

OPEN DOOR - ST ALBANS

Report of the Directors For the Year end 31 March 2020

The Directors present their report with the financial statements for the Company¹ for the year ended 31 March 2020.

PURPOSES AND AIMS

The Charity's purpose, as set out in the objects contained in the Company'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 Hertfordshire. The Charity works in partnership with Hightown Housing Association (Hightown), which operates and manages the services provided at Open Door. 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 Homelessness Service at 8 Bricket Road, St. Albans. The service benefits from grants from Hertfordshire County Council's Housing-related Support grant, and St Albans City and District Council.

The Service 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 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, 5 temporary beds for homeless people are provided, funded by St Albans City and District Council. The Charity supplements these with 5 additional volunteer run beds in a local church.

The Charity supports the Open Door homelessness service through grants for specific purposes which supplement the public funding. In 2019/20 our grants have included funding for a part-time volunteer coordinator responsible for the promotion and supervision of volunteering and for charitable giving, and also to pay for breakfast for those staying in the Service. 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 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.

The Charity also pays for maintenance and improvements at Bricket Road.

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

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

benefits or other public funds, to give an opportunity for staff to find them a place to go.

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. In 2018/19 the Charity continued to fund the Safe Streets Outreach Service which has operated from Open Door since 2011, with the aim of helping rough sleepers to lead a more settled way of life.

The Charity also coordinates the provision of 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. Trinity URC again kindly offered their premises for this service. In line with the District Council's policy for 2019/20, the project offered bed and breakfast for up to 6 rough sleepers every night from the beginning of December to the end of March, and was used on all but 2 nights during this period. In total 23 individuals were helped over the winter, with 360 bed spaces provided. The season ended with the start of Covid-19 lockdown on 23 March: the Charity worked closely with the Council and Hightown to ensure beds continued to be provided until all known rough sleepers had been offered alternative accommodation. During lockdown, the Charity has 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 Open Door nightshelter and elsewhere.

The Charity's funding benefits the direct recipients of the services provided at Open Door, 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 Open Door 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 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 some grant funding available to other organisations where these will deliver our aims and objectives. During 2019/20 we made one grant to St Albans and Hertsmere Women's Refuge, to support the provision of accommodation for those homeless through domestic abuse.

DIRECTORS

The Directors for the year ending March 2020 were:

Kerry Pollard (Chairman)
Peter Graham (Vice Chairman)
Lindsey McLeod (Treasurer)
Jacqueline Button (Secretary)
Lucy Gaygusuz
Simon Carver
Julie Inglis
David Lane (from November 2019)
Rachel McFarlane
David Partridge (to July 2019)
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:

Kerry Pollard

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 2020. 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 2020

	Notes	2019/20 £	2018/19 £
Donations Received		70,720	64,993
less Expenditure on services		<u>(69,491)</u>	<u>(62,600)</u>
		1,229	2,393
less Other Operating costs		<u>(3,472)</u>	<u>(2,810)</u>
OPERATING SURPLUS/(DEFICIT)	2	(2,243)	(417)
Interest receivable		<u>1,623</u>	<u>1,277</u>
SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION		(620)	860
Tax on deficit on ordinary activities	3	-	-
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR AFTER TAXATION		(620)	860
Retained surplus brought forward		<u>342,921</u>	<u>342,061</u>
RETAINED SURPLUS CARRIED FORWARD		<u>342,301</u>	<u>342,921</u>

OPEN DOOR – ST ALBANS

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 March 2020

	Unrestricted Funds Year ended 31.3.20		Unrestricted Funds Year ended 31.3.19	
	General	Development & Maintenance Fund	General	Development & Maintenance Fund
	£	£	£	£
INCOMING RESOURCES				
Donations Received	70,720		64,993	
Legacy	-		-	
Investment income	1,623		1,277	
	<u>72,343</u>	<u>-</u>	<u>66,270</u>	<u>-</u>
RESOURCES USED				
Homeless support activities	5,279		2,277	
Grants for Housing costs and Homeless Support	62,212		60,323	
Other Grants	2,000		-	
Administration	3,472		2,703	
Fundraising costs	-		107	
	<u>72,963</u>	<u>-</u>	<u>65,410</u>	<u>-</u>
NET INCOMING / (OUTGOING) RESOURCES	(620)		860	
Fund Balances brought forward	281,479	61,442	280,619	61,442
Transfers				
FUND BALANCES CARRIED FORWARD	280,859	61,442	280,619	61,442

OPEN DOOR – ST ALBANS

BALANCE SHEET as at 31 March 2020

	Notes	31 March 2020 £	31 March 2019 £
CURRENT ASSETS:			
Cash and deposits		352,876	355,362
Debtors		3,630	2,723
LIABILITIES:			
amounts falling due within one year	4	<u>(14,205)</u>	<u>(15,164)</u>
NET ASSETS		<u>342,301</u>	<u>342,921</u>
RESERVES:			
General Fund	6	280,859	281,479
Development & Maintenance Fund		61,442	61,442
TOTAL RESERVES		<u>342,301</u>	<u>342,921</u>

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the Company to obtain an audit of its financial statements for the year ended 31 March 2020 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 2020

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 deficit for the year ended 31 March 2020 is £620. 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 2020 £	31 March 2019 £
Debtors:		
Gift Aid tax reclaimed	2,656	2,591
Others	975	132
Creditors:		
Hightown -grants for homeless services	12,992	15,080
Other Services	1,213	84

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 £2,000

7 General Reserves

Movements on General Reserves are as shown in the Statement of Financial Activities. The balance on the General Fund at 31 March 2020 was £280,859, and on the Development and Maintenance 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. 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 and Maintenance Fund account to provide for the long-term maintenance, refurbishment and development of 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 2019, and will be reserved to provide exclusively for the long-term maintenance, refurbishment and development of 8 Bricket Road. This represents around 50% of the projected costs of the Hightown maintenance cost profile for 2019 – 2039. Together with Hightown, the Charity keeps under review the plans for long-term maintenance, refurbishment and development of 8 Bricket Road, to ensure that sufficient funds are being held to keep the building maintained to the standard achieved following its redevelopment, completed in 2010, bearing in mind the wear and tear the use of the building inevitably involves.

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; 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 restraint. 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. The Open Door Service did suffer a cut in its Housing Related Support Grant in January 2017, and there remains a risk of further reductions from the current levels of public funding.

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 the Winter Beds project. We have also initiated a small grants programme to deliver our objectives in partnership with other local organisations. During 2019/20 we have funded research that has identified 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.