

Charity number: 1106416

Company number: 5101309

**Open Door Furniture Recycling Ltd
(A Company Limited by Guarantee)**

Trustees' report and financial statements

For the year ended 31 March 2021

Open Door Furniture Recycling Ltd

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Open Door Furniture Recycling Ltd
Legal and administrative information

Status

Open Door Furniture Recycling Ltd is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association.

Trustees

John Allan Barrowclough	Chair and Secretary
Tom Boyle	Trustee
Trevor Riddiough	Trustee

Company number 5101309

Charity number 1106416

Registered office St Mary's Church
Manchester Road
Nelson
Lancashire BB9 7HD

Accountant Eric Crimmins FCA
100 Knotts Lane
Colne
Lancashire BB8
8AE

Business address St Mary's Church
Manchester Road
Nelson
Lancashire BB9 7HD

Bankers Barclays Bank plc
Leicester LE87 2BB

Charitable objects

The objects of the charity are the relief of poverty by the provision of low cost furniture and domestic and household goods to those in need within Lancashire and in particular the areas of Burnley and Pendle. Without discrimination of Sex, Political, Religious or other opinion, by the advancement of education, training or retraining, particularly among unemployed people, and providing unemployed people with work experience. Through the provision of facilities in the interest of the protection and preservation of the environment for the public benefit by educating providing unemployed people with work experience. Through the provision of facilities in the interest of the protection and preservation of the environment for the public benefit by educating the public in the benefits to the environment of sustainable waste management practices.

Open Door Furniture Recycling Ltd

Trustees' Report

For the year ended 31st March 2021

Organisational structure

We have a board of 3 trustees, Chairman, Secretary and one other who meet bi-monthly.

All Trustees have been with project for over ten years and have the necessary experience for charity governance. We employ a part time Project Co-ordinator, a part time Finance Officer and a part time Administrator. We have up to fifteen volunteers every week who give their time serving customers and helping as van crew for the delivery and collection of furniture. Volunteers provide the required staffing levels for the successful delivery of project services and are given on the job training

Purpose

Open Door Furniture Recycling is a charitable, not for profit, community furniture project.

Our aims and objectives are:

- a. The relief of poverty by the provision of low cost furniture, domestic appliances and household goods to those in need within Lancashire and in particular the areas of Burnley and Pendle.
- b. The advancement of employment opportunities, particularly but not exclusively, among long term unemployed people through the provision of real work placements with training towards accredited vocational qualifications.
- c. The protection and preservation of the environment for the public benefit by increasing the number of opportunities for households to participate in waste re-use through donations of re-useable furniture and electrical domestic appliances that would otherwise go to landfill sites.

We collect donations of furniture and domestic appliances from members of the public and offer them to disadvantaged people at very low cost. We help to overcome some of the economic barriers that exclude this target group, through poverty, from obtaining these goods from traditional outlets. We improve the quality of life of both individuals and families who are in need of essential household furniture and domestic appliances. We offer genuine work experience placements to volunteers, many of whom are long term unemployed. Placements are a 'bridge back to work' and we provide recent work history for CV's and up to date work references.

Review of activities and achievements

This has been a very difficult year for the charity due to the effects of COVID 19. We were closed for the collections of furniture and sales to members of the public due to lockdown throughout April, May and early June 2020. Members of staff were furloughed during this period. However, with the implementation of a thorough risk assessment and strict guidelines for the safety of staff and clients, we were able to resume the delivery of our contract with Lancashire County to provide families who were deemed to be most in need of basic furniture. We supply new and re-used furniture and domestic appliances to successful applicants who are in crisis throughout the boroughs of Burnley, Pendle, Hyndburn, Rossendale and the Ribble Valley.

We were able to continue this work throughout the remainder of the year and were able to help 298 families with a total of 167 children. 153 of these families had been previously homeless and 66 were fleeing domestic violence. We were closed again to members of the public for deliveries and collections and members of staff were furloughed through half of November 2020 and the whole of January, February and March 2021.

**Trustees' Report For the year ended 31st March 2021
(Continued)**

During the 7 months that we were open to members of the public we were able to collect nearly 1000 items of furniture and domestic appliances from over 300 households within Burnley and Pendle. A total of 30 tonnes of furniture and domestic appliances were diverted from landfill for community re-use.

We helped over 400 individuals and family households over this reporting period. All our clients struggle to access furniture and domestic appliances because of financial hardship

Obviously these numbers are less than half of what we were able to achieve in the previous year which is due wholly to COVID restrictions and the reluctance of households to open their doors for deliveries and collections for reasons of safety through this very difficult time for everyone.

Despite the challenges presented through COVID our volunteers remained with us throughout the times we were allowed to open to members of the public. The numbers of volunteer placements were consistent with previous years and we had help from one new volunteer during this financial period. Volunteers worked as part of the van crew for the moving of furniture, in administration for the taking of calls and scheduling deliveries and collections and also helped serving customers / clients. All volunteers are helped with social skills and confidence building.

Our figures continue to show that there is still a very real need for project services. Financial poverty still exists within our community and has been exacerbated during this period of lockdown. Financial hardship excludes our client group from buying furniture and domestic appliances through traditional high street / online outlets.

Having re-structured the operation in 2018-2019, we returned to profit in 2019-2020, and we are delighted to have continued this trend in 2020-2021 with a further surplus of £13,683, resulting in a net asset position of £24,191 at the end of the year.

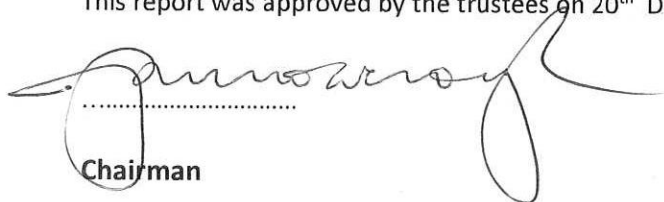
Whilst we generate a significant amount of our income through sales and our Contract with Lancashire County Council we are still reliant on partial grant funding to maintain project services to a level that we can help as many people as possible. We are working hard to secure further grant funding and are confident that we can continue to offer project services during the next financial year.

Statement of trustees' responsibilities

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees recommend that Eric Crimmins FCA remain in office until further notice.

This report was approved by the trustees on 20th December 2021, and signed on its behalf by



Chairman

Open Door Furniture Recycling Ltd

Accountant's Report to the trustees on the unaudited financial statements of Open Door Furniture Recycling Limited.

I report on the financial statements of Open Door Furniture Recycling Limited for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of the trustee trustees and auditors

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act), as amended by section 28 of the Charities Act 2006 and that an independent examination is needed. It is my responsibility to examine the accounts under section 43(3)(a) of the Act, as amended: to follow the procedures laid down in the General directions given by the Charity Commission under Section 43(7)(b) of the Act, as amended: and to state whether particular matters have come to my attention..

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below:

Independent Examiner's statement

In connection with my examination, no matter has come has come to my attention:

- [1] which gives me reasonable cause to believe that in any material respect the requirements
- to keep proper accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- [2] to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Eric Crimmins FCA, 100 Knotts Lane, Colne, Lancashire



20th December 2021

Open Door Furniture Recycling Ltd

Statement of financial activities

For the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Incoming resources					
Income	2	170,936	1,165	172,101	181,600
Total incoming resources		170,936	1,165	172,101	181,600
Charitable expenditure					
Cost of activities in furtherance of the charity's objects:					
Project	3	122,469		122,469	132,464
Support costs	4	4,773	1,165	5,938	10,340
Management and admin	5	30,011	0	30,011	20,338
Total charitable expenditure		157,253	1,165	158,418	163,142
Surplus from charitable activities		13,683	0	13,683	18,458
Total funds brought forward		10,508	0	10,508	-7,950
Total funds carried forward		24,191	0	24,191	10,508

The notes on pages 8 to 13 form an integral part of these financial statements.

Open Door Furniture Recycling Ltd

Balance sheet

as at 31 March 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	8		4,708		6,278
Current assets					
Debtors	9	15,278		7,099	
Stock	10	0		0	
Cash at bank and in hand		36,545		40,875	
		<u>51,823</u>		<u>47,975</u>	
Creditors: amounts falling due within one year	11	-11,814		-22,226	
Net current (liabilities)/assets			40,009		25,749
Total assets less current liabilities			<u>44,717</u>		<u>32,027</u>
Long-Term Liabilities	12		-20,526		-21,519
Net assets			<u>24,191</u>		<u>10,508</u>
Funds					
Unrestricted funds	13		24,191		10,508
Restricted funds	14				0
			<u>24,191</u>		<u>10,508</u>

The trustees' statements required by Sections 475(2) and (3) are shown on the following page, which forms part of this Balance Sheet.

The notes on pages 8 to 13 form an integral part of these financial statements.

Open Door Furniture Recycling Ltd

Trustees' statements required by Section 249B(4)

for the year ended 31 March 2021

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to Section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2021 and

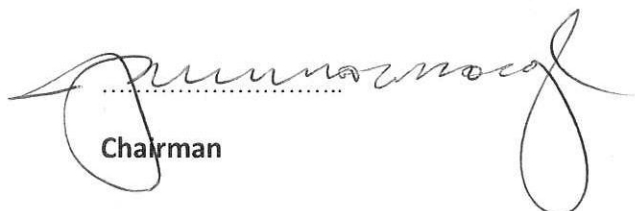
(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board on 20th December 2021, and signed on its behalf by



Chairman



Vice-Chair

The notes on pages 8 to 12 form an integral part of these financial statements

Notes to the accounts for the year ended 31st March 2021

1. Accounting policies

1.1. Accounting convention

The financial statements are prepared under the historical cost convention and follow the recommendations in 'Accounting and Reporting by Charities: Statement of Recommended Practice' issued in October 2000.

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.2. Incoming resources

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

1.3. Resources expended

Resources expended are recognised in the year in which they are incurred.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.4. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Plant and machinery	-	25% reducing balance
Fixtures, fittings and equipment	-	25% reducing balance
Motor vehicles	-	25% reducing balance

1.5. Pensions

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

The regular cost of providing retirement pensions and related benefits is charged to the SOFA over the employees' service lives on the basis of a constant percentage of earnings.

Open Door Furniture Recycling Ltd

Notes to the Financial Statements for the year to 31 March 2021

2 Income

Grants (Restricted Funds)

	2021	2020
	£	£
Big Lottery Fund	1,165	2,094
	<hr/>	<hr/>
	1,165	2,094

Other Income (Unrestricted funds)

	2021	2020
	£	£
Garfield Weston	15,000	15,000
Furniture Sales / Delivery Charges	29,058	31,912
Recycling Credits		3,749
COVID / Furlough Grants	20,247	
LCC Covid Grant	10,000	
Lancashire County Council - Service Level Agreement	96,631	122,164
Other donation		6,680
	<hr/>	<hr/>
	170,936	179,506

Open Door Furniture Recycling Ltd

Notes to the Financial Statements for the year to 31 March 2021

3 Costs of activities in furtherance of the objects of the charity	2021	2020
	£	£
Cost of Goods Sold	79,423	92,807
Employment Costs	14,088	9,514
Rent	12,000	6,600
Heat, Light, Power and Water	1,211	2,780
Insurance	3,409	3,186
Volunteer Expenses and subsistence	3,038	5,573
Equipment Hire	1,248	1,456
Training Costs		0
Protective Clothing Costs	495	246
Advertising/Publicity		
Vehicle Costs	6,723	8,760
Workshop Materials	221	301
Warehouse Materials	58	382
Equipment Repairs and renewals	555	861
	<u>122,469</u>	<u>132,464</u>

4 Support Costs	2021	2020
		£
Employment Costs		0
Office Stationery / Printing/Postage	617	977
Office Machine Maintenance		
Cleaning	444	722
Telephone / Internet	904	2,785
Sundries	416	92
Premises Expenses	1,987	3,670
Depreciation	1,570	2,094
	<u>5,938</u>	<u>10,340</u>

5 Management and administration	2021	2020
	£	£
Employment Costs	28,734	17,718
Professional Fees	639	653
Bank Charges and Interest	638	1,967
	<u>30,011</u>	<u>20,338</u>

6 Operating gain

	2021	2020
	£	£
Operating gain is stated after charging:		
Depreciation and other amounts written off tangible assets	1,570	2,094
Employment Costs		
Wages and salaries	40,602	25,825
Redundancy	0	0
Social security costs		
Other pension costs	2,220	1,408
	<u>42,822</u>	<u>27,232</u>

7 Pension Costs

The pension charge represents contributions due from the company and amounts to £2,220 including provisions made for pension arrears (2020 = £1,408)

8 Tangible fixed assets

	Fittings and Equipment £	Motor vehicles £	Total £
Cost			
At 1 April 2020	23,411	27,484	50,895
Additions			0
Disposals			0
At 31 March 2021	<u>23,411</u>	<u>27,484</u>	<u>50,895</u>
Depreciation			
At 1 April 2020	21,793	22,825	44,618
Provided in the year	405	1,164	1,569
Disposals			0
At 31 March 2021	<u>22,198</u>	<u>23,989</u>	<u>46,187</u>
Net book values			
At 31 March 2021	<u>1,214</u>	<u>3,495</u>	<u>4,708</u>
At 31 March 2020	<u>22,198</u>	<u>23,989</u>	<u>6,277</u>

Open Door Furniture Recycling Ltd

Notes to the Financial Statements for the year to 31 March 2021

9 Debtors	2021	2020
	£	£
Debtors, Prepayments and funding due	15,278	7,099
10 Stock		
Stock is valued by the Directors at the lower of cost and net realisable value	0	0
11 Creditors: amounts falling due within one year		
Accruals and Accounts Payable	10,720	4,967
Deferred Income	1,094	17,259
	11,814	22,226
12 Creditors: amounts falling due beyond one year		
Restructuring Costs	9,721	9,721
Pension Arrears	10,805	11,798
	20,526	21,519

13 Unrestricted Funds

These arise from activities such as sales of furniture, delivery charges, recycling credits, bank interest, and grants / donations for "general running costs"

14 Restricted Funds

	£	£	£	£
	01/04/2020	Incoming	Outgoing	31/03/2021
Big Lottery Fund	0	1,165	-1,165	0
	0	1,165	-1,165	0

Purposes of restricted funds

These are funds that 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. These funds were provided on defrayed basis.

15 Number of employees

The average monthly numbers of employees (including the trustees) during the year were:

	2021	2020
	Number	Number
Work staff	2	2
Volunteer	14	14
Trustees	3	3
	19	19