



## **OPEN DOOR EXMOUTH**

(A company limited by guarantee)

### **Report and Financial Statements**

**For the year ended**

**31<sup>st</sup> December 2017**

**Charity No: 1094599**

**Company No: 4543199**

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# OPEN DOOR EXMOUTH

## Report of the Board of Trustees for the year ended 31<sup>st</sup> December 2017

### Legal and Administrative Information

#### Status and Objects

The organisation is a charitable company limited by guarantee, number 4543199, incorporated on 24<sup>th</sup> September 2002 and registered as a charity, numbered 1094599, on 14<sup>th</sup> November 2002.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company, and is governed under its Articles of Association. Under those Articles, all the original Trustees/Directors retired at the first AGM and have submitted themselves for re-election. Thereafter one-third have retired by rotation each year.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015).

The objectives of the charity are a) to relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in Exmouth in the county of Devon and in such other parts of the United Kingdom or the world as the Trustees may from time to time see fit; and b) to advance education by such means as the Trustees may consider appropriate including by means of establishing and operating any educational establishment or establishments in the said location and in such other parts of the United Kingdom or the world as the Trustees from time to time think fit; and c) to demonstrate the Christian faith in accordance with the ethos statement appearing in the schedule hereto in the said location and in such parts of the United Kingdom or in the world as the Trustees may from time to time think fit.

#### Management Committee

Directors who served during the year:

Mr D Fulls – Chair

Mrs L Burgess

Mr P Chalkley

Mrs S Parnell

Mrs K Ranft (appointed 04/09/2017)

Mr M Cox

Mr S Brown (retired 20/11/2017)

#### Secretary

Mrs S Parnell

#### Treasurer

Mrs L Burgess

#### Registered Office and Operation Address

Church Street, Exmouth, EX8 1PE

#### Independent Examiner

Bick Accountants Ltd, Chartered Accountants

18A Littleham Road, Exmouth, EX8 2QG

#### Bankers

CAF Bank Ltd

25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

## OPEN DOOR EXMOUTH

The Trustee Board presents its report and the independently examined financial statements for the year ended 31<sup>st</sup> December 2017.

### **Chairman's Report**

As you read through this Annual Report I hope two things will become apparent: 1) that we're making a real, tangible difference in our community and 2) that we've worked hard to be responsible with our finances, to cut costs where possible and to maximise the income we can generate through our work, through our local community, and through grants and trusts.

Open Door Exmouth has been at heart of our community for nearly 25 years. We run six social action projects, mobilising over 90 volunteers, to make a positive difference in our community and to help those most in need. 2017 saw the launch of our sixth project, Haven, supporting children and young people experiencing episodes of poor mental health. Without very much promotion at all, the project was full within weeks. It has been full ever since with a constant waiting list. We still haven't promoted it. Word has spread about a project that is meeting a huge need. Mental health is a huge need. We are seeing children as young as 7 and 8 with eating disorders, anxiety, experiencing panic attacks and self harming. 50% of adult mental illness begins before the age of 15. If we cannot better support our children and young peoples' mental health, where will this leave them in adulthood?

Haven, ICE and the Child Contact Centre are all about supporting children and young people, encouraging them, equipping them as they deal with trauma, grief, bullying, family breakdown. Our Community Café offers support and counselling to those in crisis, Men's Shed offers friendship, purpose and hope. Nightshift offers a listening ear to those who find themselves alone and vulnerable. Our projects may differ in the way they do things and they may help different segments of society but they all offer the same thing: a safe space. A space to be listened to. A space to be yourself. A space to realise you are not alone. Our aim is to make a positive difference and to help those most in need, but more than that, our aim is to be a safe space for all, to come to us in crisis and in need, and to find people who care, who will stand with you, who will help you get back on your feet. Our ultimate aim is to see lives transformed.

Last year we supported over 750 people across the six projects. This simply would not have been possible without our incredible team of staff and volunteers, working together for the good of our community. But the working together doesn't stop there. Across our six projects, we are regularly working with East Devon District Council, the Assertive Homeless Outreach Team, RISE Addiction Services, the Police, CCTV, the Local Action Group, Social Services, local schools, CAMHS, the Community Mental Health Team, the local Health and Wellbeing Board, our Community Larder and Glenorchy Work Club. It means that we can work together to find the best solutions for people, and the best solutions for issues affecting our community. One well publicised issue has been the amount of food being thrown away by supermarkets. We now collect donations from Tesco, Lidl and Marks & Spencer every week and use the food in our Community Café and Haven predominantly, although the packets of biscuits usually end up at Men's Shed! Any food that we can't use, we give away with takeaway bags for the homeless and those in financial crisis, and a free fruit and veg table for all our customers to help themselves to if they need. Such a simple but effective solution – why waste food when you can give it to someone in need?

At the end of 2016, we reported a £20,000 deficit. We had expanded our work with the new Men's Shed workshop, the counselling service and the development of the Haven project, and as a result we spent

£20,000 more than we generated. At the start of 2017, with Haven up and running we had to budget for an additional £30,000 loss, which we knew that we couldn't afford. We strive to keep 6 months running costs in the bank at all times, to offer security to our staff and our service users that they can rely on us being around! That should we fall on hard times, it gives us 6 months to be able to do something about it. So, losing another £30,000 wasn't an option.

I am delighted to say that at the end of 2017, we had incurred a deficit of just £4,389 - we very nearly raised as much as we spent so let me take this opportunity to say thank you. To the foundations, trusts and grant-makers who have supported us in 2017, thank you. To the churches, schools, businesses and individuals who have held and taken part in lunches, gift days, video clubs, carol singing, quizzes, table top sales, fun runs, and cycling events, thank you. To everyone who has donated to us in any way, thank you. We are truly grateful for your support. We are not quite out of the woods yet though. We have just come to the end of six years of funding from our biggest donor so, looking ahead to 2018, we have an additional £20,000 to raise. This won't be easy but I hope that by reading our annual report and seeing the difference that we're making in our community, it will inspire those who already support us to continue to stand with us, and those who haven't before, to come and join us.

It is a privilege to be involved with Open Door, to serve alongside an amazing team of staff and volunteers, to create safe spaces in our town, to see lives transformed.

Thank you for being a part of it.

*Daryl Fulls*  
*Chair, Open Door Exmouth Trustee Board*

## **Financial Review**

The income generated for the year was £164,343. The expenditure for the year totalled £168,732. This resulted in a net expenditure for the year of £4,389.

## **Reserves**

The reserves held at 31<sup>st</sup> December 2017 totalled £80,095, and this is broken down between Unrestricted funds of £77,773, and Restricted funds of £2,322.

Unrestricted reserves are made up of donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds. These year-end reserves totalled £77,773.

Restricted reserves are made up of funds received for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs. These year-end reserves totalled £2,322, broken down as follows:

Contact Centre	£1,777
Community Cafe	£545

The Trustees continue to monitor the level of reserves the charity holds. We aim to hold unrestricted funds to support 6 months running costs for core activities. These have been identified as £85,000.

Please refer to note 15 in the notes to the accounts for a detailed breakdown of the reserves and their movement for the year.

## Project Reports

### Child Contact Centre:

**“The centre has been invaluable to us. It has given my daughter the time and safe space to rebuild a relationship with her dad. We can’t thank you enough. My daughter now sees her dad on a regular basis and we have both been able to move on with our lives. Thank you!”**

In 2017, we supported 11 families, enabling 18 children to spend quality time with the parent that they no longer live with. Over the course of the year we were thrilled to support 6 families to move onto having contact in the community, to allow the relationship between child and parent to grow in a natural environment.

The impact of domestic violence continues to present challenges as we seek to best support the families who refer to our service, while always prioritising the child’s welfare. In 2017, out of the 11 families we supported, 8 of them had been impacted by domestic violence, and one referral was refused for being too high risk. With all referrals we meet with both parents separately to assess risk, we have systems in place to ensure that parents do not have to meet if they do not wish to, and we will always defer to the child’s needs. If they do not want contact to happen, regardless of what a court order says, then we will honour their decision. If appropriate, we also seek to refer to our other projects for additional support. It may be that a child would benefit from additional support at Haven or through ICE at the school, or it may be that one or both of the parents would benefit from counselling. We cannot undo the past but we will do all we can to help them move forward.

Our incredible volunteer team continue to be a credit to the project with their commitment to keeping up to date with NACCC training, completing modules in safeguarding, domestic violence, reluctant families and substance abuse this year. They have also been a great help with publicity, as we’ve spread the word among social workers, schools, surgeries and anywhere that would take a poster! We simply could not operate without our amazing team of volunteers helping to deliver the fortnightly sessions, supporting our project leader with pre visits and risk assessments, and cleaning out the toy cupboard, as well as attending training and helping raising awareness. On behalf of Open Door and all the families who have benefitted from the Child Contact Centre, thank you all so much.

### Community Café:

**“A wonderful place to go. Good food, good company, pleasant atmosphere. The work, help and assistance they give is incredible. Highly recommend. To all the staff and volunteers, many thanks, much appreciated. Keep up the good work!”**

Our Community Café is helping more people than ever. We provided over 1,000 hours of 1:1 support, advice and counselling to 270 people in 2017. Our donations based counselling service has gone from strength to strength and we were delighted to welcome another counsellor to the team in 2017, enabling us keep waiting times down and help more people in need. Asking for just £5 per session, and being prepared to waive that for those in financial crisis makes counselling affordable for everyone and we’ve seen some amazing breakthroughs as a response. In fact, at our Christmas Day meal, a man came along to volunteer and heroically spent the entire day doing all the washing up – we served 3 courses to over 50 people so there was a lot! When we asked him why he came, he said, ‘Because my partner had counselling with you. It’s made such a difference to her. I just wanted to give something back’.

In terms of practical support at the café, we supported the 29 people who presented as homeless included 101 uses of our shower facilities, 93 laundry uses, our clothes bank was used 51 times, and we gave out 16 sleeping bags. Our telephone was used 286 times by those in financial crisis to contact benefits agencies and utility companies, and our computers were used 114 times to search for jobs or housing. We provided 59 travel warrants to enable people to attend appointments in Exeter, 172 food larder vouchers to enable people in need to access emergency food parcels, and we provided 394 free hot meals to those who couldn't afford to pay, to rough sleepers and to families in financial crisis during school holidays.

Our Community Café is a very special place. It is a place where everyone is welcome. For those who are homeless, those in financial crisis, those who are unemployed, those with addictions, those experiencing poor mental health, and those fleeing domestic abuse, we can provide practical and emotional 1:1 support. We provide a safe space to talk, to be listened to, and to plan how to best move forward. But it's also a safe space for everyone else who comes, from those who value the friendship and company they find with our volunteers and other customers, to those who come to be a part of a café that is making a difference. We had nearly 10,000 visits to the café in 2017 and served over 7,500 meals so whatever your reasons for coming to us, thank you. You are the reason we do what we do!

To all our incredible staff and volunteers, our kitchen and food service team, our coffee bar assistants, our door staff, and our befrienders, counsellors, services and support team – thank you for your time, your energy, and your compassion. You are an inspiration to us all.

### **Haven:**

It is a well-publicised statistic that one in four adults will experience a mental illness at some point each year in the UK. This equates to 16 million people. However, it is less well known that 3 in 4 mental illnesses start in childhood, before the age of 18. 50% of mental illnesses start before the age of 15, and yet due to overstretched services 75% of young people with a mental problem are not receiving treatment.

It was in light of these stark statistics, and extensive research into the need in our area and how to best support the services already in place, that we launched our sixth project, Haven, on Monday 9<sup>th</sup> January 2017.

Haven is a safe space for children and young people who are experiencing episodes of poor mental health, a place to realise they are not alone. We run alternating fortnightly support groups for primary aged children and secondary aged children, and a monthly support group for the parents. There are games, crafts and activities designed to help children relax and enjoy themselves as well as teaching effective coping strategies, educating about mental health, and building emotional resilience. At every session there is a relaxed time to eat together, with no pressure for those for whom eating is a problem, but it is a great opportunity to learn cooking skills and promote healthy eating. For one boy, it removed the anxiety around eating, resolving his digestive problems, and gave him a passion for cooking for his family!

By the end of 2017, Haven had supported 45 children experiencing depression, anxiety, eating disorders, self harm, grief, bullying and suicidal thoughts. It had also supported 15 parents through the parent support group. We have received overwhelmingly positive feedback about the difference that it has made, supporting families who had previously felt completely alone. We have seen six children who had previously been anxiety based school refusers return to mainstream education. 14 children had grown in confidence to such an extent that they felt happy to move on into other local interest

groups e.g. scouts, guides, sports groups etc. We supported three families to get special educational needs diagnoses so they are now able to access the support they need and deserve, and two of our over 15s who had been attending the secondary group are now junior leaders in the primary group!

As one SENCO (Special Educational Needs Co-Ordinator) told us:

**“The Haven project has transformed the lives of this family. The children are both more confident and accepting of their situation (multiple family bereavements). Issues that existed in the past such as coming to school and going to bed, following instructions at home, have disappeared. The boys are now focused and attend well in school and are making great progress. Mum's anxiety has decreased and she is much happier, more confident and rested. This in turn has enabled her to more effectively support her children, engage with and enjoy her job, and feel empowered again as a mum. Thank you!”**

None of this would have been possible without our amazing staff and volunteer team who have brought such wisdom, knowledge and compassion to the project and to the children, young people and parents. You have supported, encouraged, and empowered. You have made a real difference. Thank you all.

### **Ice Project:**

Our ICE Project has been supporting the students at Exmouth Community College for over 20 years, supporting, encouraging and equipping young people. It was through our mentoring work with vulnerable students that we were able to identify the need for Haven, with many of our mentees struggling with their mental health and yet facing waiting times of a year to 18 months for statutory support. Our mentoring work continues well, with 40 vulnerable young people having been mentored in 2017, addressing issues including low self esteem, self harm, anxiety, anger issues, grief and bullying. This year we also started to expand our mentoring team, training up four volunteer mentors, to help to reduce the waiting time and allow more children to be mentored.

In July, the team held the annual ICE Awards, an event to celebrate children for who they are rather than what they achieve. 28 inspirational children received awards for bravely battling illness and grief, supporting their peers, and setting a good example. It is a privilege to recognise and encourage these children and their families.

Also in July, we held our annual Transition Day, supporting particularly anxious children from local primary schools to attend the college for a day, taking part in games, hunts and activities designed to familiarise them with the site, make friends, and know where to go to for help. The day was at full capacity, with 32 children taking part from 7 local primary schools, one of which was so impressed they have requested a day next year solely for their pupils!

And of course our wonderful team of staff, volunteers and trainees continued to deliver a programme of RE lessons, assemblies, distribution of leftover food to local families in need, a drama club, a CU, weekly prayer support for the Headmaster and the daily drop in, ‘The Hub’ – providing a safe space for hundreds of vulnerable children throughout the year. On behalf of the many, many children and families impacted through the ICE Project this year, thank you all.

### **Men's Shed:**

“I went to the Men's Shed as I was practically a recluse, only going out every two or three weeks to do some shopping. I needn't have worried, everyone was very welcoming. It was exactly what I was looking for, somewhere to socialise with other men and learn new skills. I had a go at different types of woodwork before I found the scroll saw and instructor, Syd. I have been learning the scroll saw for about a year under Syd's excellent instruction and have now reached intermediate level.



**“The Men’s Shed is great. It gives me something worthwhile to do during the day.”**

This is from just one of the many men who have found friendship, purpose and hope at the Men’s Shed. In 2017, our Men’s Shed logged 2,800 visits over the course of the year, an average of 56 men attending each week. Our fully equipped wood workshop provides a safe, practical environment to work on a variety of projects, from building benches, planters and sheds for the local community to making Christmas tree decorations and gifts to sell at the local market. But it is much more than that. It is a safe space for men to be themselves.

To have a laugh together, to talk if they want to, to give back to their community by putting their practical skills to good use, to learn new skills and gain a sense of satisfaction as their skills improve. We have had overwhelmingly positive feedback from the men themselves, and from many of their partners about the difference the project has made in their lives. With latest statistics revealing that 84 men commit suicide every week, we cannot underestimate the importance of giving men a space that is just for them, and hopefully a safe space to reach out for help if they need it.

**Nightshift:**

**“Angels in blue coats!”**

Week in, week out, our faithful team of Nightshift volunteers walk the streets of Exmouth on a Saturday night, to be there in case anyone finds themselves in need. Our “Angels in blue coats,” as they have been affectionately termed, will be found giving out hot drinks and sleeping bags to the homeless, helping those who have had too much to drink safely sober up and making sure they get home safely, providing first aid while waiting for the emergency services to arrive, and lending a listening ear to anyone in need of emotional support.

Some nights are quiet, particularly in the depths of Winter, just before pay day, when it’s raining! However, that doesn’t stop our committed teams! Why? Because we believe that it is worth being out to help that one person who otherwise may have been on their own, vulnerable. That one homeless person, who otherwise may have been sleeping out in the freezing cold without a sleeping bag, that one vulnerable girl who otherwise may have passed out on a bench with no one around to keep her safe, that one person who may have fallen over and incurred a head injury and waited too long for an ambulance, that one person who desperately needed someone to talk to, to know someone cared, and who may not have had anyone if we hadn’t been there.

In 2017, our Nightshift teams provided practical support (giving out hot drinks, water, sleeping bags, space blankets and flip flops) on 49 occasions, and gave emotional support to 24 people. They provided first aid on 12 occasions, calling the emergency services when necessary, and they diffused 3 potentially volatile situations. We’ll never know what we helped to prevent from happening but the victory is in being there, just in case, and helping out where it’s needed. Thank you to all our wonderful volunteers for being there, week in, week out.

Open Door Exmouth – at the heart of our community, making a positive difference and helping those most in need. Thank you for being a part of it.

On behalf of the Board,



Daryl Fulls, Chair of Trustees

**Independent Examiner's Report to the Trustees of the Open Door Centre Exmouth**

I report on the accounts of the Open Door Centre for the year ended 31 December 2017, which are set out on pages 11 to 16.

**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 charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



James Bick FCA  
Chartered Accountant  
18A Littleham Road  
Exmouth  
EX8 2QG

Date.. 20/4/18 .....

**OPEN DOOR EXMOUTH****Statement of Financial Activities 31st Dec. 2017**

Incoming Resources from generated funds	Note	Unrestricted Funds 2017	Restricted Funds 2017	Total Funds 2017	Total Funds 2016
		£	£	£	£
Voluntary Income	10	86,348	22,036	108,384	103,152
Activities for generating funds		1,254		1,254	1,274
Incoming Resources from charitable activities	11	40,053		40,053	36,851
Other incoming resources		14,652		14,652	11,709
<b>Total Incoming Resources</b>		<b>142,307</b>	<b>22,036</b>	<b>164,343</b>	<b>152,986</b>
<b>Resources Expended</b>					
Charitable Activities	12	131,973	17,021	148,994	151,974
Cost of generating voluntary income		14,675	5,063	19,738	19,819
<b>Total Resources Expended</b>		<b>146,648</b>	<b>22,084</b>	<b>168,732</b>	<b>171,793</b>
Movement in total funds for the year - Net Income/ (Expenditure) for the year		-4,341	-48	-4,389	-18,807
Total funds at 1st Jan. 2017		82,114	2,370	84,484	103,291
<b>Total funds at 31st Dec. 2017</b>		<b>77,773</b>	<b>2,322</b>	<b>80,095</b>	<b>84,484</b>

**OPEN DOOR EXMOUTH**  
**Balance Sheet**  
**As at 31st December 2017**

	Note	2017	2016
Fixed Assets		£	£
Tangible Assets	14	1,589	481
<b>Current Assets</b>			
Prepayments		2,586	2,298
Cash at Bank		80,132	86,783
		<u>82,718</u>	<u>89,081</u>
<b>Creditors</b>			
Amount falling due within one year			
Accruals		-750	-750
Creditors		-3,462	-4,268
Prepaid income		0	-60
Net Current Assets		<u>80,095</u>	<u>84,484</u>
<b>Total funds of the Charity</b>			
Unrestricted Funds - General	15	77,773	82,114
Restricted Funds	15	2,322	2,370
		<u>80,095</u>	<u>84,484</u>

The directors are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies, and that no member or members have requested an audit in accordance with section 476.

The directors acknowledge their responsibility for complying with requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The financial statements were approved by the Board on 19<sup>th</sup> March 2018

On behalf of the Board,



19/03/2018

Linda Burgess

Date

Treasurer

Company No: 4543199

The annexed notes form part of these financial statements.

# OPEN DOOR EXMOUTH

Notes forming part of the financial statements for the year ended 31<sup>st</sup> December 2017.

## Note 1

### Accounting policies

- a. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with SORP (FRS 102) and the Companies Act 2006. The charity meets the definition of a public benefit entity under FRS 102.

#### First time adoption of FRS 102

The charity has adopted the FRS 102 for the first time in the year ended 31 December 2016. There are no changes to accounting policies or previously reported total charity funds as a result of this transition.

- b. Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.
- c. Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- d. Incoming resources from investments is included when receivable.
- e. Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- f. Resources expended are allocated to the particular activity where the cost relates directly to that activity.
- g. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 4 years. Items of equipment are capitalised where the purchase price exceeds £500.
- h. Investments held as fixed assets are re-valued at mid-market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.
- i. Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.
- j. Designated funds are unrestricted funds earmarked by the management committee for particular purposes.
- k. Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.
- l. Debtors are measured at their recoverable amounts, the amount that the charity anticipates it will receive from a debt or the amount it has paid in advance for goods and services.

## OPEN DOOR EXMOUTH

- m. Liabilities are measured at their settlement amount and recognised for the amount that the charity anticipates it will pay to settle the debt or amount it has received as an advance payment for goods or services it must provide.

Provisions for liabilities are measured at the best estimate of their settlement amount.

### **Note 2**

#### **Debtors**

There were no Trade Debtors. Accrued Income was £0 (2016 £60). Prepayments amounted to £2,586 (2016 £2,298)

### **Note 3**

#### **Liabilities**

Accruals for the year amounted to £750 (2016 £750). Creditors for the year amounted to £3,462 (2016 £4,268).

### **Note 4**

#### **Staff Costs**

Total wages paid during the year were £113,448.

Employer national insurance paid was £6,839.

Employer contributions to pension schemes was £2,518.

No employee received emoluments in excess of £60,000 during the period. The average weekly number of employees during the year calculated on the basis of full-time equivalent was 4.5.

### **Note 5**

#### **Trustee Remuneration**

The following Trustees received remuneration:

Open Door Exmouth paid Peter Chalkley £5,978 as a Project Leader.

### **Note 6**

#### **Trustee Expenses**

No trustee expenses were incurred during the year.

### **Note 7**

#### **Related Party Transactions**

The following related party transactions were:

Daryl Fulls – owner of Scribble & Ink and trustee of Open Door Exmouth received £2,561 for supplying stationery to Open Door Exmouth. There was no outstanding balances.

Stuart Brown – owner of Action for Life and trustee of Open Door Exmouth received £100 for supplying a First Aid course to Open Door Exmouth. There were no outstanding balances.

The total amount of donations received without condition from trustees or other related parties were £1,500.

### **Note 8**

#### **Pensions**

Open Door Exmouth operated a defined contribution pension plan with the Peoples Pension. The cost for the period was £2,518 with administration fees of £544. There were no outstanding or prepaid contributions at the balance sheet date.

### **Note 9**

#### **Taxation**

The charitable company is exempt from Corporation Tax on its charitable activities.

**Note 10**

Voluntary Income	Unrestricted Funds 2017	Restricted Funds 2017	Total Funds 2017	Total Funds 2016
	£	£	£	£
Grants from Charitable Trusts	56,350	12,558	68,908	62,109
Private Donations & Gift Aid	18,632	9,478	28,110	24,183
Income Tax Recov'd - Gift Aid	3,141		3,141	2,789
Religious Ests. - Local	8,225		8,225	14,071
	<u>86,348</u>	<u>22,036</u>	<u>108,384</u>	<u>103,152</u>

**Note 11**

Incoming Resources from Charitable Activities	Unrestricted Funds 2017	Restricted Funds 2017	Total Funds 2017	Total Funds 2016
	£	£	£	£
Hire of Premises	14,135		14,135	11,270
Café Sales	25,918		25,918	25,581
Income from Events	0		0	0
	<u>40,053</u>	<u></u>	<u>40,053</u>	<u>36,851</u>

**Note 12**

Resources Expended Charitable Activities	Unrestricted Funds 2017	Restricted Funds 2017	Total Funds 2017	Total Funds 2016
	£	£	£	£
Wages & Salaries (See below)	106,598	6,850	113,448	98,538
Youth Worker Trainee costs	3,260		3,260	3,409
Café food costs	-539	9,046	8,507	9,331
Motor Expenses	0		0	0
Repairs and Maintenance	2,930	39	2,969	10,324
Volunteer Training & Exps.	2,060	637	2,697	2,632
General Expenses	5,562	31	5,593	9,561
Depreciation	1,012		1,012	1,600
Charitable Contbns.	839		839	1,255
Governance Costs (Note 13)	10,251	418	10,669	15,324
	<u>131,973</u>	<u>17,021</u>	<u>148,994</u>	<u>151,974</u>

**Note 13**

Governance Costs	Unrestricted Funds 2017	Restricted Funds 2017	Total Funds 2017	Total Funds 2016
	£	£	£	£
Utilities	5,914	144	6,058	6,936
Printing & Stationery	1,529	171	1,700	3,133
Charges & Subscriptions	691	103	794	762
Computer Costs & Consum.	133		133	2,150
Insurance	1,234		1,234	1,473
Ind. Examiner Fees	750		750	870
	<u>10,251</u>	<u>418</u>	<u>10,669</u>	<u>15,324</u>

**OPEN DOOR EXMOUTH**

**Note 14**

Tangible Fixed Assets	Fixtures & Fittings	Equipment	Total
	£	£	£
<b>Cost</b>			
Opening Balance 01/01/17	27,787	15,312	43,099
Additions in Year	0	2,120	2,120
Closing Balance at 31/12/17	<u>27,787</u>	<u>17,432</u>	<u>45,219</u>
<b>Depreciation</b>			
Opening Balance 01/01/17	27,787	14,831	42,618
Charge for the Year	0	1,012	1,012
Closing Balance at 31/12/17	<u>27,787</u>	<u>15,843</u>	<u>43,630</u>
Net Book Value 31/12/17	0	1,589	1,589

**Note 15**

**Movement in funds**

Restricted Funds	At 01/01/2017	Incoming Resources	Resources Expended	At 31/12/2017
	£	£	£	£
Café	0	11,508	10,963	545
Child Contact Centre	2,370	2,850	3,443	1,777
Youth Project Funds	0	5,265	5,265	0
Men's Shed	0	2,413	2,413	0
<b>Total Restricted Funds</b>	<b>2,370</b>	<b>22,036</b>	<b>22,084</b>	<b>2,322</b>
<b>Unrestricted Funds</b>				
General	82,114	142,310	146,651	77,773
<b>Total Unrestricted Funds</b>	<b>82,114</b>	<b>142,310</b>	<b>146,651</b>	<b>77,773</b>
<b>Total Funds</b>	<b>84,484</b>	<b>164,346</b>	<b>168,735</b>	<b>80,095</b>