

**Charity Registration No. 1122050**

**OPEN DOOR COMMUNITY ACTION TRUST  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

# OPEN DOOR COMMUNITY ACTION TRUST

## CONTENTS

---

	<u>Page No.</u>
Trustees and Officers	1
Trustees' Report	2 - 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Accounts	7 - 9

# OPEN DOOR COMMUNITY ACTION TRUST

## TRUSTEES AND OFFICERS

---

### Working names

ODCAT  
Open Door Trust  
Open Door Peterborough

### Trustees

Mrs Margaret Parkes  
Mr Stephen Warburton  
Mr David Key

### Address

Open Door Baptist Church  
73 Hallfields Lane  
Peterborough  
PE4 7YL

Telephone: 01733 708090  
Website: [www.opendoortrust.com](http://www.opendoortrust.com)

### Independent Examiner

Mark Jackson FCA DChA  
19 Sebrights Way  
Bretton  
Peterborough  
PE3 9BT

### Bankers

HSBC Bank plc  
Cathedral Square  
Peterborough  
PE1 1XL

# OPEN DOOR COMMUNITY ACTION TRUST

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

---

### Trust Deed

Open Door Community Action Trust was registered with the Charity Commission on 17 September 2007 and operates under a Trust Deed.

### Structure, Governance and Management

The following Trustees have been in office since 1 January 2022:

Mrs Margaret Parkes  
Mr Stephen Warburton  
Mr David Key

The powers of appointment or removal of the Trustees rests with the Trustees. New Trustees are selected from appropriately gifted people from within Open Door Community Action Trust or wider relationships.

The charity works alongside Open Door Church, Peterborough, which is based at the same address.

### Aims and Objectives

The objects of the charity are:

1. The relief of financial hardship either generally or individually of people living in the Peterborough area, by making grants of money for providing or paying for items, services or facilities.
2. To develop the capacity and skills of members of the socially and economically disadvantaged community of Peterborough, in such a way that they are better able to identify, and help meet their needs and to participate more fully in society.
3. The relief of unemployment for the benefit of the public in such ways as may be thought fit, including assistance to find employment.

### Activities

The trustees have taken account of the Charity Commission's guidance on public benefit in determining its activities.

Community Projects that are run by the charity include:

**Christians Against Poverty (CAP):** The Peterborough Centre works in partnership with the national Charity of the same name to provide debt counselling services to clients in their own homes, offering help with budgeting, money management, and bankruptcy as necessary, until each client is debt free. Pastoral support is given through a volunteer befriender. In 2022 we had 57 new clients of which 7 households, went debt free. We helped to clear £48,369.38 worth of debt.

# OPEN DOOR COMMUNITY ACTION TRUST

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

---

### Activities (continued)

**CAP Job Clubs:** Run by our Debt Coach and team, Job Clubs provide an 8-week course to train delegates to be ready for work, improve confidence and provide them with interview skills. In 2022 we ran 2 courses, and we had 11 people attend. 5 of those people gained employment. Positive feedback from delegates said the course has increased their confidence and helped them to discover their skills and value to employers

**Kintsuigi Hope:** We hold courses that deal with wellbeing, mental health and management of finances.

**Community Fridge:** We run a community fridge, which is open on Friday mornings, providing food, and a listening ear, to those in food poverty.

**Acts 435 Referrals:** We partner with Acts 435 to whom we apply for grants of money up to £150 to distribute to those with a specific need in our community.

**Hope into Action:** We continue to offer pastoral support to residents housed in two local Hope into Action homes.

### Financial Review

The Trust's principal funding sources in 2022 were from grants and individual donations from the church community and fundraising efforts. At the end of 2021 the charity secured funding for 5 years from the Lottery

The Trust is aiming to build reserves to enable the work to be sustainable.

### Future Plans

The Trust intends to continue the activities noted above, with additional financial resources being sought to be able to enhance the work.

### Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare statements of accounts for each financial year. In preparing those financial statements, the Trustees are required to:

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

On behalf of the Trustees



Mrs Margaret Parkes, Trustee

Date: 10.2.23

# OPEN DOOR COMMUNITY ACTION TRUST

## INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE OPEN DOOR COMMUNITY ACTION TRUST

---

I report on the accounts of the charity for the year ended 31 December 2022, which are set out on pages 5 to 9.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of independent examiner's statement

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

### Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - (ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met: or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mark Jackson FCA DChA

Chartered Accountant

19 Sebrights Way  
Bretton  
Peterborough  
PE3 9BT

Date: 11.2.2023

# OPEN DOOR COMMUNITY ACTION TRUST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
<b>Incoming resources from generated funds</b>							
Voluntary Income	2	9,321	31,230	40,551	8,543	30,988	39,531
Incoming resources from charitable activities	3	2,351	-	2,351	1,479	-	1,479
Fundraising income	4	-	-	-	156	-	156
<b>Total incoming resources</b>		<b>11,672</b>	<b>31,230</b>	<b>42,902</b>	<b>10,178</b>	<b>30,988</b>	<b>41,166</b>
<b>Resources expended</b>							
Charitable expenditure	6	10,931	31,214	42,145	19,703	22,102	41,805
<b>Total resources expended</b>		<b>10,931</b>	<b>31,214</b>	<b>42,145</b>	<b>19,703</b>	<b>22,102</b>	<b>41,805</b>
<b>Net incoming/(outgoing) resources for the year</b>		<b>741</b>	<b>16</b>	<b>757</b>	<b>(9,525)</b>	<b>8,886</b>	<b>(639)</b>
Balances brought forward		3,760	10,214	13,974	13,285	1,328	14,613
<b>Balances carried forward</b>		<b>4,501</b>	<b>10,230</b>	<b>14,731</b>	<b>3,760</b>	<b>10,214</b>	<b>13,974</b>

There are no recognised gains and losses other than those passing through the statement of financial activities.

All incoming resources and resources expended derive from continuing activities.



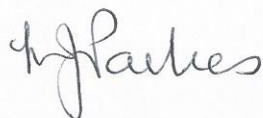
# OPEN DOOR COMMUNITY ACTION TRUST

## BALANCE SHEET

AS AT 31 DECEMBER 2022

	2022		2021	
	£	£	£	£
<b>Fixed Assets</b>				
Tangible assets		-		-
<b>Current Assets</b>				
Cash at bank and in hand	14,731		13,974	
	<u>14,731</u>		<u>13,974</u>	
<b>Creditors falling due within one year</b>	<u>-</u>		<u>-</u>	
<b>Net Current Assets</b>		14,731		13,974
<b>Total assets less current liabilities</b>		<u>14,731</u>		<u>13,974</u>
<b>Represented by:</b>				
Income Funds:				
Unrestricted Funds		4,501		3,760
Restricted Funds	8	10,230		10,214
		<u>14,731</u>		<u>13,974</u>

The financial statements were approved by the Trustees on 10.2.23



Mrs Margaret Parkes



# OPEN DOOR COMMUNITY ACTION TRUST

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 1 Accounting policies

- a** The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS 102.

#### **b Preparation of the accounts on a going concern basis**

The accounts are prepared on the going concern basis. This is dependent upon the continued support of the member churches and individual donors. The trustees consider this is appropriate, on the basis that projects can be adjusted dependent on the funding available.

#### **c Income recognition policies**

Items of income are recognised and included in the accounts when all of the following criteria are met:

- the charity has entitlement to the funds;
- there is sufficient certainty that receipt of the income is considered probable;
- the amount can be measured reliably.

Investment income is accounted for in the period in which the charity is entitled to receipt.

The charity benefits from many voluntary hours and unclaimed out-of-pocket expenses contributed by a number of supporters. A number of small assets have also been donated, for which no value has been attributed to in these accounts.

#### **d Expenditure**

Expenditure is included on an accruals basis. All costs have been allocated directly to a charitable activity and therefore there are no support costs to allocate between activities.

#### **e Funds**

*Unrestricted general funds* - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

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

#### 2 Voluntary Income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Grant: Cinnamon grant	-	25	25	135
Grant: National Lottery Community Fund	-	19,482	19,482	9,666
Grant: PCVS	-	-	-	3,117
Grant: Laing Trust	-	-	-	3,000
Gifts from individuals	7,727	-	7,727	8,044
Gifts: Acts 435	-	11,723	11,723	15,070
Gift aid tax refund	594	-	594	499
Legacy	1,000	-	1,000	-
	<u>9,321</u>	<u>31,230</u>	<u>40,551</u>	<u>39,531</u>

# OPEN DOOR COMMUNITY ACTION TRUST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

### 3 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Badminton	2,351	-	2,351	1,479
	<u>2,351</u>	<u>-</u>	<u>2,351</u>	<u>1,479</u>

### 4 Fundraising income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Shop takings	-	-	-	56
Recycling	-	-	-	100
	<u>-</u>	<u>-</u>	<u>-</u>	<u>156</u>

### 5 Trustees' remuneration

No remuneration was paid to trustees during the year. The trustees were reimbursed expenses amounting to £946 (2021 - £827).

### 6 Charitable expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Salaries	-	14,836	14,836	13,092
Rent	-	3,000	3,000	3,000
Hope Into Action house	989	25	1,014	387
Christians Against Poverty running costs	4,384	1,496	5,880	6,401
Acts 435	-	11,857	11,857	15,850
Community fridge	138	-	138	86
Insurance	635	-	635	635
Travelling expenses	1,675	-	1,675	769
Website	10	-	10	10
Payroll	318	-	318	300
Badminton	2,190	-	2,190	900
Sundry expenses	299	-	299	299
	<u>10,931</u>	<u>31,214</u>	<u>42,145</u>	<u>41,805</u>

# OPEN DOOR COMMUNITY ACTION TRUST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

### 7 Staff costs

	2022 £	2021 £
Salaries	14,836	13,092

No employee received remuneration which would amount to more than £60,000 in any 1 year period.

The average weekly number of employees	2	1
----------------------------------------	---	---

### 8 Restricted funds

	Opening Balance £	Incoming Resources £	Resources Expended £	Transfers £	Closing Balance £
National Lottery Community Fu	9,666	19,482	(19,332)	-	9,816
Acts 435	548	11,723	(11,857)	-	414
Cinnamon grant	-	25	(25)	-	-
	10,214	31,230	(31,214)	-	10,230

### 9 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total £
Fund balances at the end of the year are represented by:			
Current assets	4,501	10,230	14,731

### 10 Control

No one individual has overall control of the charity.