



Trustees Annual Report for period 1 April 2022 to 31 March 2023

Charity Name: **Open House Shaftesbury**

Registered charity number: **1184625**

Charity's principal address:	Father's House Christy's Lane Shaftesbury Dorset SP7 8PH
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Names of the charity trustees who manage the charity:

Trustee Name	Office (if any)	Dates acted if not for whole year
Andrew Baddeley	Chair	
Alan Kirkham	Treasurer	
Sheela Upton		
Helen Jupp		
Gordon Clowrey		1 July to 31 March 2023

Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution of a Charitable Incorporated Organisation adopted 29 th July 2019
How the charity is constituted	Charitable Incorporated Organisation [CIO].
Trustee selection methods	(a) Apart from the first charity trustees, every appointed trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees. (b) In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. (c) Nominated trustees. Fathers House Shaftesbury ("the appointing body") may appoint 1 charity trustee. Churches Together Shaftesbury ("the appointing body") may appoint 1 charity trustee.

Additional governance issues

Christy's Lane, Shaftesbury, Dorset, SP7 8PH – 01747 852994

info@openhouseshaftesbury.co.uk

www.openhouseshaftesbury.co.uk

Registered Charity No: 1184625

Changes to Trustees - The following changes in Trustees took place during the year:

We were delighted that Gordon Clowrey was appointed a Trustee, effective from 1 July 2022, as representative for Father's House.

Our Manager and Administrator are supported in, the day to day running of the charity by our Operational Team, comprising lead volunteers heading up various aspects of the charity's work with Operational Team meetings held monthly.

Objectives and activities

<p>Summary of the objects of the charity as set out in its governing document</p>	<p>The CIO is established for the following purposes for the public benefit in Shaftesbury, Gillingham and the surrounding villages. Such activities to be carried out within a Christian ethos:</p> <p>(1) To relieve persons who are in conditions of need, by reason of their youth, age, ill-health, disability, financial hardship or other disadvantage and in particular but not exclusively by the provision of advice, support and information.</p> <p>(2) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.</p>
<p>Summary of the main activities undertaken for the public benefit in relation to these objects.</p>	<p>Open House is a community drop-in service. Within a friendly "coffee shop" environment, a number of different services are offered, including but not limited to:</p> <ul style="list-style-type: none"> • Emergency Aid, including distribution of food bank packs & non-food aid • Benefit advice [Trained & accredited counsellors]. • Housing Advice [Trained & accredited counsellors]. , • Other support services, including letter writing, personal budgeting & help with preparing C.V. & job applications • Store House (Distribution of donated furniture & white goods to qualifying clients). • Open Fridge <p>All these services are provided on a Tuesday between 10-2pm by a team of volunteers. <i>[Open Fridge – Mon, Wed, Fri]</i></p> <p>We also work with other local agencies and arrange networking events. Many of our clients are single parents, some of whom have been in abusive relationships. We have assisted several women after they have left the Dorset Women's Refuge by providing food and emergency aid</p>

	packs and helping to furnish and equip new homes provided by Social Services.
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Additional details of objectives and activities

We are grateful for the many hours volunteers have spent assisting our clients. Without this valuable contribution of time, energy and expertise, we would not have been able to achieve so much.

We are also grateful to Father's House who provide the accommodation in which we hold our weekly drop-in sessions

Summary of the main achievements of the charity during the year.

The year to 31 March 2023 marked the first full year of normal operations following previous Covid restrictions, including resumption of our StoreHouse operations and a full year of Open Fridge. Unsurprisingly, as Covid restrictions were eased, plus the impact on the cost of living filtering through from significantly higher rates of inflation so demand for our services increased as reflected in the statistics below.

A summary of our main activities over the 12 months to 31 March 2023 was as follows:

Food parcels and/ or emergency aid packs – **230** distributions [p. year 169]

Benefits advice **102** consultations [p. year 95]

Housing advice – **37** consultations [p. year 49]

Support services -**164** consultations [p. year 71]

Storehouse - **111** deliveries [p. year closed during lock down period 71]

Dropping in for a "Chat and a drink" - **525**

In addition to our volunteers, we are also very fortunate to have the services of two remunerated support staff:

- Our Project Manager, Nikki Hall
- Open House Administrator – This position has been undertaken by Helen Beecham who left the role during the year. During her time as Administrator she made a significant contribution to the running of open House. Our new Administrator is Iris Phillips who is already making a valuable contribution to the efficient running of Open House.

"Open Fridge" has proved to be very popular and we are grateful for the many varied contributions of produce for this facility. From April 2022 to March 2023 Open Fridge distributed 15,946Kg of food and had 4,934 customer visits. Food is sourced from many local supermarkets and businesses, local allotments, farms and individual donations. Food is largely from the surplus that these facilities generate that would otherwise go to landfill

Our Storehouse delivery service was able to resume as Covid restrictions were eased and we took delivery of a new van. We were fortunate in that grants and donations covered the initial cost of the

van but running costs are higher and add significantly to the overall cost of running this project.

We publicise our services through several local channels, including “This is Alfred” and the Blackmore Vale Magazine. We have an active Facebook and Instagram page and are in the process of revamping our website with plans for an online giving button.

Statement of the charity’s policy on reserves

Our policy is to hold sufficient funds to cover a minimum of 3 months operational costs in the event of any loss of income and to meet any unforeseen expenditure that may occur.

Supporting this is a policy to spread regular donations and grant applications over a wide base so as not to be dependent on a limited income source.

Details of any funds materially in deficit

No funds were in material deficit at 31 March 2023.

Further financial review details

The charity provides a service to clients and does not award grants. Income received is therefore used to provide services over the ensuing 12 months and, as it is not in receipt of any significant legacies or endowments, it is not necessary or appropriate to invest any funds. A charity investment policy is therefore not applicable

In addition to our faithful regular donors, we have been fortunate in receiving several one off donations and grants throughout the year thus providing a relatively secure financial position at the end of the year. However, this level of income will need to be maintained throughout the coming year to ensure the continued development of the project.

We are so grateful to the following companies, organisations and trusts that awarded us grants during 2022/23:

- Hubbub Foundation – Open Fridge
- Williams Charity – StoreHouse Van
- Shaftesbury Trinity Trust – StoreHouse Van
- Shaftesbury Charitable Trust – StoreHouse Van & Emergency Aid; client gas & elec. Top-up
- Rotary Club of Shaftesbury – Laptop
- Groundworks [Tesco]
- Shaftesbury Town Council
- National lottery
- ASDA

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- Battens solicitors
- Dorset community DCF grant

Also, to Virginia Hayward for donation of food hampers distributed to clients at our clients' Christmas Party.

Other information

Open House continues to develop and expand its work with demand for its services increasing, both following the fallout from Coronavirus and now the impact of the current cost of living crisis


Levels of poverty are increasing across the country and although Shaftesbury and the surrounding area is to many an idyllic place to live, the effects of rural poverty, including lack of public transport and need to travel greater distances for medical, benefits, etc. appointments is a matter often overlooked.

Finally, Open House is blessed with many volunteers and although some have retired we have had a number of highly qualified and passionate individuals joining our team.

Declaration

The trustees declare that they have approved the trustees report above.

Signed on behalf of the charity's trustees

Signature	
Full name	Alan Kirkham
Position	Trustee; Treasurer
Date	10 October 2023



Receipts and payments accounts

CC16a

For the period
from

Period start date
4/1/2022

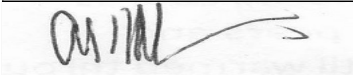
To

Period end date
3/31/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	15,124	-	-	15,124	10,303
Grants	16,425	7,250	-	23,675	8,200
Gift Aid Recovered	1,705	-	-	1,705	1,605
Fundraising	297	-	-	297	186
Other Income	453	-	-	453	224
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	34,004	7,250	-	41,254	20,518
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,004	7,250	-	41,254	20,518
A3 Payments					
Children's Activities	40	-	-	40	69
Emergency Aid	2,072	-	-	2,072	1,142
Donation to charities				-	
Client Events	772			772	1,096
Fundraising		213		213	458
Volunteer Training				-	617
StoreHouse project	4,172	-	-	4,172	909
Open Fridge	108	109		217	510
Staff Pay	12,546	1,094	-	13,641	14,706
Insurance	524	-	-	524	524
Services charge [Lighting & Heating]	750	-	-	750	-
General Administration & other costs	2,545	-	-	2,545	1,151
	-	-	-	-	-
	-	-	-	-	-
Sub total	23,530	1,416	-	24,946	21,182
A4 Asset and investment purchases, (see table)					
StoreHouse Van		-	-	-	7,500
Laptop computer				-	
Open Fridge Project	-		-	-	
Sub total	-	-	-	-	7,500
Total payments	23,530	1,416	-	24,946	28,682
Net of receipts/(payments)	10,474	5,834	-	16,308	- 8,164
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	15,904	- 3,112	-	12,792	-
Cash funds this year end	26,378	2,722	-	29,100	- 8,164

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Balance Bank Account	26,341	2,722	-
	Balance Petty Cash	37	-	-
		-	-	-
	Total cash funds	26,378	2,722	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Motor Vehicle - Storehouse	General	7,500	6,000
	Storage Container - Storehouse	General	-	-
	4 Laptop computers	General	-	-
	Laptop computer	General	644	-
	Storage container - Open Fridge Proj.	General	3,414	-
	Fridge - Open Fridge Proj.	General	512	-
	Freezer - Open Fridge Proj. [Donated]	General	-	-
	Amazon 2 Apple ipads	General	338	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Alan Kirkham	10-Oct-23	
		Andrew Baddeley		



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Open House Shaftesbury

On accounts for the year
ended

31 March 2023

Charity no
(if any)

1184625

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

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

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 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Helen Hassall

Date:

1/11/23

Name:

HELEN HASSALL

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

IAgSA

Address:

UNIT 2 SHEPHERDS FARM

SHEERSTOCK

SHAFTESBURY SAT 9PT

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.

All clearly presented, with traceability for cross referencing.