

OPEN DOOR - ST ALBANS

Report of the Directors For the Year end 31 March 2021

The Directors present their report with the financial statements for the Company¹ for the year ended 31 March 2021.

PURPOSES AND AIMS

The Charity's purpose, as set out in the objects contained in the Charity's Memorandum of Association, is the relief of those in need, by reason of homelessness or other causes of vulnerability. The principal activity of the Company in the year under review was that of fundraising for the relief of financial need and the provision of accommodation and support for the homeless in St Albans and Hertfordshire. The Charity works in partnership with Hightown Housing Association (Hightown), which operates and manages the services provided at Open Door Night Shelter. It also makes occasional grants to other organisations.

Open Door – St Albans is a registered charity (reg no 1028528) and company limited by guarantee (no 02868633).

How our activities deliver Public Benefit

The Open Door – St. Albans Charity contributes to the running costs of the Open Door Night Shelter at 8 Bricket Road, St. Albans. The Shelter benefits from grants from Hertfordshire County Council's Housing-related Support grant, and St Albans City and District Council.

The Shelter regularly gives single accommodation to up to 12 people each night. The facilities are available either by agency referral or by self-referral. Open Door Night Shelter also provides daytime drop-in services which offer support and advice, including on housing, health care, and the services available from other relevant agencies. In severe weather, the Shelter normally provides 5 temporary beds for homeless people funded by St Albans City and District Council, although due to COVID restrictions these did not operate in winter 2020/21. Instead the Open Door Charity provided volunteer run beds in purpose designed accommodation cabins sited at Emmaus St Albans

The Open Door Charity supports the Open Door Night Shelter homelessness service through grants for specific purposes which supplement the public funding, and through the provision of volunteers. Our volunteers make an important contribution to the success of the project. In particular they prepare and serve lunch at the drop-in, and also provide residents and other homeless or vulnerable people with a hot evening meal. Volunteers also provide services for individuals, such as helping those for whom English is a second language, and a number of local businesses give practical help from the donation of food to working to improve the facilities provided and to enhance the environment for **residents**. From 2020/21 our volunteers have been recruited and overseen by our Publicity, Fundraising and Administration Coordinator, now directly employed by the Charity.

This year the Charity has made grants to Hightown to pay for breakfast for those staying in the Night Shelter, and also to fund the Safer Streets Outreach Worker, who makes

¹ The Company is a registered charity (number 1028528). In this report, the Company is referred to on occasion as 'the Charity'.

contact with and supports those on the streets, to help rough sleepers to lead a more settled way of life. There are still people sleeping rough in St Albans, many of whom have limited options for moving on both because there is a serious shortage of suitable accommodation, and/or because of their particular circumstances and issues.

The Open Door Charity also contributes towards improvements at the Night Shelter.

The Charity provides small grants to assist resettlement of individuals, and pays rent and services for people in need who have nowhere to stay and have no access to benefits or other public funds, to give an opportunity for staff to find them a place to go.

During lockdown, the Charity has worked closely with the Council and Hightown to ensure beds continued to be provided until all known rough sleepers had been offered alternative accommodation. It has also coordinated a multi agency group that includes the Council, Hightown, Centre 33, Communities First and St Albans BID, to ensure the provision of food to those accommodated at the Night Shelter and elsewhere.

Over the winter months the Charity provides volunteer – run direct services to rough sleepers, via the Winter Beds project. The project was initiated in 2017 following an approach from churches in central St Albans concerned about levels of rough sleeping, and is overseen by a management group comprising trustees and other representatives. Due to COVID restrictions this winter, we were unable to run our usual dormitory-style accommodation from Trinity URC, but instead provided accommodation for up to 4 rough sleepers in self-contained cabins, These were located at Emmaus St Albans, who kindly provided space and support. The accommodation was largely funded by a grant from central government, administered via Homelessness Link, with the Charity underwriting the project and meeting the balance of costs. Accommodation was provided every night from early January to mid April 2021, with a total of 17 individuals helped, using 48 volunteers. As most public premises were closed by lockdown during this period, the cabins were supplemented by daytime provision at Trinity URC.

The Charity's funding benefits the direct recipients of the services provided at the Night Shelter and also has indirect impacts on the wider community. We encourage charitable giving by local people, whether through volunteering or through fundraising and donations. Many of our supporters and fundraisers are young people, who want to help homeless and vulnerable people.

Our support for the Night Shelter over many years has helped improve the lives of homeless people, by enabling them to address their personal issues and live more settled lives, in turn helping them to play a fuller part in the local community.

Additional government funding during the Coronavirus crisis has temporarily eased homelessness as accommodation was provided for known rough sleepers. However we are aware that people are becoming homeless all the time, and not all those moved into accommodation are able to sustain this. To help address these issues, the Charity is exploring ways of supporting homeless people move into more settled living arrangements and employment: following research into local needs and provision by other charitable and statutory agencies, we have identified homelessness prevention, mental health support, move on accommodation and employment support as potential areas where we may best direct our support. We are actively involved in discussions with local stakeholders, including local council and health services, and local charities, to further explore these opportunities.

We continue to maintain strong relationships with other local charities and recognize that in many areas we are working to the same purposes. Links have been strengthened through the Coronavirus response, and we are working together to build in these. We

also continue to offer grant funding available to other organisations where these will deliver our aims and objectives. During 2020/21 we made grants to St Albans and Hertsmere Women's Refuge, to support the provision of accommodation for those homeless through domestic abuse, and to Herts Young Homeless, to help fund a support worker at a new transition home for young people.

DIRECTORS

The Directors for the year ending March 2021 were:

Kerry Pollard (Chairman to October 2020)
David Lane (Chairman from October 2020)
Peter Graham (Vice Chairman)
Lindsey McLeod (Treasurer)
Jacqueline Button (Secretary)
Lucy Gaygusuz
Simon Carver
Julie Inglis (to October 2020)
Rachel McFarlane
Richard Upton

The Directors have complied with the duty laid out in Section 4 of the Charities Act 2011.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the Board:

David Lane

Date:

Independent examiner's report to the Directors of Open Door – St Albans

To assist you to fulfil your duties under the Companies Act 2006, I have examined the financial statements of the Company for the year ended 31 March 2021. These comprise the Profit and Loss Account, Balance Sheet and related notes, and are compiled from the books and records and information provided to me.

This report is made to the Company's Board of Directors, as a body, and comprises those financial statements and matters agreed for this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors as a body, for my work or for this report.

These statements are compiled in accordance with the requirements of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities.

Susan Ailles

OPEN DOOR – ST ALBANS

INCOME & EXPENDITURE ACCOUNT
For the year ended 31 March 2021

| | Notes | 2020/21 £ | 2019/20 £ |
|---|-------|-----------------------|-----------------------|
| Donations and Grants Received | | 125,331 | 70,720 |
| less Expenditure on services | | <u>(121,086)</u> | <u>(69,491)</u> |
| | | 4,245 | 1,229 |
| less Other Operating costs | | <u>(2,194)</u> | <u>(3,472)</u> |
| OPERATING SURPLUS/(DEFICIT) | 2 | 2,051 | (2,243) |
| Interest receivable | | <u>329</u> | <u>1,623</u> |
| SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION | | 2,380 | (620) |
| Tax on deficit on ordinary activities | 3 | - | - |
| SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR AFTER TAXATION | | 2,380 | (620) |
| Retained surplus brought forward | | <u>342,301</u> | <u>342,921</u> |
| RETAINED SURPLUS CARRIED FORWARD | | <u>344,681</u> | <u>342,301</u> |

OPEN DOOR – ST ALBANS

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 March 2021

| | Unrestricted Funds | | <i>Unrestricted Funds</i> | |
|---|---------------------------|--------------------------|----------------------------------|-----------------------------------|
| | Year ended 31.3.21 | | <i>Year ended 31.3.20</i> | |
| | General | Development Fund £ | <i>General</i> | <i>Development Fund £</i> |
| | £ | | £ | |
| INCOMING RESOURCES | | | | |
| Donations Received | 88,331 | | 70,720 | |
| Grant | 32,000 | | - | |
| Legacy | 5,000 | | | |
| Investment income | 329 | | 1,623 | |
| | 125,660 | - | 72,343 | - |
| RESOURCES USED | | | | |
| Homeless support activities | 54,218 | | 5,279 | |
| Grants for Housing costs and Homeless Support | 46,868 | | 62,212 | |
| Other Grants | 20,000 | | 2,000 | |
| Administration | 2,194 | | 3,472 | |
| Fundraising costs | - | | - | |
| | 123,280 | - | 72,963 | - |
| NET INCOMING / (OUTGOING) RESOURCES | 2,380 | | (620) | |
| Fund Balances brought forward | 280,859 | 61,442 | 281,479 | 61,442 |
| FUND BALANCES CARRIED FORWARD | 283,239 | 61,442 | 280,859 | 61,442 |

OPEN DOOR – ST ALBANS

BALANCE SHEET as at 31 March 2021

| | Notes | 31 March 2021 £ | 31 March 2020 £ |
|-------------------------------------|-------|-----------------------|-----------------------|
| CURRENT ASSETS: | | | |
| Cash and deposits | | 358,273 | 352,876 |
| Debtors | | 17,656 | 3,630 |
| LIABILITIES: | | | |
| amounts falling due within one year | 4 | <u>(31,248)</u> | <u>(14,205)</u> |
| NET ASSETS | | <u>344,681</u> | <u>342,301</u> |
| | | | |
| RESERVES: | 6 | | |
| General Fund | | 2283,239 | 280,859 |
| Development Fund | | 61,442 | 61,442 |
| TOTAL RESERVES | | <u>344,681</u> | <u>342,301</u> |

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the Company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The Directors acknowledge their responsibilities for:

- ensuring that the Company keeps accounting records which comply with Section 386 of the Companies Act 2006; and
- preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the Company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

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Approved by the Board on

OPEN DOOR – ST ALBANS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2021

1 Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with the SORP 2015 Accounting and Reporting by Charities. Turnover represents the gross value of donations received. Donations for housing costs are all made to Hightown Housing Association Ltd in support of the Open Door Homelessness Service at 8, Bricket Road, St Albans.

2 Operating Surplus/ (Deficit)

The operating surplus for the year ended 31 March 2021 is £2,380. There were no reporting fees for accountancy, and no directors' emoluments or other benefits accruing to Directors.

3 Taxation

The Company is a registered charity with no trading activities, and therefore not subject to corporation tax.

4 Debtors and Creditors:

The following debtors and creditors were held at 31 March.

| | 31 March 2021 £ | 31 March 2020 £ |
|--|-----------------------|-----------------------|
| Debtors: | | |
| Gift Aid tax reclaimed | 2,962 | 2,656 |
| Legacy | 5,000 | - |
| Others | 6,856 | 975 |
| Prepayment for counselling | 2,667 | |
| Creditors: | | |
| Hightown -grants for homeless services | 11,384 | 12,992 |
| Grant approved – Herts Young Homeless | 10,000 | - |
| Other Services | 9,864 | 1,213 |

5 Company Status

The Company is limited by guarantee and does not have a share capital.

6 Related Parties

The following related party interests have been identified, and transactions incurred.

| Trustee | Related party | Transaction |
|---------------|---|---------------|
| Kerry Pollard | Wife is Trustee, St Albans & Hertsmere Women's Refuge | Grant £10,000 |

7 Remuneration

During the financial year Lucy Gaygusuz, company Director and charity Trustee, has received payment totalling £6,419 for consultancy work scoping new projects, coordinating with the Council, Hightown and other charities the provision of services during lockdown, and management of the volunteer-led winter beds.

Apart from these payments, and the related parties transactions identified in note 6, no director or any party related to the has received any remuneration, expenses or other benefit during the year.

8 General Reserves

Movements on General Reserves are as shown in the Statement of Financial Activities. The balance on the General Fund at 31 March 2021 was £283,239, and on the Development Fund was £61,442.

Reserves Policy

It is the Charity's policy to aim to have sufficient funds in its General Fund to cover at least the expenditure commitments for the following year. Our budget for known projects and running costs is £95k for 2021/22. The General Fund is held to support the day to day needs of homeless people staying at Open Door Night Shelter, or to enable the Charity to give grants for other activities or projects which support homeless and vulnerable people, within the terms of our charitable purposes and our statutory powers.

The Charity also holds a Development Fund account to provide for the long-term refurbishment and development of facilities to support its charitable services, including the premises at 8 Bricket Road, which is leased to Hightown Housing Association by St Albans City and District Council at a peppercorn rent. This Fund stands at £61,442 as at 31 March 2021, and represents the balance of funding following the refurbishment of 8 Bricket Road in 2010. .

The higher level of general reserves was built up following is a series of exceptional circumstances in the period from 2010. During this time, the Charity has benefited from reductions in the net annual running costs of the Open Door Night Shelter services, largely due to increased income from higher occupancy; continued generous donations, legacies and fundraising, and from some unplanned grant income to support certain specific services provided at Open Door.

The Directors' reserves policy in recent years has reflected their concern that a service that relies so heavily on public sector grants risks losing funding in a time of economic uncertainty. Open Door Night Shelter is a valued public service and its public funding has held up well despite government cuts since 2010. Grants have indeed been reduced and refocused in recent years, in part to get better outcomes and better value for money for funders, but there has also been recognition that Open Door provides essential services to vulnerable homeless people and merits continued resourcing. In addition, individuals staying overnight at Open Door benefit from a housing benefit entitlement which covers the basic cost of their room. There remains a risk of further reductions from the current levels of public funding, including changes in the way some services are commissioned and therefore funded.

The Trustees recognise the need to use its reserves to help address the continuing issues facing homeless people and those at risk of homelessness, in the St Albans area .Whilst support for the night shelter and drop in services provided at 8 Bricket Road remains a core activity, the Charity has the scope to use its reserves to fund and support new initiatives which help vulnerable people in St Albans, particularly the homeless, change their lives for the better, and to find suitable short or long term housing solutions which meet their particular needs. These may be either at or away from Bricket Road, with Hightown and/or in conjunction with other charitable organisations. We fully fund the Street Outreach worker, and underwrite the Winter Beds project. We have also initiated agrants programme to deliver our objectives in partnership with other local organisations, and during 2020/21 made grants of £10,000 each to fund a housing support worker at St Albans and Hertsmere Women's Refuge; and a support worker in a transition home for young people, run by Herts Young Homeless. During the past year we were able to draw on our reserves to respond to emergency needs arising from the COVID pandemic. We also continued to fund research into opportunities to improve the coordination of services meeting the needs of people who are homeless or vulnerable, and to develop new support initiatives.

We will draw on reserves as we develop the portfolio of new projects based on these research findings and the changing homelessness situation, over the future months and years. We will also extend our fundraising activities to support new ventures if appropriate.