



Annual Report 2024

Open House (Christian Outreach) Trust
For the Year End 31 December 2024

Prepared on
July 1, 2025

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Reference & Administrative Details

Charity Name

Open House (Christian Outreach) Trust

Charity Number

A registered charity in England & Wales no. 1156654

Registered Office

773 Chesterfield Road, Woodseats, Sheffield, S8 0SP

Trustees

David Stout (Chair)

Paul Bassindale (Secretary)

Rebecca (Bess) Popplewell (Treasurer)

Janet Bassindale

Jo Edwards

Structure, Governance & Management

Open House (Christian Outreach) Trust was registered as a CIO with the Charity Commission in England and Wales, on 11th April 2014, and became active on 5th September 2014, following transferal of assets from Open House (Christian Outreach) Trust (Charity No 700997), an unincorporated registered Charity, constituted under a Trust Deed dated 15th December 1988.

During the year, the Trustees met 10 times to ensure compliance with the agreed objectives and constitution. The renovation of the building on Chesterfield Road continued to have significant effect on the operations and activities of the organisation.

Recruitment and Induction of Trustees

The current trustee board are open to further recruitment of additional members to enhance, broaden and increase the skill set to support the running of the charity and advance the vision.

The Trustees have a Trustee Application Pack that could be given to potential new board members. This pack outlines the charity's mission, values, and Statement of Faith. Trustees are appointed on their Christian beliefs, character, and commitment to the vision of Open House. The new application process requires a completed pack and an informal interview with two members of the current board.

On recruitment of new trustees, the whole trustee board completes an updated Skills Audit to ensure that areas of need are covered or highlighted. This audit also helps identify growth and development within the existing board.

Aims, Objectives & Values

The object of Open House (Christian Outreach) Trust is:

- To advance the Christian faith in accordance with the Statement of Faith, appearing in Clause 31, in Woodseats and in such other parts of the United Kingdom or the world as the trustees may from time-to-time think fit, including by (but not limited to):
 - o the provision of a place of Christian witness by providing a place for Christians to meet Christians and non-Christians;
 - o the provision of facilities for teaching, worship, and prayer.

The aims of Open House are:

- To sow community, service and love in Woodseats in the name of Jesus
- To cultivate an inclusive and open place where people are accepted whatever their story
- To feed and sustain wonderings about God with food, drink, relationship, creativity and prayer
- To provide a place of refuge and relationship, especially for those with need or vulnerability
- To work alongside local churches, community groups and schools to encourage open conversation and exploration of faith
- To serve high quality and responsibly sourced food and drinks and exemplify sustainable and ethical business practices

The vision for the coffee shop is anchored by these core values:

Jesus Focussed: In a world of independence, competition, and distractions, we try and keep Jesus' teachings and actions at the heart of what we do. He calls us to love one another and often did this through conversations over food. Here at Open House, those are things we want to do best.

Everybody Welcome: No matter what background, race, gender, age, ability or political leaning, everybody has a place at the table. At Open House we believe the more diversity, the better. There is beauty in difference: together. We will strive to reach out to those in our community who may find it difficult to come in.

Always Searching: We want questions to be asked, opinions to be challenged and for the search for truth to be an exciting and guided experience. We will always welcome conversation, offer prayer, support, and point to other help as necessary. We do not presume to have all the answers. We hope local churches, community groups and people will find each other under our roof. And if you're searching for good coffee, we can help with that too...

Generous Giving: Open House only exists through generous giving. We believe in finding unmet need; doing more than the minimum; in putting the last, first. On a daily basis our staff, volunteers and supporters give to keep Open House open for business by their time, skills, resources, encouragement and prayers. We look for creative ways to give generously to our guests and to other organisations and projects.

People not Profit: Delicious food and a homely welcome cannot be produced at the expense of people or their environment; we look after our staff, our suppliers, our volunteers, and our guests. Generous, sustainable, and appreciative relationships go very well with good coffee. We're in no rush for your table – we want you to feel at home.

Achievements & Performance

Prayer Team

The Prayer Team met most Friday mornings between 09:30-10:00 on Zoom (online meeting platform). Between 4 and 8 people regularly joined online to pray for the local community and for the Open House building project. This space has been vital in supporting the work and team at Open House, creating more accountability, enthusiasm, and community around the project.

Communications Team

At the beginning of 2024 there were regular communications with the Open House supporters via Facebook, and Instagram, especially as the building work continued. Towards the end of the year, our socials focussed on promoting our Tuesday morning coffee time. These platforms have been important in sharing news and keeping people in touch with what's going on at Open House.

Dream Team

Autumn 2024 saw the start of Tuesday Brewday. With the support from a local couple who provided space to set up, and CLO Coffee in Leeds, the team were able to start brewing coffee to give out for free on a Tuesday morning. The idea of this activity is to be a presence on the high street, to deliver our charitable objectives, talk to locals about the project, and to start an unofficial community audit. It has been a fun and fascinating project since it started on Tuesday 5th November 2024; local churches and individuals have come along to help serve and meet the community.

Fundraising & Finance Team

Open House continued to receive regular donations from individuals, plus a number of one-off donations.

Thanks to the fundraising efforts of Andrew Rainsford, Open House was able to secure £10,000 from the Garfield Weston Foundation, £2,000 from The Edgar E Lawley Foundation and £15,000 from the Benefact Trust. Unfortunately, due to the general election and the change in government, the £48,000 pledged from the government's Community Ownership Fund in 2023 is no longer available to Open House. The Gavins Foundation paid £8,736.08 towards the work carried out by Creative Building Projects at the beginning of the year.

Due to a backdated business rates bill received in 2023, our trustee board has spent a lot of 2024 contending with the Sheffield City Council. After a Court Summons in which the team had a meeting face-to-face with the council, a Liability Order was issued and an initial repayment of £12,000 was paid to clear some of the debt. This bill is still being refuted. The trustees are committed to having these bills reversed and claiming back the money that has been paid.

In 2024, there was an overpayment of £10 to the insurance company. This was not refunded in the same financial year.

Operations & Ethics Team

Governance

Research into the policies and procedures required for the safe opening and operation of the coffee shop has been undertaken, while the creation of relevant and legislative documentation is on-going. The trustee board meet regularly to ensure good communication and transparency in all matters.

Building

Building work continued at the beginning of 2024, but slowed to a halt when funds were sent to Sheffield City Council, and whilst the trustees waited for the costings for Phase 2 of the project. A meeting was had with Creative Building Projects in December 2024 to outline what had been done, what still needed to be done to complete Phase 1 and to agree where everything was up to financially.

Financial Activities 2024

January - December 2024

	Total
INCOME	
Grant	27,000.00
Non Tax Efficient Giving	0.00
One-off Donation	20.00
Regular Giving	545.00
Total Non Tax Efficient Giving	565.00
Tax Efficient Giving	40.00
Regular Giving	1,200.00
Total Tax Efficient Giving	1,240.00
Total Income	28,805.00
TOTAL	28,805.00
EXPENDITURES	
Building Renovation	0.00
Architect	6,676.00
Building Control & Regulations	960.00
Building Work	24,333.19
Surveys & Calculations	3,961.50
Total Building Renovation	35,930.69
Insurances	951.99
Office/General Administrative Expenses	201.60
Rates, Ground Rent & Utilities	20,467.80
Website & Hosting	378.00
Total Expenditures	57,930.08
NET OPERATING INCOME	-29,125.08
NET INCOME/(EXPENDITURE)	£ -29,125.08

Balance Sheet 2024

As of December 31, 2024

	Total
FIXED ASSET	
Total Fixed Asset	
CASH AT BANK AND IN HAND	
Co-operative Bank - Community Plus	948.86
NatWest Current Account	1,989.36
Petty Cash	62.88
Total Cash at bank and in hand	3,001.10
NET CURRENT ASSETS	3,001.10
NET CURRENT ASSETS (LIABILITIES)	3,001.10
TOTAL ASSETS LESS CURRENT LIABILITIES	3,001.10
TOTAL NET ASSETS (LIABILITIES)	£3,001.10
CHARITY FUNDS	
Opening Balance Equity	12,195.52
Retained Earnings	19,930.66
Surplus/(Deficit)	-29,125.08
Total Charity funds	£3,001.10

In-Kind Values 2024

January 1-December 31, 2024

TRANSACTION DATE	TRANSACTION TYPE	NO.	NAME	MEMO/DESCRIPTIO N	ACCOUNT FULL NAME	AMOUNT	BALANC E
In-Kind Clearing							
15/01/2024	Sales Receipt	1004	The Gavins Foundation		In-Kind Donations	8,736.08	8,736.08
01/10/2024	Sales Receipt	1005	T Popplewell		In-Kind Donations	107.94	8,844.02
24/10/2024	Sales Receipt	1007	T Popplewell		In-Kind Donations	87.54	8,931.56
Total for In-Kind Clearing						£8,931.56	
TOTAL						£8,931.56	

End Notes

Accounting Policies

The financial reports have been prepared using Receipts and Payments basis. They include all transactions, assets and liabilities for which the trustees are responsible in law.

All incoming resources are recognised when they are received (in cash, by cheque or through a bank transfer). With minor exceptions, all receipts are accounted for gross. Those exceptions are:

- Insurance claims are netted off the relevant expenditure;

- Refunds of money overpaid by the trustees are also netted off relevant expenditure;

All expenditure is generally recognised when it is incurred and with the exceptions described above is accounted for gross.

Staff Costs

There were no employees of Open House Trust in 2024.

Related Parties & Transactions

Only reimbursed expenses are paid to the trustees.

Paul and Janet Bassindale are a married couple who both sit on the trustee board. To avoid a conflict of interest, they share one vote required for decision making.

Reserves Policy

As the charity outgoings are currently very low, we maintain unrestricted reserves of at least £1,000. This policy will be reviewed as circumstances change.

Public Benefit

The Trustees confirm that they have complied with Section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on Charities and Public Benefit.

Risk Review

During the year, Trustees reviewed significant risks relating to the charity, with a particular focus on building-related, and contractor-related liabilities.

No safeguarding or serious incidents occurred during the financial year.

Approved by the trustees on 10th March 2025, and signed by the Chair of Trustees, David Stout.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees

Open House

On accounts for the year
ended

December 2024

Charity no
(if any)

1156654

Set out on pages

7 - 9

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2024**.

Responsibilities and basis
of report

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").

I report in respect of my examination of the Trust'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 (other than that disclosed below) 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:

M. Hayes

Date:

5th October 2025

Name:

Michelle Hayes

Relevant professional
qualification(s) or body (if
any):



Address: 46 Allenby Drive

Greenhill

Sheffield S8 7RS

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

There is an overpayment of £10.00 made to Atlanta Insurance in February 2024.

There are three invoices from Yorkshire Water that I was unable to verify as enquires to the company, to request copies, were not responded to by Yorkshire Water in time for this year's audit.

5th October 2023

Signed: M. Hayes

Name: Michelle Hayes

Relevant professional
qualification(s) or body (if
any)

Oct 2018

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