

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023**

**OPEN HEART
MINISTRY**

CHARITY REGISTRATION No: 1135874

Independent Examiners Ltd
Unit 2
The Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

OPEN HEART MINISTRY

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OPEN HEART MINISTRY

LEGAL AND ADMINISTRATIVE INFORMATION

REGISTERED CHARITY NUMBER	1135874
START OF FINANCIAL YEAR	1st April 2022
END OF FINANCIAL YEAR	31st March 2023
TRUSTEES AS AT 31ST MARCH 2023	G Griffiths S Cox G Heaton
LEGAL STATUS	Trust
GOVERNING INSTRUMENT	TRUST DEED DATED 26 FEBRUARY 2007
OBJECTS OF THE TRUST	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.
CORRESPONDENCE ADDRESS	22 Nyewood Lane Bognor Regis PO21 2QB
PRIMARY BANKERS	1 Churchill Place London E14 5HP
INDEPENDENT EXAMINER	Lomax Pavey Independent Examiners Ltd Unit 2 The Broadbridge Business Centre Delling Lane Bosham West Sussex PO18 8NF

OPEN HEART MINISTRY
TRUSTEES REPORT
FOR THE YEAR ENDED 31ST MARCH 2023

AIMS 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. Outreach to different 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. Services and worship are combined with prayer, scripture, music and sacrament. When planning 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 lives through;

- a. Worship and prayer, sharing the gospel and growing in 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 other churches who need support and want to flow together in mission
- f. 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 has a congregation of between 20-30 people each week. Everyone is encouraged to play their part involving commitment and a sense of belonging. A number of the congregation are able to 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 has continued to support overseas missionaries through visits and hospitality as well as financial support.

A small monthly foodbank is in operation and food distributed to individuals in need or other charitable organisations within the Town. Soup is prepared and offered during the winter months for those in need.

The church now offers a weekly term time Mother and Toddler group. This is provided free of charge and attracts 20 plus children each week plus carers.

We have continued helping in establishing a Church in Portugal and offer ongoing financial support as the work there grows.

We have also continued to support a missionary family in Albania and provided a two week UK furlough for the whole family during January 2022.

During June and July 2022 seven young people from Brazil spent several weeks with us with a view to mission. They also visited our connections in Albania and Portugal during this time. This gave them the opportunity to experience different cultures and share ideas. One woman from the group plans to become a missionary in Romania and from us went on to Birmingham for further

OPEN HEART MINISTRY
TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31ST MARCH 2023

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.

ECUMENICAL RELATIONSHIPS

We are open to making connections with other churches within Bognor Regis and have attended churches together meetings when invited.

In order to promote mission we collaborate with a number of international churches from Europe, Brazil and the USA.

PASTORAL CARE

Most of the pastoral care is undertaken by Pastor Marcelo Guimaraes who is the only full time employee of Open heart. However everyone is encouraged to respond to Prayer requests and practical needs from both within and outside the fellowship.

We currently run two Home groups where pastoral needs are shared

During the winter months a weekly soup distribution is offered for those in need.

BUILDINGS

Open heart Ministry does not own any buildings. The Jubilee Hall in North Bersted is rented for weekly services and the weekly mother and toddler group. Payment is only required when the building is actually used.

FINANCIAL REVIEW

Despite the church's relatively small giving base as well as current inflationary pressures our income showed an increase during the past financial year. Total giving was £37,898 up from £29,363 last year, an increase of £8535. This was in large part due to significant missionary giving reflecting our ongoing commitment to mission in Europe. We are hopeful that this will continue as supporting mission is a vital part of our vision.

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.

We have also been greatly blessed by a missionary couple from Brazil spending a few months with our fellowship this year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The trustee management group meets four times a year with additional meetings as required.

Trustees: Gary Griffiths, Graham Heaton, Sally Cox

CHAIR: GARY GRIFFITHS

TREASURER: CAROL GRIFFITHS

PASTOR: MARCELO GUIMARAES

NON-TRUSTEE MEMBER: DAVE CHAFFE

OPEN HEART MINISTRY
TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31ST MARCH 2023

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.

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.

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.

TRUSTEES' RESPONSIBILITIES

Charity Law requires the Trustees to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the Charity. 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) Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with Charity Law. 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.

Approved by the Trustees on the 5.12.2023

Signed on their behalf by G. Griffiths

Signature:

Gary Griffiths

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of Open Heart Ministry on the accounts for the year ended 31st March 2023 set out on pages 8 to 11.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

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

It is my responsibility to:

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

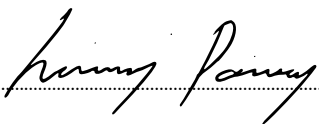
BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation 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 the 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

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:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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.



Lomax Pavey
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6th December 2023

OPEN HEART MINISTRY

STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023/22 £	Total 2022/21
RECEIPTS :	2	37,898	-	37,898	29,364
TOTAL RECEIPTS		37,898	-	37,898	29,364
PAYMENTS :	3	40,023	-	40,023	30,522
TOTAL PAYMENTS		40,023	-	40,023	30,522
NET INCOMING/(OUTGOING) RESOURCES		(2,125)	-	(2,125)	(1,158)
Balance brought forward		12,875	-	12,875	14,033
BALANCES CARRIED FORWARD		10,750	-	10,750	12,875

All of the organisation's operations are classed as continuing.

The notes on pages 10 to 11 form part of these accounts.

OPEN HEART MINISTRY

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31ST MARCH 2023

ASSETS

	Unrestricted Funds £	Restricted Funds £	31-Mar-23 Total £	31-Mar-22 Total £
Cash at bank in hand				
Mission Account	1,402	-	1,402	1,997
Church Account	9,348	-	9,348	10,878
	10,750	-	10,750	12,874

Represented by:

General Fund	10,750		10,750	12,874
Restricted Fund	-	-	-	-
	10,750	-	10,750	12,874

LIABILITIES

Independent Examiners Fee	312	-	312	312
	312	-	312	312

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 8 to 9.

Approved by the Trustees on the 5.12.2023

Signed on their behalf by L. Griffiths

Lary Griffiths

Signature:

OPEN HEART MINISTRY

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

	Unrestricted Funds £	Restricted Funds £	Total 2023/22 £	Total 2022/21 £
Gifts & Contributions	16,273	-	16,273	24,577
Cash Gifts & Contributions	6,123	-	6,123	-
Mission Gifts & Contributions	11,152	-	11,152	-
Gift Aid	4,351	-	4,351	4,693
Sundry	-	-	-	94
	37,898	-	37,898	29,364

3. PAYMENTS

	Unrestricted Funds £	Restricted Funds £	Total 2023/22 £	Total 2022/21 £
Travel Costs	704	-	704	2,395
Travel Misc.	34	-	34	-
Fuel/Car Hire	1,207	-	1,207	-
Food/Accommodation	506	-	506	550
Insurance	191	-	191	187
Hall Hire	3,357	-	3,357	2,796
Admin / Pastoral Costs	198	-	198	19,597
Pastors Salary	20,577	-	20,577	-
Equipment/Music Equipment	796	-	796	-
Operational Consumables	-	-	-	1,235
Gifts	-	-	-	2,507
Portugal Gift	11,942	-	11,942	-
Other	198	-	198	967
Independent Examiners Fee	312	-	312	288
	40,023	-	40,023	30,522

OPEN HEART MINISTRY

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST MARCH 2023

4. RESTRICTED FUNDS

No restricted funds were held by the charity during this financial year.

5. PAYMENTS TO TRUSTEES AND RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial period. No other material transaction took place between the organisation and a trustee or any person connected with them.