



Financial Review – Year Ending 31 December 2016

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The total expended in the year was £13,492 of which £11,530 was from restricted funds. Running costs were £7,281, various minor repairs including extending the food bank and new signage cost £1,847 and small equipment costs were £46. Purchases of larger items of equipment including projector screen, printer, debt advice laptop and microphone totalled £526.

Our costs for events held in the centre, volunteers and for the various faith based resources used were £1,192.

Director's expenses are being paid in agreement with Diocese of York and totalled £990.

Expenses incurred for debt advice, Talkthru and client support (including food bank and fuel vouchers) was £1,610, most of which came from restricted income.

There was a surplus of income over expenses of £17,041 resulting in year end balances of £41,778 of which £14,570 restricted and £27,208 is unrestricted.

We have received a grant from NYCC which will enable us to employ a part time Centre Coordinator from January 2017.

Reserves Policy

The charity has set a policy of ensuring balances equivalent to approximately six months basic costs will be retained. At 31 December 2016 this is set at £9,000 unrestricted balances.

Thanks

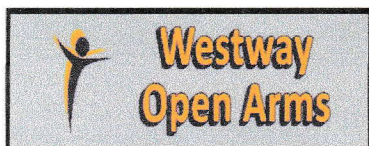
We have received much welcome financial support from a variety of places and so for enabling us to achieve so much this last year we thank Roskilly Bequest, Yorkshire Coast Homes, Joseph Taylor Fuel Fund, Scarborough Deanery, NYCC, Clydesdale & Yorkshire Bank, Morrisons, various churches in the area and many individuals. We are aware that there are also many who provide goods and services and we thank them also.



Charity Name Westway Open Arms, Eastfield, Scarborough		No (if any) 1153919	CC16a
Receipts And Payments Accounts			
For the period from	Period start date 01 Jan 2016	To 31 Dec 2016	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants (Note 3a)	-	20,180	-	20,180	8,959
Donations (Note 3b)	8,403	435	-	8,838	7,628
Fundraising (Note 3c)	713	-	-	713	1,603
Sundry	0	-	-	0	195
Room Hire	-	-	-	-	200
Gift Aid	717	-	-	717	330
Bank Interest	86	-	-	86	22
	-	-	-	-	-
Sub total (Gross income for AR)	9,919	20,615	-	30,533	18,936
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	9,919	20,615	-	30,533	18,936
A3 Payments					
Running Costs (Note 4)	496	6,785	-	7,281	6,487
Activities	340	780	-	1,120	2,565
Volunteers Events	54	18	-	72	34
Repairs	36	1,811	-	1,847	893
Equipment	46	-	-	46	658
Director Expenses	990	-	-	990	533
Debt Advice	-	383	-	383	396
Pregnancy Advice (Talkthru)	-	82	-	82	423
Client Support	-	286	-	286	492
Food Bank	-	91	-	91	166
Fuel Vouchers	-	769	-	769	900
	-	-	-	-	-
Sub total	1,962	11,004	-	12,966	13,547
A4 Asset and investment purchases, (see table)					
Projector Screen, Laptop, Printer, Microphone	-	526	-	526	1,197
	-	-	-	-	-
Sub total	-	526	-	526	1,197
Total payments	1,962	11,530	-	13,492	14,744
Net of receipts/(payments)	7,957	9,084	-	17,041	4,192
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,251	5,486	-	24,737	20,545
Cash funds this year end	27,208	14,570	-	41,778	24,737



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Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank	27,062	14,570	-
	Cash	145	-	-
		-	-	-
	Total cash funds	27,208	14,570	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Roskilly Bequest Grant Nov 16	-	786	-
	Roskilly Bequest Grant Dec 16	-	888	-
		-	-	-
B3 Investment assets	NONE		-	-
B4 Assets retained for the charity's own use	Projector Screen, Laptop, Printer, Microphone	Restricted	526	-
	From 2015 - Sewing Machine, Television, Sound bar, LED Projector, Office Chair, Copier/Printer	Restricted	1,197	-
	2014 and before - tables, chairs, TV, soundbar, oven, vacuum, laptops, printers, phone equipment	Restricted	6,249	-
				-
B5 Liabilities	Water Oct-Dec 16	General	Est. 70	
	Gas and Electric Usage Dec16	General	Est 250	
	Phone Usage Dec 16	General	Est 36	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>M Jazling</i>	M JAZLING	17/1/17
<i>S Taylor</i>	S Taylor	17/1/17



Charity Name Westway Open Arms, Eastfield, Scarborough		No (if any) 1153919
Receipts And Payments Accounts		
For the period from	Period start date 01 Jan 2016	To 31 Dec 2016

Notes

- The accounts have been prepared using the Receipts and Payments basis.
- The movements in restricted and unrestricted funds during the year were;

	Balance to nearest £ 31/12/2015	Receipts to nearest £	Payments to nearest £	Balance to nearest £ 31/12/2016
General - Unrestricted	19,251	9,919	1,962	27,208
General - Restricted	2,366	19,080	9,620	11,826
Debt Advice - Restricted	667	400	683	384
Pregnancy - Restricted	203	0	82	121
Client Support - Restricted	663	0	294	369
Food Bank - Restricted	976	385	147	1,214
Fuel Vouchers - Restricted	611	750	704	657
Total Restricted	5,486	20,615	11,530	14,570

3a. Grants received in the year;

Church & Community Fund	4,000
PCC/Roskilly Bequest Grant	5,780
Deanery for Sunday@4	250
NYCC Stronger Communities	9,000
Clydesdale & Yorkshire Bank	400
Yorkshire Coast Homes	500
Joseph Taylor Fuel Fund	250
	<u>20,180</u>

3b. Donations received in the year;

YCH for Light Party	50
Morrisons	40
Crossgates Community	147
Churches	3,217
Individuals	5,384
	<u>8,838</u>

3c. Fundraisers in the year;

Easter Egg Raffle	23
Wine Tasting	387
Summer Fair	267
Christmas Draw	37
	<u>713</u>

4. Details of Running Costs;

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £
Insurances	310	1,165	1,475
Water	0	279	279
Gas	0	752	752
Electric	0	1,731	1,731
Telephone & BB	0	432	432
Supplies	30	590	619
Office supplies	0	1,509	1,509
Licences	0	272	272
Sundries	156	54	211
	<u>496</u>	<u>6,785</u>	<u>7,281</u>



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Independent Examiners Report

Independent Examiner's Report to the members/trustees of Westway Open Arms, Scarborough.

I report on the accounts for the year ended 31st December 2016.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name

Address

Date

[Signature]
George STANLEY HOUSE
2. WEST PARADE ROAD
SCARBOROUGH YO12 5EJ
14th APRIL 2017



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report

For the period From : 1st January 2016 To: 31st December 2016

Charity name: Westway Open Arms

(Charity registration number: 1153919)

Welcome from the Chair of Trustees

Welcome to our 2016 Annual Report. I am pleased to tell you of another successful and rewarding year for Westway Open Arms – 2016 has seen growth, development and enriching of our Services and our relationships with our clients and the community of Eastfield.

This year we have supported 3,346 client attendances at Westway Open Arms.

In addition we have been very encouraged by the interest of local schools, and the children and family centre nursery, both in our charity work at Westway Open Arms and in the activities of the Church, and what we can offer them. For example 30 pre-schoolers from the Children and Families centre came to church with harvest produce for the food bank, sang 'cauliflowers fluffy' and decorated a harvest display for church and then in groups walked over to the food bank to hear a story about where their food donation goes and who it helps. It was also good because the staff were educated about food bank, and myths about it dissolved and they went away with facts. They came back at Christmas and put on a nativity play for parents. Overdale Primary School had a Christingle service in Church for pupils and parents. We now have a regular link each week with St. Georges School going into school alternate weeks; and the head teachers are now referring families in need to Westway Open Arms.

In October we enjoyed a great Volunteer Away Day for over 25 volunteers at Wydale Hall - a day of renewal and refreshment with Jackie and Graham Cray. We hope now to hold something similar each year.

This year also saw us make the important decision to take on our first employee in the important role of Centre Coordinator - this new development, which should start in the New Year of 2017, will release some of us for even more involvement with clients, and to take the good news out and really link Westway Open Arms, church and community more.

As always a huge thank you to trustees, volunteers, funders, supporters, and all who use the Centre. We have so much to thank God for and lots to be excited about for the future.

Reverend Samantha Taylor

Our Objectives and Activities

Summary of the purposes of the charity:

1. The prevention or relief of poverty by such means as the trustees decide in particular but not exclusively by:
 - a) Providing goods, items and services to people in poverty or at risk of poverty; and
 - b) Providing education, training and support on managing personal finances and attaining domestic life skills; and
 - c) Providing advice and guidance on money management; and
 - d) Providing social activities to help relieve the effects of living in poverty.
2. The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage, by such means as the trustees decide in particular but not exclusively by:
 - a) Providing facilities, services and support that will assist in improving quality of life and independence for people living with the effects of old age; and
 - b) Providing, and signposting to, advice/mentoring, services and support that will assist young people in development of life and employment skills; and
 - c) Providing support, advice and signposting on to specialist agencies for pregnant women in crisis; and
 - d) Providing a contact point for assessing and referring on to specialist agencies in support of those living with addiction.
3. The advancement of education by such means as the trustees decide in particular but not exclusively by:
 - a) Provision of training and education in personal financial management; and
 - b) Provision of training and guidance in life-skills.
4. The advancement of Christian religion by such means as the trustees decide in particular but not exclusively by:
 - a) Provision of worship facilities; and
 - b) Provision of information and opportunities for developing an understanding of Christian religious beliefs and practices; and
 - c) Provision of religious devotional and celebratory events; and
Provision and practice of Christian faith and support out in the community.

In providing for the above, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Summary of our Main Activities:

The main areas of charitable activity, for the benefit of the people of the Eastfield area of Scarborough, are the provision of:

Drop-In Services & Support, related Activities and Client-centred Projects
Debt Advice & Support
Client Advice & Support
Foodbank
Christian Faith & Spirituality
Talk-Thru Pregnancy Crisis Support
Reception & Centre Support

Contribution made by Volunteers

Volunteering time is a very special gift, and thanks to the continuing time and support we receive from our volunteers we are continuing to help make life better for people in Eastfield, Scarborough. Westway Open Arms is a local charity with a team of volunteers covering the services and support below, and covering over 65 volunteer roles, with some volunteers committing to more than one role. Our volunteers, who come from all walks of life, ages and abilities, are the important foundation and mainstay of our workforce. They provide:

Centre Reception and Administration	5	Volunteers
Drop-in: Welcome & personal support to clients and visitors/ Activities	4	
Debt Advisors	3	
Client Support Advisors / Foodbank collections and services	6	
Christian Faith Activities	13	
Talk-Thru Advisors	4	
Community Project Activities	2	
Catering and Events support	10	
Centre Maintenance & Housekeeping	2	
Support Services & IT	1	
Finance & Fundraising	4	
Trustees	9	
Acts 435	1	
Safeguarding	1	
Governance & Compliance	1	

Key Achievements in 2016

DROP-IN SERVICES, SUPPORT & ACTIVITIES

The Drop-In Service and associated Activities had over **3000 Client attendances in 2016**.

Regular daily and weekly activities included:

- Tuesdays and Thursdays being very popular with clients attending our arts and crafts sessions
- Wednesday free Lunch provided by Yorkshire Coast Homes went very well. A regular group of people gather for company as well as something to eat.
- Garden Project - a small team from Scarborough Borough Parks and Gardens are leading the garden project, along with our own volunteers, encouraging clients to get involved. We got a grant to develop the space and add some seating and encourage the growing of produce, things that are easy to grow and look after.
- A quiet and confidential listening ear to anyone needing it, and signposting to any relevant service that may be needed.

Occasional activities and projects included:

- We held fitness classes in January, not too many came along, but for the few that did attend it's life giving.
- We also have other Agencies coming in to the Drop-In to provide access for people to schemes such as housing advice, smoking cessation, the 'Warmer winter' heating grant initiative, credit union.
- There is a possibility of developing a 'Mens-Shed' type drop-in for 2017.

CLIENT ADVICE & SUPPORT

Over past the year client support have interviewed, advised and assisted with several types of issue including: assistance with train/bus fares for hospital appointments, making phone calls on behalf of clients to the benefits office, attending medical assessments, making phone calls to various statutory and non-statutory agencies, signposting to appropriate agencies, arranging appointments with the local MP, acting as general advocates when required, and we also assist with gas/electricity top-up for those who are in an emergency situation.

The number of clients currently on file is 383. This number includes a mix of regular and new clients. On average the client support team interview and assist 5 clients per day = on average 20 per week, some weeks are busier than others. The client support team volunteers work Monday to Thursday from 10.0am to 2.00pm. The team currently consists of 5 volunteers.

When appropriate we refer clients to Horton Housing who continue to provide a valuable "drop-in" service every Wednesday morning. Yorkshire Coast Homes also provide a valuable service and are available to assist with housing issues.

We are currently seeking more volunteers to join the Client Support Team and praying that God will send the right people.

There have been several requests for help via SALT (Scarborough And Locals Together) and ACTS435 and we continue to signpost clients to Rainbow Money. Our grateful thanks go to SALT and ACTS435 who have sponsored many clients and provided mainly household items which would have otherwise been unaffordable, typical items purchased – washing machines, cookers, fridge freezers, carpets, school uniform.

Future plans

The main objective for 2017 is to recruit a possible two volunteers to the client support team. To network with the Salvation Army with a view to work with them on a joint venture.

FOOD BANK

Regular requests for food parcels are ongoing. Our grateful thanks go to Morrison's and Proudforts for their continuing support in housing our collection bins and to all churches and others who regularly donate food. We have recently received a large donation of food from the Lions and we are so grateful for their ongoing support.

Our grateful thanks go to the Yorkshire Building Society who very kindly held a Christmas food bank collection for Westway Open Arms at their Scarborough branch. Christmas food bags were given out to regular clients and, of course, those who presented who were in real need. Our grateful thanks go to SALT who very kindly donated £1,000 of Iceland vouchers some of which were used to help clients for Christmas and the remainder will be used throughout the year. Thank you to Tesco and Yorkshire Coast Homes for the chocolate and selection boxes which they kindly donated.

Annual figures for food parcels:

<u>2016</u>		<u>2015</u>	
January	43	January	46
February	31	February	47
March	21	March	29
April	19	April	31
May	35	May	27
June	25	June	39

July	30	July	38
August	22	August	36
September	32	September	48
October	25	October	25
November	33	November	33
December	28	December	44
TOTAL	344	TOTAL	443

The total number of food parcels given out to clients since the opening of Westway Open Arms is 1223.

As always, we continue to interview each client to assess needs before distributing food.

DEBT ADVICE

We assisted over 30 people in dealing with debt issues.

The service was available most of the year on Thursdays generally by appointment between 9:30am and 2pm. This allows for administration work to be done following the appointment. All appointments were at Westway House.

Issues for clients varied considerably as do outcomes, including delaying actions being sought against clients, obtaining Debt Relief Orders, arranging payments against debts.

Key Funders/Donors

Yorkshire Bank - £400 to provide additional laptop
ACTS435 – has helped a number of clients

Other Key Agencies Involved

Referrals received from various places including Family Outreach Worker, Client Support, Rainbow Centre, Stonham, Citizens Advice Bureau, Family Protection, and other clients.

Annual Data

We assisted 32 clients of which 25 were new in the year.
238 appointments were made of which 134 were attended. 13 people were seen without appointment. Average of 4-5 meetings per client.

The service was available over 48 weeks on Thursdays with between 1 and 3 volunteers. Average of 5-6 appointments made per week of which about 3 were attended.

User Feedback

We have received grateful thanks from many of the clients for the help they receive.

“thanks”, “weight off my mind”, “grateful”, “sorted out” would be the general response from clients.

Future

One of our key volunteers will leave us late January. She has been an excellent advisor and will be greatly missed. We need to find another volunteer debt advisor.
There are no plans to change the service offering.

CHRISTIAN FAITH & SPIRITUALITY

This year, Westway Open Arms has seen encouraging growth and development in Christian faith and spirituality, with many people being comforted, supported and enthused by Christianity and the Christian family.

There have been many well attended, regular activities both within the centre and out in the community. These have included:

- Our regular monthly Sunday @ 4 service, which has consistent attendance and a great team of people looking after the running of it each month.
- Christmas Labyrinth and services were very well attended. We tried new services this year and felt encouraged with the outcome.
- During Lent we offered a 'Faith Through Film' course, showing 'Nooma' short films which facilitated people being able to explore easter related themes.
- The Lent Labyrinth ran again at Moss Lea Farm, attracting people from across the town. Easter Sunday 'Rising of the Son' service on the North Bay beach attracted a congregation of 70 at 6am!
- Running the 'Grace' Course after Easter and the 'Just 10' DVD course with J. John gave further opportunity for people to explore aspects of the Christian faith related to God's grace and biblical promises
- Connections between clients at Westway Open Arms and Holy Nativity church have continued to thrive. Those who have accessed services at Westway Open Arms, such as the Yorkshire Coast Homes lunch, have been getting involved with church and centre activities. This fosters positive building of community relationships in terms of local residents with each other, the community and the church and the service of the church and centre to the community. For instance, the connections that we have with baptism families and local funerals to both activities in the centre and Church services.

We would very much like to thank all of the volunteers who have shown such commitment and involvement this year. We continue to be very grateful to Mike and Josie who generously donate the beautiful facilities at Moss Lea Farm for our Easter Labyrinth. We are faithfully supported by Rob and Helen in catering for various events, and very grateful to Morrisons, Tesco and Proudfoots for their generous donations of refreshments which support many community outreach events.

TALKTHRU PREGNANCY ADVICE & SUPPORT

Talkthru has successfully supported a number of young women this year in their coping with pregnancy, specifically in their need of special items for their new babies.

Thankyou goes to all the Team who continue to offer their time to Talkthru, and supported people so well.

As reported at the September Board Meeting this Service has now developed into one of practical support (baby supplies etc) rather than specific pregnancy crisis support, with some of the issues being more of family support and adequately dealt with already through our Client Support Service. Therefore the decision has been taken that the Talkthru Pregnancy Support Service will not be continuing at Westway Open Arms beyond 2016. We will continue to offer baby supplies to those who require them. Thanks go to all the Advisors who over the years have given of their time and service.

RECEPTION & CENTRE SUPPORT

The Clients, Volunteers and Visitors to Westway Open Arms have all been given a warm welcome and hospitality by our team of Reception and Centre Support Volunteers.

In addition our maintenance and IT team continued to do an excellent job with maintaining the building and facilities and also supported our IT system and security.

This year also saw the creation of a new food bank room which was very much needed as we had outgrown the previous one.

PAT Testing was successfully carried out in December with no significant problems arising.

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Structure, Governance and Management

The charity was constituted on 20th March 2013 as a Charitable Incorporated Organisation (CIO).

Names of the charity trustees who manage the charity:

Revd. Samantha Taylor	Chair
Mr J Wells	Vice Chair
Mr J Freeman	Treasurer
Ms S Bewell-Frost	Board Secretary
Mrs J Wells	
Mrs R Brewer	
Revd. D Pynn	
Ms S Moray	
Revd. M Jobling	

The recruitment and appointment of new Trustees is carried out solely by the Trustees of Westway Open Arms. Selection method chosen is based, as relevant, on seeking either to fill skills/ experience gaps in the Trustee team, and/or to include key people who are significantly involved in the development and delivery of the charity's objectives; allowing for due consideration of good practice principles and equal opportunities.

Independent Examiner of Accounts 2016:


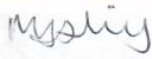
Mr Peter Ingham, George Stanley House, 2 West Parade Road, Scarborough, YO12 5ED

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
---	---

Full name(s)

Revd. Samantha Taylor	Revd Mary Jobling
-----------------------	-------------------

Position (eg
Secretary, Chair, etc)

Charity Director and Chair of Trustees	Trustee
---	---------

Date

18/7/17

Charity's principal address:

Westway House
Westway
Eastfield
Scarborough
North Yorkshire
YO11 3EE