

REGISTERED COMPANY NUMBER: 01429772 (England and Wales)  
REGISTERED CHARITY NUMBER: 285834

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**  
**FOR**  
**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

Brindley Millen Ltd  
167 Turners Hill  
Cheshunt  
Hertfordshire  
EN8 9BH

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

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**for the Year Ended 31 March 2020**

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**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of 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 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

**Our Vision:**

Supporting vulnerable people to live full and independent lives.

**Our Mission:**

To enable individuals to discover their potential through providing a safe environment where they can live, thrive, and receive support to reach the next step in life.

**Our Values:**

- o **Integrity** We are honest, gracious, and respectful, and committed to working to the best of our ability.
- o **Compassion** We are able to empathise and feel compelled to alleviate someone's suffering.
- o **Excellence** We are committed to providing the best quality service to everyone who is part of the OPENhouse family.

**Core Principles:**

- 1 Holistically supporting vulnerable and disengaged individuals to become independent.
- 2 Celebrating individual uniqueness and diversity of service users and staff; demonstrating equality across the organisation.
- 3 Accepting everyone for who they are and where they are in their lives.
- 4 Providing a welcoming space for all ages to live, thrive, and feel secure.
- 5 Remaining confident in our own ability to help others and continually developing ways in which we can improve our service.

**The primary objects of the Charity are:**

- 1 To support people who through their social and economic circumstances, are in need or unable to gain employment;
- 2 To help vulnerable people to develop in every area of their lives as they grow as individuals and become active members of society;
- 3 To provide supported housing to vulnerable people who are in need due to social and economic circumstances;
- 4 To provide supported housing and floating support to vulnerable people with multiple mental health needs.

**Charitable activities:**

OPENhouse provides housing and support for homeless and vulnerable people with multiple and complex needs. Our key aim is to effectively facilitate the transition of our service users from a position of vulnerability and dependency to living 'fully functioning lives' within their capacity to do so.

This is achieved in three independent yet interdependent ways through:

- 1 Housing and Support for individuals at risk of homelessness or who are homeless. This does not simply involve finding individuals accommodation but working with them to achieve their potential and learn life skills, enabling them to make a positive contribution to the community rather than living a life of dependency;
- 2 Housing and Support for individuals with lifelong multiple and complex conditions. We provide a residential setting within the community where we focus on developing individual ability to manage diagnosed needs.
- 3 Floating Support (In-home) for people with complex needs who are living independently.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**OBJECTIVES AND ACTIVITIES**

**Public benefit**

OPENhouse welcomes all people regardless of personal background, faith, gender or personal circumstances and we believe this philosophy of openness to all enriches everyone through the sharing of the skills, aptitudes and life experiences.

Our Stroud sites provide the local community with centres for a variety of activities and events for many groups. We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our services. We believe in working with other organisations to broaden the impact and influence we have with the varied people we work with. Our skills can be applied to all ages and abilities and our service can be beneficial to vulnerable individuals from all walks of life.

Each area of OPENhouse works carefully to refine their practice to achieve a careful balance between growing the organisation and not diluting the high quality of service delivery or OPENhouse's Mission, Vision, Values and Core Principles. Sharing information, knowledge and expertise is crucial to our success and our ability to respond to a rapidly changing landscape. All members of staff and service users are encouraged to be curious, ask questions and be prepared to kindly challenge and discuss to reach agreement as a team.

Trustees pay careful attention to the Charity Commissioners guidance on public benefit and the activities carried out are consistent with those requirements.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**OBJECTIVES AND ACTIVITIES**  
**OUR WORK:**

**Supporting People [SP]**

OPENhouse had retained the Supporting People contract to deliver accommodation-based support to 16 - 25-year olds. However, OPENhouse responded to an invitation to tender and submitted a renewed tender in July 2019. Unfortunately it was unsuccessful, and the SP contract was ended in March 2020. Following this outcome, a complex decant process was managed by the Senior Management Team (SMT) who were new in post from July 2019 until March 2020.

We continue to invest in delivering the highest quality of service to a different client group that formed part of our future strategy responding to a community need during the COVID 19 crisis. This is difficult to achieve as it involves having a smaller team supporting a wider range of complex issues and age groups with very limited funding.

OPENhouse have remained resolute in our aim to continue to provide not simply housing based support but life skills, and access to employment and apprenticeship opportunities. We believe this approach will result in better longer-term outcomes for our service users.

Throughout 2019/20 the supporting people project worked with twelve young people. The most challenging aspect being the process of decanting our young people to a variety of alternative supported living placements following the loss of the contract. Not one of our young people wanted to move out of OPENhouse and the subsequent upheaval to their lives had a negative impact on their progress to date and general wellbeing. Of the twelve young people we accommodated 4 of these had refused to move on; therefore, the top floor of Delmont's Lot was renovated in order to accommodate them in a shared flat. These four young people are supported by us to positively move on; one of them has already been successful in securing independent move-on accommodation. This work can be extremely challenging at times. We must continue to promote and highlight the importance of our work and the value it brings to the lives of the individuals placed in our care. Although the work seems daunting at times, and can be extremely difficult, we are making a positive difference and that should never be overlooked.

**Enhanced Living and Support [EST]**

The Enhanced Support Team provides specialist support for those in their own homes and within our self-contained flats at Delmont's Lot. Throughout 2019/20 we supported 6 service users at Delmont's Lot and 12 service users within our floating support 'in-home' service. Most of the individuals we work with have some form of complex mental health need, Autism Spectrum Disorder or Learning Difficulties and rely on continued planned support. We have supported several clients with complex eating disorders and therefore have increased our knowledge and expertise in this area.

Over the last 12 months there have been considerable changes within our enhanced support and floating support services. Two service users have moved on successfully during this financial year.

Very sadly indeed a much loved and respected service user committed suicide on 30th April 2020. This incident had a huge impact on service users and staff, and we are still recovering from the loss.

OPENhouse completed the tender to continue providing the non-complex enhanced support for the next four years in January 2020. After a 5-month COVID 19 related delay we finally heard in August 2020 that our tender application had been successful. This much needed good news was a huge boost to staff morale and presents an opportunity moving forward to further develop this essential service.

**Entrenched Rough Sleepers**

Following the COVID 19 virus OPENhouse had to rapidly rethink the business model for Painswick Inn. The Senior Management Team (SMT) took the decision to respond to the District Council appeal of accommodation for entrenched rough sleepers. OPENhouse found itself with 10 voids following the decant of the SP contract service users. The central government edict of 'everyone in' presented an opportunity for OPENhouse to respond. Ethically we had a moral and corporate responsibility to assist in the COVID response. From the beginning of April 2020, we have accommodated 10 rough sleepers in Painswick Inn. As a result, OPENhouse prepared a business plan and strategy for Stroud District Council with a suggestion that we could run this service independently providing support and accommodation for this client group. In September 2020 we were informed that this proposal had been accepted in principle as a trial project for six months. This demonstrates our ability to think flexibly, by swiftly responding to the local community need. We have been able to build constructive relationships with key people in the county, thus reducing our voids and increasing our income.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**ACHIEVEMENT AND PERFORMANCE**

**A review of the charity's business**

2019/20 was another challenging year for OPENhouse. The outgoing CEO David McAuley had taken significant steps to reduce costs and overheads before he departed from the organisation in June 2019. It was extremely disappointing for the incoming CEO Anna Herbert to be faced with the loss of the most financially lucrative contract following the re-tendering process for the Supporting People framework during her first few weeks in the role. Losing the Supporting People contract presented a significant challenge for the SMT financially and strategically, as this age group had historically been the sector OPENhouse specialised in. The sale of 48 High Street was agreed and underway during this period of handover. The capital from the sale provided some short-term financial security, given the listed building, The British School, needed some major window and roof work during the Autumn. Another challenge was completing the LandAid project of Painswick Inn around the process of decanting ten Supporting People service users.

The CEO decided, in order to maximise income, it would be prudent to convert the top floor of Delmont's Lot to affordable shared accommodation. It was occupied by two enhanced support service users. One service user moved to a self-contained flat on site and the other to a more appropriate care provider. From this space four shared flats were created with little investment which provided a return via housing benefit. This was completed by March 2020 and provided an excellent option for several young people who did not want to move to an alternative provider as part of the decant process.

Throughout 2019/20 OPENhouse has continued to provide supported housing, and complex needs support for homeless people and vulnerable individuals. Funding cuts and contractual changes have made this work challenging but we have continued to achieve successful outcomes and OPENhouse is establishing a positive reputation for this work. Strategically the CEO and Trustees agreed that OPENhouse needed to widen its remit to include all vulnerable people in society which would future proof the charity by being able to respond to immediate local and county needs.

The main objectives for the year ending 31 March 2020 were:

- 1 Ensure our service users are at the heart of everything we do by providing a supportive environment where they can live and feel valued.
- 2 Focus on the community we serve by providing a supportive environment and building relationships where individuals feel safe and where they have the capacity to take ownership of their own challenges and successes.
- 3 Continue to work closely with commissioners throughout the process of applying and securing tenders and monitoring and evaluating outcomes.
- 4 Maximise income and minimise voids across the charity.
- 5 Ensure Business Continuity Plan and Risk Assessments are in place and up to date.
- 6 Review the overall site to complete an investment schedule of works.
- 7 Renew HMO and environmental health assessment of all residential areas.

Of the seven objectives above 1 to 5 are working to plan and on target to produce the recommended outcomes. Objective 6 has begun and a large scale window replacement project was completed in December 2019 following a lengthy planning application process. The LandAid project has been completed with the refurbishment of Painswick Inn being completed on budget. The future challenge with this project is the contractual condition that OPENhouse must ensure it supports young people in some form for eight years after completion. Therefore, we will need to ensure some of our residents meet the 16-25 age group criteria to avoid having to payback part of the grant. The Business Continuity Plan was reviewed in January 2019 together with a review and update of the risk register. Both these documents proved to be essential when contingency planning following the COVID 19 crisis. An inordinate amount of additional measures had to be implemented to cope with this crisis including PPE for staff, temperature checking, signage for social distancing and sanitising stations. Objective seven has been completed and the new HMO licence has been granted for Painswick Inn. Environmental Health have also inspected and approved the top floor shared accommodation at Delmont's Lot.

**Key Outcomes:**

- 1 Tendered for and awarded the All Age Disabilities Framework for a further four years.
- 2 Re-tendered for the Supporting People Contract.
- 3 Submitted a business plan to Stroud District Council for the provision of a ten bedded unit for entrenched rough sleepers.
- 4 Reviewed and updated all OPENhouse policies, ensuring the charity is safe, compliant and operating safely and under good governance.
- 5 Refurbished the top floor of Delmont's Lot to provide a four-bedroom shared accommodation for young people.
- 6 Sale of 48 High Street completed which provided capital for fabric investment at Painswick Inn site.
- 7 Early repayment of the existing Painswick Inn mortgage with capital from the sale of 48 High Street to reduce monthly expenditure.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**ACHIEVEMENT AND PERFORMANCE**  
**COVID-19**

COVID-19 has been somewhat of a mixed blessing to OPENhouse. Like many other small charities and organisations, we were required to furlough several members of staff who fell into the extremely vulnerable category. This left us short staffed and therefore the remaining staff had to work above and beyond their contracted hours and job descriptions. Due to outstanding staff loyalty and goodwill this worked very well and the whole staff team pulled together to ensure our service delivery adapted to a more remote model but retained the same degree of compassion and professionalism. The social distancing required for all people was a particular challenge for some of our more chaotic residents particularly those with drug dependence and mental health conditions.

OPENhouse responded to the Government edict of "everyone in" by offering the Painswick Inn's 10 bedded accommodation to long term entrenched rough sleepers. This coincided with the loss of the Supporting People contract in March 2020. This decision was both an ethical and moral one and made good business sense given the likely void scenario we were about to face. Operationally this was a challenge as we had to move some existing residents to Delmont's Lot and prepare for a totally different client base in a very short period of time. Our cash flow projections were declining and this temporary solution provided some income, but without OPENhouse providing the support to residents it was not as lucrative as county council contracts. We did incur extra costs with deep cleaning and food provision however it also gave us an excellent opportunity to network with other likeminded organisations.

COVID-19 has highlighted the fault lines in society and OPENhouse has an opportunity to be part of the solution in Stroud. We have received far more direct enquiries for accommodation and support from those fleeing domestic abuse, struggling with addiction and suffering from poor mental health. Our challenge moving forward is to ensure we respond to this new normal by satisfying our charity aims whilst covering our costs.

**FINANCIAL REVIEW**

**Financial review**

At the time of writing this report, the Charity's income was £556,833 in 2019-20 against an expenditure of £575,909 leaving a deficit of £19,076 in the year's accounts. The deficit resulted from lower than expected income, numerous voids and a rise in non-discretionary costs. OPENhouse has seen individual service user contracts decrease and incremental cost increases. Whilst not satisfactory, it could have been far worse and the new senior management team have worked hard to reduce non-essential costs.

The reason the deficit figure has been kept to a minimum, is largely due to reduction in costs and an improvement in the number of supported young people in Painswick Inn. This, together with an assertive attempt to reduce debt, helped to improve the end of year trading figure. OPENhouse has a policy of ensuring that debts are repaid and pursued and working with each debtor to ensure effective and sensitive debt recovery. Each department has responsibility for their own budgets and works collaboratively with the Operations Manager and the SMT to control costs, maximise revenue and proactively seek new streams of funding wherever possible.

**Income**

Departmentally, Supported Housing income remained steady but the Enhanced Support Team and Floating Supporting made a small loss of £2073.00 due to reduced contract values. The Charity continues to benefit from its substantial property portfolio with Commercial leases, Hall and Community Kitchen hire contributing £77,207.

Our principal funding stream comes from Gloucestershire County Council ranging from a Supporting People block contract to individual assessment-based contracts.

**Expenditure**

Staffing costs make up 48% of the Charity's outgoings compared to 61% in 2019, with Utilities, Rent and Bank Loan repayments, Insurance, accountancy and professional fees and property upkeep for the organisation's other largest costs. This year the Charity has written off £3,913 of historic bad debts from previous years within this year's accounts.

**Fixed Assets**

Total Assets for the year are £1,546,033 which is made up from fixed assets of £1,028,653 which includes property investment portfolio. The Company applies a straight-line depreciation rate of 20% to plant and machinery and 15% reducing balance to fixtures and fittings.

The current assets stand at £1,028,653 with current liabilities of £71,526 with long term liabilities of £338,759.

The net expenditure for 2019-2020 was a loss of £19,076 compared to £20,297 in 2018-2019. This was achieved by significantly reducing running costs and reducing staffing numbers.

A significant post balance sheet event was repaying the mortgage before maturity of the Painswick Inn Site. This was made possible by selling 48 High Street which, generated the funds to keep the necessary 3-month cash reserves in the bank and have some additional income to improve the fabric of the British School.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**FINANCIAL REVIEW**

**Reserves policy**

The target for reserves not committed or invested in tangible fixed assets held by the charity should be a minimum of 3 months' expenditure for charitable activities. The Trustees view a target of £120,000 in cash funds being desirable, with £80,000 being required to cover three months full staffing costs. The present level of cash funds is £410,049, with £11,809 being restricted funds. (This figure has significantly reduced post balance sheet following fabric investment and mortgage repayment as outlined earlier in the report).

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 15 June 1979 (Company Number 01429772) and registered as a charity on 29 November 1982 (Charity Number 285834). 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.

**Recruitment and appointment of new trustees**

Trustees can be appointed by the existing Trustees at any time throughout the year to fill a vacancy or by way of an addition to the board provided that the prescribed maximum (12) is not thereby exceeded. The appointment shall be retained until the next Annual General Meeting (AGM) when they will be eligible for official election. Trustees delegate responsibility for the day-to-day management and running of the charity to the Chief Executive Officer (CEO) and the Senior Management Team (SMT). Trustees review major strategic, business and operational risks which the charity may face and ensure the required regular reporting procedures are in place enabling any risks can be identified and minimised. Throughout the year Trustees are given the opportunity to attend relevant training courses, including Governance and Safeguarding.

Details of transactions with related parties are listed in the financial statements.

Trustees take their governance role very seriously in step with the Charity Commission's guidelines. Trustees meet on a monthly basis providing specialist information and operational support, in line with their skills and expertise.

The charity is led by an executive team which consists of Anna Herbert, CEO, Karen Brown, Service Manager and Neil Sharpe, Operations Manager.



**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Organisational Review**

Throughout the past twelve months we have seen increasing challenges with the Local Authority funding cuts leading to a reduction of income on the contracts we deliver. This has resulted in increased pressure on OPENhouse to provide a consistently high quality service with reduced income.

Nationally there are an increasing number of organisations merging, leaving the sector or going out of business. As a result, there is a risk to the continuity of quality support which service users depend on. The main challenges facing local authorities and service providers includes, reduced funding from central government, an ageing population with more complex needs, increasing demand for services especially, mental health, addiction and complex needs, escalating medication costs, recruiting quality staff with the right skills and expertise. All these challenges are placing considerable pressure on the local authority, the NHS and social care finances.

Alongside this changing climate OPENhouse has worked hard to consolidate its working practices and ensure sustainability. This has involved a rigorous organisational review of all our services to ensure we are able to continue to fulfil our aims and objectives whilst still presenting an appealing, cost effective resource that enables commissioners to meet their community based objectives. This is becoming more difficult as support hours are reduced; reduced individual support packages and an increasing number of clients with complex needs referred to our services.

The previous CEO made the decision to move away from cross departmental working and replace with a more specialist staffing model for both departments. One of the key reasons for making this change was a rise in service users' needs that encompassed very specific areas of expertise. Most of our service users have challenges with drug and alcohol addiction and a variety of mental health disorders including a high number with anxiety and depression.

**Strategic Direction**

- Focus on our Stroud based work with vulnerable people.
- Ensure our vision and values are evident in everyday working practice and procedure.
- Agree a new strategic direction for OPENhouse in light of local changes and need.
- Build key relationships with the County, District and Town Council and organisations that support our work and align to our values.
- Develop new digital frameworks to help staff carry out their day to day work more efficiently.
- Better utilise our website and social media to educate and promote our work.
- Improve staff training and development opportunities to ensure employees feel well equipped and prepared to deliver an excellent high-quality support service.
- Partner with organisations to help us improve our offer to Staff and Clients.
- Ensure OPENhouse is financially sustainable for the future.

**Risk Strategy**

The charity's most significant financial risk is protecting present and future sources of income and its resources, followed closely by control of the processes for paying the organisation's liabilities. In order to facilitate this, OPENhouse has reviewed its insurance cover for the properties and the limit of its indemnity to ensure adequate cover for the organisation's liabilities to its staff and service users.

The CEO has reviewed the financial service and management accounts provided by Bookcheck and although content with the service provision has decided to end the contract in favour of a smaller, local accountancy firm who can provide the same service for a reduced price together with alignment to our organisational values. Trustees are kept financially up to date with detailed monthly management reports and a finance review at every bimonthly Trustee meeting.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Administration and staff**

Anna Herbert took over as the new CEO on 1st July 2019 and immediately made the necessary changes to review the strategic direction of OPENhouse and reduce the deficit as much as possible given the sudden loss of the Supporting People (SP) Contract. After careful consideration a new streamlined Senior Management Team (SMT) was implemented including the CEO, Service Manager and Operations Manager. As OPENhouse had reduced in geographical size (due to the sale of 48 High Street) and contract size by the loss of the SP contract, the CEO implemented a more generalist SMT.

The SMT meet once a week to plan, make decisions and review performance across all charitable activities. They contribute to the Council of Management alongside the Trustees to fulfil the charities governance responsibilities.

**Safer Recruitment**

OPENhouse is committed to safeguarding and promoting the welfare of children and adults at risk. To achieve this commitment, we will ensure the continuous development, improvement and review of robust safeguarding processes and procedures that continuously promote a culture of vigilance in respect of safeguarding within our organisation.

Our safer recruitment policy sets out the minimum requirements of OPENhouse's recruitment process that aims to:

- o Comply with local and National duties to safeguard and promote the welfare of children and vulnerable adults.
- o Attract the best possible applicants to vacancies.
- o Deter prospective applicants who are unsuitable for work with children and adults at risk.
- o Identify and reject applicants who are unsuitable for work with children and adults at risk.

All appointing managers and interview panel members are briefed on this policy before selecting applicants for interview or interviewing. At least one member of each interview panel will have undergone training in Safer Recruitment available on line via Learning and Skills Improvement Service (LSIS).

Referees will always be asked specific questions regarding:

- o The candidate's suitability for working with children and adults at risk.
- o Any disciplinary warnings or sanctions, including time-expired warnings, that relate to the safeguarding of children and adults at risk.
- o The candidate's suitability for the post they have applied for.

**The Importance of Staff Well-Being**

OPENhouse has always taken the well-being of its staff incredibly seriously. Over the last twelve months we have worked hard to formalise the support the organisation provides in relation to the well-being of those who work or volunteer for OPENhouse. This has involved a variety of approaches including: monthly supervisions; reflective practices and regular whole staff well-being forums and regular all staff communication emails.

**Community Atmosphere**

The heightened focus on well-being contributes to the creation of a community atmosphere throughout the OPENhouse family. This is demonstrated through the meticulously organised and expertly implemented informal activities and conversations. It is through these regular social interactions and peer support opportunities in addition to 1:1 support sessions that individuals are effectively supported to transition towards a more independent lifestyle.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

01429772 (England and Wales)

**Registered Charity number**

285834

**Registered office**

Painswick Inn  
Gloucester Street  
Stroud  
Gloucestershire  
GL5 1QG

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**REPORT OF THE TRUSTEES**  
**for the Year Ended 31 March 2020**

**Trustees**

R Brinton  
D Leah (resigned 30.6.20)  
N J Severs  
A J Warner  
E Cope (resigned 7.5.19)  
L Lawrence (appointed 13.5.19) (resigned 23.6.19)

**Independent Examiner**

Brindley Millen Ltd  
167 Turners Hill  
Cheshunt  
Hertfordshire  
EN8 9BH

**Solicitors**

Winterbotham Smith Penley  
3-7 Rowcroft  
Stroud  
Gloucestershire  
GL5 3BJ

**Chief Executive Officer**

D McAuley - resigned 30/06/2019  
Anne Herbert - appointed 01/07/2019

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
R Brinton - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SHIRE TRAINING WORKSHOPS LIMITED**

**Independent examiner's report to the trustees of Shire Training Workshops Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Maurice Brindley BSc FCA  
Institute of Chartered Accountants in England and Wales  
Brindley Millen Ltd  
167 Turners Hill  
Cheshunt  
Hertfordshire  
EN8 9BH

Date: .....

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)**  
**for the Year Ended 31 March 2020**

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	4,719	41,000	45,719	51,170
<b>Charitable activities</b>					
Housing and support	4	268,732	-	268,732	266,191
Enhanced support		165,175	-	165,175	215,811
Education		-	-	-	28,776
Central and support costs		-	-	-	1,005
Investment income	3	77,207	-	77,207	83,196
Other income		-	-	-	400
<b>Total</b>		<b>515,833</b>	<b>41,000</b>	<b>556,833</b>	<b>646,549</b>
<b>EXPENDITURE ON</b>					
Raising funds	5	12	-	12	43
<b>Charitable activities</b>					
Housing and support	6	154,973	59,012	213,985	173,006
Enhanced support		167,248	-	167,248	180,874
Education		-	-	-	28,008
Central and support costs		194,664	-	194,664	284,915
<b>Total</b>		<b>516,897</b>	<b>59,012</b>	<b>575,909</b>	<b>666,846</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(1,064)</b>	<b>(18,012)</b>	<b>(19,076)</b>	<b>(20,297)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>1,546,033</b>	<b>29,821</b>	<b>1,575,854</b>	<b>1,596,151</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>1,544,969</b>	<b>11,809</b>	<b>1,556,778</b>	<b>1,575,854</b>

**SHIRE TRAINING WORKSHOPS LIMITED (REGISTERED NUMBER: 01429772)**  
**TRADING AS OPENHOUSE**

**BALANCE SHEET**  
**31 March 2020**

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	1,028,653	-	1,028,653	1,414,711
Investment property	13	500,000	-	500,000	500,000
		<u>1,528,653</u>	<u>-</u>	<u>1,528,653</u>	<u>1,914,711</u>
<b>CURRENT ASSETS</b>					
Debtors	14	28,361	-	28,361	40,408
Cash at bank and in hand		398,240	11,809	410,049	64,395
		<u>426,601</u>	<u>11,809</u>	<u>438,410</u>	<u>104,803</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(71,526)	-	(71,526)	(82,681)
		<u>355,075</u>	<u>11,809</u>	<u>366,884</u>	<u>22,122</u>
<b>NET CURRENT ASSETS</b>					
		<u>1,883,728</u>	<u>11,809</u>	<u>1,895,537</u>	<u>1,936,833</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
<b>CREDITORS</b>					
Amounts falling due after more than one year	16	(338,759)	-	(338,759)	(360,979)
		<u>1,544,969</u>	<u>11,809</u>	<u>1,556,778</u>	<u>1,575,854</u>
<b>NET ASSETS</b>					
<b>FUNDS</b>					
Unrestricted funds	18			1,544,969	1,546,033
Restricted funds				11,809	29,821
				<u>1,556,778</u>	<u>1,575,854</u>
<b>TOTAL FUNDS</b>					

The charitable 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 trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

.....  
R Brinton - Trustee

The notes form part of these financial statements

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**CASH FLOW STATEMENT**  
**for the Year Ended 31 March 2020**

	Notes	31.3.20 £	31.3.19 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	52,967	27,414
Interest paid		(13,523)	(14,644)
Net cash provided by operating activities		<u>39,444</u>	<u>12,770</u>
<b>Cash flows from investing activities</b>			
Sale of tangible fixed assets		<u>330,001</u>	<u>400</u>
Net cash provided by investing activities		<u>330,001</u>	<u>400</u>
<b>Cash flows from financing activities</b>			
Loan repayments in year		(37,313)	(42,962)
Loan interest		<u>13,522</u>	<u>14,151</u>
Net cash used in financing activities		<u>(23,791)</u>	<u>(28,811)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>345,654</u>	<u>(15,641)</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>64,395</u>	<u>80,036</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>410,049</u></u>	<u><u>64,395</u></u>

The notes form part of these financial statements

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE CASH FLOW STATEMENT**  
**for the Year Ended 31 March 2020**

**1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	31.3.20	31.3.19
	£	£
<b>Net expenditure for the reporting period (as per the Statement of Financial Activities)</b>	(19,076)	(20,297)
<b>Adjustments for:</b>		
Depreciation charges	7,699	14,510
Loss/(profit) on disposal of fixed assets	48,359	(400)
Interest paid	13,523	14,644
Decrease in debtors	12,047	22,681
Decrease in creditors	(9,585)	(3,724)
	<u>52,967</u>	<u>27,414</u>
<b>Net cash provided by operations</b>	<u><u>52,967</u></u>	<u><u>27,414</u></u>

**2. ANALYSIS OF CHANGES IN NET (DEBT)/FUNDS**

	At 1.4.19	Cash flow	At 31.3.20
	£	£	£
<b>Net cash</b>			
Cash at bank and in hand	64,395	345,654	410,049
	<u>64,395</u>	<u>345,654</u>	<u>410,049</u>
<b>Debt</b>			
Debts falling due within 1 year	(37,296)	1,570	(35,726)
Debts falling due after 1 year	(360,979)	22,220	(338,759)
	<u>(398,275)</u>	<u>23,790</u>	<u>(374,485)</u>
<b>Total</b>	<u><u>(333,880)</u></u>	<u><u>369,444</u></u>	<u><u>35,564</u></u>



**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the Year Ended 31 March 2020**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements and assessment of going concern**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - at varying rates on cost

**Investment property**

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Debtors**

Trade and other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid.

**Cash at bank and in hand**

Cash at bank and in hand includes cash, current bank accounts and deposit bank accounts with no withdrawal limitations.

**Creditors**

Creditors are recognised where then charity has a present obligation resulting from a past event that will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised at their settlement amount.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Significant estimates and judgments**

Preparation of the financial statements requires management to make significant judgments and estimates. The items in the financial statements where these judgments and estimates have been made include:

**Useful economic lives of tangible assets**

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**1. ACCOUNTING POLICIES - continued**

**Significant estimates and judgments**

the annual depreciation charge of the tangible assets are sensitive to changes in the estimates useful economic lives and residual value of the assets. The useful economic lives and residual values are amended when necessary to reflect current estimates, economic utilisation and the physical condition of the assets. See the Tangible Fixed Asset note for the carrying amount of the assets

**Impairment of debtors**

The charity makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the aging profile of debtors and historical experience. See the Debtors note for the carrying value of debtors after the associated impairment.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially settled at transaction value and subsequently measured at their settlement value.

**2. DONATIONS AND LEGACIES**

	31.3.20	31.3.19
	£	£
Donations	4,380	5,920
Grants	41,000	45,250
Recovered Expenses	339	-
	<u>45,719</u>	<u>51,170</u>

Grants received, included in the above, are as follows:

	31.3.20	31.3.19
	£	£
GEM Project	-	4,250
CIG	5,000	5,000
Land Aid	36,000	36,000
	<u>41,000</u>	<u>45,250</u>

**3. INVESTMENT INCOME**

	31.3.20	31.3.19
	£	£
Rents received	<u>77,207</u>	<u>83,196</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	31.3.20	31.3.19
		£	£
Supporting People	Housing and support	124,279	116,529
Residents Rents & Charges	Housing and support	140,493	149,662
Crash Pads	Housing and support	3,960	-
Residents Rents & Charges	Enhanced support	53,803	50,862
Enhanced Support	Enhanced support	111,372	164,949
Learner Funding	Education	-	28,776
Supporting People	Central and support costs	-	1,005
		<u>433,907</u>	<u>511,783</u>

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**5. RAISING FUNDS**

**Raising donations and legacies**

	31.3.20	31.3.19
	£	£
Fundraising Costs	12	43
	<u>12</u>	<u>43</u>

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 7) £	Totals £
Housing and support	206,775	7,210	213,985
Enhanced support	167,246	2	167,248
Central and support costs	142,481	52,183	194,664
	<u>516,502</u>	<u>59,395</u>	<u>575,897</u>

**7. SUPPORT COSTS**

	Finance £	Governance costs £	Totals £
Housing and support	39	7,171	7,210
Enhanced support	-	2	2
Central and support costs	399	51,784	52,183
	<u>438</u>	<u>58,957</u>	<u>59,395</u>

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.3.20	31.3.19
	£	£
Auditors' remuneration	-	4,800
Depreciation - owned assets	7,698	14,509
(Deficit)/surplus on disposal of fixed assets	48,359	(400)
Independent Examination	3,804	-
	<u>59,659</u>	<u>18,909</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

**Key management personnel**

The remuneration for the key management personnel amounted to £79,201 (2019: £116,133). The key management personnel in April comprised of the CEO, Service Delivery Manager, HR Manager and Property Manager in July the key management was restructured and streamlined to CEO, Service Delivery Manager and Operations Manager

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**10. STAFF COSTS**

	31.3.20	31.3.19
	£	£
Wages and salaries	256,957	369,107
Social security costs	13,390	23,319
Other pension costs	8,978	21,014
	<u>279,325</u>	<u>413,440</u>

During the year the Charity made 3 posts (2018: nil) redundant. The cost of these redundancies totalled £7,062 and is included in the above staff costs.

The average monthly number of employees during the year was as follows:

	31.3.20	31.3.19
Housing	7	5
Training	-	6
Administration	5	5
	<u>12</u>	<u>16</u>

No employees received emoluments in excess of £60,000.

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	10,035	41,135	51,170
<b>Charitable activities</b>			
Housing and support	266,191	-	266,191
Enhanced support	215,811	-	215,811
Education	-	28,776	28,776
Central and support costs	1,005	-	1,005
Investment income	83,196	-	83,196
Other income	400	-	400
<b>Total</b>	<u>576,638</u>	<u>69,911</u>	<u>646,549</u>
<b>EXPENDITURE ON</b>			
Raising funds	43	-	43
<b>Charitable activities</b>			
Housing and support	172,922	84	173,006
Enhanced support	180,874	-	180,874
Education	-	28,008	28,008
Central and support costs	270,506	14,409	284,915
<b>Total</b>	<u>624,345</u>	<u>42,501</u>	<u>666,846</u>
<b>NET INCOME/(EXPENDITURE)</b>	<u>(47,707)</u>	<u>27,410</u>	<u>(20,297)</u>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	1,593,740	2,411	1,596,151

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>TOTAL FUNDS CARRIED FORWARD</b>	1,546,033	29,821	1,575,854

**12. TANGIBLE FIXED ASSETS**

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Totals £
<b>COST</b>				
At 1 April 2019	1,400,000	23,590	104,423	1,528,013
Disposals	(375,000)	-	(6,719)	(381,719)
At 31 March 2020	1,025,000	23,590	97,704	1,146,294
<b>DEPRECIATION</b>				
At 1 April 2019	-	22,355	90,947	113,302
Charge for year	-	1,235	6,463	7,698
Eliminated on disposal	-	-	(3,359)	(3,359)
At 31 March 2020	-	23,590	94,051	117,641
<b>NET BOOK VALUE</b>				
At 31 March 2020	1,025,000	-	3,653	1,028,653
At 31 March 2019	1,400,000	1,235	13,476	1,414,711

**13. INVESTMENT PROPERTY**

	£
<b>FAIR VALUE</b>	
At 1 April 2019 and 31 March 2020	500,000
<b>NET BOOK VALUE</b>	
At 31 March 2020	500,000
At 31 March 2019	500,000

The property was valued by an independent valuer as at 23 May 2018 For the purposes of the financial statements, the directors took advice from an independent firm of Surveyors an asset values as at 31st March 2018. The numbers reported and the revaluations reflect the discussions with and the opinion of the Surveyor, as permitted by FRS 102.

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.20 £	31.3.19 £
Trade debtors	17,140	15,576
Accruals	8,775	7,062
Prepayments	2,446	17,770
	28,361	40,408

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.20	31.3.19
	£	£
Other loans (see note 17)	35,726	37,296
Trade creditors	8,996	23,028
Social security and other taxes	2,985	5,671
Other creditors	8,907	1,943
Deposits Held	4,729	4,572
Accrued expenses	10,183	10,171
	<u>71,526</u>	<u>82,681</u>

**16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	31.3.20	31.3.19
	£	£
Other loans (see note 17)	<u>338,759</u>	<u>360,979</u>

**17. LOANS**

An analysis of the maturity of loans is given below:

	31.3.20	31.3.19
	£	£
Amounts falling due within one year on demand:		
Other loans	<u>35,726</u>	<u>37,296</u>
Amounts falling between one and two years:		
Other loans - 1-2 years	<u>35,726</u>	<u>35,726</u>
Amounts falling due between two and five years:		
Other loans - 2-5 years	<u>107,178</u>	<u>107,178</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Other loans more 5yrs instal	195,855	218,075

The HSBC loan (Painswick Inn Bank Loan) is secured over the freehold property know as Painswick Inn, Gloucester Road, Stroud and 48 High Street, Stroud.

The total amount secured on the Painswick Inn at the year end is £173,181 (2019: £192,088). The property value of £600,000 was valued by a professional valuer on 23 May 2018.

The HSBC Loan (Delmots) is secured over the freehold property known as Delmot's Lot, 57a High Street, Stroud.

The total amount secured on the Delmot's Lot at the year end is £201,303 (2019: 215,022). The property value of £425,000 was valued by a professional valuer on 23 May 2018.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**18. MOVEMENT IN FUNDS**

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	1,546,033	(1,064)	1,544,969
<b>Restricted funds</b>			
Education	768	-	768
Football Foundation	328	-	328
SDC - Move on Boxes	549	-	549
Going the Extra Mile (GEM)	51	-	51
Action for Pre-Eclampsia	1,264	-	1,264
Activity Co-Ordinator	4,626	(139)	4,487
LandAid	22,235	(17,873)	4,362
	<u>29,821</u>	<u>(18,012)</u>	<u>11,809</u>
<b>TOTAL FUNDS</b>	<u><u>1,575,854</u></u>	<u><u>(19,076)</u></u>	<u><u>1,556,778</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	515,833	(516,897)	(1,064)
<b>Restricted funds</b>			
Activity Co-Ordinator	5,000	(5,139)	(139)
LandAid	36,000	(53,873)	(17,873)
	<u>41,000</u>	<u>(59,012)</u>	<u>(18,012)</u>
<b>TOTAL FUNDS</b>	<u><u>556,833</u></u>	<u><u>(575,909)</u></u>	<u><u>(19,076)</u></u>

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**18. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
<b>Unrestricted funds</b>				
General fund	1,593,740	(196,287)	148,580	1,546,033
Housing & Support	-	113,652	(113,652)	-
Enhanced Support	-	34,928	(34,928)	-
	<u>1,593,740</u>	<u>(47,707)</u>	<u>-</u>	<u>1,546,033</u>
<b>Restricted funds</b>				
Education	-	768	-	768
Football Foundation	328	-	-	328
SDC - Move on Boxes	549	-	-	549
Going the Extra Mile (GEM)	-	51	-	51
Action for Pre-Eclampsia	1,264	-	-	1,264
Activity Co-Ordinator	270	4,356	-	4,626
LandAid	-	22,235	-	22,235
	<u>2,411</u>	<u>27,410</u>	<u>-</u>	<u>29,821</u>
<b>TOTAL FUNDS</b>	<u>1,596,151</u>	<u>(20,297)</u>	<u>-</u>	<u>1,575,854</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	94,638	(290,925)	(196,287)
Housing & Support	266,190	(152,538)	113,652
Enhanced Support	215,810	(180,882)	34,928
	<u>576,638</u>	<u>(624,345)</u>	<u>(47,707)</u>
<b>Restricted funds</b>			
Education	28,776	(28,008)	768
Going the Extra Mile (GEM)	135	(84)	51
Activity Co-Ordinator	5,000	(644)	4,356
LandAid	36,000	(13,765)	22,235
	<u>69,911</u>	<u>(42,501)</u>	<u>27,410</u>
<b>TOTAL FUNDS</b>	<u>646,549</u>	<u>(666,846)</u>	<u>(20,297)</u>



**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**18. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	1,593,740	(197,351)	148,580	1,544,969
Housing & Support	-	113,652	(113,652)	-
Enhanced Support	-	34,928	(34,928)	-
	<u>1,593,740</u>	<u>(48,771)</u>	<u>-</u>	<u>1,544,969</u>
<b>Restricted funds</b>				
Education	-	768	-	768
Football Foundation	328	-	-	328
SDC - Move on Boxes	549	-	-	549
Going the Extra Mile (GEM)	-	51	-	51
Action for Pre-Eclampsia	1,264	-	-	1,264
Activity Co-Ordinator	270	4,217	-	4,487
LandAid	-	4,362	-	4,362
	<u>2,411</u>	<u>9,398</u>	<u>-</u>	<u>11,809</u>
<b>TOTAL FUNDS</b>	<u>1,596,151</u>	<u>(39,373)</u>	<u>-</u>	<u>1,556,778</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	610,471	(807,822)	(197,351)
Housing & Support	266,190	(152,538)	113,652
Enhanced Support	215,810	(180,882)	34,928
	<u>1,092,471</u>	<u>(1,141,242)</u>	<u>(48,771)</u>
<b>Restricted funds</b>			
Education	28,776	(28,008)	768
Going the Extra Mile (GEM)	135	(84)	51
Activity Co-Ordinator	10,000	(5,783)	4,217
LandAid	72,000	(67,638)	4,362
	<u>110,911</u>	<u>(101,513)</u>	<u>9,398</u>
<b>TOTAL FUNDS</b>	<u>1,203,382</u>	<u>(1,242,755)</u>	<u>(39,373)</u>

**Football Foundation**

These funds are to enable the OPENhouse football team to be able to participate in the FA Ability counts league.

**SDC - Move on Boxes**

Funds in this category are restricted to provide basic starter kits for service users when they move to their own properties.

**Prince's Trust**

The purpose of this fund is to provide Maths and English lessons.

**Going the Extra Mile (GEM)**

The purpose of these funds is to purchase a garden shed and a selection of garden tools for Delmont's garden project.

**GCC - Dame Kelly Holmes Trust**

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the Year Ended 31 March 2020**

**18. MOVEMENT IN FUNDS - continued**

These funds are for the delivery of education, employment and engagement programmes for those Not in Education, Employment or Training (NEETS).

**LandAid**

The purpose of this fund is for the redevelopment and decoration of The Old Painswick Inn

**19. OTHER FINANCIAL COMMITMENTS**

At 31 March 2019 the charity had total annual commitments under non-cancellable operating leases as set out below:

Equipment

Expiry Date	31.03.20	31.03.19
	£	£
Within 1 year	1,108	2,216
Between 2 - 5 years	-	1,108

**20. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2020.

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**for the Year Ended 31 March 2020**

	31.3.20 £	31.3.19 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	4,380	5,920
Grants	41,000	45,250
Recovered Expenses	339	-
	<hr/>	<hr/>
	45,719	51,170
<b>Investment income</b>		
Rents received	77,207	83,196
<b>Charitable activities</b>		
Learner Funding	-	28,776
Supporting People	124,279	117,534
Residents Rents & Charges	194,296	200,524
Enhanced Support	111,372	164,949
Crash Pads	3,960	-
	<hr/>	<hr/>
	433,907	511,783
<b>Other income</b>		
Gain on sale of tangible fixed assets	-	400
	<hr/>	<hr/>
<b>Total incoming resources</b>	556,833	646,549
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Fundraising Costs	12	43
<b>Charitable activities</b>		
Wages	256,957	369,107
Social security	13,390	23,319
Pensions	8,978	21,014
Rates and water	23,013	27,949
Insurance	17,251	18,488
Light and heat	21,823	22,337
Telephone	4,903	5,806
Postage and stationery	564	2,126
Sundries	4,576	8,032
Staff Recruitment & Training	4,067	27,995
Travel expenses	2,462	3,083
Small office equipment	4,613	5,119
Property upkeep	99,816	55,229
Bad debts	3,913	6,703
Direct Activities Costs	1,817	1,868
Loss on sale of tangible fixed assets	48,359	-
	<hr/>	<hr/>
	516,502	598,175
<b>Support costs</b>		
<b>Finance</b>		
Bank charges	438	420

**SHIRE TRAINING WORKSHOPS LIMITED**  
**TRADING AS OPENHOUSE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**for the Year Ended 31 March 2020**

	31.3.20	31.3.19
	£	£
<b>Finance</b>		
<b>Governance costs</b>		
Auditors' remuneration	-	4,800
Sundries	199	461
Accountancy and legal fees	35,183	30,734
Professional Subscriptions	1,006	1,291
Consultancy fees	473	630
External Compliance	874	1,138
Office Equipment	1,235	2,198
Fixtures and fittings	6,464	12,312
Bank loan interest	13,523	14,644
	<u>58,957</u>	<u>68,208</u>
Total resources expended	<u>575,909</u>	<u>666,846</u>
<b>Net expenditure</b>	<u>(19,076)</u>	<u>(20,297)</u>