

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

England & Wales · Charity number 1107869

Details

Other names OPEN DOOR CENTRE, THE OPEN DOOR CENTRE

Status Registered

Legal form Charitable company

Company number [05216053](#)

Registered 2005-02-01

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

Contact

Address St Barnabas Church Hall
Ferndale Road
Swindon
SN2 1BU

Phone 01793512357

Email opendoorswindon@gmail.com

Website www.theopendoorcentre.co.uk

Activities

Objects: THE RELIEF OF PEOPLE WITH LEARNING DIFFICULTIES OR PHYSICAL DISABILITIES OR MENTAL HEALTH PROBLEMS IN ANY WAY WHICH NOW IS OR HEREAFTER MAY BE DEEMED BY LAW TO BE CHARITABLE.

Activities: The Open Door Centre provides a day resource for adults with learning disabilities who may also have a physical disability or mental health issues. We facilitate activities that are designed to improve physical and mental health and promote healthy lifestyles. The purpose of this is to help address health inequality in adults with learning disabilities.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** People With Disabilities

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE, SWINDON.
- Swindon
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£138,640	£144,798	-	-
2024-03-31	£153,864	£111,958	-	-
2023-03-31	£110,918	£103,169	-	-
2022-03-31	£132,702	£118,829	-	-
2021-03-31	£107,210	£103,889	-	-

Trustees

Name	Role	Appointed
BOB BARRETT		2012-02-15
Eva Maria Gilbert		2021-03-24
Susan Pearson		2021-03-24
Trish Newman		2013-09-26

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

England & Wales - Charity number 1107869

Accounts



Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2025
for
The Open Door Centre (Swindon &
District) Limited

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

**The Open Door Centre (Swindon &
District) Limited**

**Contents of the Financial Statements
for the Year Ended 31 March 2025**

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**The Open Door Centre (Swindon &
District) Limited (Registered number: 05216053)**

**Report of the Trustees
for the Year Ended 31 March 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the Charity are the relief of people with learning disabilities in any way which, now or hereafter, may be deemed by law to be charitable.

Significant activities

Full details of services provided may be obtained from the Centre Manager. The Centre provides a day service for adults living independently, in supported living or residents of care homes and a daily charge is made. Funds have also been made available by corporate donors and others for specific purposes.

Service users meet monthly to take decisions on planning activities and other aspects of the charity work to ensure inclusivity.

Public benefit

The trustees have taken account of the Charity Commission's guidelines on public benefit and consider that the charity meets its obligations in that regard.

ACHIEVEMENTS AND PERFORMANCE

Recreational sessions are held on a weekly basis, as are discussion groups. There are internal and external activities, and members are encouraged to make full use of local facilities for activities such as swimming and fitness. There are regular talks from various organisations and individuals on subjects of interest to members. Creative sessions are held on a regular basis, such as sewing and art, and Members are given the opportunity to learn employable skills such as use of computers and cooking. Each Member has a personal development plan. Members' take-up of activities is monitored and this analysis is available for inspection should it be required.

Members' holidays are organised and supported by Centre staff and in September 2024, 40 members went to Hayling Island supported by 4 members of staff and volunteers.

In order to carry out the day to day activities of the centre, 9 people were employed during the year, all of them part-time. We have also been supported by 10 regular volunteers either in the Centre or helping remotely. We created a Strategic Manager post in 2024 and this was taken up in November. 2025 is the Centre's 40th anniversary year and a number of events and projects have been undertaken.

£26,755 in Restricted Funds were made available by various bodies. These funds are shown in the restricted funds reserves.

The Members provide funds for social activities from their own resources and these transactions, and the lunches paid for by the members, do not form part of these accounts. However, any surplus from the payment of lunches is used to supplement the cost of the Cook's salary, and this is shown as income. The Friday cafe held at the Centre continues to generate a steady income, as does the weekly market stall and Regular Giving initiative, and we are grateful to our tireless fund-raisers, including the Members.

Thanks are extended to the staff and volunteers who work tirelessly for the benefit of the charity and all those who use the Centre's services. Our thanks also go to all those companies and individuals who have made funds available.

The Charity operates from St Barnabas Church Hall under a lease agreement renewed annually.

FINANCIAL REVIEW

Financial position

At 31 March 2025 the charity had total funds of £146,568, of which £26,755 are held as restricted.

The Open Door Centre (Swindon & District) Limited (Registered number: 05216053)

**Report of the Trustees
for the Year Ended 31 March 2025**

FINANCIAL REVIEW

Reserves policy

It is the policy of the charity that unrestricted funds that have not been designated for a specific use should be maintained at a level equivalent to six month's expenditure. The trustees estimate this amount to be £70,000.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

At 31 March 2025 the charity had total funds of £146,568, of which £26,755 are held as restricted and £2,334 are held as fixed assets. Free reserves are £117,479. The Charity has sufficient funds in place as at 31st March 2025 to continue operating.

Reserves are in excess of the required level and this reserves policy will continue in future years as well as making all practicable efforts to increase income from all sources. It should be noted that the Charity's trustees have a legal responsibility to ensure the financial health of the Charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity is a charitable company, limited by guarantee. The charity was established under Memorandum of Association, which sets out the objects and powers of the charity and is governed under its Articles of Association. It was incorporated on 26th August 2004.

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees or members of the management committee and these individuals are also company directors. In the event of the charity being wound up, directors are required to contribute an amount not exceeding £1.

Recruitment and appointment of new trustees

The focus of the organisation's work is providing support for people with learning disabilities, who may also have physical disabilities or mental health issues, in any way which now or hereafter may be deemed to be charitable. The needs of this group are appropriately reflected through the diversity of the trustees body. To enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work.

Organisational structure

The charity, a company limited by guarantee, was incorporated on 26th August 2004 to take over the running of The Open Door Centre, which was managed until August 31st by New Era Housing Association. Members of staff previously employed by New Era were transferred to the company on 1st September 2004 on a TUPE agreement. These transfers incur a liability for previous service.

The name of the company was changed to The Open Door Centre (Swindon and District) Limited by special resolution on 3rd December 2004.

An application for charity status was approved by the Charity Commissioners on 1st February 2005.

The Charity has been operating from St Barnabas Church Hall in Ferndale Road, Swindon since January 2007.

The Company and Charity is managed by a board of directors who are trustees of the Charity. Employed members of staff carry out day to day management and operational requirements and report regularly to the board. The membership is represented by three of their peers, sitting with Directors and Staff to form a Management Committee, to ensure communications are of a high order.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05216053 (England and Wales)

Registered Charity number

1107869

**The Open Door Centre (Swindon &
District) Limited (Registered number: 05216053)**

**Report of the Trustees
for the Year Ended 31 March 2025**

Registered office

St Barnabus Church Hall
Ferndale Road
Swindon
Wiltshire
SN2 1BU

Trustees

Derek Fry
Bob Barrett
Susan Pearson
Trish Newman
Eva Gilbert

Company Secretary

R Barrett

Independent Examiner

James Gare FCA DChA
Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Approved by order of the board of trustees on 10th October 25 and signed on its behalf by:



Ms T Newman - Trustee

**Independent Examiner's Report to the Trustees of
The Open Door Centre (Swindon &
District) Limited**

Independent examiner's report to the trustees of The Open Door Centre (Swindon & District) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



James Gare FCA DChA

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Date: 15 October 2025

**The Open Door Centre (Swindon &
District) Limited**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	33,812	45,997	79,809	85,029
Charitable activities					
Activites and events		36,294	-	36,294	38,208
Other trading activities	4	17,339	-	17,339	28,329
Investment income	5	<u>5,198</u>	<u>-</u>	<u>5,198</u>	<u>2,298</u>
Total		<u>92,643</u>	<u>45,997</u>	<u>138,640</u>	<u>153,864</u>
EXPENDITURE ON					
Raising funds		4,165	-	4,165	6,376
Charitable activities					
Activites and events	6	<u>121,391</u>	<u>19,242</u>	<u>140,633</u>	<u>105,582</u>
Total		<u>125,556</u>	<u>19,242</u>	<u>144,798</u>	<u>111,958</u>
NET INCOME/(EXPENDITURE)		(32,913)	26,755	(6,158)	41,906
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>152,726</u>	<u>-</u>	<u>152,726</u>	<u>110,820</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>119,813</u></u>	<u><u>26,755</u></u>	<u><u>146,568</u></u>	<u><u>152,726</u></u>

The notes form part of these financial statements

The Open Door Centre (Swindon & District) Limited (Registered number: 05216053)

Balance Sheet
31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	13	2,334	-	2,334	2,931
CURRENT ASSETS					
Debtors	14	3,683	-	3,683	2,321
Cash at bank		<u>120,535</u>	<u>26,755</u>	<u>147,290</u>	<u>148,074</u>
		124,218	26,755	150,973	150,395
CREDITORS					
Amounts falling due within one year	15	(6,739)	-	(6,739)	(600)
NET CURRENT ASSETS					
		<u>117,479</u>	<u>26,755</u>	<u>144,234</u>	<u>149,795</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>119,813</u>	<u>26,755</u>	<u>146,568</u>	<u>152,726</u>
NET ASSETS					
		<u>119,813</u>	<u>26,755</u>	<u>146,568</u>	<u>152,726</u>
FUNDS					
	16			119,813	152,726
Unrestricted funds				<u>26,755</u>	<u>-</u>
Restricted funds					
TOTAL FUNDS					
				<u>146,568</u>	<u>152,726</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on .

10th October 25 and were signed on its behalf by:

TANe
T Newman - Trustee

**The Open Door Centre (Swindon &
District) Limited**

**Notes to the Financial Statements
for the Year Ended 31 March 2025**

1. STATUTORY INFORMATION

The Open Door Centre (Swindon and District) is a charitable company limited by guarantee, without share capital, incorporated in England and Wales. The registered office address, nature of the charity's operations and principal activities can be found in the Trustees' Report.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

There are no significant areas of judgements or key sources of estimation uncertainty.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Legal status of the Charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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.

Tangible fixed assets

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

Equipment - 25% on straight line basis

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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 to the financial statements.

The Open Door Centre (Swindon & District) Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

2. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Trade and 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.

Cash at bank and in hand

Cash at bank and cash 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.

Creditors and 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 trade discounts due.

Financial instruments

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

3. DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Donations and grant	<u>33,812</u>	<u>45,997</u>	<u>79,809</u>	<u>85,029</u>

4. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Fundraising events	13,424	-	13,424	25,303
Cafe	<u>3,915</u>	-	<u>3,915</u>	<u>3,026</u>
	<u>17,339</u>	<u>-</u>	<u>17,339</u>	<u>28,329</u>

5. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Deposit account interest	<u>5,198</u>	<u>-</u>	<u>5,198</u>	<u>2,298</u>

The Open Door Centre (Swindon & District) Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Activities and events	<u>119,551</u>	<u>21,082</u>	<u>140,633</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2025 £	2024 £
Staff costs	105,051	73,840
Premises expenses	<u>14,500</u>	<u>14,500</u>
	<u>119,551</u>	<u>88,340</u>

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Activities and events	<u>19,528</u>	<u>1,554</u>	<u>21,082</u>

Support costs, included in the above, are as follows:

	2025	2024
	Activities and events £	Total activities £
Office costs	18,487	15,712
Depreciation	1,041	930
Accountancy and independent examination	<u>1,554</u>	<u>600</u>
	<u>21,082</u>	<u>17,242</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2025 £	2024 £
Depreciation - owned assets	1,041	930
Independent examination and accountancy	1,250	600
Operating lease - rent	<u>14,500</u>	<u>14,500</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

The Open Door Centre (Swindon & District) Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

11. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	103,815	72,835
Other pension costs	<u>1,236</u>	<u>1,005</u>
	<u>105,051</u>	<u>73,840</u>

The average monthly number of employees during the year was as follows:

	2025	2024
Administration	1	4
Cook	1	1
Activity support workers	5	4
Manager	1	-
Volunteer co-ordinator	<u>1</u>	<u>-</u>
	<u>9</u>	<u>9</u>

No employees received emoluments in excess of £60,000.

The charity is also supported by 1 Admin volunteer, 9 Volunteer support workers and 5 Volunteer trustees.

Key management personnel for the charity comprises the Trustees. The total employee benefits for key management personnel of the charity were £Nil (2024 - £Nil).

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	19,819	65,210	85,029
Charitable activities			
Activities and events	38,208	-	38,208
Other trading activities	27,650	679	28,329
Investment income	<u>2,298</u>	<u>-</u>	<u>2,298</u>
Total	<u>87,975</u>	<u>65,889</u>	<u>153,864</u>
EXPENDITURE ON			
Raising funds	6,376	-	6,376
Charitable activities			
Activities and events	<u>39,693</u>	<u>65,889</u>	<u>105,582</u>
Total	<u>46,069</u>	<u>65,889</u>	<u>111,958</u>
NET INCOME	41,906	-	41,906
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>110,820</u>	<u>-</u>	<u>110,820</u>
TOTAL FUNDS CARRIED FORWARD	<u>152,726</u>	<u>-</u>	<u>152,726</u>

**The Open Door Centre (Swindon &
District) Limited**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2025**

13. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2024	7,910
Additions	<u>444</u>
At 31 March 2025	<u>8,354</u>
DEPRECIATION	
At 1 April 2024	4,979
Charge for year	<u>1,041</u>
At 31 March 2025	<u>6,020</u>
NET BOOK VALUE	
At 31 March 2025	<u><u>2,334</u></u>
At 31 March 2024	<u><u>2,931</u></u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	2,682	2,321
Prepayments and accrued income	<u>1,001</u>	<u>-</u>
	<u><u>3,683</u></u>	<u><u>2,321</u></u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Social security and other taxes	5,239	-
Accrued expenses	<u>1,500</u>	<u>600</u>
	<u><u>6,739</u></u>	<u><u>600</u></u>

16. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General fund	107,726	(32,913)	45,000	119,813
Designated 6 months running costs	<u>45,000</u>	<u>-</u>	<u>(45,000)</u>	<u>-</u>
	152,726	(32,913)	-	119,813
Restricted funds				
National Lottery Reaching Communities	-	18,419	-	18,419
Peter Harrison	-	1,320	-	1,320
Alex Ferry Foundation	-	2,298	-	2,298
Arnold Clark	-	500	-	500
Sport England	<u>-</u>	<u>4,218</u>	<u>-</u>	<u>4,218</u>
	<u>-</u>	<u>26,755</u>	<u>-</u>	<u>26,755</u>
TOTAL FUNDS	<u><u>152,726</u></u>	<u><u>(6,158)</u></u>	<u><u>-</u></u>	<u><u>146,568</u></u>

The Open Door Centre (Swindon & District) Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	92,643	(125,556)	(32,913)
Restricted funds			
Wiltshire Community Foundation	4,000	(4,000)	-
National Lottery Reaching Communities	30,279	(11,860)	18,419
Peter Harrison	3,000	(1,680)	1,320
Alex Ferry Foundation	4,000	(1,702)	2,298
Arnold Clark	500	-	500
Sport England	4,218	-	4,218
	<u>45,997</u>	<u>(19,242)</u>	<u>26,755</u>
TOTAL FUNDS	<u>138,640</u>	<u>(144,798)</u>	<u>(6,158)</u>

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	87,820	41,906	(22,000)	107,726
Designated 6 months running costs	<u>23,000</u>	<u>-</u>	<u>22,000</u>	<u>45,000</u>
	<u>110,820</u>	<u>41,906</u>	<u>-</u>	<u>152,726</u>
TOTAL FUNDS	<u>110,820</u>	<u>41,906</u>	<u>-</u>	<u>152,726</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	87,975	(46,069)	41,906
Restricted funds			
Restricted funds	65,889	(65,889)	-
	<u>153,864</u>	<u>(111,958)</u>	<u>41,906</u>

Restricted funds:

National Lottery Reaching Communities - funding for the salary of The Strategic Development Manager and part of the salary for The Centre Manager

Peter Harrison Foundation - funding for boxing coaching sessions

Alex Ferry Foundation - funding for art sessions

Wiltshire Community Foundation - funding to support the support the salary of an Activity Co-ordinator

Sport England Movement Fund - funding for various sports activities

**The Open Door Centre (Swindon &
District) Limited**

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2025**

17. EMPLOYEE BENEFIT OBLIGATIONS

The charity makes payments to a defined contribution scheme. The costs for the period was £1,236 (2024: £1,005). At 31 March 2025 outstanding contributions were £Nil (2024 £Nil).

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

England & Wales - Charity number 1107869

Accounts

-

**THE OPEN DOOR CENTRE (SWINDON & DISTRICT)
LIMITED**

(a Company limited by guarantee)

St Barnabas Church Hall
Ferndale Road
Swindon
SN2 IBU

Company registration number: 05216053

Charity registration number: 01107869

**Trustees' Report and Financial Statements
For the year ended 31 March 2024**

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

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THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Reference and Administrative Details of the Charity, its Trustees and Advisers

Company Status

The Open Door Centre (Swindon & District) Limited ("the Charity") is a registered charity — charity registration number 01107869. The registered address is:

St Barnabas Church Hall
Ferndale Road
Swindon
Wiltshire
SN2 1BU

The manager of the charity is J A Stacey.

Trustees

The trustees present their report and accounts for the period ended 31st 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 trust deed, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in 2005.

The Trustees who served during the year were:

Derek Fry
Bob Barrett
Susan Pearson
Trish Newman
Eva Gilbert
Craig Hiscock

Bankers and Accountants

The charities bankers are:

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling ME19 4JQ

Lloyds TSB Bank plc
5 High Street
Swindon SN1 3EN

Cambridge & Counties Bank Limited
Charnwood Court
New Walk
Leicester LE1 6TE

The charity's reporting accountant is:

Simon Brown
Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn
Westend Offices
Stonehouse
Glos. GL10 3GE

Structure, Governance and Management

The charity is a charitable company, limited by guarantee. The charity was established under Memorandum of Association, which sets out the objects and powers of the charity and is governed under its Articles of Association. It was incorporated on 26th August 2004.

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees or members of the management committee and these individuals are also company directors. In the event of the charity being wound up, directors are required to contribute an amount not exceeding £1.

Recruitment and appointment of Management Committee

The focus of the organisation's work is providing support for people with learning disabilities, who may also have physical disabilities or mental health issues, in any way which now or hereafter may be deemed to be charitable. The needs of this group are appropriately reflected through the diversity of the trustees body. To enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work.

Organisation Structure

The charity, a company limited by guarantee, was incorporated on 26th August 2004 to take over the running of The Open Door Centre, which was managed until August 31st by New Era Housing Association. Members of staff previously employed by New Era were transferred to the company on 1st September 2004 on a TUPE agreement. These transfers incur a liability for previous service.

The name of the company was changed to The Open Door Centre (Swindon and District) Limited by special resolution on 3rd December 2004.

An application for charity status was approved by the Charity Commissioners on 1st February 2005.

The Charity has been operating from St Barnabas Church Hall in Ferndale Road, Swindon since January 2007.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. The adequacy of reserves will be a continuing target to be reached.

Public Benefit

The trustees have taken account of the Charity Commission's guidelines on public benefit and consider that the charity meets its obligations in that regard.

Activities

Recreational sessions are held on a weekly basis, as are discussion groups. There are internal and external activities, and members are encouraged to make full use of local facilities for activities such as swimming and fitness. There are regular talks from various organisations and individuals on subjects of interest to members. Creative sessions are held on a regular basis, such as sewing and art, and Members are given the opportunity to learn employable skills such as use of computers and cooking. Each Member has a personal development plan. Members' take-up of activities is monitored and this analysis is available for inspection should it be required.

Members' holidays are organised and supported by Centre staff, and in May 2023 20 members went on holiday to Ibiza supported by 4 members of staff and volunteers, and in October 2023 43 members went to Tenby supported by 4 members of staff and volunteers.

In order to carry out the day to day activities of the centre, 9 people were employed during the year, all of them part-time. We have also been supported by 14 regular volunteers either in the Centre or helping remotely.

£72,210 in Restricted Funds were made available by various bodies. These funds are shown in the restricted funds reserves.

The Members provide funds for social activities from their own resources and these transactions, and the lunches paid for by the members, do not form part of these accounts. However, any surplus from the payment of lunches is used to supplement the cost of the Cook's salary, and this is shown as income. The Friday cafe held at the Centre continues to generate a steady income, as does the Regular Giving initiative, and we are grateful to our tireless fund-raisers, including the Members.

Thanks are extended to the staff and volunteers who work tirelessly for the benefit of the charity and all those who use the Centre's services. Our thanks also go to all those companies and individuals who have made funds available.

In the longer term the Charity aspires to have suitable settled accommodation in order to move towards financial independence. The Charity operates from St Barnabas Church Hall under a lease agreement renewed annually.

Objectives, Achievements and Performance

Future Plans and Objectives

The objects of the Charity are the relief of people with learning disabilities in any way which, now or hereafter, may be deemed by law to be charitable.

The Company and Charity is managed by a board of directors who are trustees of the Charity. Employed members of staff carry out day to day management and operational requirements and report regularly to the board. The membership is represented by three of their peers, sitting with Directors and Staff to form a Management Committee, to ensure communications are of a high order.

Full details of services provided may be obtained from the Centre Manager. The Centre also provides a day service to residents of care homes for which a daily charge is made. Funds have also been made available by corporate donors and others for specific purposes.

Service users meet monthly to take decisions on planning activities and other aspects of the charity work to ensure inclusivity.

Financial Review

Reserves

It is the policy of the charity that unrestricted funds that have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. An additional provision for statutory amounts becoming due to staff and other creditors, in the event that the Company and the Charity had for any reason to cease trading, is also necessary. The trustees estimate this amount to be £45,000.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The Charity has sufficient funds in place as at 31st March 2024 to continue operating.

Reserves are at an adequate level and this policy will continue in future years as well as making all practicable efforts to increase income from all sources. It should be noted that the Charity's trustees have a legal responsibility to ensure the financial health of the Charity.

Statement of Trustees' Responsibilities

The following statement sets out the responsibilities of the trustees in relation to the financial statements of The Open Door Centre (Swindon & District) Limited.

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity as at the end of the financial period, and of the surplus or deficit for the financial period. In preparing those financial statements, the trustees are required to:

- Select appropriate policies and apply them consistently, subject to any material departures being disclosed and explained;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed; and
- Prepare the financial statements on the going concern basis, unless they consider that to be inappropriate.

The trustees are responsible for ensuring that the Charity keeps sufficient accounting records to disclose with reasonable accuracy the financial position of the Company, and to enable them to ensure that the financial statements comply with the United Kingdom Companies Act 1985.

They are also responsible for taking reasonable steps to safeguard the assets of the Charity and, in that context, to have proper regard to the establishment of appropriate systems of internal control with a view to the prevention and detection of fraud and other irregularities.

As far as each trustee is aware, there is no relevant audit information of which the Charities auditors are unaware.

Each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

The trustees consider that they have pursued the actions necessary to meet their responsibilities as set out in this statement.

On behalf of the Board of Trustees

Chair of Trustees :

Name: Derek Fry

Date:

Independent Examiners' Report

To the trustees of The Open Door Centre (Swindon & District) Limited.

Respective responsibilities of Trustees and Examiner

The trustees' responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in this Statement of Trustees' Responsibilities in the body of the Trustees Report.

You consider that the audit requirement of Section 144 Charities Act 2011 ("the Act") does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145 (5) (b) of the Act, whether particular matters have come to me 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of 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 financial statements 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 to my attention which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with Section 130 of the Act; and
- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Simon Brown :

Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn Westend Offices, Stonehouse
Glos. GL10 3GE

Date:

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Activities

as at 31 March 2024

	Note	Unrestricted funds General £	Restricted funds	Total funds 2024 £	Total funds 2023 £
Income					
Donations and grants	2	15,479	65,210	80,689	49,161
Charitable activities	5				
Fees and membership		37,208		37,208	28,155
Lunches		1,000		1,000	1,790
Other trading activities	3				
Fundraising		24,624	679	25,303	23,613
Regular Giving (100 Club)		4,340		4,340	3,630
Friday Café		3,026		3,026	2,960
Liden Café		-		-	963
Investment Income	4	2,298		2,298	646
Total Income		87,975	65,889	153,864	110,918
Expenditure					
Raising funds		6,376		6,376	4,428
Charitable activities	5	99,859		99,859	93,287
Other	6	5,723		5,723	5,454
Total expenditure		111,958	-	111,958	103,169
				41,906	7,749
Net income					
Total funds brought forward				110,820	103,071
Total funds carried forward				152,726	110,820

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Position

as at 31 March 2024

	Notes	2024 £	2023 £
Non-current assets			
Tangible fixed assets	7	2,931	198
		<u>2,931</u>	<u>198</u>
Current assets			
Debtors	8	2,321	2,691
Cash at bank and in hand		148,074	108,531
Prepayments and accrued income	9	-	-
		<u>150,395</u>	<u>111,222</u>
Current liabilities			
Creditors: amounts falling due within 1 year	10	600	600
		<u>600</u>	<u>600</u>
Net current assets		<u>149,795</u>	<u>110,622</u>
Net assets		<u>152,726</u>	<u>110,820</u>
Funded by			
General funds		107,726	87,820
Designated funds: 6 months' running costs		45,000	23,000
Total funds		<u>152,726</u>	<u>110,820</u>

For the year ended 31 March 2024, the company was entitled to exemption under section 477 of the Companies Act 2006 ("the Act") relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

In accordance with Section 14 of the SORP, Section D: Voluntary Disclosures and Appendix III of the FRSSE, the Charity has voluntarily prepared a Cash flow statement.

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

Derek Fry
Chairman

.....

Date.....



THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Cash Flow Statement

for the year ended 31 March 2024

	2024	2023
	£	£
Cash flows from operating activities		
Net income /(expenditure)	41,906	7,749
Adjustments for:		
Depreciation charge	930	787
(Increase)/ Decrease in Debtors	370	329
Increase/(Decrease) in Creditors	-	-
Prepayments, accrued income & Non Cash Adj	-	(101)
	<u>1,300</u>	<u>1,015</u>
	<u>43,206</u>	<u>8,764</u>
Cash flows from investing activities		
Purchase of equipment	(3,663)	(247)
	<u>(3,663)</u>	<u>(247)</u>
Net increase / (decrease) in cash		
	<u>39,543</u>	<u>8,517</u>
Cash at bank and in hand at the beginning of the year	108,531	100,014
Cash at bank and in hand at year end	<u>148,074</u>	<u>108,531</u>

Notes to the Financial Statements

1. Accounting Policies

1.1. Basis of accounting

These financial statements aim to give a fair and true value for The Open Door Centre (Swindon & District) Ltd ("the Charity") for the year ended 31 March 2024 ("Year End").

The financial statements have been prepared under the historical cost convention, as modified by the valuation of investments, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14 ('the SORP'), the Financial Reporting Standard for Smaller Entities (effective January 2015) ("the FRSSE") and the Companies Act 2006 ("the Act").

1.2. Donations in kind

The charity is fortunate in the level of support it receives from its volunteers. Without this voluntary support, considerable expense would be incurred. It is not thought meaningful or practical to put a monetary value on the support but the committee is grateful to those who provide their time and expertise.

1.3. Grants

Grants receivable and payable are included in the financial statements when received or paid. Where grants are received or made for a defined period, any amounts relating to a period extending beyond the Charity's accounting date are deferred.

1.4. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.5. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

1.6. Revenue

Revenue is recognised upon the transfer of goods or completion of a service with another legal entity or individual where the revenue can be measured reliably and is under full control of the Charity. Any revenue received in relation to a service partially or not completed will be prorated accordingly.

1.7. Taxation

The charity is exempt from Corporation Tax under the provisions of section 505 Income and Corporation Taxes Act 1988. Consequently no provision for deferred taxation is required.

1.8. Allocation of support costs

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 and payroll.

1.9. Debtors and prepayments

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1.10. Depreciation

Depreciation is calculated to write off the cost, less estimated residual values, of tangible fixed assets over their expected useful lives using a 25% straight line method. The tangible fixed assets were re-valued at 31 March 2011 at zero.

1.11. Cash at bank and in hand

Cash at bank and cash in hand include all cash held in deposit accounts and monies considered reserves. Any cheques sent or received during the year that relate to the year and are not cleared into a bank are considered debtors or creditors respectively.

1.12. Creditors

Creditors are recognised where the Charity has an obligation, due from past transactions, to settle any amounts owed after trade discounts. Amounts due within a year from the date of transaction are considered current liabilities in the balance sheet and amounts due after a year are considered non-current liabilities.

2. Donations

	2024	2023
	£	£
Gifts	33,782	52,790
Grants	72,210	-
	105,992	52,790

Of the £105,992 received in 2024, £65,889 was restricted funds and £40,103 was unrestricted funds. The Charity benefits greatly from the involvement and support of its many volunteers, details of which are given in the annual report. In accordance with accounting policies, the economic contributions are not measured in the accounts.

3. Other trading activities

	2024	2023
	£	£
Income from other trading activities		
Fundraising	25,303	23,613
Regular Giving (100 Club)	4,340	3,630
Friday Café	3,026	2,960
Liden Café	-	963
	32,669	31,166

All income in 2024 from Other Trading Activities was unrestricted (2023: All unrestricted).

Notes to the Financial Statements (continued)

4. Investment income

All of the Charity's £2,298 (2023: £646) investment income in 2024 arises from money held in interest bearing deposit accounts.

5. Analysis of expenditure on charitable activities

	2024	2023
	£	£
Expenditure on charitable activities		
Premises costs	14,500	14,500
Support costs	96,858	88,069
Governance costs	600	600
	111,958	103,169

6. Analysis of other expenditure

Other expenditure includes bank charges of £61 (£74 last year), reimbursing volunteer travel expenses of £1,437 (£1,799 last year) and members' singing, mindfulness and fitness sessions of £4,225 (£6,331 last year).

7. Fixed Assets

	2024	2023
	£	£
Opening balance	198	737
Acquisitions	3,663	247
Depreciation	(930)	(786)
Closing balance	2,931	198
Fixed assets at cost	7,910	4,247
Accumulated depreciation	(4,979)	(4,049)

8. Debtors

Of the £2,321 all amounts are in respect of attendance fees and associated debts.

9. Prepayments and accrued income

There are no prepaid or accrued income amounts (2023 £Nil)

Notes to the Financial Statements (continued)

10. Creditors

The Creditors at the year end relate to Accountancy (£600).

11. Analysis of governance and support costs

	General support	Governance	Total
	£	£	£
Salaries and staff related costs	73,840	-	73,840
General office	22,418	600	23,018
	<u>96,258</u>	<u>600</u>	<u>96,858</u>

12. Analysis of staff costs

	2024	2023
	£	£
Salaries	70,437	63,292
PAYE & National Insurance costs	745	991
Pension costs	2,658	1,813
Staff insurance costs	-	711
Staff redundancy costs	-	-
Total staff costs	<u>73,840</u>	<u>66,807</u>

The Charity is an equal opportunities employer

No employee had earnings in excess of £60,000.

No remuneration or expenses were paid to any Trustee of the charity.

The charity's staff were employed in the following categories:

	2024	2023
Administration	4	4
Cook	1	1
Activity co-ordinators	4	6
Admin volunteers	1	1
Volunteer support workers	13	12
Volunteer trustees	6	6
	<u>27</u>	<u>30</u>

Notes to the Financial Statements (continued)

13. Related Party Transactions – Grants and Significant Donations Received

Halcrow Foundation - unrestricted	14/06/2023	£5,000
Boost - restricted	22/06/2023	£750
The Albert Hunt Trust - unrestricted	14/07/2023	£2,000
Wiltshire and Swindon Sport (WASP) - restricted	21/09/2023	£500
ASDA Foundation - restricted	19/10/2023	£400
Wiltshire Community Foundation - restricted	31/10/2023	£4,000
Hillier Community Fund – restricted	17/11/2023	£1,000
The Morrisons Foundation – restricted	15/01/2024	£4,212
UK Government Community Cost of Living Fund	09/02/2024	£54,348
		<hr/>
		£72,210

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

England & Wales - Charity number 1107869

Accounts

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED
(a Company limited by guarantee)

**St Barnabas Church Hall
Ferndale Road
Swindon
SN2 1BU**

Company registration number: **05216053**

Charity registration number: **01107869**

Trustees' Report and Financial Statements
For the year ended 31 March 2023

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THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

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Company Status

The Open Door Centre (Swindon & District) Limited ("the Charity") is a registered charity — charity registration number 01107869. The registered address is:

St Barnabas Church Hall
Ferndale Road
Swindon
Wiltshire
SN2 1BU

The manager of the charity is J A Stacey.

Trustees

The trustees present their report and accounts for the period ended 31st 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 trust deed, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in 2005.

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Derek Fry
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Trish Newman
Eva Gilbert
Craig Hiscock

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25 Kings Hill Avenue
Kings Hill
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5 High Street
Swindon SN1 3EN

Cambridge & Counties Bank Limited
Charnwood Court
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Leicester LE1 6TE

The charity's reporting accountant is:

Simon Brown
Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn
Westend Offices
Stonehouse
Glos. GL10 3GE

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Structure, Governance and Management

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Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees or members of the management committee and these individuals are also company directors. In the event of the charity being wound up, directors are required to contribute an amount not exceeding £1.

Recruitment and appointment of Management Committee

The focus of the organisation's work is providing support for people with learning disabilities, who may also have physical disabilities or mental health issues, in any way which now or hereafter may be deemed to be charitable. The needs of this group are appropriately reflected through the diversity of the trustees body. To enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work.

Organisation Structure

The charity, a company limited by guarantee, was incorporated on 26th August 2004 to take over the running of The Open Door Centre, which was managed until August 31st by New Era Housing Association. Members of staff previously employed by New Era were transferred to the company on 1st September 2004 on a TUPE agreement. These transfers incur a liability for previous service.

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An application for charity status was approved by the Charity Commissioners on 1st February 2005.

The Charity has been operating from St Barnabas Church Hall in Ferndale Road, Swindon since January 2007.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. The adequacy of reserves will be a continuing target to be reached.

Public Benefit

The trustees have taken account of the Charity Commission's guidelines on public benefit and consider that the charity meets its obligations in that regard.

Activities

Recreational sessions are held on a weekly basis, as are discussion groups. There are internal and external activities, and members are encouraged to make full use of local facilities for activities such as swimming and fitness. There are regular talks from various organisations and individuals on subjects of interest to members. Creative sessions are held on a regular basis, such as sewing and art, and Members are given the opportunity to learn employable skills such as use of computers and cooking. Each Member has a personal development plan. Members' holidays are organised and supported by Centre staff, and in June 2022 45 Members went to Torquay. Members' take-up of activities is monitored and this analysis is available for inspection should it be required.

In order to carry on the day to day activities of the centre, 11 people were employed during the year, all of them part time.

£27,340 in Restricted Funds were made available by various bodies. These funds are shown in the restricted funds reserves. The charity also received a bequest from Jean Potter, a long-time supporter of The Open Door Centre.

The Members provide funds for social activities from their own resources and these transactions, and the lunches paid for by the members, do not form part of these accounts. However, any surplus from the payment of lunches is used to supplement the cost of the Cook's salary, and this is shown as income. The café, run from Liden Library, was closed in March 2020 due to the Covid-19 pandemic and re-opened in November 2021. However, footfall at the library was too low to sustain the café and it closed again in July 2022. The Friday cafe held at the Centre continues to generate a steady income, as does the Regular Giving initiative, and we are grateful to our tireless fund-raisers, including the Members.

Thanks are extended to the staff and volunteers who work tirelessly for the benefit of the charity and all those who use the Centre's services. Our thanks also go to all those companies and individuals who have made funds available.

In the longer term the Charity aspires to have suitable settled accommodation in order to move towards financial independence. The Charity operates from St Barnabas under a lease agreement renewed annually.

Objectives, Achievements and Performance

Future Plans and Objectives

The objects of the Charity are the relief of people with learning disabilities in any way which, now or hereafter, may be deemed by law to be charitable.

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Full details of services provided may be obtained from the Centre Manager. The Centre also provides a day service to residents of care homes for which a daily charge is made. Funds have also been made available by corporate donors and others for specific purposes.

Service users meet monthly to take decisions on planning activities and other aspects of the charity work to ensure inclusivity.

Financial Review

Reserves

It is the policy of the charity that unrestricted funds that have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. An additional provision for statutory amounts becoming due to staff and other creditors, in the event that the Company and the Charity had for any reason to cease trading, is also necessary.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The Charity has sufficient funds in place as at 31st March 2023 to continue operating

Reserves are at an adequate level and this policy will continue in future years as well as making all practicable efforts to increase income from all sources. It should be noted that the Charity's trustees have a legal responsibility to ensure the financial health of the Charity.

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Trustees' Responsibilities

The following statement sets out the responsibilities of the trustees in relation to the financial statements of The Open Door Centre (Swindon & District) Limited.

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity as at the end of the financial period, and of the surplus or deficit for the financial period. In preparing those financial statements, the trustees are required to:

- Select appropriate policies and apply them consistently, subject to any material departures being disclosed and explained;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed; and
- Prepare the financial statements on the going concern basis, unless they consider that to be inappropriate.

The trustees are responsible for ensuring that the Charity keeps sufficient accounting records to disclose with reasonable accuracy the financial position of the Company, and to enable them to ensure that the financial statements comply with the United Kingdom Companies Act 1985.

They are also responsible for taking reasonable steps to safeguard the assets of the Charity and, in that context, to have proper regard to the establishment of appropriate systems of internal control with a view to the prevention and detection of fraud and other irregularities.

As far as each trustee is aware, there is no relevant audit information of which the Charities auditors are unaware.

Each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

The trustees consider that they have pursued the actions necessary to meet their responsibilities as set out in this statement.

On behalf of the Board of Trustees

Chair of Trustees :


Name: Derek Fry

Date: 6/11/2023

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Independent Examiners' Report

To the trustees of The Open Door Centre (Swindon & District) limited.

Respective responsibilities of Trustees and Examiner

The trustees' responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in this Statement of Trustees' Responsibilities in the body of the Trustees Report.

You consider that the audit requirement of Section 144 Charities Act 2011 ("the Act") does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145 (5) (b) of the Act, 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of 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 financial statements 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 to my attention:

which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with Section 130 of the Act; and
- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Simon Brown : 

Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn
Westend Offices, Stonehouse
Glos. GL10 3GE

Date:

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Activities

as at 31 March 2023

	Note	Unrestricted funds	Restricted funds	Total funds	Total funds
		General		2023	2022
		£		£	£
Income					
Donations and grants	2	21,821	27,340	49,161	97,763
Charitable activities	5				
Fees and membership		28,155		28,155	19,568
Lunches		1,790		1,790	5,690
Other trading activities	3				
Fundraising		23,613		23,613	6,753
Regular Giving (100 Club)		3,630		3,630	182
Friday Café		2,960		2,960	1,840
Liden Café		963		963	579
Investment Income	4	646		646	327
Total Income		83,578	27,340	110,918	132,702
Expenditure					
Raising funds		4,428		4,428	1,353
Charitable activities	5	93,287		93,287	92,538
Other	6	5,454		5,454	24,938
Total expenditure		103,169	-	103,169	118,829
				7,749	13,873
Net income					
Total funds brought forward				103,071	89,198
Total funds carried forward				110,820	103,071

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Position

as at 31 March 2023

	Notes	2023 £	2022 £
Non-current assets			
Tangible fixed assets	7	198	737
		<u>198</u>	<u>737</u>
Current assets			
Debtors	8	2,691	3,020
Cash at bank and in hand		108,531	100,014
Prepayments and accrued income	9	-	-
		<u>111,222</u>	<u>103,034</u>
Current liabilities			
Creditors: amounts falling due within 1 year	10	600	600
		<u>600</u>	<u>600</u>
Net current assets		<u>110,622</u>	<u>102,434</u>
Net assets		<u>110,820</u>	<u>103,171</u>
Funded by			
General funds		87,820	80,171
Designated funds: 3 months' running costs		23,000	23,000
Total funds		<u>110,820</u>	<u>103,171</u>

For the year ended 31 March 2023, the company was entitled to exemption under section 477 of the Companies Act 2006 ("the Act") relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

In accordance with Section 14 of the SORP, Section D: Voluntary Disclosures and Appendix III of the FRSE, the Charity has voluntarily prepared a Cash flow statement.

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

Derek Fry
Chairman



Date..... 6/11/2023

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Cash Flow Statement

for the year ended 31 March 2023

	2023	2022
	£	£
Cash flows from operating activities		
Net income /(expenditure)	7,749	13,873
Adjustments for:		
Depreciation charge	787	800
(Increase)/ Decrease in Debtors	329	(346)
Increase/(Decrease) in Creditors	-	-
Prepayments, accrued income & Non Cash Adj	(101)	-
	<u>1,015</u>	<u>454</u>
	<u>8,764</u>	<u>14,327</u>
Cash flows from investing activities		
Purchase of equipment	(247)	-
	<u>(247)</u>	<u>-</u>
Net increase / (decrease) in cash		
	<u>8,517</u>	<u>14,327</u>
Cash at bank and in hand at the beginning of the year	100,014	85,687
Cash at bank and in hand at year end	<u>108,531</u>	<u>100,014</u>

Notes to the Financial Statements

1. Accounting Policies

1.1. Basis of accounting

These financial statements aim to give a fair and true value for The Open Door Centre (Swindon & District) Ltd ("the Charity") for the year ended 31 March 2023 ("Year End").

The financial statements have been prepared under the historical cost convention, as modified by the valuation of investments, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14 ('the SORP'), the Financial Reporting Standard for Smaller Entities (effective January 2015) ("the FRSSE") and the Companies Act 2006 ("the Act").

1.2. Donations in kind

The charity is fortunate in the level of support it receives from its volunteers. Without this voluntary support, considerable expense would be incurred. It is not thought meaningful or practical to put a monetary value on the support but the committee is grateful to those who provide their time and expertise.

1.3. Grants

Grants receivable and payable are included in the financial statements when received or paid. Where grants are received or made for a defined period, any amounts relating to a period extending beyond the Charity's accounting date are deferred.

1.4. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.5. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

1.6. Revenue

Revenue is recognised upon the transfer of goods or completion of a service with another legal entity or individual where the revenue can be measured reliably and is under full control of the Charity. Any revenue received in relation to a service partially or not completed will be prorated accordingly.

1.7. Taxation

The charity is exempt from Corporation Tax under the provisions of section 505 Income and Corporation Taxes Act 1988. Consequently no provision for deferred taxation is required.

1.8. Allocation of support costs

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 and payroll.

Notes to the Financial Statements (continued)

1.9. Debtors and prepayments

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1.10. Depreciation

Depreciation is calculated to write off the cost, less estimated residual values, of tangible fixed assets over their expected useful lives using a 25% straight line method. The tangible fixed assets were re-valued at 31 March 2011 at zero.

1.11. Cash at bank and in hand

Cash at bank and cash in hand include all cash held in deposit accounts and monies considered reserves. Any cheques sent or received during the year that relate to the year and are not cleared into a bank are considered debtors or creditors respectively.

1.12. Creditors

Creditors are recognised where the Charity has an obligation, due from past transactions, to settle any amounts owed after trade discounts. Amounts due within a year from the date of transaction are considered current liabilities in the balance sheet and amounts due after a year are considered non-current liabilities.

2. Donations

	2023	2022
	£	£
Gifts	52,790	88,163
Grants	-	9,600
	<u>52,790</u>	<u>97,763</u>

Of the £52,790 received in 2023, £27,340 was restricted funds and £25,450 was unrestricted funds. The Charity benefits greatly from the involvement and support of its many volunteers, details of which are given in the annual report. In accordance with accounting policies, the economic contributions are not measured in the accounts.

3. Other trading activities

	2023	2022
	£	£
Income from other trading activities		
Fundraising	23,613	6,753
Regular Giving (100 Club)	3,630	182
Friday Café	2,960	1,840
Liden Café	963	579
	<u>31,166</u>	<u>9,354</u>

All income in 2023 from Other Trading Activities was unrestricted (2022: All unrestricted).

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Notes to the Financial Statements (continued)

4. Investment income

All of the Charity's £646 (2022: £327) investment income in 2023 arises from money held in interest bearing deposit accounts.

5. Analysis of expenditure on charitable activities

	2023	2023
	£	£
Expenditure on charitable activities		
Premises costs	14,500	15,844
Support costs	88,069	102,385
Governance costs	600	600
	<u>103,169</u>	<u>118,829</u>

6. Analysis of other expenditure

Other expenditure includes bank charges of £74 (£96 last year), reimbursing volunteer travel expenses of £1,799 (£1,296 last year) and members' singing, mindfulness and fitness sessions of £6,331 (£3,290 last year).

7. Fixed Assets

	2023	2022
	£	£
Opening balance	737	1,537
Acquisitions	247	-
Depreciation	(786)	(800)
Closing balance	<u>198</u>	<u>737</u>
Fixed assets at cost	4,247	4,000
Accumulated depreciation	(4,049)	(3,263)

8. Debtors

Of the £2,691 all amounts are in respect of attendance fees and associated debts.

9. Prepayments and accrued income

There are no prepaid or accrued income amounts (2022 £Nil)

10. Creditors

The Creditors at the year end relate to Accountancy (£600).

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Notes to the Financial Statements (continued)

11. Analysis of governance and support costs

	General support £	Governance £	Total £
Salaries and staff related costs	66,807	-	66,807
General office	20,662	600	21,262
	<u>87,469</u>	<u>600</u>	<u>88,069</u>

12. Analysis of staff costs

	2023 £	2022 £
Salaries	63,292	66,791
PAYE & National Insurance costs	991	4,427
Pension costs	1,813	1,515
Staff insurance costs	711	713
Staff redundancy costs	-	15,180
Total staff costs	<u>66,807</u>	<u>88,626</u>

The Charity is an equal opportunities employer

No employee had earnings in excess of £60,000.

No remuneration or expenses were paid to any Trustee of the charity.

The charity's staff were employed in the following categories:

	2023	2022
Administration	4	4
Cook	1	1
Activity co-ordinators	6	3
Admin volunteers	1	2
Volunteer support workers	12	10
Volunteer trustees	6	8
	<u>30</u>	<u>28</u>

13. Related Party Transactions – Grants and Significant Donations Received

WCF Grant	03/05/2022	£2,497
David Family Foundation	14/11/2022	£1,000
Jean Potter legacy	22/11/2022	£5,000
Openwork Foundation	07/12/2022	£14,300
Wiltshire and Swindon Sports Charities Trust	19/01/2023	£8,680
	17/03/2023	£4,407
		<hr/>
		£35,907

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

England & Wales - Charity number 1107869

Accounts

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

(a Company limited by guarantee)

St Barnabas Church Hall

Ferndale Road

Swindon

SN2 1BU

Company registration number: 05216053

Charity registration number: 01107869

Trustees' Report and Financial Statements

For the year ended 31 March 2021

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THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Reference and Administrative Details of the Charity, its Trustees and Advisers

Company Status

The Open Door Centre (Swindon & District) Limited ("the Charity") is a registered charity — charity registration number 01107869. The registered address is:

St Barnabas Church Hall
Ferndale Road
Swindon
Wiltshire
SN2 IBU

The manager of the charity is J A Stacey.

Trustees

The trustees present their report and accounts for the period ended 31st 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 trust deed, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in 2005.

The Trustees who served during the year were:

Derek Fry
Bob Barrett
Daniel Cowen
Trish Newman
Lynn Howe

Bankers and Accountants

The charities bankers are:

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling ME19 4JQ

Lloyds TSB Bank plc
5 High Street
Swindon SN1 3EN

Cambridge & Counties Bank Limited
Charnwood Court
New Walk
Leicester LE1 6TE

The charity's reporting accountant is:

Simon Brown
Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn
Westend Offices, Stonehouse
Glos. GL10 3GE

Structure, Governance and Management

The charity is a charitable company, limited by guarantee. The charity was established under Memorandum of Association, which sets out the objects and powers of the charity and is governed under its Articles of Association. It was incorporated on 26th August 2004.

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees or members of the management committee and these individuals are also company directors. In the event if the charity being wound up, directors are required to contribute an amount not exceeding £1.

Recruitment and appointment of Management Committee

The focus of the organisation's work is providing support for people with learning disabilities, who may also have physical disabilities or mental health issues, in any way which now or hereafter may be deemed to be charitable. The needs of this group are appropriately reflected through the diversity of the trustees body. To enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work.

Organisation Structure

The charity, a company limited by guarantee, was incorporated on 26th August 2004 to take over the running of The Open Door Centre, which was managed until August 31st by New Era Housing Association. Members of staff previously employed by New Era were transferred to the company on 1st September 2004 on a TUPE agreement. These transfers incur a liability for previous service.

The name of the company was changed to The Open Door Centre (Swindon and District) Limited by special resolution on 3rd December 2004.

An application for charity status was approved by the Charity Commissioners on 1st February 2005.

The Charity has been operating from St Barnabas Church Hall in Ferndale Road, Swindon since January 2007.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. The adequacy of reserves will be a continuing target to be reached.

Public Benefit

The trustees have taken account of the Charity Commission's guidelines on public benefit and consider that the charity meets its obligations in that regard.

Activities

Recreational sessions are held on a weekly basis, as are discussion groups. There are internal and external activities, and members are encouraged to make full use of local facilities for activities such as swimming and fitness. There are regular talks from various organisations and individuals on subjects of interest to members. Creative sessions are held on a regular basis, such as sewing and art. Members' holidays were suspended due to the Covid-19 pandemic. Members' take-up of activities is monitored and this analysis is available for inspection should it be required.

In order to carry on the day to day activities of the centre, eight people were employed during the year, all of them part time.

£25,496 in Restricted Funds was made available by various bodies. These funds are shown in the restricted funds reserves. During the period under review an element of the salary payments were funded by the Government Furlough scheme.

The members provide funds for social activities from their own resources and these transactions, and the lunches paid for by the members, do not form part of these accounts. However, any surplus from the payment of lunches is used to supplement the cost of the Cook's salary, and this is shown as income. During the closure of the centre due to the pandemic a takeaway and delivery meal service was made available. The café, run from Liden Library, was closed in March 2020 due to the Covid-19 pandemic and has not yet re-opened.

From 23 March 2020 the Centre was temporarily closed due to the Covid-19 pandemic. The Centre reopened on 8th June 2020, but with reduced hours and then had to close again early in the New Year, subsequently reopening on 15th February 2021, but with reduced members and staffing hours; during these closures some staff were either furloughed or part furloughed.

Thanks are extended to the staff and volunteers who work tirelessly for the benefit of the charity and all those who use the Centre's services. Our thanks also go to all those companies and individuals who have made funds available.

In the longer term the Charity aspires to have suitable settled accommodation in order to move towards financial independence. The Charity operates from St Barnabas under a lease agreement renewed annually.

Objectives, Achievements and Performance

Future Plans and Objectives

The objects of the Charity are the relief of people with learning disabilities in any way which, now or hereafter, may be deemed by law to be charitable.

The Company and Charity is managed by a board of directors who are trustees of the Charity. Employed members of staff carry out day to day management and operational requirements and report regularly to the board. The membership is represented by three of their peers, sitting with Directors and Staff to form a Management Committee, to ensure communications are of a high order.

Full details of services provided may be obtained from the Centre manager. The Centre also provides a day service to residents of care homes for which a daily charge is made. Funds have also been made available by corporate donors and others for specific purposes.

Service users meet monthly to take decisions on planning activities and other aspects of the charity work to ensure inclusivity.

Financial Review

Reserves

It is the policy of the charity that unrestricted funds that have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure (£23,300-£46,600). An additional provision for statutory amounts becoming due to staff and other creditors, in the event that the Company and the Charity had for any reason to cease trading, is also necessary.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The Charity has sufficient funds in place as at 31st March 2021 to operate until January 2022.

Reserves are at an adequate level and this policy will continue in future years as well as making all practicable efforts to increase income from all sources. It should be noted that the Charity's trustees have a legal responsibility to ensure the financial health of the Charity.

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Trustees' Responsibilities

The following statement sets out the responsibilities of the trustees in relation to the financial statements of The Open Door Centre (Swindon & District) Limited.

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity as at the end of the financial period, and of the surplus or deficit for the financial period. In preparing those financial statements, the trustees are required to:

- Select appropriate policies and apply them consistently, subject to any material departures being disclosed and explained;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed; and
- Prepare the financial statements on the going concern basis, unless they consider that to be inappropriate.

The trustees are responsible for ensuring that the Charity keeps sufficient accounting records to disclose with reasonable accuracy the financial position of the Company, and to enable them to ensure that the financial statements comply with the United Kingdom Companies Act 1985.

They are also responsible for taking reasonable steps to safeguard the assets of the Charity and, in that context, to have proper regard to the establishment of appropriate systems of internal control with a view to the prevention and detection of fraud and other irregularities.

As far as each trustee is aware, there is no relevant audit information of which the Charities auditors are unaware.

Each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

The trustees consider that they have pursued the actions necessary to meet their responsibilities as set out in this statement.

On behalf of the Board of Trustees

Chair of Trustees :

Name: Derek Fry

Date:

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Independent Examiners' Report

To the trustees of The Open Door Centre (Swindon & District) limited.

Respective responsibilities of Trustees and Examiner

The trustees' responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in this Statement of Trustees' Responsibilities in the body of the Trustees Report.

You consider that the audit requirement of Section 144 Charities Act 2011 ("the Act") does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145 (5) (b) of the Act, 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of 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 financial statements 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 to my attention:

which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with Section 130 of the Act; and
- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Simon Brown :

Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn
Westend Offices, Stonehouse
Glos. GL10 3GE
Date:



THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Activities

as at 31 March 2021

	Note	Unrestricted funds General £	Restricted funds	Total funds 2021 £	Total funds 2020 £
Income					
Donations and grants	2	64,160	25,496	89,656	40,753
Charitable activities	5				
Fees and membership		7,106		7,106	27,622
Lunches		4,945		4,945	3,871
Other trading activities	3				
Fundraising		3,675		3,675	13,162
100 Club		438		438	821
Friday Café		490		490	1,395
Odey's Café		73		73	5,898
Investment Income	4	827		827	444
Total Income		81,724	25,496	107,210	93,966
Expenditure					
Raising funds		2,950		2,950	1,481
Odey's Café		-		-	-
Charitable activities	5	94,369		94,395	98,407
Other	6	6,544		6,544	8,118
Total expenditure		103,863	-	103,889	108,006
				3,321	-14,040
Net income					
Total funds brought forward				85,977	100,017
Total funds carried forward				82,656	85,977

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Position

as at 31 March 2021

	Notes	2021 £	2020 £
Non-current assets			
Tangible fixed assets	7	1,537	2,275
		<u>1,537</u>	<u>2,275</u>
Current assets			
Debtors	8	2,674	2,093
Cash at bank and in hand		85,687	82,543
Prepayments and accrued income	9	-	-
		<u>88,361</u>	<u>84,636</u>
Current liabilities			
Creditors: amounts falling due within 1 year	10	600	934
		<u>600</u>	<u>934</u>
Net current assets		<u>87,761</u>	83,702
Net assets		<u>89,298</u>	<u>85,977</u>
Funded by			
General funds		66,298	62,977
Designated funds: 3 months' running costs		23,000	23,000
Total funds		<u>89,298</u>	<u>85,977</u>

For the year ended 31 March 2021, the company was entitled to exemption under section 477 of the Companies Act 2006 ("the Act") relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

In accordance with Section 14 of the SORP, Section D: Voluntary Disclosures and Appendix III of the FRSE, the Charity has voluntarily prepared a Cash flow statement.

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

Derek Fry
Chairman

.....

Date.....



THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Cash Flow Statement

for the year ended 31 March 2021

	2021	2020
	£	£
Cash flows from operating activities		
Net income /(expenditure)	3,321	(14,040)
Adjustments for:		
Depreciation charge	800	821
(Increase)/ Decrease in Debtors	(581)	793
Increase/(Decrease) in Creditors	(334)	934
Prepayments and accrued income	-	-
	(115)	2,548
	3,206	(11,492)
Cash flows from investing activities		
Purchase of equipment	(62)	-
	(62)	-
Net increase / (decrease) in cash		
	3,144	(11,492)
Cash at bank and in hand at the beginning of the year	82,543	94,035
Cash at bank and in hand at year end	85,687	82,543

Notes to the Financial Statements

1. Accounting Policies

1.1. Basis of accounting

These financial statements aim to give a fair and true value for The Open Door Centre (Swindon & District) Ltd ("the Charity") for the year ended 31 March 2021 ("Year End").

The financial statements have been prepared under the historical cost convention, as modified by the valuation of investments, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14 ("the SORP"), the Financial Reporting Standard for Smaller Entities (effective January 2015) ("the FRSSE") and the Companies Act 2006 ("the Act").

1.2. Donations in kind

The charity is fortunate in the level of support it receives from its volunteers. Without this voluntary support, considerable expense would be incurred. It is not thought meaningful or practical to put a monetary value on the support but the committee is grateful to those who provide their time and expertise.

1.3. Grants

Grants receivable and payable are included in the financial statements when received or paid. Where grants are received or made for a defined period, any amounts relating to a period extending beyond the Charity's accounting date are deferred.

1.4. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.5. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

1.6. Revenue

Revenue is recognised upon the transfer of goods or completion of a service with another legal entity or individual where the revenue can be measured reliably and is under full control of the Charity. Any revenue received in relation to a service partially or not completed will be prorated accordingly.

1.7. Taxation

The charity is exempt from Corporation Tax under the provisions of section 505 Income and Corporation Taxes Act 1988. Consequently no provision for deferred taxation is required.

1.8. Allocation of support costs

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 and payroll.

Notes to the Financial Statements (continued)

1.9. Debtors and prepayments

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1.10. Depreciation

Depreciation is calculated to write off the cost, less estimated residual values, of tangible fixed assets over their expected useful lives using a 25% straight line method. The tangible fixed assets were re-valued at 31 March 2011 at zero.

1.11. Cash at bank and in hand

Cash at bank and cash in hand include all cash held in deposit accounts and monies considered reserves. Any cheques sent or received during the year that relate to the year and are not cleared into a bank are considered debtors or creditors respectively.

1.12. Creditors

Creditors are recognised where the Charity has an obligation, due from past transactions, to settle any amounts owed after trade discounts. Amounts due within a year from the date of transaction are considered current liabilities in the balance sheet and amounts due after a year are considered non-current liabilities.

2. Donations

	2021	2020
	£	£
Gifts	53,307	17,386
Grants	36,350	23,367
	89,657	40,753

Of the £89,657 received in 2021, £25,497 was restricted funds and £64,160 was unrestricted funds. The Charity benefits greatly from the involvement and support of its many volunteers, details of which are given in the annual report. In accordance with accounting policies, the economic contributions are not measured in the accounts.

3. Other trading activities

	2021	2020
	£	£
Income from other trading activities		
Fundraising	3,675	13,162
100 Club	438	821
Friday Café	490	1,395
Odey's Café	73	5,898
	4,676	21,267

All income in 2021 from Other Trading Activities was unrestricted (2020: All unrestricted).

Notes to the Financial Statements (continued)

4. Investment income

All of the Charity's £827 (2020: £444) investment income in 2021 arises from money held in interest bearing deposit accounts.

5. Analysis of expenditure on charitable activities

	2021	2020
	£	£
Expenditure on charitable activities		
Premises costs	15,084	14,900
Support costs	88,205	92,506
Governance costs	600	600
	108,006	108,006

6. Analysis of other expenditure

Other expenditure includes bank charges of £61 (£60 last year), reimbursing volunteer travel expenses of £179 (£1,703 last year) and members' singing, mindfulness and fitness sessions of £1,468 (£1,907 last year).

7. Fixed Assets

	2021	2020
	£	£
Opening balance	2,275	3,096
Acquisitions	62	-
Depreciation	(800)	(821)
Closing balance	1,537	2,275
	4,000	3,938
Fixed assets at cost	4,000	3,938
Accumulated depreciation	(2,463)	(1,663)

8. Debtors

Of the £2,674 all amounts are in respect of attendance fees and associated debts.

9. Prepayments and accrued income

There are no prepaid or accrued income amounts (2020 £Nil)

10. Creditors

The Creditors at the year end relate to Accountancy (£600).

11. Analysis of governance and support costs

Notes to the Financial Statements (continued)

	General support	Governance	Total
	£	£	£
Salaries and staff related costs	73,552	-	73,552
General office	14,053	600	14,653
	<u>87,605</u>	<u>600</u>	<u>88,205</u>

12. Analysis of staff costs

	2021	2020
	£	£
Salaries	69,998	74,606
PAYE & National Insurance costs	2,644	2,640
Pension costs	822	2,598
Staff insurance costs	88	1,593
Staff training costs	-	368
Total staff costs	<u>73,552</u>	<u>81,80</u>

The Charity is an equal opportunities employer

No employee had earnings in excess of £60,000.

No remuneration or expenses were paid to any Trustee of the charity.

The charity's staff were employed in the following categories:

	2021	2020
Administration	4	4
Cook	1	1
Activity co-ordinators	3	3
Café manager	-	1
Volunteer support workers	10	10
Volunteer trustees	5	5
	<u>23</u>	<u>24</u>

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Notes to the Financial Statements (continued)

13. Related Party Transactions – Grants and Significant Donations Received

Swindon Rotary	02/04/2020	£1,000
Pilkington Trust	08/04/2020	£1,000
Local Giving	16/04/2020	£500
Zurich Community Trust	27/04/2020	£10,000
Wiltshire Community Fund	29/04/2020	£4,323
Swindon Rotary	22/05/2020	£314
Walter Guinness	26/05/2020	£1,000
T E Connectivity Swindon	27/05/2020	£788
Swindon Rotary	29/05/2020	£250
Swindon Rotary	18/06/2020	£10,000
Edward Gosling Foundation	26/06/2020	£4,200
Albert Hunt Trust	10/07/2020	£1,000
Zurich Community Trust	29/07/2020	£10,000
National Lottery	31/07/2020	£10,000
AMMCO Charitable Trust	05/08/2020	£500
Mid Counties Co-Op	29/09/2020	£2,000
Nationwide	07/10/2020	£500
Zurich Community Trust	19/10/2020	£10,400
Sported UK	23/10/2020	£4,150
Swindon Rotary	01/12/2020	£750
David Soloman Charitable Trust	01/12/2020	£1,000
Swindon Rotary	21/12/2020	£1,000
BMW Swindon	22/01/2021	£500
Boshier Hinton Foundation	08/02/2021	£1,474
Personal Donation (Anonymous)	18/03/2021	£250
		<hr/>
		£76,899

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

England & Wales - Charity number 1107869

Accounts

Annual General Meeting Thursday 18th November 2021 - 12.00 Noon

PRESENT:

<u>Committee:</u>	Derek Fry (Chair)	Nathan
Baines	Bob Barrett (Secretary)	Natalie
Corengia	Lynn Howe (Trustee)	David
Wigmore	Susan Pearson (Trustee)	
<u>Open Door:</u>	Jamie Banks	Anthony
Dixon	Aaron Boote	Susan Evans
	Andrew Boote	Nicholas Flatt
		David Boote
	Tom Gurgy	
	Patricia Boote	Teresa
Hardman	Claire Bouverie-Brine	Ricky
Hooper	Paul Bridges	Andrew
McKenzie	Megan Brown	Wayne
		O'Sullivan
	Mark Burgess	Tammy
Peapel	Jamie Cain	Betty Porter
	Janet Campbell	Ricky
Smith	Francis Chandler	Jenny
Stacey		

	Joe Chisnall	Julie Walker
	Angie Cooper	Paul Walter
	James Cosgrove	James
Whittome		
	Sarah Crabb	David
Wigmore		
	Mary Cryan	Kathy
Wright		

Visitors: Carol Chandler
Judith Garratt
Richard Jones
Stuart Walker

MINUTES

1. Derek Fry welcomed everyone to the AGM.
2. Apologies were received from:

Gill Chapman
Dan Cowen
Eva Gilbert
Sheila Harrod
Cathy Mark
Trish Newman
Garry Perkins
Jenny Roe
Darren Sweeney
Sandra Walklett

3. Minutes of the last AGM were made available. These were approved as a true record:
Proposed: Angie Cooper
Seconded: James Cosgrove
No objections, carried unanimously

4. Chairman's report:



**The Queen's Award
for Voluntary Service**

The MBE for volunteer groups

Registered Office: The Open Door Centre (Swindon & District) Ltd, St Barnabas Church Hall, Ferndale Road, Gorse Hill, Swindon, SN2 1BU

Charity No: 1107869

Company No: 5216053

Welcome to The Open Door's Annual General Meeting. It's good to see so many people here after last year's Zoom AGM. I would like to begin by saying:

Just like last year the year 2020 to 2021 has been an eventful one for the whole world and it is fair to say the pandemic has also had a huge impact on all of us here at The Open Door Centre. However there will more about that in a while. At the beginning of my speech every year I always talk about staff changes so that is what I am going to do now. During the spring management committee took the very difficult decision to ask Pat our Deputy Manager to leave The Open Door Centre after more than 30 years of service. The ongoing public health crisis and the impact of it on funding focused the minds of the whole management team and a very difficult decision was reached. Pat left officially at the end of September and I know all of our members, staff and volunteers were very saddened. However, Pat still comes in regularly to sing with the choir and she will be off on holiday with you all next week. Of course everyone here wishes Pat all the very best for the future and we all hope to keep seeing Pat over the coming months and years. During the summer we welcomed a new member of staff to The Open Door our apprentice Joe. I know Joe has settled in very well and all of us are really pleased to see Joe getting on so well. I also need to mention, Jamie our cook who joined us during the year 20/21. I know that all of our members really appreciate Jamie's cooking and Jamie has also settled into the team really well.

Let's get back to the Coronavirus crisis and how it has impacted upon us all here at The Open Door Centre. In the year 20/21 we have had to deal with lock-downs, we have had to deal with social distancing and limited numbers allowed into the centre at various points of the year. These restrictions meant our members, like the rest of society have had to deal with isolation, mental health issues and even accessing healthy food on a regular basis. Our great team here at The Open Door Centre have risen to these challenges and been so very flexible in their work. At different times staff have provided a hot meal



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The MBE for volunteer groups

service, home delivery of meals, telephone calls to check on welfare and of course coming into work when we were allowed to open. At various points some staff have been furloughed, yet through all of this everyone one of our team has held the needs of our members paramount and for that we all thank them.

Now I am going to speak for a minute or two about all of our volunteers here at The Open Door. Some of our volunteers like June, Charlie and Wayne have been coming here for years to directly help and support our members. Other volunteers like Jamie Banks have recently started to help out as a volunteer. I need to mention Sandra who though she moved away last year still helps with admin tasks remotely. Eva has been coming along to run the choir for several years. Susan, who used to work here, now volunteers not only as a trustee but on occasion to help with admin duties. Others still, like Mike and Jenny run music sessions, Bob, Trish, Dan, Lynn and myself have volunteered, for many years, as trustees to make sure we run The Open Door Centre legally as a registered charity. This year we have also been joined as trustees by Eva and Angie as well as Susan. To all of our volunteers who ever you are and what ever you do we thank you, this place could not function as well as it does without your continued support.

Many of you will know that we had to close our social enterprise Odey's Cafe at Liden Library because of the pandemic and the continued closure of the library. However, there is good news as the Liden Cafe opened again last week. We wish Ellen and the team all the best for the future with the new cafe which is now called Samantha's Tearoom. Our Friday Cafe here at St Barnabas is now up and running again after closures during the three lock-downs of 2020 and 21. I would like to say a big thank you to the members and volunteers that staff the Friday Cafe and to all the local community for supporting it. Coming in for a cup of tea and a cake or a breakfast helps support the great work that happens here every day.



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The MBE for volunteer groups

Despite all of the disruptions caused by the pandemic, the Open Door as always continues to offer our members a varied and meaningful schedule of events, talks, classes and social experiences on a daily basis right here in Gorse Hill from Monday to Friday. This year, just like the previous one we have spent so much time supporting our members through the health crisis but it is good to note that we are still able to offer courses, advice, music groups, sports, choir and so many other activities when we were able to do so.

I am now going to take some time to ask you as friends of The Open Door Centre to consider becoming a regular supporter of the centre. As you will see on your tables there are forms to join our regular giving scheme. We have set the scheme up this year to allow you to contribute a fixed sum of money, each month, towards the great work that happens here at Open Door. As trustees we took the decision to replace our 100 club with this new scheme as the 100 Club was taking up a great deal of staff time while only bringing in a small sum from each contributor each year. As you may know the pandemic has hit fundraising activities of all charities really hard and I am afraid Open Door has lost many of its regular fundraising events throughout the last 18 months. The regular giving scheme will allow Open Door to better plan for the future and I urge you all to consider joining if you can. I would also like to say a big thank you to those who have already started to contribute through the regular giving scheme.

About this point in my speech every year I always tell you some facts and figures about the previous year so here goes:

Facts and Figures:

- During the year 2020/21 Open Door provided 297 days of service. Some of these days were when we could not open because of lock-down, yet as



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mentioned before take away lunches and telephone support was still provided.

- During 2020/21 we have averaged an attendance of 21 members per day, which is a lot lower than previous years because of the impact of lock-downs, social distancing and at, various stages, only being able to have 15 or 20 people in the hall at one time.
- Our cook Jamie working alongside some of our members has provided 4293 lunches. This again is a slightly lower figure than in previous years which has been affected by the pandemic.
- Our wonderful volunteers worked 1426 hours supporting everything we do here at The Open Door Centre.
- Here's a new fun fact Jamie and the team provided 60 Christmas dinners last year when we had 30 people in on each day.

Some of our members, staff and volunteers are all set to go on holiday this month to the Isle of Wight. This event was meant to happen last year but was cancelled due to lock-down. I know you will all have a great time next week.

To fund The Open Door Centre we continue to apply for grants from lots of other charities and organisations

In 2020/21 we received substantial Grant funding and donations from:

Edward Gosling Foundation
Albert Hunt Trust
National Lottery
AMMCO Charitable Trust
Mid Counties Co-Op



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Nationwide
Zurich Community Trust
Sported UK
Swindon Rotary
David Soloman Charitable Trust
BMW Swindon
Boshier Hinton Foundation
Pilkington Trust
Wiltshire Community Foundation
Walter Guinness
TE Connectivity

and many others too numerous to mention at this time.

At this point it would be good to mention our appreciation of the Swindon branch of TSB. Every year without fail the good people at the TSB help to raise funds for Open Door and the year 2020/21 was no different. So on behalf of everyone here I would like to extend my thanks to Dan and the whole team at Swindon's TSB.

Obviously, I have spent much of the last few minutes saying thank you to many people but I cannot let the chance go to thank a few more. They are:

- Our members
- St Barnabas Church, our landlord.
- Our sponsors large and small.
- Everyone who has supported the 100 Club and who has now started to support our regular giving scheme.
- Sheila Harrod our President and Sharon Lloyd and Nicky Wilkes our patrons.
- Anyone who has attended or organised a fund raising event, on behalf of Open Door this year especially Lynn, Angie, Dan, Kathy and Susan for all they do at events during the year.

Now back to some of the more formal stuff, before we finish today.



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5. Treasurer's report:

Copies of the Trustees' Report and Financial Statements for the year ended 31 March 2021 were made available. Derek Fry read out the following statement, prepared by Dan Cowen (Treasurer), who was unable to attend the AGM:

Apologies for not being able to attend the AGM today in person, but thank you to Del who has offered to read this out on my behalf.

As we all know the last year has been difficult for us all, but when we look at the overall Financial Statements year ending 31/03/2021 we can see we have come through this in a better position than we would have ever expected. Although we were unable to have the usual events & fundraise we had an income come through from many donations & especially grants which I would like to thank Claire for, therefore increasing our overall money in the Bank.

As we have come out of lockdown & progressed though the remainder of the year, there have been some changes especially to the management of the centre & I am sure we would all like to put our hands together again & thank Pat who has been a part of the centre for such a long time.

Good news is we have been able to start doing those activities you all love to be apart of & with the opening of Samantha's Tea Room in Liden will start to see another income. I would like to thank you all who have supported us in fundraising events this year & I am sure that 2022 will be better year all round.

Thank you to all the Trustees, Staff, Volunteers & especially to You the Members.

Also I would like to take this opportunity to Thank you all that have supported the TSB events that we have done as a Partnership over the last 4 years - we have raised &



donated over £7000 & we will continue to support The Open Door Centre until September 2022.

I hope those of you that are going away next week have a Great Holiday!

Best Wishes & Will see you all soon

Dan

6. Approval of Accounts:

The accounts were approved

Proposed: James Whittome

Seconded: Anthony Dixon

No objections, carried unanimously

7. Independent examiners:

Nicholas Brown Consultants Ltd were re-appointed as auditors

Proposed: Angie Cooper

Seconded: Teresa Hardman

No objections, carried unanimously

8. Election of Directors:

The following were seconded to the committee during the year and are happy to stand for election:

Angie Farnsworth

Eva Gilbert

Susan Pearson

Proposed: Paul Bridges

Seconded: Angie Cooper

No objections, carried unanimously

The following Directors were re-elected:

Derek Fry

Bob Barrett

Lynn Howe

Trish Newman



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Charity No: 1107869

Company No: 5216053

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

(a Company limited by guarantee)

St Barnabas Church Hall

Ferndale Road

Swindon

SN2 1BU

Company registration number: 05216053

Charity registration number: 01107869

Trustees' Report and Financial Statements

For the year ended 31 March 2020

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THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Reference and Administrative Details of the Charity, its Trustees and Advisers

Company Status

The Open Door Centre (Swindon & District) Limited ("the Charity") is a registered charity — charity registration number 01107869. The registered address is:

St Barnabas Church Hall
Ferndale Road
Swindon
Wiltshire
SN2 IBU

The manager of the charity is J A Stacey.

Trustees

The trustees present their report and accounts for the period ended 31st March 2020.

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 trust deed, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in 2005.

The Trustees who served during the year were:

Derek Fry
Bob Barrett
Daniel Cowen
Michael Smith (resigned 25 Nov 2019)
Trish Newman
Lynn Howe

Bankers and Accountants

The charities bankers are:

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling ME19 4JQ

Lloyds TSB Bank plc
5 High Street
Swindon SN1 3EN

Cambridge & Counties Bank Limited
Charnwood Court
New Walk
Leicester LE1 6TE

The charity's reporting accountant is:

Simon Brown
Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn
Westend Offices, Stonehouse
Glos. GL10 3GE



Structure, Governance and Management

The charity is a charitable company, limited by guarantee. The charity was established under Memorandum of Association, which sets out the objects and powers of the charity and is governed under its Articles of Association. It was incorporated on 26th August 2004.

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees or members of the management committee and these individuals are also company directors. In the event if the charity being wound up, directors are required to contribute an amount not exceeding £1.

Recruitment and appointment of Management Committee

The focus of the organisation's work is providing support for people with learning disabilities, who may also have physical disabilities or mental health issues, in any way which now or hereafter may be deemed to be charitable. The needs of this group are appropriately reflected through the diversity of the trustees body. To enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work.

Organisation Structure

The charity, a company limited by guarantee, was incorporated on 26th August 2004 to take over the running of The Open Door Centre, which was managed until August 31st by New Era Housing Association. Members of staff previously employed by New Era were transferred to the company on 1st September 2004 on a TUPE agreement. These transfers incur a liability for previous service.

The name of the company was changed to The Open Door Centre (Swindon and District) Limited by special resolution on 3rd December 2004.

An application for charity status was approved by the Charity Commissioners on 1st February 2005.

The Charity has been operating from St Barnabas Church Hall in Ferndale Road, Swindon since January 2007.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. The adequacy of reserves will be a continuing target to be reached.

Swindon Borough Council (SBC) terminated its contract with the organisation on 15 January 2014, but did not award the ongoing contract until March 2019. An interim contract was awarded to The Open Door Centre in April 2014 to provide support to Members with their personal plans. The Open Door Centre did not win the ongoing contract, but received payment up to 31 May 2019.

Public Benefit

The trustees have taken account of the Charity Commission's guidelines on public benefit and consider that the charity meets its obligations in that regard.

Activities

Recreational sessions are held on a weekly basis, as are discussion groups. There are internal and external activities, and members are encouraged to make full use of local facilities for activities such as swimming and fitness. Various day trips also take place and there are regular talks from various organisations and individuals on subjects of interest to members. Creative sessions are held on a regular basis, such as sewing and art. Members' holidays, supported by staff, continue to be popular. Members' take-up of activities is monitored and this analysis is available for inspection should it be required.

In order to carry on the day to day activities of the centre, eight people were employed during the year, all of them part time. A part time café manager was also employed to run the café at Liden Library.

£20,186 in Restricted Funds was made available by various bodies (including the £8,276 From SBC). These funds are shown in the restricted funds reserves.

The members provide funds for social activities from their own resources and these transactions, and the lunches paid for by the members, do not form part of these accounts. However, any surplus from the payment of lunches is used to supplement the cost of the Cook's salary, and this is shown as income.

From 23 March 2020 the Centre was temporarily closed due to the Covid-19 pandemic.

Thanks are extended to the staff and volunteers who work tirelessly for the benefit of the charity and all those who use the Centre's services. Our thanks also go to all those companies and individuals who have made funds available.

In the longer term the Charity needs to have suitable settled accommodation in order to move towards financial independence. The Charity operates from St Barnabas under a lease agreement renewed annually.

Objectives, Achievements and Performance

Future Plans and Objectives

The objects of the Charity are the relief of people with learning disabilities in any way which, now or hereafter, may be deemed by law to be charitable.

The Company and Charity is managed by a board of directors who are also trustees of the Charity. Employed members of staff carry out day to day management and operational requirements. A paid staff runs the Charity on a day to day basis and report regularly to the board. The membership is represented by three of their peers, sitting with Directors and Staff to form a Management Committee, to ensure communications are of a high order.

Full details of services provided may be obtained from the Centre manager. The Centre also provides a day service to residents of care homes for which a daily charge is made. Funds have also been made available by corporate donors and others for specific purposes.

Service users meet monthly to take decisions on planning activities and other aspects of the charity work to ensure inclusivity.

Financial Review

Reserves

It is the policy of the charity that unrestricted funds that have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure (£23,300-£46,600). An additional provision for statutory amounts becoming due to staff and other creditors, in the event that the Company and the Charity had for any reason to cease trading, is also necessary.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The Charity has sufficient funds in place to operate until June 2021.

Reserves are at an adequate level and this policy will continue in future years as well as making all practicable efforts to increase income from all sources. It should be noted that the Charity's trustees have a legal responsibility to ensure the financial health of the Charity.

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Trustees' Responsibilities

The following statement sets out the responsibilities of the trustees in relation to the financial statements of The Open Door Centre (Swindon & District) Limited.

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity as at the end of the financial period, and of the surplus or deficit for the financial period. In preparing those financial statements, the trustees are required to:

- Select appropriate policies and apply them consistently, subject to any material departures being disclosed and explained;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed; and
- Prepare the financial statements on the going concern basis, unless they consider that to be inappropriate.

The trustees are responsible for ensuring that the Charity keeps sufficient accounting records to disclose with reasonable accuracy the financial position of the Company, and to enable them to ensure that the financial statements comply with the United Kingdom Companies Act 1985.

They are also responsible for taking reasonable steps to safeguard the assets of the Charity and, in that context, to have proper regard to the establishment of appropriate systems of internal control with a view to the prevention and detection of fraud and other irregularities.

As far as each trustee is aware, there is no relevant audit information of which the Charities auditors are unaware.

Each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

The trustees consider that they have pursued the actions necessary to meet their responsibilities as set out in this statement.

On behalf of the Board of Trustees

Chair of Trustees :

Name: Derek Fry

Date:



THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Independent Examiners' Report

To the trustees of The Open Door Centre (Swindon & District) limited.

Respective responsibilities of Trustees and Examiner

The trustees' responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in this Statement of Trustees' Responsibilities in the body of the Trustees Report.

You consider that the audit requirement of Section 144 Charities Act 2011 ("the Act") does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145 (5) (b) of the Act, 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of 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 financial statements 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 to my attention:

which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with Section 130 of the Act; and
- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Simon Brown :

Nicholas Brown Consultants Ltd
Suite H The Old Dutch Barn
Westend Offices, Stonehouse
Glos. GL10 3GE
Date:



THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Activities

as at 31 March 2020

	Note	Unrestricted funds General £	Restricted funds	Total funds 2020 £	Total funds 2019 £
Income					
Donations and grants	2	23,843	16,910	40,753	77,386
Charitable activities	5				
Fees and membership		27,622		27,622	22,871
Lunches		3,871		3,871	3,780
Other trading activities	3				
Fundraising		13,162		13,162	6,278
100 Club		821		821	770
Friday Café		1,395		1,395	1,666
Odey's Café		5,898		5,898	2,479
Investment Income	4	444		444	311
Total Income		77,056	16,910	93,966	115,541
Expenditure					
Raising funds		1,481		1,481	
Odey's Café		-		-	
Charitable activities	5	98,407		98,407	107,417
Other	6	8,118		8,118	4,705
Total expenditure		108,006	-	108,006	112,122
				-14,040	3,419
Net income					
Total funds brought forward				100,017	96,598
Total funds carried forward				85,977	100,017

Note : details for fund raising costs are not available for 2019

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Statement of Financial Position

as at 31 March 2020

	Notes	2020 £	2019 £
Non-current assets			
Tangible fixed assets	7	2,275	3,096
		<u>2,275</u>	<u>3,096</u>
Current assets			
Debtors	8	2,093	2,883
Cash at bank and in hand		82,543	94,035
Prepayments and accrued income	9	-	3
		<u>84,636</u>	<u>96,921</u>
Current liabilities			
Creditors: amounts falling due within 1 year	10	934	-
		<u>934</u>	<u>-</u>
Net current assets		<u>83,702</u>	96,921
Net assets		<u>85,977</u>	<u>100,017</u>
Funded by			
General funds		62,977	74,017
Designated funds: 3 months' running costs		23,000	26,000
Total funds		<u>85,977</u>	<u>100,017</u>

For the year ended 31 March 2020, the company was entitled to exemption under section 477 of the Companies Act 2006 ("the Act") relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

In accordance with Section 14 of the SORP, Section D: Voluntary Disclosures and Appendix III of the FRSE, the Charity has voluntarily prepared a Cash flow statement.

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

Derek Fry
Chairman

.....

Date.....



THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Cash Flow Statement

for the year ended 31 March 2020

	2020	2019
	£	£
Cash flows from operating activities		
Net income /(expenditure)	(14,040)	3,419
Adjustments for:		
Depreciation charge	821	792
(Increase)/ Decrease in Debtors	793	(2,586)
Increase/(Decrease) in Creditors	934	(316)
Prepayments and accrued income	-	(2)
	2,548	(2,112)
	(11,492)	1,307
Cash flows from investing activities		
Purchase of equipment	-	(3,838)
	-	(3,838)
Net increase / (decrease) in cash	(11,492)	(2,531)
Cash at bank and in hand at the beginning of the year	94,035	96,566
Cash at bank and in hand at year end	82,543	94,035

Notes to the Financial Statements

1. Accounting Policies

1.1. Basis of accounting

These financial statements aim to give a fair and true value for The Open Door Centre (Swindon & District) Ltd ("the Charity") for the year ended 31 March 2020 ("Year End").

The financial statements have been prepared under the historical cost convention, as modified by the valuation of investments, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14 ("the SORP"), the Financial Reporting Standard for Smaller Entities (effective January 2015) ("the FRSSE") and the Companies Act 2006 ("the Act").

1.2. Donations in kind

The charity is fortunate in the level of support it receives from its volunteers. Without this voluntary support, considerable expense would be incurred. It is not thought meaningful or practical to put a monetary value on the support but the committee is grateful to those who provide their time and expertise.

1.3. Grants

Grants receivable and payable are included in the financial statements when received or paid. Where grants are received or made for a defined period, any amounts relating to a period extending beyond the Charity's accounting date are deferred.

1.4. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.5. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

1.6. Revenue

Revenue is recognised upon the transfer of goods or completion of a service with another legal entity or individual where the revenue can be measured reliably and is under full control of the Charity. Any revenue received in relation to a service partially or not completed will be prorated accordingly.

1.7. Taxation

The charity is exempt from Corporation Tax under the provisions of section 505 Income and Corporation Taxes Act 1988. Consequently no provision for deferred taxation is required.

1.8. Allocation of support costs

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 and payroll.

Notes to the Financial Statements (continued)

1.9. Debtors and prepayments

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1.10. Depreciation

Depreciation is calculated to write off the cost, less estimated residual values, of tangible fixed assets over their expected useful lives using a 25% straight line method. The tangible fixed assets were re-valued at 31 March 2011 at zero.

1.11. Cash at bank and in hand

Cash at bank and cash in hand include all cash held in deposit accounts and monies considered reserves. Any cheques sent or received during the year that relate to the year and are not cleared into a bank are considered debtors or creditors respectively.

1.12. Creditors

Creditors are recognised where the Charity has an obligation, due from past transactions, to settle any amounts owed after trade discounts. Amounts due within a year from the date of transaction are considered current liabilities in the balance sheet and amounts due after a year are considered non-current liabilities.

2. Donations

	2020	2019
	£	£
Gifts	17,386	16,846
Grants	23,367	73,077
	<u>40,753</u>	<u>89,923</u>

Of the £40,753 received in 2020, £16,910 was restricted funds and £23,843 was unrestricted funds. The Charity benefits greatly from the involvement and support of its many volunteers, details of which are given in the annual report. In accordance with accounting policies, the economic contributions are not measured in the accounts.

3. Other trading activities

	2020	2019
	£	£
Income from other trading activities		
Fundraising	13,162	6,278
100 Club	821	770
Friday Café	1,395	1,666
Odey's Café	5,898	2,479
	<u>21,267</u>	<u>11,193</u>

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Notes to the Financial Statements (continued)

All income in 2020 from Other Trading Activities was unrestricted (2019: All unrestricted).

4. Investment income

All of the Charity's £75 (2019: £311) investment income in 2020 arises from money held in interest bearing deposit accounts.

5. Analysis of expenditure on charitable activities

	2020	2019
	£	£
Expenditure on charitable activities		
Pemises costs	14,900	16,222
Support costs	92,506	95,166
Governance costs	600	734
	108,006	112,122

6. Analysis of other expenditure

Other expenditure includes bank charges of £60 (£60 last year), reimbursing volunteer travel expenses of £1,703 (£2,670 last year) and members' singing, mindfulness and fitness sessions of £1,907 (£1,975 last year).

7. Fixed Assets

	2020	2019
	£	£
Opening balance	3,096	50
Acquisitions	-	3,838
Depreciation	(821)	(792)
Closing balance	2,275	3,096
	<hr/>	
Fixed assets at cost	3,938	3,938
Accumulated depreciation	(1,663)	(842)

During the year a warming cabinet was purchased for generating trade income for the charity in order to support fundraising activities. This asset has been depreciated at 20% per year with no retained value and a full charge in the year of purchase.

8. Debtors

Of the £2,093 all amounts are in respect of attendance fees.

9. Prepayments and accrued income

Last year's £3 arose due to interest owed on cash held in deposit bearing accounts.

10. Creditors

Notes to the Financial Statements (continued)

The Creditors at the year end relate to Accountancy (£600) and PAYE (£334).

11. Analysis of governance and support costs

	General support	Governance	Total
	£	£	£
Salaries and staff related costs	81,805	-	81,805
General office	10,701	600	11,301
	<u>92,506</u>	<u>600</u>	<u>93,106</u>

12. Analysis of staff costs

	2020	2019
	£	£
Salaries	74,606	73,443
National Insurance costs	2,640	6,435
Pension costs	2,598	4,505
Staff insurance costs	1,593	2,414
Staff training costs	368	128
Total staff costs	<u>81,805</u>	<u>86,925</u>

The Charity is an equal opportunities employer

No employee had earnings in excess of £60,000.

No remuneration or expenses were paid to any Trustee of the charity.

The charity's staff were employed in the following categories:

	2020	2019
Administration	4	4
Cook	1	1
Activity co-ordinators	3	4
Café manager	1	-
Volunteer support workers	10	13
Volunteer trustees	5	5
	<u>24</u>	<u>27</u>

13. Related Party Transactions – Grants and Significant Donations Received

Wiltshire Community Foundation	01/07/2019	5,000
Charities Trust	17/07/2019	500
Local Giving (Magic Little Grant)	18/09/2019	500
Wiltshire Community Foundation	31/10/2019	3,000
Bailey Thomas	08/11/2019	5,000
Walter Guinness	20/11/2019	1,000
Kentwood Choir	17/12/2019	2,167
Lawn Community Centre	03/02/2020	1,500
Arval	21/02/2020	1,700
Souter Charitable Trust	20/03/2020	2,000
Sir Jules Thorn Charitable Trust	20/03/2020	1,000
		<hr/>
		23,367

THE OPEN DOOR CENTRE (SWINDON & DISTRICT) LIMITED

Independent Examiners' Report

To the trustees of The Open Door Centre (Swindon & District) limited.

Respective responsibilities of Trustees and Examiner

The trustees' responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in this Statement of Trustees' Responsibilities in the body of the Trustees Report.

You consider that the audit requirement of Section 144 Charities Act 2011 ("the Act") does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145 (5) (b) of the Act, 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of 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 financial statements present a true and fair view and the report is limited to those matters set out in the statement below.

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Simon Brown : 

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