

OPEN HEART MINISTRY

TRUSTEES ANNUAL REPORT & FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

CHARITY REGISTRATION No: 1135874

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OPEN HEART MINISTRY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021 LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1135874
START OF FINANCIAL PERIOD	1 April 2020
END OF FINANCIAL PERIOD	31 March 2021
TRUSTEES AT 31 MARCH 2020	Gary Griffiths Sally Cox Graham Heaton
REGISTERED ADDRESS	22 NYEWOOD LANE BOGNOR REGIS PO21 2QB
DATE OF INCORPORATION	11 May 2010
GOVERNING DOCUMENT	TRUST DEED DATED 26 FEBRUARY 2007

Charitable objects

1) TO ADVANCE THE CHRISTIAN FAITH IN ACCORDANCE WITH THE STATEMENT OF BELIEFS APPEARING IN THE SCHEDULE HERETO IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME-TO-TIME THINK FIT.

(2) TO FURTHER CHRISTIAN EDUCATION INCLUDING PRIMARILY BUT NOT LIMITED TO, THE USE OF ARTS IN CHRISTIAN WORSHIP AND THE EQUIPPING OF INDIVIDUALS AS MISSIONARIES IN THE CHRISTIAN FAITH IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME-TO-TIME THINK FIT.

(3) TO PROMOTE AND FULFIL SUCH OTHER CHARITABLE PURPOSES BENEFICIAL TO THE COMMUNITY IN SUCH PARTS OF THE UNITED KINGDOM AND THE WORLD AS THE TRUSTEES MAY FROM TIME-TO-TIME THINK FIT.

OPEN HEART MINISTRY

FOR THE YEAR ENDED 31 MARCH 2021 REPORT OF THE TRUSTEES

Objectives and activities

The charitable company objects are shown on page 2.

AIM AND PURPOSE

Open Heart Ministry aims to advance the kingdom of God through inclusive mission, teaching, pastoral, evangelistic and social care. The ministry is based in Bognor Regis where a church was established in January 2018 at North Bersted, Bognor Regis. Outreach to different ethnic cultures is a particular emphasis.

To enable church participants to grow spiritually as well as in their practical daily worship.

To enable the people of Bognor Regis and further afield to see Open Heart Church as a place of shelter and refuge.

OBJECTIVES AND ACTIVITIES

The Trustee Management Group is committed to enabling as many people as possible to find new life in Jesus. Our services and worship are combined with prayer, scripture, music, and sacrament. When planning our activities, the Trustee Management Group have considered the Charity Commission's guidance on public benefit and seeks to reach out to those who are lonely. The specific guidance on charities for the advancement of religion involves the church community in living out their life through: -

- a. Worship and prayer, sharing the gospel and developing knowledge and trust in Jesus.
- b. Provision of pastoral care for local people.
- c. Mission and outreach work in the U.K. and further afield.
- d. Encouraging new expressions of worship through music and creative arts, having regard to culture and ethnicity.
- e. Partnering and supporting other churches who need support and want to flow together in mission.
- f. Providing opportunities for people from different cultural backgrounds to come together, share their dreams and develop their gifts.

ACHIEVEMENTS AND PERFORMANCE

Open heart church offers weekly services, weekly house groups and weekly prayer meeting.

The church is growing slowly with a congregation of between 20-40 people each week. Everyone is encouraged to play their part involving commitment and a sense of belonging. Several the congregation can preach, lead worship and prayers as well as engage in pastoral work. Everyone is welcome and people often come with specific prayer requests. The church supports overseas missionaries through visits and hospitality as well as financial support. However, the global pandemic has meant restrictions to overseas visits, but a significant increase in online participation by people overseas during the past year.

At the end of March 2020, the coronavirus pandemic meant that the pattern and platform of meeting together for worship, prayer, house groups and development of youth work was forced to change. With the imposition of national lockdowns, it was necessary to embrace technology and meet online. Despite teething problems, all meetings were streamed successfully, and equipment has been upgraded, as necessary.

Despite the pandemic we helped establish a church in Portugal and there are plans for this to further develop during the coming year as restrictions ease.

TRUSTEE MANAGEMENT MEETINGS

The Trustees meet regularly to consider all aspects of Open Heart Church and mission. The emphasis is on both practical and spiritual issues. The giving pattern and financial management is always an item for consideration.

During the pandemic lockdown meetings were held online.

ECUMENICAL RELATIONSHIPS

We are part of churches together in Bognor Regis although meetings have been curtailed during the pandemic. One of our Home groups attracts people from several different churches across the Town.

PASTORAL CARE

Most of the pastoral care is undertaken by Pastor Marcelo Guimaraes. However, prayer requests are responded to by different members of the congregation and taken to the weekly prayer meeting.

BUILDINGS

Open heart Ministry does not own any buildings. The Jubilee Hall in North Bersted is rented for weekly services, but payment is only required when the building is used so no building costs were incurred during lockdown periods.

Prior to the pandemic the Beehive centre owned by Kings Gate church was used by one of the house groups on Thursday evenings.

FINANCIAL REVIEW

There has been a small decrease in giving during the past year probably linked to the pandemic. This has not restricted the churches financial commitments, or the support offered to overseas mission.

VOLUNTEERS

We would like to thank those who have given their time freely including those who set up the hall each week, provide tea and coffee, music, and worship and those who teach the children. Also, thanks to the treasurer as all accounting and secretarial roles are voluntary for which we are very grateful.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The trustee management group meets four times a year with additional meetings as required. The annual church meeting is normally convened to ensure transparency and encourage the church to participate in church planning and the vision. The national lockdown meant that no church meeting took place this year.

Trustees: Gary Griffiths, Graham Heaton, Sally Cox

CHAIR: GARY GRIFFITHS

TREASURER: CAROL GRIFFITHS

PASTOR: MARCELO GUIMARAES

NON-TRUSTEE MEMBER: DAVE CHAFFE

OPEN HEART MINISTRY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Statement of Trustee's responsibilities:

The Charities Act require the Board of 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 year and of the surplus or deficit of the charity.

In preparing those financial statements the Board is required to: -

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

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

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

I approve the attached statement of financial activities and balance sheet for the year ended 31 March 2021 and confirm that I have made available all information necessary for its preparation.

Signature.....

Date10TH AUGUST 2021.....

PRINT: GARY GRIFFITHS

OPEN HEART MINISTRY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted	Restricted	TOTAL 20/21	TOTAL 19/20
INCOME AND ENDOWMENTS FROM:				
Donations (including Gift Aid) 3	24,968	-	24,968	29,898.
Sale Mini bus	3,200		3,200	
TOTAL INCOME	31,374	-	31,374	29,898
EXPENDITURE ON:				
Charitable Activities 4a	26,571	-	26,571	24,299
TOTAL EXPENDITURE	26,571	-	26,571	24,299
NET INCOME/(EXPENDITURE)	4,803	-	4,803	5,5599
Reconciliation of funds:				
Total Funds Brought Forward	9,230	-	9,230	3,631
TOTAL FUNDS CARRIED FORWARD	14,033	-	14,033	9,230

Notes

Movements on all reserves and all recognised gains and losses are shown above. All the organisation's operations are classed as continuing.

OPEN HEART MINISTRY

BALANCE SHEET

AS AT 31 MARCH 2021

		Unrestricted	Restricted	31.3.2021	31.3.2020
	Note				
Fixed Assets:					
Tangible assets	2	-	-	-	3,075
Current Assets					
Debtors:	7	-	-	-	-
Cash at bank and in hand		14,033		14,033	6,155
TOTAL CURRENT ASSETS					
Creditors: amounts falling due within one year	8	-	-	-	-
NET CURRENT ASSETS		14,033	-	14,033	6,155
TOTAL ASSETS less current liabilities					
Creditors: amounts falling due in more than one year	9	-	-	-	-
NET ASSETS					
Funds of the Charity - -					
General Funds		14,033	-	14,033	6,155
Designated Funds	5	-	-	-	-
Restricted Funds	6	-	-	-	-
Total Funds		14,033	-	14,033	6,155

Approved by the Trustees on ...10TH AUGUST.....2021, and

Signed on their behalf by*E. Griffiths*....., Trustee.

PRINT:

EARLY GRIFFITHS

Notes to the Financial Statements

2. TANGIBLE FIXED ASSETS

The charity held no tangible fixed assets at the balance sheet date 31 March 2021.

A Minibus was sold during the period for £3,200 it had book value of £3,075 on 31 March 2020.

3. INCOME FROM:

All donations were unrestricted.

4. EXPENDITURE ON:

	Unrestricted	Restricted	TOTAL 20/21	TOTAL 19/20
a) Charitable Activities				
Travel costs	981	-	981	4774
Food / Accommodation	-	-	-	119
Insurance	340	-	340	255
Hall Hire	924	-	924	3303
Admin /Pastoral Costs	15751	-	15751	8200
Operational Consumables	1080	-	1080	1496
Gifts	4002	-	4002	3305
Minibus book value	3075	-	3075	2167
Other	130	-	130	680
Governance and Support				
Preparation of Statutory Accounts	288	-	288	
TOTALS	26,571	-	26,571	24,299

5. DESIGNATED FUNDS

The charitable company held no designated funds at the balance sheet date (31 March 2021).

6. RESTRICTED FUNDS

The charitable company held no restricted funds at the balance sheet date (31 March 2021).

All direct costs and governance and support costs relate to the core activity of the charity.

7. DEBTORS AND PREPAYMENTS

The charitable company had no debtors at the balance sheet date (31 March 2021).

8. Creditors and accruals: amounts falling due within one year

9. Creditors and accruals: amounts falling due in more than one year

10.RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to full fill its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

11.PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the trustee's report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

12.RISK ASSESSMENT

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

13 Assets

These are capitalised if they can be used for more than one year and they cost at least £1000. They are valued at cost and if gifted then at the value to the charity on receipt.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of the above Charitable incorporated organisation for the year ended 31st March 2021.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Responsibilities and basis of report

I report in respect of my examination of the CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:



Name: Daryl Martin

Date: 6/08/2021

Independent Examiners Ltd
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