration number 03048461

CRAWLEY OPEN HOUSE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from operations	26		466,329		909,026
Investing activities					
Purchase of tangible fixed assets		(82,544)		(944,639)	
Investment income received		5,196		447	
Net cash used in investing activities			(77,348)		(944,192)
Financing activities					
Repayment of bank loans		(11,515)		125,603	
Net cash (used in)/generated from financing activities			(11,515)		125,603
Net increase in cash and cash equivalents			377,466		90,437
Cash and cash equivalents at beginning of year			1,546,421		1,455,984
Cash and cash equivalents at end of year			<u>1,923,887</u>		<u>1,546,421</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Crawley Open House is a charitable company, registered in England and Wales. The registered office is Ground Floor, 1-7 Station Road, Crawley, West Sussex, RH10 1HT

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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. 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.

1.3 Charitable funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes of the financial statements.

1.4 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations and similar incoming resources are included in the year in which they are receivable which is when the charity becomes entitled to the resource.

Grants are included in the accounting period to which they relate.

Activities in furtherance of charitable objects includes rental income and is included in the year in which it is receivable which is when the charity becomes entitled to the resource.

Other incoming resources includes kitchen receipts, placement fees and refunds of overcharged expenses all of which are included in the accounts when the charity becomes entitled to the resources.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's activities. These costs have been allocated between the different charitable activities. The bases on which support costs have been allocated are set out in note 9.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the external auditors fees and legal and professional costs.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	2% straight line
Fixtures, fittings & equipment	33% straight line or 10% straight line
Computers	33% straight line
Motor vehicles	25% straight line

Freehold Land is not depreciated.

It has been decided by the Trustees that only items of a value of £1,000 and over will be capitalised as anything smaller is not deemed material.

1.7 Cash and cash equivalents

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.8 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.

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.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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.

1.9 Taxation

The Charity is exempt from corporation tax on its charitable activities

1.10 Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

1.11 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

1.12 Retirement benefits

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.13 Donated goods

There are considerable gifts of food given to the charity which have been estimated at £30,000 (2022: £33,705) for the year.

The Charity received no volunteer assistance this year or the previous year.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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.

Critical judgements

The main judgement and accounting estimates included in the accounts are:

Deferral of grant income

Income is recognised when the charity is entitled to the income and this will be based on the work being completed and there is no requirement to repay the grant.

Donated stock

Donated items such as food are recognised in income and expenditure based on their fair value.

Volunteer time

Time given freely to the charity by volunteers is recognised in income and expenditure based on an estimated average hourly rate and total number of hours given by volunteers.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Grants and donations

	Unrestricted funds general 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	261,698	-	261,698
Grants	16,324	411,190	427,514
	<u>278,022</u>	<u>411,190</u>	<u>689,212</u>

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	276,462	-	276,462
Grants	710,206	242,724	952,930
	<u>986,668</u>	<u>242,724</u>	<u>1,229,392</u>

Donated goods and services

Included within the donations and gifts above are the following non cash donations:

Donated food £30,000 - (2022: £33,705)

Volunteer time - £Nil (2022: £Nil)

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

4 Activities in furtherance of the charity's objects

	Amenity Income	Supporting Housing Benefit People	Housing Benefit	Total
	2023	2023	2023	2023
	£	£	£	£
Income from Charitable activities	49,578	222,764	615,348	887,690

	Amenity Income	Supporting Housing Benefit People	Housing Benefit	Total
	2022	2022	2022	2022
	£	£	£	£
Income from Charitable activities	42,273	222,764	601,933	866,970
	42,273	222,764	601,933	866,970

	Amenity Income	Supporting Housing Benefit People	Housing Benefit	Total
	2022	2022	2022	2022
	£	£	£	£
Analysis by fund				
Unrestricted funds - general	48,214	222,764	611,450	882,428
Restricted funds	1,364	-	3,898	5,262
	49,578	222,764	615,348	887,690

5 Fundraising income

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Fundraising events	20,409	27,364

6 Investment income

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Interest receivable	5,196	447

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Other income

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Other income	7,062	3,362

8 Raising funds

	Unrestricted funds general 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds general 2022 £
Other fundraising costs	7,896	2,074	9,970	4,691
Staff costs	60,470	-	60,470	30,000
Support costs	6,581	-	6,581	-
Costs of Raising Funds	74,947	2,074	77,021	34,691

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Charitable activities	Outreach projects		Hostel accommodation		Move-on accommodation		Resource Centre		Total 2023		Outreach projects		Hostel accommodation		Move-on accommodation		Total 2022	
	2023	£	2023	£	2023	£	2023	£	2023	£	2022	£	2022	£	2022	£	2022	£
Staff costs	39,946		378,292		67,192		149,152		634,582		108,746		622,367		-		731,113	
Depreciation and impairment	-		40,176		7,055		19,187		66,418		-		40,874		6,467		47,341	
Other charitable activity costs	26,043		160,323		118,241		8,383		312,990		6,096		334,776		-		340,872	
	<u>65,989</u>		<u>578,791</u>		<u>192,488</u>		<u>176,722</u>		<u>1,013,990</u>		<u>114,842</u>		<u>998,017</u>		<u>6,467</u>		<u>1,119,326</u>	
Grant funding of activities (see note 10)	186		-		-		-		186		2,209		-		-		2,209	
Share of support costs (see note 11)	7,522		32,071		14,001		18,804		72,398		-		-		-		-	
Share of governance costs (see note 11)	1,701		8,066		2,339		4,254		16,360		-		9,600		5,334		14,934	
	<u>75,398</u>		<u>618,928</u>		<u>208,828</u>		<u>199,780</u>		<u>1,102,934</u>		<u>117,051</u>		<u>1,007,617</u>		<u>11,801</u>		<u>1,136,469</u>	
Analysis by fund																		
Unrestricted funds - general	9,368		439,905		208,828		23,058		681,159		2,209		830,428		11,801		844,438	
Unrestricted funds - designated	-		112		-		-		112		-		51,713		-		51,713	
Restricted funds	66,030		178,911		-		176,722		421,663		114,842		125,476		-		240,318	
	<u>75,398</u>		<u>618,928</u>		<u>208,828</u>		<u>199,780</u>		<u>1,102,934</u>		<u>117,051</u>		<u>1,007,617</u>		<u>11,801</u>		<u>1,136,469</u>	

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

10 Grants payable

	Outreach projects 2023 £	Outreach projects 2022 £
Grants to individuals	186	2,209
	<u>186</u>	<u>2,209</u>

11 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Staff costs	64,668	-	64,668	-
Insurance	7,564	-	7,564	-
IT and website costs	4,198	-	4,198	-
Motor vehicles	474	-	474	-
NW Mentor	228	-	228	-
Photocopies expenses	267	-	267	-
Rent	297	-	297	-
Stationary	259	-	259	-
Telephone and subscriptions	1,024	-	1,024	-
Audit fees	-	10,700	10,700	9,600
Governance costs	-	5,660	5,660	5,334
	<u>78,979</u>	<u>16,360</u>	<u>95,339</u>	<u>14,934</u>
Analysed between				
Fundraising	6,581	-	6,581	-
Charitable activities	72,398	16,360	88,758	14,934
	<u>78,979</u>	<u>16,360</u>	<u>95,339</u>	<u>14,934</u>

12 Trustees

During the year none of the Trustees (or any persons connected with them) received any remuneration or received any reimbursement of expenses relating to their duties as Trustees and directors.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

13 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Riverside	25	20

Employment costs

	2023 £	2022 £
Wages and salaries	678,064	684,693
Social security costs	66,581	62,905
Other pension costs	15,075	13,515
	<u>759,720</u>	<u>761,113</u>

Key Management Remuneration

There are five key management positions. The amount paid to key management personnel during the year was £233,622 (2022: 204,334).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023 Number	2022 Number
£60,000 - £70,000	1	-

The Chief Executive is eligible for membership of the Charity's workplace pension scheme for all employees, to which the employer contributes 3% of earnings between the upper and lower earnings limits. There are no enhanced or special terms for the Chief Executive. The pension contributions of the chief executive amounted to £1,321 in the year.

14 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Tangible fixed assets	Land and fixtures, fittings buildings & equipment	Computers	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 April 2022	2,434,604	57,210	3,445	2,542,835
Additions	42,524	35,892	4,128	82,544
At 31 March 2023	<u>2,477,128</u>	<u>93,102</u>	<u>7,573</u>	<u>2,625,379</u>
Depreciation and impairment				
At 1 April 2022	230,192	21,957	2,127	284,011
Depreciation charged in the year	43,938	14,249	1,362	66,418
At 31 March 2023	<u>274,130</u>	<u>36,206</u>	<u>3,489</u>	<u>350,429</u>
Carrying amount				
At 31 March 2023	<u>2,202,998</u>	<u>56,896</u>	<u>4,084</u>	<u>2,274,950</u>
At 31 March 2022	<u>2,204,412</u>	<u>35,253</u>	<u>1,318</u>	<u>2,258,824</u>
16 Debtors			2023	2022
Amounts falling due within one year:			£	£
Other debtors			25,147	21,501
Prepayments and accrued income			8,640	11,040
			<u>33,787</u>	<u>32,541</u>
17 Loans and overdrafts			2023	2022
			£	£
Bank loans			114,088	125,603
Payable within one year			11,984	11,514
Payable after one year			102,104	114,089

The Charity received a loan from The Big Issue in May 2021 for £135,000 with a fixed interest rate of 4.11% which is to be repaid over 10 years.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

18 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Bank loans	17	11,984	11,514
Deferred income		293,135	239,169
Other creditors		127,922	190,709
Accruals and deferred income		27,880	42,320
		<u>460,921</u>	<u>483,712</u>

19 Creditors: amounts falling due after more than one year

	Notes	2023 £	2022 £
Bank loans	17	<u>102,104</u>	<u>114,089</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Restricted funds

The income funds of the charity include restricted funds consisting of the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2021		Incoming resources		Movement in funds		Balance at 1 April 2022		Incoming resources		Movement in funds		Investments gains/losses		Balance at 31 March 2023	
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
PFT - Outreach expense	4,261	6,000	(1,921)	-	-	-	8,340	-	-	(4,240)	-	-	-	-	-	4,100
PFT - Starter property packs	1,183	2,500	-	-	-	-	3,683	-	-	-	-	-	-	-	-	3,683
PFT - Hostel bedroom refurbishments	8,968	-	(3,899)	-	-	-	5,069	-	-	-	-	-	-	-	-	5,069
Greater change - client resettlement support	-	-	-	-	-	-	-	-	5,897	(5,897)	-	-	-	-	-	-
Meeting needs - afternoon classes	3,319	4,161	(4,435)	-	-	-	3,045	-	-	(3,045)	-	-	-	-	-	-
WSCC Crawley Foodbank	-	-	-	-	-	-	-	-	20,365	(20,365)	-	-	-	-	-	-
Resettlement costs for clients	-	2,946	(2,946)	-	-	-	-	-	-	-	-	-	-	-	-	-
Local assistant network	-	-	-	-	-	-	-	-	3,556	(3,556)	-	-	-	-	-	-
Support costs of outreach and tenancy staff	-	130,222	(130,222)	-	-	-	-	-	-	-	-	-	-	-	-	-
WSCC COVID Infection control	-	3,844	(3,844)	-	-	-	-	-	-	-	-	-	-	-	-	-
Resettlement costs for clients	-	22,126	(22,126)	-	-	-	-	-	-	-	-	-	-	-	-	-

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Restricted funds	(Continued)					
Support costs of resettlement and health staff	-	40,925	(40,925)	-	-	-
Support for move on premises	-	30,000	(30,000)	-	30,000	(30,000)
CBC - Day Services grant	-	-	-	-	40,000	(40,000)
Residential services staff grants	-	-	-	-	73,920	(73,920)
Day services staff grants	-	-	-	-	113,200	(113,200)
Resource centre operating costs	-	-	-	-	103,725	(103,725)
Wates Foundation	-	-	-	-	7,000	(7,000)
Thakeham Homes Group	-	-	-	-	2,046	(2,046)
Control Energy	-	-	-	-	14,243	(14,243)
Costs Ltd	-	-	-	-	2,500	(2,500)
John Laing Charity	-	-	-	-	-	-
	<u>17,731</u>	<u>242,724</u>	<u>(240,318)</u>	<u>20,137</u>	<u>416,452</u>	<u>(423,737)</u>
						<u>12,852</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Restricted funds

(Continued)

The Outreach expense fund is to help pay the expenses of outreach workers when supporting homeless clients.

The Starter property packs fund is to provide household items to clients moving into a new home.

The Hostel bedroom refurbishment fund is to pay for the periodic refurbishment of the charity's bedrooms.

The Greater Change client resettlement fund is to provide household goods or other support to clients who are being resettled.

The Afternoon Classes fund is to improve the quality of afternoon classes.

The WSCC Crawley Foodbank fund is towards the provision of a permanent foodbank for Crawley.

The Outreach Workers Fund represents grants from Crawley Borough Council to enable Crawley Open House to offer outreach and resettlement services homeless clients or those at risk of homelessness.

The Local Assistance Network Fund is from West Sussex County Council to provide short-term aid to help protect a person's welfare.

The Wates Foundation and Thakenham Homes grants were to support fundraising expenses.

The CEC Energy grant was to support fuel costs for the Hostel.

The John Laing Charity grant was to pay the redecoration of the Laing move-on rooms.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

21 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the Trustees for specific purposes:

	Balance at 1 April 2021 £	Resources expended £	Transfers £	Balance at 1 April 2022 £	Resources expended £	Transfers £	Balance at 31 March 2023 £
Land and Building Fund	1,319,694	(43,408)	802,523	2,078,809	(112)	8,609	2,087,306
Motor Vehicle Fund	-	-	10,000	10,000	-	10,000	20,000
Development project fund	251,884	-	(147,216)	104,668	-	(80,940)	23,728
Move on houses cyclical repairs fund	19,958	(7,891)	15,000	27,067	-	57,054	84,121
Laing Rooms cyclical repairs fund	10,000	(414)	10,000	19,586	-	8,969	28,555
Move-on property purchase fund	205,000	-	(55,000)	150,000	-	550,000	700,000
Gas and Electricity Fund	-	-	200,000	200,000	-	(150,000)	50,000
	<u>1,806,536</u>	<u>(51,713)</u>	<u>835,307</u>	<u>2,590,130</u>	<u>(112)</u>	<u>403,692</u>	<u>2,993,710</u>

The Land and Building fund represents the value of the land and buildings occupied by the charity.

The vehicle fund is for the replacement of motor vehicles.

The development project fund is to ensure that the charity can successfully complete snagging work on the Resource Centre.

The Move-on houses cyclical repairs fund is to meet the cost of repairs on the charity's leased move-on houses.

The Laing Rooms cyclical repairs fund is to meet the cost of repairs on the new Laing move-on rooms.

The Move-on property purchase fund is to enable the charity to purchase a further property for use as a move-on house.

The Gas and Electricity fund represents the funds set aside to cover the expected increase in the cost of gas and electricity when the current fixed rate contract expires.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

22 Analysis of net assets between funds

	General funds	Designated funds	Restricted funds	Total
	2023	2023	2023	2023
	£	£	£	£
Fund balances at 31 March 2023 are represented by:				
Tangible assets	187,644	2,087,306	-	2,274,950
Current assets/(liabilities)	577,497	906,404	12,852	1,496,753
Long term liabilities	(102,104)	-	-	(102,104)
	<u>663,037</u>	<u>2,993,710</u>	<u>12,852</u>	<u>3,669,599</u>
	General funds	Designated funds	Restricted funds	Total
	2022	2022	2022	2022
	£	£	£	£
Fund balances at 31 March 2022 are represented by:				
Tangible assets	180,015	2,078,809	-	2,258,824
Current assets/(liabilities)	563,792	511,321	20,137	1,095,250
Long term liabilities	(114,089)	-	-	(114,089)
	<u>629,718</u>	<u>2,590,130</u>	<u>20,137</u>	<u>3,239,985</u>

23 Events after the reporting date

Following the year end an offer for an additional move on premises was accepted. This will be partially funded from a gift to the charity with the remaining balance to be paid from the charities unrestricted funds. The purchase completed on 28th July 2023 at a cost of £500,000 plus professional fees. There will be some additional costs to prepare the property for occupation by clients.

24 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

25 Registered Social Housing Provider

In February 2022 Crawley Open House became registered under the Homes and Regeneration Act as a provider of Registered Social Housing. The accounts have been tailored to introduce the necessary elements of the housing SORP.

At the year end the number of units under management was 31, of which 13 are in properties owned by the charity and 18 are in properties leased by the charity. There were no void losses in the year.

The rent receivable from the Move-on social housing excluding service charges was £220,632. Government grant recognised as income in the year was £110,420. Social housing activity expenditure was £284,313.

The amount of remuneration payable to the auditors in the period of account was £1,897 which has been allocated on the basis of employee headcount; none of this remuneration was in relation to other services.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

26	Cash generated from operations		2023	2022
			£	£
	Surplus for the year		429,614	956,375
	Adjustments for:			
	Investment income recognised in statement of financial activities		(5,196)	(447)
	Depreciation and impairment of tangible fixed assets		66,418	47,340
	Movements in working capital:			
	(Increase)/decrease in debtors		(1,246)	3,606
	(Decrease)/increase in creditors		(77,227)	65,106
	Increase/(decrease) in deferred income		53,966	(162,954)
	Cash generated from operations		466,329	909,026
27	Analysis of changes in net funds			
		At 1 April 2022	Cash flows	At 31 March 2023
		£	£	£
	Cash at bank and in hand	1,546,421	377,466	1,923,887
	Loans falling due within one year	(11,514)	(470)	(11,984)
	Loans falling due after more than one year	(114,089)	11,985	(102,104)
		1,420,818	388,981	1,809,799
28	Non-audit services provided by auditor			

In common with many businesses of our size and nature we use our auditor to assist with the preparation of the financial statements.

CRAWLEY OPEN HOUSE

England & Wales - Charity number 1048919

Accounts

Charity registration number 1048919

Company registration number 03048461 (England and Wales)

CRAWLEY OPEN HOUSE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

CRAWLEY OPEN HOUSE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

James Abdool - Chair
Richard Burrett
Michael Bolton - Treasurer
Clare Hiley
Sue Miles
Annemarie Roberts
Babak Jalaei
Dr Elizabeth Walker
Henrietta Bennett
Sara Heald - Vice Chair
Balvinder Ahluwalia
Daryl Gayler

Key Management Personnel

Charlie Arratoon	CEO
Malcolm Nicholas	Head of Operations
Jane Nulty	HR & Admin Manager
Clare Fox	Resettlement Manager
Mycall Ebanks	Hostel Manager
Ian Wilkins	Fundraising and Relationship Manager

Secretary

Michael Bolton

Charity number

1048919

Company number

03048461

Registered office

1-7 Station Road
Crawley
West Sussex
RH10 1HT

Auditor

Richard Place Dobson Services Limited
Ground Floor
1 - 7 Station Road
Crawley
West Sussex
RH10 1HT

CRAWLEY OPEN HOUSE

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CRAWLEY OPEN HOUSE

CHAIRMAN'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2022

This year's annual report shows our stakeholders how we have performed over the last year, as we continue our work ensuring strategic direction, clear governance and value in the work of the charity.

Despite the economic uncertainty and challenges that the Covid-19 pandemic presented again this year, I am delighted to report that our performance throughout 2021/2022 has remained strong which is testimony to the partnerships we have built as well as the review of our services to cater for the changing needs.

During 2021/2022 we carried over our programme of investment in future services and inside this report you will get an understanding of how we've spent our income on improving and maintaining our services. This has been a continuation of the work we started in recent years.

Online fundraising during the pandemic gave us a wider audience but this year it has been nice to have some face-to-face contact with our supporters and we look forward to this becoming the norm once again.

This report is designed to show how our money is spent, how we are performing compared to previous years and demonstrate our overall financial governance. I hope you find the report and accounts informative.



James Abdool
Chairman

Date: 20/09/2022

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their report and accounts for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Objectives and activities

Purposes and aims

The Trustees review the aims, objectives and activities of the charity each year. This report looks at the achievements and outcomes the charity has made through this reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to people that it is set up to help. The review also helps the Trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

About Crawley Open House

Crawley Open House started its journey in 1982 when doors first opened on a project in Spencers Road known as the Crawley Community Resources Centre. In the winter of 1990 we delivered our first overnight accommodation providing emergency cold weather beds to those that were sleeping rough. In 1994 we launch a permanent hostel instead of a temporary cold weather shelter. Portakabins once used to house construction workers building the channel tunnel were converted to provide twelve single and four double rooms plus an office, a shower, a toilet and a laundry block. In 1996, the hostel and resource centre merge to form Crawley Open House.

Since these early days we have grown to provide accommodation, support and services for those in the Crawley area suffering the effects of homelessness, unemployment, loneliness, discrimination, or other forms of social exclusion. This hasn't changed and our support is available to anyone in need, and can sometimes be as little as a meal or feeling listened to.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The last year has again been challenging for everyone and none more so than the homeless community and the growing pressures the local community faced in the midst of the continued global pandemic, and the sad events in Ukraine that are having effects on communities around the world. On top of our normal services we have continued to adapt to new ways of working so that we best serve our clients and protect our staff.

Riverside House

The hostel and day centre at Riverside House is the heart of Crawley Open House where we have our 24 bed hostel and operate a 7 day-a-week day centre. The day centre offers inexpensive food, hot drinks and shelter to every visitor. In addition, it offers general advice, housing and resettlement support, mental health and substance misuse support and counselling, as well as a visiting doctor, chiropodist and hairdresser.

The Day Centre remained closed for much of the year and when it eventually reopened we operated an appointment system and other amendments to provide the most vital services to those in most need.

The occupancy of the hostel again exceeded 99% and it is sad that we have to turn away requests for a room every day because we are full. Over the year we provided hostel accommodation for people who would otherwise have been homeless.

We attach great importance to helping clients find more permanent accommodation suitable to their needs, and during the year we were able to resettle 58 in this way. It was encouraging to see 49% of the hostel residents successfully moved on to longer term accommodation. This is slightly down on last year due to people staying longer in the hostel as a consequence of the pandemic.

The building work at the new Resource Centre was on schedule for most of the programme but towards the end of the year suffered delays due to the supply of key components. The knock on effect pushed the opening out several months and into the new Financial Year. Once complete it will benefit from a new workshop, multi-use space, kitchen, hot desks in all offices, as well as a new laundry, shower facilities and donation station.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Move-On

Providing move-on accommodation is a key part of our work to help people move successfully into long-term, secure rented accommodation.

Last year we opened our new Laing rooms as a new first stage move-on option. The eight individual bedrooms, with shared living areas, are a way of allowing people to build on the progress they've made in our hostel. With support in place to encourage people to live more independently we are able to offer increased freedom and privileges to our Laing residents. They have proved successful with the right residents and the team have learnt how to integrate these clients within the residential team and managed them according to their individual needs. It has been a worthwhile investment and clearly a key part of the charity going forward.

Across our five Move-On houses we offer twenty-three rooms at an affordable rent to people looking to move forward into long-term, secure, independent living and work.

At this point, Move-On accommodation and giving people the skills they need to prevent them returning to homelessness in the future is a cornerstone to our work. We now have almost as many move-on beds as we do hostel beds which is a remarkable achievement and represents our commitment to both long-term and short-term solutions for people in need.

Outreach Team

Outreach, i.e., actively going out into the community to find, identify and support those who are sleeping rough, continues to be an important part of our work. We were delighted to secure renewed funding from Crawley Borough Council for our Outreach Team which will allow us to continue to deliver this valuable work to the most vulnerable in our community.

Resettlement Outreach

This team works with people who are in accommodation but who are at risk of losing their housing for whatever reason. Clients might have a short-term crisis, or a longer-term issue, and need help with issues such as food poverty, financial insecurity, antisocial behavior and a lack of independent living skills. Many of these situations would deteriorate quickly and end in homelessness without support to keep things on track. This team have a proven track record of early interventions that have prevented someone vulnerable from becoming homeless in the first place and, as is commonly said, prevention is undoubtedly better than cure.

Overview

Our year was again hampered by the Covid-19 pandemic, and the associated restrictions. For the first half of the year face to face contact was minimal, with events, tours and community activities virtually non-existent. Our fundraising adapted accordingly, with more trust applications written and 'virtual' events arranged over social media along with targeted emailing amongst our corporate, individual, place of worship and school databases.

We were again struck by the sheer breadth, diversity and generosity of those who choose to support our work – from the 8 year old doing a sponsored run around their Crawley neighbourhood, through companies, schools and places of worship raising vital funds in all sorts of creative ways, to the local trust donating a substantial sum in memory of a late family member who loved the Charity. We are extremely blessed to be surrounded by such a supportive community, and we never take it for granted.

Our 1 in 1000 regular giving scheme grew steadily this year, to around 375 individuals donating monthly. We are very grateful for this regular, stable income which has allowed us to plan and budget effectively, in unpredictable economic times.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Major Gifts

We finished fundraising for the construction of the new Resource Centre thanks to some extremely generous capital grants from the Screwfix Foundation, the Austin & Hope Pilkington Charitable Trust, St Christopher's Trust and the Bernard Sunley Foundation in the summer of 2021.

Sometimes it is harder to raise core funds than it is to find grants towards capital projects, and we saw some wonderful donations in this area. Companies including Legal & General, Waitrose, Skipton Building Society, Co Op, Premier Energy, Elliot Scott Group, Irwin Mitchell and Lenmark found out more about us and chose to support us with sizeable donations, for which we are very thankful. Special mention must be made to Control Energy Costs Ltd who again managed and paid for all the utility costs incurred at Riverside House throughout the year – a wonderful act of kindness.

Several Trusts also helped with core-funding grants, including the Linbury Trust, the B&CE Charitable Trust, MCKS Charitable Trust, the Sussex Masons and the Albert Van Den Bergh Trust. Huge thanks to them and their Trustees. Other notable financial gifts came from our friends at the East Grinstead Foodbank and the wonderful young people involved in the summer NCS programmes locally.

Many places of worship and their congregations have generously given to Crawley Open House for a long time, and this year has been no different. Vine Christian Fellowship, St Giles Horsted Keynes, Haywards Heath Methodist, Holy Trinity Cuckfield, the Christadelphians in Horley, All Saints Lindfield, Crawley URC and the Langley Green Mosque, amongst many others, supported us with large financial gifts.

Donations are not all financial. Several companies sent volunteers to help sort food, do some gardening at the move-on houses and wrap Christmas gifts for our residents. Other local firms and organisations brought collections of food, care packs, face masks & PPE, new clothing & bedding, sleeping bags, toiletries, cleaning products and other essentials. There are too many to mention them all, but special thanks to Hygiene Bank, Morrisons Oxted, Signature Aviation, Nando's, Caridon, Greggs, Master Fryer Pound Hill, Co Op Pound Hill, St Margaret's West Hoathly, Applegreen Services, Gems of Faith, Bridgeham Clinic, Nestle, DHL and Thales for their consistent and wonderful help.

Events

Part way through the year we happily saw a return to a world where community events restarted. We benefitted from an open garden in Shipley, a sponsored bike ride from Horley to Chelmsford, the Southern Sheeting sponsored Brecon Beacons challenge, the East Grinstead sleep out and charity feasts, St Wilfrid's School fundraising events, a bucket collection at Crawley Town FC and a young lady running the London Marathon for us. Between them these activities raised around £20,000 which is amazing!

In May 2021 we ran the last of our lockdown virtual events badged 'Hundred For The Homeless', where over 50 people were sponsored for carrying out a multitude of different challenges. It was especially well supported by Kilnstone Property, ITW Ltd, Bridgeham Clinic and Homes Partnership, along with an impressive squats marathon from our own Trustee Henrietta Bennett. Huge thanks to everyone who took part and raised a massive £16,500 including Gift Aid.

The 5th annual Crawley Open House footgolf tournament took place in July 2021, and 31 teams took part in a fun and competitive evening. Winners of the 2 rounds of play were ILG and Carpenter Box, and around £3,500 was raised. Thanks again to Gatwick Footgolf for hosting us for free.

We were pleased to take a stand at the inaugural Crawley Pride festival in August 2021, and support this important community event.

Our biggest fundraising event of the year was in March 2022, when we held a Big Sleep Out in Queens Square and in several homes and the premises of Southern Sheeting Ltd and Caridon. 35 participants slept out in Crawley, including 16 from ILG, raising over £18,500.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Summary

It remains a challenging environment in which to raise funds, with the growing cost-of-living crisis, the Ukraine war understandably diverting donations and a damaged local economy as a result of the pandemic. We remain proactive, creative and engaged with a broad range of donors and potential donors in order to keep bringing in the funds required to support the Charity and its crucial activities.

Financial position

During the year the charity had net incoming resources of £956,375, (2021: £503,398). This high level of net income reflects the impact on the financial statements of development activity during the year, where restricted grants used for the developments are recognised in income but development expenditure is capitalised. It also reflects the continuing impact of the Covid-19 pandemic, with very generous donations and grants from our supporters together with a temporary reduction in some expenses.

Reserves policy

The charity has reviewed its reserves policy and has amended it to take better account of its expanding operations, the way they are funded and the forward-looking risks to that funding. The revised reserves policy is to hold unrestricted reserves of between three and six months' projected core expenditure.

As at 31st March 2022, unrestricted funds were £630,000 and projected core expenditure for the financial year 2022-23 is £1,370,000. Reserves are therefore towards the top end of the Trustees' target range. The Trustees consider this to be an appropriate level of reserves given the financial pressures everywhere in the UK economy which are likely to impact both the charity's income and expenses.

It is the policy of the charity to hold a designated fund to a level representing the value of the occupied property.

As at 31 March 2022, the charity added a further £20,000 to the designated fund created to help meet the costs of its redevelopment plans. This is expected to be the final addition. It created a designated fund of £150,000 to facilitate the purchase of an additional Move-on property and a designated fund of £200,000 towards the expected increase in the cost of gas and electricity when the current fixed rate contract expires. Smaller designated funds are held as cyclical maintenance funds for the leased Move-On houses and the new Laing Move-on rooms.

Covid-19

The Trustees have given consideration to the Charities SORP ('Statement of Recommended Practice') Committee's advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants from supportive and solvent funders.

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems are established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Plans for the Future

We have 2 key projects earmarked for the year ahead. In particular order, we want to (1) complete the renovation of our 2 units on Stephenson Way into the new Resource Centre and, (2) grow our portfolio of second stage Move-On houses.

We will endeavor to reinstate the services that have halted during the Covid-19 pandemic and as always adapt to the "new normal" that we now find ourselves living with.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management

The charity is a company limited by guarantee, does not have share capital and was incorporated on 21 April 1995. The Trustees / Directors are appointed at the annual general meeting or during the year at Trustees' meetings.

Crawley Open House has charitable status and its charity registration number is 1048919.

The trustees, who are also the directors for the purpose of company law, and who served during the year are:

James Abdool	Chair
Richard Burrett	
Michael Bolton	Treasurer
Clare Hiley	
Sue Miles	
Lesley Copus	Resigned 30 May 2021
Harlyn Collins	Resigned 21 April 2021
Ian Collins	Resigned 15 September 2021
John Higgins	Resigned 12 June 2020
Stephen Joyce	Resigned 13 May 2020
Nigel Boxall	Resigned 14 July 2020
Gabrielle Field	Resigned 3 January 2022
Dr Elizabeth Walker	Appointed 16 March 2021
Henrietta Bennett	Appointed 25 March 2021
Sara Heald	Appointed 16 March 2021
Balvinder Ahluwalia	Appointed 16 March 2021
Babak Jalaei	Appointed 16 March 2021
Annemarie Roberts	Appointed 16 November 2021

This report has been prepared in accordance with the Statement of Recommended Practice, "Accounting and reporting by Charities", issued in March 2005 and in accordance with the special provisions of part 15 of the Companies Act relating to small entities.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

The Trustees report was approved by the Board of Trustees.



James Abdool
Dated: 20/09/22

CRAWLEY OPEN HOUSE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2022

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Opinion

We have audited the financial statements of Crawley Open House (the 'charity') for the year ended 31 March 2022 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 Financial Reporting Standard 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 charitable company's affairs as at 31 March 2022 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 Companies Act 2006.

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 Trustees' 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 twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees 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 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 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

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 financial statements is inconsistent in any material respect with the Trustees' report; 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.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, 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 charitable company 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 145 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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatements due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing the risks of material misstatement in respect of irregularities, including fraud, the audit engagement team made enquiries of management, and those charged with governance, regarding the procedures relating to identifying, evaluating and complying with;

1. laws and regulations and whether they were aware of any instances of non-compliance;
2. detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
3. the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, General Data Protection Regulations, Companies Act, Charities Act 2011, Charities Statement of Recommended Practice and employment law and regulations. We performed audit procedures to detect non-compliance, which may have a material impact on the financial statements. These included reviewing financial statement disclosures and evaluating advice received from external advisors. There were no significant laws and regulations we deemed as having an indirect impact on the financial statements.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)


TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

The audit engagement team identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included but were not limited to testing manual journal entries and other adjustments and evaluating the rationale in relation to any significant, unusual transactions and transactions entered into outside of the normal course of business.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditors' 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 and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Richard Place Dobson Services Limited

Chartered Accountants

Statutory Auditor

1 - 7 Station Road

Crawley

West Sussex

RH10 1HT

.....22/09/22
Date

Richard Place Dobson Services Limited is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Current financial year		Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes					
<u>Income and endowments from:</u>						
Grants and donations	3	986,668	-	242,724	1,229,392	806,815
<u>Activities in furtherance of the charity's objects</u>						
Amenity Income	4	42,273	-	-	42,273	32,562
Supporting People	4	222,764	-	-	222,764	222,764
Housing Benefit	4	601,933	-	-	601,933	500,611
Other trading activities	5	27,364	-	-	27,364	17,375
Investment income	6	447	-	-	447	2,359
Other income	7	3,362	-	-	3,362	6,635
Total income		1,884,811	-	242,724	2,127,535	1,589,121
<u>Expenditure on:</u>						
Raising funds	8	34,691	-	-	34,691	31,803
<u>Charitable activities</u>						
Outreach projects	9	-	-	114,842	114,842	114,226
Hostel and day centre	9	830,428	51,713	125,476	1,007,617	869,103
Move-on accommodation	9	11,801	-	-	11,801	57,835
Local Assistance Network	9	2,209	-	-	2,209	12,756
Total charitable expenditure		844,438	51,713	240,318	1,136,469	1,053,920
Total resources expended		879,129	51,713	240,318	1,171,160	1,085,723

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

Net incoming resources before transfers	1,005,682	(51,713)	2,406	956,375	503,398
Gross transfers between funds	<u>(835,307)</u>	<u>835,307</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net income for the year/ Net movement in funds	170,375	783,594	2,406	956,375	503,398
Fund balances at 1 April 2021	<u>459,343</u>	<u>1,806,536</u>	<u>17,731</u>	<u>2,283,610</u>	<u>1,780,212</u>
Fund balances at 31 March 2022	<u><u>629,718</u></u>	<u><u>2,590,130</u></u>	<u><u>20,137</u></u>	<u><u>3,239,985</u></u>	<u><u>2,283,610</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

Prior financial year	Notes	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £
<u>Income and endowments from:</u>					
Grants and donations	3	450,151	-	356,664	806,815
<u>Activities in furtherance of the charity's objects</u>					
Amenity Income	4	32,562	-	-	32,562
Supporting People	4	222,764	-	-	222,764
Housing Benefit	4	500,611	-	-	500,611
Other trading activities	5	17,375	-	-	17,375
Investment income	6	2,359	-	-	2,359
Other income	7	5,075	-	1,560	6,635
Total income		1,230,897	-	358,224	1,589,121
<u>Expenditure on:</u>					
Raising funds	8	31,803	-	-	31,803
<u>Charitable activities</u>					
Outreach projects	9	-	-	114,226	114,226
Hostel and day centre	9	810,383	10,640	48,080	869,103
Move-on accommodation	9	57,835	-	-	57,835
Local Assistance Network	9	-	-	12,756	12,756
Total charitable expenditure		868,218	10,640	175,062	1,053,920
Total resources expended		900,021	10,640	175,062	1,085,723
Net incoming resources before transfers		330,876	(10,640)	183,162	503,398
Gross transfers between funds		(270,929)	450,591	(179,662)	-
Net income for the year/ Net movement in funds		59,947	439,951	3,500	503,398
Fund balances at 1 April 2020		399,396	1,366,585	14,231	1,780,212
Fund balances at 31 March 2021		459,343	1,806,536	17,731	2,283,610

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	14		2,258,824		1,361,525
Current assets					
Debtors	15	32,541		36,147	
Cash at bank and in hand		1,546,421		1,455,984	
		<u>1,578,962</u>		<u>1,492,131</u>	
Creditors: amounts falling due within one year	17	<u>(483,712)</u>		<u>(570,046)</u>	
Net current assets			<u>1,095,250</u>		<u>922,085</u>
Total assets less current liabilities			3,354,074		2,283,610
Creditors: amounts falling due after more than one year	18		<u>(114,089)</u>		-
Net assets			<u><u>3,239,985</u></u>		<u><u>2,283,610</u></u>
Income funds					
Restricted funds	19		20,137		17,731
<u>Unrestricted funds</u>					
Designated funds	20	2,590,130		1,806,536	
General unrestricted funds		<u>629,718</u>		<u>459,343</u>	
			<u>3,219,848</u>		<u>2,265,879</u>
			<u><u>3,239,985</u></u>		<u><u>2,283,610</u></u>

CRAWLEY OPEN HOUSE

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2022

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 20/09/22



James Abdool

Company registration number 03048461

CRAWLEY OPEN HOUSE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	25		909,026		667,847
Investing activities					
Purchase of tangible fixed assets		(944,639)		(318,994)	
Investment income received		447		2,359	
Net cash used in investing activities			(944,192)		(316,635)
Financing activities					
Repayment of bank loans		125,603		-	
Net cash generated from/(used in) financing activities			125,603		-
Net increase in cash and cash equivalents			90,437		351,212
Cash and cash equivalents at beginning of year			1,455,984		1,104,772
Cash and cash equivalents at end of year			<u>1,546,421</u>		<u>1,455,984</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

Crawley Open House is a charitable company, registered in England and Wales. The registered office is Ground Floor, 1-7 Station Road, Crawley, West Sussex, RH10 1HT

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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. 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.

1.3 Charitable funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes of the financial statements.

1.4 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations and similar incoming resources are included in the year in which they are receivable which is when the charity becomes entitled to the resource.

Grants are included in the accounting period to which they relate.

Activities in furtherance of charitable objects includes rental income and is included in the year in which it is receivable which is when the charity becomes entitled to the resource.

Other incoming resources includes kitchen receipts, placement fees and refunds of overcharged expenses all of which are included in the accounts when the charity becomes entitled to the resources.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

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

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's activities. These costs have been allocated between the different charitable activities. The bases on which support costs have been allocated are set out in note 9.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the external auditors fees and legal and professional costs.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	2% straight line
Fixtures, fittings & equipment	33% straight line
Computers	33% straight line
Motor vehicles	25% straight line

Freehold Land is not depreciated.

It has been decided by the Trustees that only items of a value of £1,000 and over will be capitalised as anything smaller is not deemed material.

1.7 Cash and cash equivalents

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.8 Financial instruments

The Charitable Company only has financial assets and financial liabilities of a kind that qualifies as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Taxation

The Charity is exempt from corporation tax on its charitable activities

1.10 Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.11 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

1.12 Retirement benefits

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.13 Debtors

Other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.14 Donated goods

There are considerable gifts of food given to the charity which have been estimated at £33,705 (2021: £31,500) for the year.

The Charity received no volunteer assistance this year or the previous year.

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.

Critical judgements

The main judgement and accounting estimates included in the accounts are:

Deferral of grant income

Income is recognised when the charity is entitled to the income and this will be based on the work being completed and there is no requirement to repay the grant.

Donated stock

Donated items such as food are recognised in income and expenditure based on their fair value.

Volunteer time

Time given freely to the charity by volunteers is recognised in income and expenditure based on an estimated average hourly rate and total number of hours given by volunteers.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

3 Grants and donations

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	276,462	-	276,462
Grants	710,206	242,724	952,930
	<u>986,668</u>	<u>242,724</u>	<u>1,229,392</u>

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	310,608	-	310,608
Grants	139,543	356,664	496,207
	<u>450,151</u>	<u>356,664</u>	<u>806,815</u>

During the year the charity received various grants to be used either for general or specific purposes which include the following:

Donated goods and services

Included within the donations and gifts above are the following non cash donations:

Donated food £33,705 - (2021: £31,500)

Volunteer time - £Nil (2021: £Nil)

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

4 Activities in furtherance of the charity's objects

	Amenity Income	Supporting Housing Benefit People	Housing Benefit	Total 2022
	2022	2022	2022	
	£	£	£	£
Income from Charitable activities	42,273	222,764	601,933	866,970

	Amenity Income	Supporting Housing Benefit People	Housing Benefit	Total 2021
	2021	2021	2021	
	£	£	£	£
Income from Charitable activities	32,562	222,764	500,611	755,937
	32,562	222,764	500,611	755,937

5 Fundraising income

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Fundraising events	27,364	17,375

6 Investment income

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Interest receivable	447	2,359

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

7 Other income

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Other income	<u>3,362</u>	<u>5,075</u>	<u>1,560</u>	<u>6,635</u>

8 Raising funds

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Other fundraising costs	4,691	1,803
Staff costs	<u>30,000</u>	<u>30,000</u>
Costs of Raising Funds	<u>34,691</u>	<u>31,803</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9 Charitable activities

	Outreach projects	Hostel and day centre accomodation	Move-on	Local Assistance Network	Total 2022	Total 2021
	2022	2022	2022	2022		
	£	£	£	£	£	£
Staff costs	108,746	622,367	-	-	731,113	713,845
Depreciation and impairment	-	40,874	6,467	-	47,341	33,061
Other charitable activity costs	6,096	334,776	-	-	340,872	285,195
	<u>114,842</u>	<u>998,017</u>	<u>6,467</u>	<u>-</u>	<u>1,119,326</u>	<u>1,032,101</u>
Grant funding of activities (see note 10)	-	-	-	2,209	2,209	11,426
Share of governance costs (see note 11)	-	9,600	5,334	-	14,934	10,393
	<u>114,842</u>	<u>1,007,617</u>	<u>11,801</u>	<u>2,209</u>	<u>1,136,469</u>	<u>1,053,920</u>
Analysis by fund						
Unrestricted funds - general	-	830,428	11,801	2,209	844,438	868,218
Unrestricted funds - designated	-	51,713	-	-	51,713	10,640
Restricted funds	114,842	125,476	-	-	240,318	175,062
	<u>114,842</u>	<u>1,007,617</u>	<u>11,801</u>	<u>2,209</u>	<u>1,136,469</u>	<u>1,053,920</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9 Charitable activities

(Continued)

For the year ended 31 March 2021

	Outreach projects	Hostel and day centre accomodation	Move-on	Local Assistance Network	Total 2021
	£	£	£	£	£
Staff costs	104,780	607,735	-	1,330	713,845
Depreciation and impairment	-	27,959	5,102	-	33,061
Other charitable activity costs	9,446	223,796	51,953	-	285,195
	<u>114,226</u>	<u>859,490</u>	<u>57,055</u>	<u>1,330</u>	<u>1,032,101</u>
Grant funding of activities (see note 10)	-	-	-	11,426	11,426
Share of governance costs (see note 11)	-	9,613	780	-	10,393
	<u>114,226</u>	<u>869,103</u>	<u>57,835</u>	<u>12,756</u>	<u>1,053,920</u>
Analysis by fund					
Unrestricted funds - general	-	810,383	57,835	-	868,218
Unrestricted funds - designated	-	10,640	-	-	10,640
Restricted funds	114,226	48,080	-	12,756	175,062
	<u>114,226</u>	<u>869,103</u>	<u>57,835</u>	<u>12,756</u>	<u>1,053,920</u>

10 Grants payable

	Greater Change & LAN 2022	Local Assistance Network 2021
	£	£
Grants to individuals	2,209	11,426
	<u>2,209</u>	<u>11,426</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

11 Support costs	Support costs	Governance costs	2022	2021
	£	£	£	£
Audit fees	-	9,600	9,600	9,613
Legal and professional	-	-	-	780
Governance costs	-	5,334	5,334	-
	-	14,934	14,934	10,393
Analysed between Charitable activities	-	14,934	14,934	10,393

12 Trustees

During the year none of the Trustees (or any persons connected with them) received any remuneration or received any reimbursement of expenses relating to their duties as Trustees and directors.

13 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Riverside	20	24

Employment costs

	2022 £	2021 £
Wages and salaries	684,693	669,159
Social security costs	62,905	61,478
Other pension costs	13,515	13,208
	761,113	743,845

Key Management Remuneration

There are five key management positions. The amount paid to key management personnel during the year was £204,333.77 (2021: £209,278).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2022 Number	2021 Number
£60,000 - £70,000	-	1

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

14 Tangible fixed assets	Land and Fixtures, fittings buildings & equipment	Computers	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 April 2021	1,516,282	32,211	2,127	47,576
Additions	918,322	24,999	1,318	-
At 31 March 2022	<u>2,434,604</u>	<u>57,210</u>	<u>3,445</u>	<u>47,576</u>
Depreciation and impairment				
At 1 April 2021	196,588	15,621	2,127	22,335
Depreciation charged in the year	33,604	6,336	-	7,400
At 31 March 2022	<u>230,192</u>	<u>21,957</u>	<u>2,127</u>	<u>29,735</u>
Carrying amount				
At 31 March 2022	<u>2,204,412</u>	<u>35,253</u>	<u>1,318</u>	<u>17,841</u>
At 31 March 2021	<u>1,319,694</u>	<u>16,590</u>	<u>-</u>	<u>25,241</u>
15 Debtors			2022	2021
Amounts falling due within one year:			£	£
Other debtors			21,501	25,107
Prepayments and accrued income			11,040	11,040
			<u>32,541</u>	<u>36,147</u>
16 Loans and overdrafts			2022	2021
			£	£
Bank loans			125,603	-
Payable within one year			11,514	-
Payable after one year			114,089	-

The Charity received a loan from The Big Issue in May 2021 for £135,000 which is to be repaid over 10 years.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

17 Creditors: amounts falling due within one year

	Notes	2022 £	2021 £
Bank loans	16	11,514	-
Deferred income		239,169	402,123
Other creditors		190,709	145,723
Accruals and deferred income		42,320	22,200
		<u>483,712</u>	<u>570,046</u>

18 Creditors: amounts falling due after more than one year

	Notes	2022 £	2021 £
Bank loans	16	114,089	-
		<u>114,089</u>	<u>-</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

19 Restricted funds

The income funds of the charity include restricted funds consisting of the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2020		Movement in funds		Transfers		Balance at 1 April 2021		Movement in funds		Balance at 31 March 2022	
	£	£	Incoming resources	Resources expended	£	£	£	£	Incoming resources	Resources expended	£	£
PFT - Outreach expense	761	-	-	-	3,500	-	4,261	6,000	(1,921)	-	8,340	
PFT - Starter property packs	1,183	-	-	-	-	-	1,183	2,500	-	-	3,683	
PFT - Hostel bedroom refurbishments	8,968	-	-	-	-	-	8,968	-	(3,899)	-	5,069	
Greater change - client resettlement support	-	6,814	6,814	(6,814)	-	-	-	-	-	-	-	
Meeting needs - afternoon classes	3,319	-	-	-	-	-	3,319	4,161	(4,435)	-	3,045	
WSSC Crawley Foodbank	-	8,079	8,079	(8,079)	-	-	-	-	-	-	-	
Outreach workers fund	-	141,297	141,297	(141,297)	-	-	-	2,946	(2,946)	-	-	
Local assistant network	-	7,490	7,490	(6,691)	(799)	-	-	-	-	-	-	
MCKS - Purchase of people carrier and car	-	10,000	10,000	-	(10,000)	-	-	-	-	-	-	
Support costs of outreach and tenancy staff	-	12,181	12,181	(12,181)	-	-	-	130,222	(130,222)	-	-	
Development of Riverside Move on (Lainig Rooms)	-	125,000	125,000	-	(125,000)	-	-	-	-	-	-	
Development of Resource Centre	-	4,555	4,555	-	(4,555)	-	-	-	-	-	-	
WSSC COVID Infection control	-	42,808	42,808	-	(42,808)	-	-	3,844	(3,844)	-	-	
Resettlement costs for clients	-	-	-	-	-	-	-	22,126	(22,126)	-	-	
Support costs of resettlement and health staff	-	-	-	-	-	-	-	40,925	(40,925)	-	-	
Support for move on premises	-	-	-	-	-	-	-	30,000	(30,000)	-	-	
	14,231	358,224	358,224	(175,062)	(179,662)	17,731	242,724	(240,318)	20,137			

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

19 Restricted funds

(Continued)

The Outreach expense fund is to help pay the expenses of outreach workers when supporting homeless clients.

The Starter property packs fund is to provide household items to clients moving into a new home.

The Hostel bedroom refurbishment fund is to pay for the periodic refurbishment of the charity's bedrooms.

The Greater Change client resettlement fund is to provide household goods or other support to clients who are being resettled.

The Afternoon Classes fund is to improve the quality of afternoon classes.

The WSCC Crawley Foodbank fund is towards the provision of a permanent foodbank for Crawley.

The Outreach Workers Fund represents grants from Crawley Borough Council to enable Crawley Open House to offer outreach and resettlement services homeless clients or those at risk of homelessness.

The Local Assistance Network Fund is from West Sussex County Council to provide short-term aid to help protect a person's welfare.

The MCKS people carrier fund was given to enable the purchase of a people carrier and a replacement car.

The fund for the development of the Laing Rooms was given by the John Laing Charity and used for that development during 2020.

The fund for the development of the Resource Centre has been given by numerous donors.

The WSCC COVID infection control fund was to meet additional costs to ensure high standards of Covid-19 prevention and control.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

20 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the Trustees for specific purposes:

	Balance at 1 April 2020 £	Resources expended £	Transfers £	Balance at 1 April 2021 £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Land and Building Fund	1,055,956	-	263,738	1,319,694	(43,408)	802,523	2,078,809
Minibus Fund	20,000	-	(20,000)	-	-	10,000	10,000
Air conditioning for offices	15,000	(10,640)	(4,360)	-	-	-	-
Development project fund	260,585	-	(8,701)	251,884	-	(147,216)	104,668
Move on houses cyclical repairs fund	15,044	-	4,914	19,958	(7,891)	15,000	27,067
Laing Rooms cyclical repairs fund	-	-	10,000	10,000	(414)	10,000	19,586
Move-on property purchase fund	-	-	205,000	205,000	-	(55,000)	150,000
Gas and Electricity Fund	-	-	-	-	-	200,000	200,000
	<u>1,366,585</u>	<u>(10,640)</u>	<u>450,591</u>	<u>1,806,536</u>	<u>(51,713)</u>	<u>835,307</u>	<u>2,590,130</u>

The Land and Building fund represents the value of the land and buildings occupied by the charity.

The minibus fund was for the replacement of the minibus. A people carrier was purchased in 2021.

The air conditioning fund was to provide air conditioning in certain hostel offices. It was installed in 2020.

The development project fund is to ensure that the charity can successfully complete its development programme. The final phase is the Resource Centre which finished in June 2022.

The Move-on houses cyclical repairs fund is to meet the cost of repairs on the charity's leased move-on houses.

The Laing Rooms cyclical repairs fund is to meet the cost of repairs on the new Laing move-on rooms.

The Move-on property purchase fund is to enable the charity to purchase a further property for use as a move-on house. The purchase completed in April 2021.

The Gas and Electricity fund represents the funds set aside to cover the expected increase in the cost of gas and electricity when the current fixed rate contract expires.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

21 Analysis of net assets between funds

	General funds	Designated funds	Restricted funds	Total
	2022	2022	2022	2022
	£	£	£	£
Fund balances at 31 March 2022 are represented by:				
Tangible assets	180,015	2,078,809	-	2,258,824
Current assets/(liabilities)	563,792	511,321	20,137	1,095,250
Long term liabilities	(114,089)	-	-	(114,089)
	<u>629,718</u>	<u>2,590,130</u>	<u>20,137</u>	<u>3,239,985</u>

	General funds	Designated funds	Restricted funds	Total
	2021	2021	2021	2021
	£	£	£	£
Fund balances at 31 March 2021 are represented by:				
Tangible assets	41,831	1,319,694	-	1,361,525
Current assets/(liabilities)	417,512	486,842	17,731	922,085
	<u>459,343</u>	<u>1,806,536</u>	<u>17,731</u>	<u>2,283,610</u>

22 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

23 Registered Social Housing Provider

In February 2022 Crawley Open House became registered under the Homes and Regeneration Act as a provider of Registered Social Housing.

As the Charitable Company was only registered for one month of this financial year the accounts have been prepared following the Charities Statement of Recommended Practice (SORP). For the next financial year for the activity where it is relevant the Housing SORP will be used.

At the year end the number of units under management was 31.

24 Covid-19

During the year, Covid-19 had a major impact on the operations of Crawley Open House. However, there was no material adverse financial impact and the charity's financial position at the end of the financial year remained strong. The Trustees expect operations to return to near to near normal during the year 2022 - 23 with no adverse operational impact.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

25	Cash generated from operations		2022	2021
			£	£
	Surplus for the year		956,375	503,398
	Adjustments for:			
	Investment income recognised in statement of financial activities		(447)	(2,359)
	Depreciation and impairment of tangible fixed assets		47,340	33,061
	Movements in working capital:			
	Decrease/(increase) in debtors		3,606	(13,761)
	Increase in creditors		65,106	11,441
	(Decrease)/increase in deferred income		(162,954)	136,067
	Cash generated from operations		909,026	667,847
26	Analysis of changes in net funds			
		At 1 April 2021	Cash flows	At 31 March 2022
		£	£	£
	Cash at bank and in hand	1,455,984	90,437	1,546,421
	Loans falling due within one year	-	(11,514)	(11,514)
	Loans falling due after more than one year	-	(114,089)	(114,089)
		<u>1,455,984</u>	<u>(35,166)</u>	<u>1,420,818</u>

CRAWLEY OPEN HOUSE

England & Wales - Charity number 1048919

Accounts

Charity Registration No. 1048919

Company Registration No. 03048461 (England and Wales)

CRAWLEY OPEN HOUSE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

CRAWLEY OPEN HOUSE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

James Abdool - Chairman
Richard Burrett
Michael Bolton - Treasurer
Clare Hiley
Sue Miles
Ian Collins
Babak Jalaei
Dr Elizabeth Walker
Henrietta Bennett
Sara Heald
Balvinder Ahluwalia
Gabrielle Field

Key Management Personnel

Charlie Arratoon
Glenn Stubbs
Malcolm Nicholas

Jane Nulty
Clare Fox
Mycall Ebanks
Ian Wilkins

Director
Deputy Director
Health and Outreach Team
Manager
HR & Admin Manager
Resettlement Manager
Hostel Manager
Fundraising and Relationship
Manager

Secretary

Mr M Bolton

Charity number

1048919

Company number

03048461

Registered office

1-7 Station Road
Crawley
West Sussex
RH10 1HT

Auditor

Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

CRAWLEY OPEN HOUSE

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CRAWLEY OPEN HOUSE

CHAIRMAN'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2021

This year's annual report shows our stakeholders how we have performed over the last year, as we continue our work ensuring clear governance and value in all we do.

Despite the economic uncertainty and challenges that the Covid-19 pandemic presented throughout the year, I am delighted to report that our performance throughout 2020/2021 has again been strong.

If we could dedicate this past year to any group it would again be the NHS and key workers who have continued to support the nation during the pandemic. We are proud to work alongside the key services and grateful for their help with our clients, staff and friends.

Throughout 2020/2021 we continued to invest in our properties to drive the necessary service changes for the future. You will see inside this report how we've spent our income on improving and maintaining our services to the tune of over £1 million which is a major investment for us.

With shops closed and more people shopping online, 2020 saw a move to online Fundraising for us and a much wider, more diverse, group of loyal fundraisers and supporters. We are ever grateful for the support we get and it seems word of Crawley Open House is now spreading much further afield than just the local community.

This report is designed to show how our money is spent, how we are performing compared to previous years and demonstrate our overall financial governance. I hope you find the report and accounts informative.



James Abdool

Chairman

Dated: 21/09/2021

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Objectives and activities

Purposes and aims

The Trustees review the aims, objectives and activities of the charity each year. This report looks at the achievements and outcomes the charity has made through this reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to people that it is set up to help. The review also helps the Trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

About Crawley Open House

Crawley Open House started its journey in 1982 when doors first opened on a project in Spencers Road known as the Crawley Community Resources Centre. In the winter of 1990 we delivered our first overnight accommodation providing emergency cold weather beds to those that were sleeping rough. In 1994 we launch a permanent hostel instead of a temporary cold weather shelter. Portakabins once used to house construction workers building the channel tunnel were converted to provide twelve single and four double rooms plus an office, a shower, a toilet and a laundry block. In 1996, the hostel and resource centre merge to form Crawley Open House.

Since these early days we have grown to provide accommodation, support and services for those in the Crawley area suffering the effects of homelessness, unemployment, loneliness, discrimination, or other forms of social exclusion. This hasn't changed and our support is available to anyone in need, and can sometimes be as little as a meal or feeling listened to.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The last year has been challenging for everyone and none more so than the homeless community and the growing pressures the local community faced in the midst of the global pandemic. On top of our normal services we have had to adapt to new ways of working and changes in our provision to manage whatever transpired with the Covid-19 problems.

Riverside House

The hostel and day centre at Riverside House is the heart of Crawley Open House where we have our 24 bed hostel and operate a 7 day-a-week day centre. The day centre offers inexpensive food, hot drinks and shelter to every visitor. In addition, it offers general advice, housing and resettlement support, mental health and substance misuse support and counselling, as well as a visiting doctor, chiropodist and hairdresser.

During the pandemic, the Government's 'Everyone In' scheme saw temporary accommodation offered to anyone sleeping rough so that they could self-isolate and stay at 'home' during lockdowns. The Management and Trustees made the difficult decision to close our Day Centre during this time to stay within the recommended Covid-19 guidelines. That did not mean that we stopped offering our support. During this time, we worked with other agencies to help distribute over 40,000 meals to those in need and enable people in need to stay safe. We also moved our support to the available means and provided a large amount of support appointments by telephone, and where possible by video call.

The occupancy of the hostel again exceeded 99% and it is sad that we have to turn away requests for a room every day because we are full. Over the year we provided hostel accommodation for 116 people who would otherwise have been homeless.

We attach great importance to helping clients find more permanent accommodation suitable to their needs, and during the year we were able to resettle 58 in this way. It was encouraging to see 49% of the hostel residents successfully moved on to longer term accommodation. This is slightly down on last year due to people staying longer in the hostel as a consequence of the pandemic.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Move-On

Providing move-on accommodation is a key part of our work to help people move successfully into long-term, secure rented accommodation.

This year we opened our new Laing rooms as a new first stage move-on option. The eight individual bedrooms, with shared living areas, are a way of allowing people to build on the progress they've made in our hostel. With support in place to encourage people to live more independently we are able to offer increased freedom and privileges to our Laing residents. This first stage increases the chances that residents are able to thrive when offered an opportunity to take up a bed in one of our second stage, community based, move-on houses.

We also worked this year to grow our portfolio of second stage move-on houses with the addition of two new houses bringing our total to five. Across these five houses we are now able to offer twenty-three rooms at an affordable rent to people looking to move forward into long-term, secure, independent living and work.

At this point, move-on accommodation and giving people the skills they need to prevent them returning to homelessness in the future is a cornerstone to our work. We now have almost as many move-on beds as we do hostel beds which is a remarkable achievement and represents our commitment to both long-term and short-term solutions for people in need.

Outreach Team

Outreach, i.e., actively going out into the community to find, identify and support those who are sleeping rough, continues to be an important part of our work. We were delighted to secure renewed funding from Crawley Borough Council for our Outreach Team which will allow us to continue to deliver this valuable work to the most vulnerable in our community.

Resettlement Outreach

This team works with people who are in accommodation but who are at risk of losing their housing for whatever reason. Clients might have a short-term crisis, or a longer-term issue, and need help with issues such as food poverty, financial insecurity, antisocial behavior and a lack of independent living skills. Many of these situations would deteriorate quickly and end in homelessness without support to keep things on track. This team have a proven track record of early interventions that have prevented someone vulnerable from becoming homeless in the first place and, as is commonly said, prevention is undoubtedly better than cure

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Fundraising Activities

An incredibly broad variety of individuals, schools, companies, Trusts, places of worship and community organisations support our work among those experiencing homelessness locally, and this year was no different. There are hundreds of good causes worthy of help, and we are so grateful that so many people once again chose to give us their money, time, donations in kind and expertise. There are too many to mention specifically, but a huge thank you to each and every one of them.

It has been a tough climate for fundraising in this year ravaged by the Covid-19 pandemic, especially locally with the severe economic downturn affecting Crawley and Gatwick Airport disproportionately. We usually get terrific support from local community activities such as choir performances, bake sales, cycle rides, church events, open gardens and jumble sales, but sadly these have by and large just not happened this year. We have therefore had to adapt where we put our energies and time, and we have done a lot more Trust applications and virtual events.

Last year we were delighted to receive £310,600 in donations, compared with £332,900 in 2019-2020. Cash donations in the year were higher than in 2019-2020, but food donations were much lower and volunteer time was nil because of the restrictions imposed by Covid-19.

Our 1 in 1000 regular giving scheme continues to perform well, with over 340 people signed up to give monthly donations of varying amounts. We are so grateful as this really helps us with our longer-term planning and budgeting, and continues to be a major focus for us.

Major Gifts

One of the highlights of our year was to receive funding from the National Lottery Community Fund towards the renovation and running costs of the new Resource Centre. Their total funding is £426,300 broken down into £71,400 towards the capital costs, and £118,300 each year for 3 years towards the staff and running costs. We are so grateful for this enormous endorsement of our work and plans, and to everyone who plays the Lottery!

In May 2020 we received a grant which enabled us to go ahead and build the 8 move-on rooms above the hostel – an amazingly generous £125,000 from the John Laing Charitable Trust. Laings had supported COH way back in the 90s with financial and practical support, and they liked the fact that their investment in our work back then had helped us grow into the Charity we are today. In recognition of their huge help the upstairs rooms have been named ‘The Laing Rooms’.

Other major donors this year towards the Resource Centre building costs were B&CE Ltd, The Batchworth Trust, B&Q Foundation, Charles Lewis Foundation, Mahoro Trust and The G&K Boyes Trust. The net result of all the donations is that virtually all the funding is now in place for this exciting project.

A second-hand people carrier was purchased to help transport residents and clients to their appointments this year, and it was fully paid for by the MCKS Charitable Foundation and the proceeds of our 2.6 Challenge campaign in May 2020. Sometimes it is harder to find funding for our day to day salaries and running costs than specific projects and items, so we were hugely grateful for large core-funding grants and gifts from Three Oaks Trust (our longest standing Trust partner), Waitrose, Ian Askew Charitable Trust, CGG Ltd, Vail Williams, The Albert Hunt Trust, Carpenter Box, Unite The Union, Hermes Ltd, Albert Van Den Bergh Trust, Total Gas & Power, Irwin Mitchell, Skipton Building Society, Longley Trust, ITW Construction and Sussex Police amongst many others.

One silver lining of the Covid-19 crisis was that there was a raft of ‘emergency’ funding available for charities to apply for from statutory and other agencies. We were pleased to receive large grants from Sussex Community Foundation, National Lottery Community Fund’s Covid- 19 Crisis Fund, Clothworkers’ Foundation, Crawley Borough Council, Vinci Foundation, Aisbitt Foundation and Tesco.

Many of the gifts given to us are in kind – we have had extraordinary donations of bedding, sleeping bags, food, toiletries, dog food, clothing and all sorts of other essentials from people as diverse as The Hygiene Bank, Dunelm, Nando’s, Morrisons, the Master Fryer Pound Hill, Fareshare, Gatwick Airport, EVM, Infigo Software, Romesh Ranganathan, Signature Aviation, Sainsburys, Pizza Hut, Greggs and the Co Op, amongst hundreds of others. Our friends at Control Energy Costs Ltd in Redhill have managed and paid all the utility bills at Riverside House again this year. These amounted to around £12,000 and we are massively grateful for their ongoing support in this way.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Events

We were forced to postpone several planned fundraising events, including our inaugural charity golf day and our involvement with Run Gatwick.

We held our first major 'virtual' event in May 2020 called the 2.6 Challenge, driven by social media and email marketing. Around 40 different people took part in a range of challenges, and over £10,000 was raised as well as a lot of profile.

Our 4th annual footgolf tournament took place in September, attended by 18 teams from local companies and community groups. It was as usual a fun and productive evening, meeting friends new and old, and we raised around £2,000. Thanks as ever to Gatwick Footgolf for hosting us so generously.

Our most successful event in terms of raising money was our 'Sleepout At Home' in November. Over 60 people slept out for a night in their sheds, kitchens, gardens, garages or anywhere except their bed. We had participants from several companies, and our youngest participant was 7 and the oldest 92! Again it was driven via social media and email communications with our supporter database. Over £17,000 was raised, with 570 individual donors supporting their family and friends on the JustGiving platform alone.

Summary

It remains a competitive 'market' for charities locally, with several excellent, large and well-resourced organisations operating nearby in Crawley and Sussex. It is sometimes hard to compete with their reach, but many people like supporting smaller, independent, local charities such as Crawley Open House, consistently delivering tangible, life-changing accommodation and support for those experiencing homelessness and poverty over the decades. People know that the vast majority of anything they give goes straight towards our front-line work. We will continue to work hard to look after and grow this wonderful supportive community around us, who allow us to continue our vital work.

Financial position

During the year the charity had net incoming resources of £503,398, (2020: £257,262). This high level of net income reflects the very generous response of supporters to the Covid-19 pandemic together with a reduction in some expenses following the temporary closure of the day centre. It also reflects the impact on the financial statements of development activity during the year, where restricted grants used for the developments are recognised in income but development expenditure is capitalised.

Reserves policy

It is the policy of the charity to maintain unrestricted funds to cover three to six months' unrestricted expenditure. As at 31st March 2021, unrestricted funds were at the top of this range. The Trustees consider this to be an appropriate level of reserves given the financial pressure on the local authorities and other organisations from which we receive a large part of our funding.

It is the policy of the charity to hold a designated fund to a level representing the value of the occupied property.

As at 31 March 2021, the charity added a further £150,000 to the designated fund created to help meet the cost of its redevelopment plans. It also created a designated fund of £205,000 to facilitate the purchase of an additional Move-on property. Smaller designated funds are held as cyclical maintenance funds for the leased Move-On houses and the new Laing Move-on rooms.

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Covid-19

The Trustees have given consideration to the Charities SORP ('Statement of Recommended Practice') Committee's advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants from supportive and solvent funders.

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems are established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Plans for the Future

We have 3 key projects earmarked for the year ahead. In particular order, we want to (1) complete the renovation of our 2 units on Stephenson Way into the new Resource Centre, (2) grow our portfolio of second stage move-on houses and (3) complete the application process and achieve Registered Provider status.

We will endeavour to reinstate the services that have halted during the Covid-19 pandemic and as always adapt to the "new normal" that we now find ourselves living with.

Structure, governance and management

The charity is a company limited by guarantee, does not have share capital and was incorporated on 21 April 1995. The Trustees / Directors are appointed at the annual general meeting or during the year at Trustees' meetings.

Crawley Open House has charitable status and its charity registration number is 1048919.

The Trustees, who are also the directors for the purpose of company law, and who served during the year are:

James Abdool	Chair
Richard Burrett	
Michael Bolton	Treasurer
Clare Hiley	
Sue Miles	
Lesley Copus	Resigned 30 May 2021
Harlyn Collins	Resigned 21 April 2021
Ian Collins	
John Higgins	Resigned 12 June 2020
Stephen Joyce	Resigned 13 May 2020
Nigel Boxall	Resigned 14 July 2020
Babak Jalaei	Appointed 16 March 2021
Dr Elizabeth Walker	Appointed 16 March 2021
Henrietta Bennett	Appointed 25 March 2021
Sara Heald	Appointed 16 March 2021
Balvinder Ahluwalia	Appointed 16 March 2021
Gabrielle Field	Appointed 16 March 2021

CRAWLEY OPEN HOUSE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

This report has been prepared in accordance with the Statement of Recommended Practice, "Accounting and reporting by Charities", issued in March 2005 and in accordance with the special provisions of part 15 of the Companies Act relating to small entities.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

The Trustees report was approved by the Board of Trustees.



James Abdool (Chairman)

Trustee

Dated: 21/09/21

CRAWLEY OPEN HOUSE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Opinion

We have audited the financial statements of Crawley Open House (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the 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 charitable company's affairs as at 31 March 2021 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 Companies Act 2006.

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 Trustees' 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 twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees 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 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 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

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 financial statements is inconsistent in any material respect with the Trustees' report; 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.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, 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 charitable company 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 145 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatements due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing the risks of material misstatement in respect of irregularities, including fraud, the audit engagement team made enquiries of management, and those charged with governance, regarding the procedures relating to identifying, evaluating and complying with;

1. laws and regulations and whether they were aware of any instances of non-compliance;
2. detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
3. the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, General Data Protection Regulations, Companies Act, Charities Act 2011, Charities Statement of Recommended Practice and employment law and regulations. We performed audit procedures to detect non-compliance, which may have a material impact on the financial statements. These included reviewing financial statement disclosures and evaluating advice received from external advisors. There were no significant laws and regulations we deemed as having an indirect impact on the financial statements.

CRAWLEY OPEN HOUSE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF CRAWLEY OPEN HOUSE

The audit engagement team identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included but were not limited to testing manual journal entries and other adjustments and evaluating the rationale in relation to any significant, unusual transactions and transactions entered into outside of the normal course of business.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditors' 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 and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Richard Place Dobson Services Limited

Chartered Accountants

Statutory Auditor

1 - 7 Station Road

Crawley

West Sussex

RH10 1HT

30/09/2021
Date

Richard Place Dobson Services Limited is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Current financial year		Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Notes						
<u>Income and endowments from:</u>						
Grants and donations	3	450,151	-	356,664	806,815	594,215
<u>Activities in furtherance of the charity's objects</u>						
Amenity Income	4	32,562	-	-	32,562	39,506
Supporting People	4	222,764	-	-	222,764	242,420
Housing Benefit	4	500,611	-	-	500,611	454,942
Other trading activities	5	17,375	-	-	17,375	21,227
Investment income	6	2,359	-	-	2,359	5,320
Other income	7	5,075	-	1,560	6,635	7,230
Total income		1,230,897	-	358,224	1,589,121	1,364,860
<u>Expenditure on:</u>						
Raising funds	8	31,803	-	-	31,803	36,174
<u>Charitable activities</u>						
Outreach projects	9	-	-	114,226	114,226	104,707
Hostel and day centre	9	810,383	10,640	48,080	869,103	878,780
Move-on accomodation	9	57,835	-	-	57,835	69,843
Local Assistance Network	9	-	-	12,756	12,756	18,093
Total charitable expenditure		868,218	10,640	175,062	1,053,920	1,071,423
Total resources expended		900,021	10,640	175,062	1,085,723	1,107,597

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Net incoming resources before transfers	330,876	(10,640)	183,162	503,398	257,263
Gross transfers between funds	(270,929)	450,591	(179,662)	-	-
Net income for the year/ Net movement in funds	59,947	439,951	3,500	503,398	257,263
Fund balances at 1 April 2020	399,396	1,366,585	14,231	1,780,212	1,522,949
Fund balances at 31 March 2021	459,343	1,806,536	17,731	2,283,610	1,780,212

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Prior financial year		Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes				
<u>Income and endowments from:</u>					
Grants and donations	3	419,873	51,542	122,800	594,215
<u>Activities in furtherance of the charity's objects</u>					
Amenity Income	4	39,506	-	-	39,506
Supporting People	4	242,420	-	-	242,420
Housing Benefit	4	454,942	-	-	454,942
Other trading activities	5	21,227	-	-	21,227
Investment income	6	5,320	-	-	5,320
Other income	7	7,230	-	-	7,230
Total income		1,190,518	51,542	122,800	1,364,860
<u>Expenditure on:</u>					
Raising funds	8	36,174	-	-	36,174
<u>Charitable activities</u>					
Outreach projects	9	-	-	104,707	104,707
Hostel and day centre	9	848,363	12,557	17,860	878,780
Move-on accomodation	9	64,877	4,966	-	69,843
Local Assistance Network	9	-	-	18,093	18,093
Total charitable expenditure		913,240	17,523	140,660	1,071,423
Total resources expended		949,414	17,523	140,660	1,107,597
Net incoming resources before transfers		241,104	34,019	(17,860)	257,263
Gross transfers between funds		(193,956)	193,956	-	-
Net income for the year/ Net movement in funds		47,148	227,975	(17,860)	257,263
Fund balances at 1 April 2019		352,248	1,138,610	32,091	1,522,949
Fund balances at 31 March 2020		399,396	1,366,585	14,231	1,780,212

CRAWLEY OPEN HOUSE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CRAWLEY OPEN HOUSE

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	14		1,361,525		1,075,592
Current assets					
Debtors	15	36,147		22,386	
Cash at bank and in hand		1,455,984		1,104,772	
		<u>1,492,131</u>		<u>1,127,158</u>	
Creditors: amounts falling due within one year	16	(570,046)		(422,538)	
Net current assets			<u>922,085</u>		<u>704,620</u>
Total assets less current liabilities			<u><u>2,283,610</u></u>		<u><u>1,780,212</u></u>
Income funds					
Restricted funds	17		17,731		14,231
<u>Unrestricted funds</u>					
Designated funds	18	1,806,536		1,366,585	
General unrestricted funds		<u>459,343</u>		<u>399,396</u>	
			<u>2,265,879</u>		<u>1,765,981</u>
			<u><u>2,283,610</u></u>		<u><u>1,780,212</u></u>

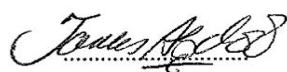
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 21/09/2021



James Abdool (Chairman)
Trustee

Company Registration No. 03048461

CRAWLEY OPEN HOUSE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from operations	22		667,847		379,290
Investing activities					
Purchase of tangible fixed assets		(318,994)		(301,187)	
Investment income received		2,359		5,320	
Net cash used in investing activities			(316,635)		(295,867)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			351,212		83,423
Cash and cash equivalents at beginning of year			1,104,772		1,021,349
Cash and cash equivalents at end of year			<u>1,455,984</u>		<u>1,104,772</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Crawley Open House is a charitable company, registered in England and Wales. The registered office is Ground Floor, 1-7 Station Road, Crawley, West Sussex, RH10 1HT

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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 £.

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.

1.3 Charitable funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes of the financial statements.

1.4 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations and similar incoming resources are included in the year in which they are receivable which is when the charity becomes entitled to the resource.

Grants are included in the accounting period to which they relate.

Activities in furtherance of charitable objects includes rental income and is included in the year in which it is receivable which is when the charity becomes entitled to the resource.

Other incoming resources includes kitchen receipts, placement fees and refunds of overcharged expenses all of which are included in the accounts when the charity becomes entitled to the resources.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

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

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's activities. These costs have been allocated between the different charitable activities. The bases on which support costs have been allocated are set out in note 9.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the external auditors fees and legal and professional costs.

1.6 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	2% straight line
Fixtures, fittings & equipment	33% straight line
Computers	33% straight line
Motor vehicles	25% straight line

Freehold Land is not depreciated.

It has been decided by the Trustees that only items of a value of £1,000 and over will be capitalised as anything smaller is not deemed material.

1.7 Cash and cash equivalents

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.8 Financial instruments

The Charitable Company only has financial assets and financial liabilities of a kind that qualifies as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Taxation

The Charity is exempt from corporation tax on its charitable activities

1.10 Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (Continued)

1.11 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

1.12 Retirement benefits

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.13 Lease commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.14 Debtors

Other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.15 Donated goods

There are considerable gifts of food given to the charity which have been estimated at £31,500 (2020: £64,730) for the year.

The Charity received no volunteer assistance during the year because of COVID (2020: Valued at £49,000).

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.

Critical judgements

The main judgement and accounting estimates included in the accounts are:

Deferral of grant income

Income is recognised when the charity is entitled to the income and this will be based on the work being completed and there is no requirement to repay the grant.

Donated stock

Donated items such as food are recognised in income and expenditure based on their fair value.

Volunteer time

Time given freely to the charity by volunteers is recognised in income and expenditure based on an estimated average hourly rate and total number of hours given by volunteers.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3 Grants and donations

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	310,608	-	310,608
Grants	139,543	356,664	496,207
	<u>450,151</u>	<u>356,664</u>	<u>806,815</u>

	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and gifts	332,856	-	332,857
Grants	87,017	122,800	261,358
	<u>419,873</u>	<u>122,800</u>	<u>594,215</u>

During the year the charity received various grants to be used either for general or specific purposes which include the following:

Donated goods and services

Included within the donations and gifts above are the following non cash donations:

Donated food - £31,500 (2020: £64,730)

Volunteer time - £Nil (2020: £49,000)

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

4 Activities in furtherance of the charity's objects

	Amenity Income	Supporting Housing Benefit	Total
	2021	People 2021	2021
	£	£	£
Income from Charitable activities	32,562	222,764	500,611
	<u>32,562</u>	<u>222,764</u>	<u>755,937</u>

	Amenity Income	Supporting Housing Benefit	Total
	2020	People 2020	2020
	£	£	£
Income from Charitable activities	39,506	242,420	454,942
	<u>39,506</u>	<u>242,420</u>	<u>736,868</u>
	<u>39,506</u>	<u>242,420</u>	<u>736,868</u>

5 Fundraising income

	Unrestricted funds general 2021	Unrestricted funds general 2020
	£	£
Fundraising events	17,375	21,227
	<u>17,375</u>	<u>21,227</u>

6 Investment income

	Unrestricted funds general 2021	Unrestricted funds general 2020
	£	£
Interest receivable	2,359	5,320
	<u>2,359</u>	<u>5,320</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Other income

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £
Other income	<u>5,075</u>	<u>1,560</u>	<u>6,635</u>	<u>7,230</u>

8 Raising funds

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Other fundraising costs	1,803	6,174
Staff costs	30,000	30,000
Costs of Raising Funds	<u>31,803</u>	<u>36,174</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Charitable activities

	Outreach projects	Hostel and day centre	Move-on accommodation	Local Assistance Network	Total 2021	Total 2020
	2021	2021	2021	2021		
	£	£	£	£	£	£
Staff costs	104,780	607,735	-	1,330	713,845	729,798
Depreciation and impairment	-	27,959	5,102	-	33,061	22,858
Other charitable activity costs	9,446	223,796	51,953	-	285,195	294,527
	<u>114,226</u>	<u>859,490</u>	<u>57,055</u>	<u>1,330</u>	<u>1,032,101</u>	<u>1,047,183</u>
Grant funding of activities (see note 10)	-	-	-	11,426	11,426	13,893
Share of governance costs (see note 11)	-	9,613	780	-	10,393	10,347
	<u>114,226</u>	<u>869,103</u>	<u>57,835</u>	<u>12,756</u>	<u>1,053,920</u>	<u>1,071,423</u>
Analysis by fund						
Unrestricted funds - general	-	810,383	57,835	-	868,218	913,240
Unrestricted funds - designated	-	10,640	-	-	10,640	17,523
Restricted funds	114,226	48,080	-	12,756	175,062	140,660
	<u>114,226</u>	<u>869,103</u>	<u>57,835</u>	<u>12,756</u>	<u>1,053,920</u>	<u>1,071,423</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Charitable activities

(Continued)

For the year ended 31 March 2020

	Outreach projects	Hostel and day centre	Move-on accommodation	Local Assistance Network	Total 2020
	£	£	£	£	£
Staff costs	104,707	620,891	-	4,200	729,798
Depreciation and impairment	-	17,892	4,966	-	22,858
Other charitable activity costs	-	231,477	63,050	-	294,527
	<u>104,707</u>	<u>870,260</u>	<u>68,016</u>	<u>4,200</u>	<u>1,047,183</u>
Grant funding of activities (see note 10)	-	-	-	13,893	13,893
Share of governance costs (see note 11)	-	8,520	1,827	-	10,347
	<u>104,707</u>	<u>878,780</u>	<u>69,843</u>	<u>18,093</u>	<u>1,071,423</u>
Analysis by fund					
Unrestricted funds - general	-	848,363	64,877	-	913,240
Unrestricted funds - designated	-	12,557	4,966	-	17,523
Restricted funds	104,707	17,860	-	18,093	140,660
	<u>104,707</u>	<u>878,780</u>	<u>69,843</u>	<u>18,093</u>	<u>1,071,423</u>

10 Grants payable

	Greater Change & LAN 2021	Local Assistance Network 2020
	£	£
Grants to individuals	11,426	13,893
	<u>11,426</u>	<u>13,893</u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

11 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Audit fees	-	9,613	9,613	-	8,520	8,520
Legal and professional	-	780	780	-	1,827	1,827
	-	10,393	10,393	-	10,347	10,347
Analysed between Charitable activities	-	10,393	10,393	-	10,347	10,347

12 Trustees

During the year none of the Trustees (or any persons connected with them) received any remuneration or received any reimbursement of expenses relating to their duties as Trustees and directors.

13 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Riverside	24	30

Employment costs

	2021 £	2020 £
Wages and salaries	669,159	692,817
Social security costs	61,478	54,757
Other pension costs	13,208	12,224
	743,845	759,798

Key Management Remuneration

There are five key management positions. The amount paid to key management personnel during the year was £209,278 (2020: £203,496).

The number of employees whose annual remuneration was £60,000 or more were:

	2021 Number	2020 Number
£60,000 - £70,000	1	-

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Tangible fixed assets

	Land and Fixtures, fittings buildings & equipment		Computers	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2020	1,228,026	21,571	2,127	27,478	1,279,202
Additions	288,256	10,640	-	20,098	318,994
At 31 March 2021	1,516,282	32,211	2,127	47,576	1,598,196
Depreciation and impairment					
At 1 April 2020	172,070	10,647	2,127	18,765	203,609
Depreciation charged in the year	24,518	4,974	-	3,570	33,062
At 31 March 2021	196,588	15,621	2,127	22,335	236,671
Carrying amount					
At 31 March 2021	1,319,694	16,590	-	25,241	1,361,525
At 31 March 2020	1,055,956	10,924	-	8,712	1,075,592

15 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Other debtors	25,107	11,346
Prepayments and accrued income	11,040	11,040
	36,147	22,386

16 Creditors: amounts falling due within one year

	Notes	2021	2020
		£	£
Deferred income		402,123	266,056
Other creditors		145,723	132,902
Accruals and deferred income		22,200	23,580
		570,046	422,538

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

17 Restricted funds

The income funds of the charity include restricted funds consisting of the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		Movement in funds		Balance at 31 March 2021
	Balance at 1 April 2019	Incoming resources	Resources expended	Balance at 1 April 2020	Incoming resources	Resources expended	
	£	£	£	£	£	£	£
Counselling Supervision Fund	771	-	(771)	-	-	-	-
PFT - Outreach expense	2,105	-	(1,344)	761	-	-	4,261
PFT - Starter property packs	2,679	-	(1,496)	1,183	-	-	1,183
PFT - Hostel bedroom refurbishments	7,944	-	(7,944)	8,968	-	-	8,968
Greater change - client resettlement support	11,916	-	(2,948)	-	6,814	(6,814)	-
Meeting needs - afternoon classes	3,342	-	(23)	3,319	-	-	3,319
WSSC Crawley Foodbank	-	7,500	(7,500)	-	8,079	(8,079)	-
TOT - supporting fundraising	3,334	-	(3,334)	-	-	-	-
Outreach workers fund	-	97,207	(97,207)	-	141,297	(141,297)	-
Local assistant network	-	18,093	(18,093)	-	7,490	(6,691)	(799)
MCKS - Purchase of people carrier	-	-	-	-	10,000	-	(10,000)
Support for additional COVID costs	-	-	-	-	12,181	(12,181)	-
Development of Riverside Move on (Laing Rooms)	-	-	-	-	125,000	-	(125,000)
Development of Resource Centre	-	-	-	-	4,555	-	(4,555)
WSSC COVID Infection control	-	-	-	-	42,808	-	(42,808)
	32,091	122,800	(140,660)	14,231	358,224	(175,062)	17,731

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

17 Restricted funds

(Continued)

The Counselling Supervision Fund was a grant towards the cost of client counselling sessions.

The Outreach expense fund is to help pay the expenses of outreach workers when supporting homeless clients.

The Starter property packs fund is to provide household items to clients moving into a new home.

The Hostel bedroom refurbishment fund is to pay for the periodic refurbishment of the charity's bedrooms.

The Greater Change client resettlement fund is to provide household goods or other support to clients who are being resettled.

The Afternoon Classes fund is to improve the quality of afternoon classes.

The WSCC Crawley Foodbank fund is towards the provision of a permanent foodbank for Crawley.

The Three Oaks Trust fund to support fundraising was to help broaden the charity's fundraising activities.

The Outreach Workers Fund represents grants from Crawley Borough Council to enable Crawley Open House to offer outreach and resettlement services homeless clients or those at risk of homelessness.

The Local Assistance Network Fund is from West Sussex County Council to provide short-term aid to help protect a person's welfare.

The MCKS people carrier fund was given to enable the purchase of a people carrier.

The support for additional Covid-19 costs was given by various donors to help meet additional costs incurred by the charity.

The fund for the development of the Laing Rooms was given by the John Laing Charity and used for that development during 2020.

The fund for the development of the Resource Centre has been given by numerous donors and a small part was used for preparatory work during 2020-21.

The WSCC COVID infection control fund was to meet additional costs to ensure high standards of Covid-19 prevention and control.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the Trustees for specific purposes:

	Balance at 1 April 2019 £	Movement in funds			Balance at 1 April 2020 £	Resources expended £	Transfers £	Balance at 31 March 2021 £
		Incoming resources £	Resources expended £	Transfers £				
Land and Building Fund	783,014	51,542	(17,523)	1,055,956	-	263,738	1,319,694	
Minitbus Fund	20,000	-	-	20,000	-	(20,000)	-	
Boiler Fund	10,000	-	-	-	-	(10,000)	-	
Air conditioning for offices	-	-	-	15,000	(10,640)	(4,360)	-	
Development project fund	250,000	-	-	260,585	-	(8,701)	251,884	
Move on houses cyclical repairs fund	15,000	-	-	15,044	-	4,914	19,958	
Extension Fund	60,596	-	-	(60,596)	-	-	-	
Laing Rooms cyclical repairs fund	-	-	-	-	-	10,000	10,000	
Move-on property purchase fund	-	-	-	-	-	205,000	205,000	
	<u>1,138,610</u>	<u>51,542</u>	<u>(17,523)</u>	<u>1,366,585</u>	<u>(10,640)</u>	<u>450,591</u>	<u>1,806,536</u>	

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

18 Designated funds

(Continued)

The Land and Building fund represents the value of the land and buildings occupied by the charity.

The minibus fund was for the replacement of the minibus. A people carrier was purchased in 2021.

The boiler fund was for the replacement of the hostel gas boilers, which was completed in 2019.

The air conditioning fund was to provide air conditioning in certain hostel offices. It was installed in 2020.

The development project fund is to ensure that the charity can successfully complete its development programme. The final phase is the Resource Centre which will finish by the end of 2021.

The Move-on houses cyclical repairs fund is to meet the cost of repairs on the charity's leased move-on houses.

The extension fund was set aside to extend the Riverside hostel, as the first phase of the development programme.

The Laing Rooms cyclical repairs fund is to meet the cost of repairs on the new Laing move-on rooms.

The Move-on property purchase fund is to enable the charity to purchase a property for use as a move-on house. The purchase completed in April 2021.

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

19 Analysis of net assets between funds

	General funds	Designated funds	Restricted funds	Total
	2021	2021	2021	2021
	£	£	£	£
Fund balances at 31 March 2021 are represented by:				
Tangible assets	41,831	1,319,694	-	1,361,525
Current assets/(liabilities)	417,512	486,842	17,731	922,085
	<u>459,343</u>	<u>1,806,536</u>	<u>17,731</u>	<u>2,283,610</u>
	General funds	Designated funds	Restricted funds	Total
	2020	2020	2020	2020
	£	£	£	£
Fund balances at 31 March 2020 are represented by:				
Tangible assets	19,636	1,055,956	-	1,075,592
Current assets/(liabilities)	704,620	-	-	704,620
	<u>724,256</u>	<u>1,055,956</u>	<u>-</u>	<u>1,780,212</u>

20 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

21 Covid-19

During the year, Covid-19 had a major impact on the operations of Crawley Open House. However, there was no material adverse financial impact and the charity's financial position at the end of the financial year remained strong. The Trustees expect the operational impact to continue, but do not expect an adverse financial impact for the year 2021-22 as a result of Covid-19.

22 Cash generated from operations

	2021	2020
	£	£
Surplus for the year	503,398	257,263
Adjustments for:		
Investment income recognised in statement of financial activities	(2,359)	(5,320)
Depreciation and impairment of tangible fixed assets	33,061	22,857
Movements in working capital:		
(Increase)/decrease in debtors	(13,761)	3,453
Increase in creditors	11,441	6,583
Increase in deferred income	136,067	94,454
Cash generated from operations	<u><u>667,847</u></u>	<u><u>379,290</u></u>

CRAWLEY OPEN HOUSE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

- 23 **Analysis of changes in net funds**
The charity had no debt during the year.