

Trustees Annual Report for period 1 April 2023 to 31 March 2024

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		

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	<p>(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.</p> <p>(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.</p> <p>(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.</p>

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

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www.openhouseshaftesbury.co.uk

Registered Charity No: 1184625

Additional governance issues

There were no changes in Trustees during the year but, under the term of the Open House constitution, Andrew Baddeley was re-elected as a Trustee and also as Chair, at a meeting of the Trustees held on 25 July 2023.

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 regularly.

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.</p>

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 Church for providing the accommodation in which we hold our activities. Initially Father's House provided the accommodation free of charge but, given the increasing and substantial cost of heating, lighting and other energy costs, we have agreed to pay an annual service charge of £6,000. This remains a very reasonable amount but will, inevitably, put further pressure on our finances.

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

Although Covid restrictions eased during the previous year, the impact on the cost of living filtering through from significantly higher rates of inflation has continued to reflect a growth in demand for our services increased as reflected in the statistics below.

A summary of our main activities over the 12 months to 31 March 2024 was as follows:

Food parcels and/ or emergency aid packs – **276** distributions [*p. year 230*]

Benefits advice - **65** consultations [*p. year 102*]

Housing advice – **62** consultations [*p. year 37*]

Support services – **118** consultations [*p. year 164*]

Storehouse - **94** deliveries [*p. year 111*]

Dropping in for a "Chat and a drink" - 579 [*p. year 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 – Iris Phillips

"Open Fridge" has proved to be very popular and we are grateful for the many varied contributions of produce for this facility. From April 2023 to March 2024 Open Fridge distributed 15,471 (15,946) Kg of food and had 5,238(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 continues following the purchase 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 do much of our advertising through social media.

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 2024.

Further financial review details

The accounts for the year to 31 March 2024 show a deficit of £7,465 compared with a surplus of £24,946 in the previous year. There was a reduction in both donations and grants, the previous year having included a £10,000 grant from the National Lottery.

Expenditure also increased slightly, due to higher pay costs but will increase significantly in 2024/25, including implementation of an annual service charge of £6,000 to cover energy cost including heating and lighting.

We are grateful to our faithful regular donors, we also for the one off donations and grants received throughout the year, thus providing a relatively secure financial position at the end of the year. However, this level of income will need to increase 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 2023/24:

- Neighbourly who work with supermarkets such as Lidl and Aldi and provided access to a Toy fund at Christmas and some financial funding
- Groundworks [Tesco]
- ASDA Foundation
- Shaftesbury Town Council
- Mental Health – North Dorset - Sadly this organisation had to close but gave some of their equity to Open House
- Dorset Community Fund supported OH with a grant to cover a variety of our core purposes
- Shaftesbury Charitable Trust –Emergency Aid; client gas & electricity top-up
- Rotary Club of Shaftesbury – Christmas boxes

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

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

Other information

Open House continues to develop and expand its work with demand for its services continuing to increase

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	16 October 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2023

To

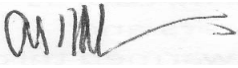
Period end date
31/03/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	10,916	-	-	10,916	15,124
Grants	5,380	1,000	-	6,380	23,675
Gift Aid Recovered	1,548	-	-	1,548	1,705
Fundraising	-	-	-	-	297
Other Income	345	-	-	345	453
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	18,189	1,000	-	19,189	41,254
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	18,189	1,000	-	19,189	41,254
A3 Payments					
Children's Activities	30	-	-	30	40
Emergency Aid	1,754	925	-	2,679	2,072
Donation to charities	-	-	-	-	-
Client Events	782	-	-	782	772
Fundraising	-	-	-	-	213
Volunteer Training	-	331	-	331	-
StoreHouse project	1,438	-	-	1,438	4,172
Open Fridge	350	-	-	350	217
Staff Pay	15,380	-	-	15,380	13,641
Insurance	530	-	-	530	524
Services charge [Lighting & Heating]	3,500	-	-	3,500	750
General Administration & other costs	1,275	-	-	1,275	2,545
	-	-	-	-	-
Sub total	25,038	1,256	-	26,294	24,946
A4 Asset and investment purchases, (see table)					
Laptop computer	-	360	-	360	-
Open Fridge Project	-	-	-	-	-
Sub total	-	360	-	360	-
Total payments	25,038	1,616	-	26,654	24,946
Net of receipts/(payments)	- 6,849	- 616	-	- 7,465	16,308
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	26,378	2,722	-	29,100	12,792
Cash funds this year end	19,529	2,106	-	21,635	29,100

21,635
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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	19,470	2,106	-
	Balance Petty Cash	58	-	-
		-	-	-
	Total cash funds	19,529	2,106	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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	-	-
	Storage Container - Storehouse	General	-	-
	Laptop computer	Restircted	360	-
	4 Laptop computers	General	Donated	-
	Desptop Computer	General	-	-
	Storage container - Open Fridge Proj.	General	-	-
	Fridge - Open Fridge Proj.	General	-	-
	Freezer - Open Fridge Proj.	General	-	-
		-	-	
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	16/10/2024
			Andrew Baddeley	