



RAMSEY CLOSE,  
NORWICH,  
NR4 7BQ

Pastor: Stuart Bailey  
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*"Sharing the love of Christ in a broken world"*



# *Trustees' Annual Report and Financial Review*

*1 April 2018  
to  
31 March 2019*



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# Trustees Annual Report for the period 1 April 2018 to 31 March 2019

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## Registered Charity Number

1170592

## Charitable Objectives

The Object of the CIO, is for the public benefit, the advancement of the Christian faith in accordance with the Statement of Faith in such ways as the Charity Trustees may from time to time decide.

## Charity's Principal Address

The Open Door Christian Fellowship  
Ramsey Close  
Norwich  
NR4 7BQ

[www.eaton.church](http://www.eaton.church)

## Names of the Trustees who managed the Charity during this reporting period

Mr Stuart John Bailey*	Trustee, Chair, Pastor
Mr Simon Nobbs	Trustee, ( <i>appointed 5 December 2018</i> )
Mr Gaius Marc Phillingham	Trustee

*\*As the Pastor of the Church, Stuart Bailey is given permission to reside in the Manse. He therefore absents himself from decisions concerning the Manse Property and will do so from any future decisions regarding a salary or other remuneration.*

## Trustee Selection

Trustees are selected and appointed by the current body of Trustees.

## Description of the Charity's Trusts

Type of Governing Document:	Constitution, 2 December 2016
How the Charity is constituted:	Charitable Incorporated Organisation (CIO)
Trustee Selection Method:	Appointed by existing Trustees

## Governance Structure

The Constitution states that:

“The spiritual government and leadership of the Church Fellowship for the purposes of which the CIO has been established shall remain with the Spiritual Leadership and to the extent to which the Charity Trustees are not synonymous with the Spiritual Leadership their powers shall be confined to the proper management and administration of the CIO in accordance with the provisions of this Constitution and in furtherance of the Objects and in so doing they shall have full and proper regard to the Spiritual Leadership provided always that they shall not act outside their powers as conferred by this Constitution and by general law.”

Spiritual leadership in the Fellowship resides with the Pastor and Elder(s). Stuart Bailey, as well as being a Trustee is also the Pastor: he has been the only Elder throughout the period covered by this report.

The Trustees met to discuss the management and administration of the Charity, including (but not limited to) major decisions on spending and the proper maintenance of Properties held by the Charity.

Minutes of the Trustees meetings are available.

## Bankers

The Co-operative Bank PLC  
PO Box 250  
Delf House  
Southway  
Skelmersdale  
WN8 6WT

## Legal advice and assistance with Charity formation provided by:

Stewardship,  
1 Lamb's Passage  
London  
EC1Y 8AB

and

Anthony Collins Solicitors LLP  
134 Edmund Street  
Birmingham  
B3 2ES

# Summary of activities and achievements in this reporting period

## Overview

The resignation of Trustee and Elder, Ronald Simpson, and the subsequent departure from the Fellowship of himself and his wife, left The Open Door Christian Fellowship (TODCF) with a shortage of leadership experience and reduced working capability. There was serious concern that we may not be able to continue providing the public benefit that we had been able to throughout the previous reporting period.

However, the remaining members of the Fellowship pulled together well, ensuring that we not only continued all areas of activity but even expanded into new fields.

## Children's and Youth Work

Throughout this reporting period TODCF has run a club for children in School Years 1 to 6. The group (Coddles) meets for 1 hour 15 mins once per week during term-time. The fact that only a small handful of children attend has meant that we have been able to help some of the quieter children who may normally be intimidated by noise and large numbers. It has also helped us to really get to know the children and their parents. Many of the children come from very difficult social situations; we have been able to offer support to parents as they have wrestled to do the best for their children in tough circumstances.

TODCF also runs the Open Door Drop-In (ODDI) for those in school years 7 upwards. This group offers an opportunity for young people to socialise and enjoy hot snacks and drinks. We have noticed that many of the young people growing towards adulthood required assistance with some of the life-skills they would need in the coming years. As a result, the group has provided lessons in cooking, budgeting and general maintenance as well as seeking to provide Biblical advice that will help them achieve more fulfilled and safer lifestyles in the future.

A small team from the Fellowship also engage in a detached youth work project. This involves visiting the local skate-park once per week, handing out free hot drinks and being on hand to talk to those present. When the previous leaders of this event left the Fellowship, a new team was formed. They have taken it from strength-to-strength and it is now a much-anticipated moment in the weekly life of the skate-park. This activity has been organised in consultation with local authorities.



In August 2018 we held our first Holiday Club. Aimed at children aged 5 to 11, we had three days of games, music, crafts and Bible teaching. The Club was well-attended by children from the surrounding estates, most of whom were not formerly known to us.

In October and December we held a "Light Party" and a Christmas Party for local children.

All leaders and volunteer helpers of young-people's activities are DBS Checked.

We have been able to provide all these activities at no charge to those attending.

## Christmas Activities

In the lead-up to Christmas we held a Christmas Lunch following our Sunday Service. As our regular congregation generally numbers around 10, it was great to welcome over 20 people through the Open Doors to share food with us.



The Carol Service was also advertised on the local estate and drew a large number of local residents to join a celebration of singing and Christmas readings.

## Regular Activities

All of our Sunday Services and mid-week Bible Studies are advertised on-line and listed on the publicly accessible notice-board at the Building.

Once a month we hold a Bring-and-Share lunch following the Sunday Service. This attracts several people who are not regular members of the Fellowship and we always ensure that there is more than enough food for any visitors.

## Other Agencies

It has been our privilege to host the local branch Christian Motorcyclist's Association. This group who seek to share the Gospel with, and provide welfare for, very vulnerable people in Motorcycle Communities meet in our Building for mutual support, prayer and to plan their activities on a monthly basis.



We act as a collection point for the Trussell Trust's Foodbank. Most of the contributions come from our own members, but we are also open weekly for members of the public to contribute too. So far we have delivered xxx of food to be used in the local community.

In our community work we regularly come across people with serious needs. Although we are rarely able to provide direct practical help, we have often been able to assist them in accessing help from more relevant organisation such as; Age UK, Housing Agencies, Mental-Health organisations, Food-Bank, Social Services and Addiction Support groups. As such, we are becoming known as a place to go to for help in the community.

This work is beginning to be recognised and we have developed excellent links with local councillors, the police and many welfare organisations.

## Pastor and Trustee Remuneration

The Trustees have received no remuneration for their work as Trustees throughout this reporting period.

It is the desire of the other two Trustees that Stuart Bailey should receive a wage for serving as full-time Pastor for the Fellowship. However, the financial reality of the Charity mean that this has not proven possible.

The Trustees have been able to make it possible for Stuart and his family to reside in the Manse free of charge and to pay the Council Tax and Buildings Insurance for this property. Repairs and improvements to the Manse are discussed on a case-by-case basis by the Trustees.

Stuart remains responsible for all other utility bills at the Manse.

## Fulfilment of Charity Objectives

The Constitution states that:

“The Object of the CIO, is for the public benefit, the advancement of the Christian faith in accordance with the Statement of Faith in such ways as the Charity Trustees may from time to time decide.”

The Trustees are satisfied that by providing free-to-use groups for children and young people, open services of Christian Worship and valuable outreach in the community, the Charity is fulfilling its obligations to be for the public benefit and to advance the Christian Gospel.

The Trustees are further satisfied that the two properties owned by the Charity are being used for the benefit of the Charity and its objectives.

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# *Financial Review*

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## Overview

The outgoings for this Reporting Period came to just over £7,400 which included all bills and maintenance of a large Building and the Council Tax on the Manse. It would have been very difficult to keep this figure much lower and continue to provide our activities and services.

Income was boosted by a transfer of more than £4,700 from the historic South Park Church Account. Because of this transfer, our income exceeded expenditure but it is clear that we have a “running deficit”.

The Trustees are exploring ways of reducing outgoings as much as possible and considering various possibilities of increasing income.

## Reserves Policy

The Charity does not currently have a policy on Reserves, but is reviewing all aspects of Financial Policy. The Trustees have further agreed that following the current review, the Financial Policy will be further reviewed on an Annual basis.



# Statement of Account for the Period 1 April 2018 to 31 March 2019

## Income and Expenditure

### Income & Expenditure Account For the year ended 31 March 2019

General Fund				Notes	2019	2018
INCOME						
Giving					£4,990	£7,452
Sundry	From South Park Account		Transfer In		£4,724	£0
Total Income					£9,715	£7,452
EXPENDITURE						
Mission					£0	£0
Membership and Works of Service					£188	£535
Ministry Costs					£188	£535
Practical and Admin.					£7,408	£5,650
Building					£3,398	£3,478
Manse					£1,694	£465
Admin Costs					£2,316	£1,706
Sundry Others					£0	£0
Total Expenditure					£7,596	£6,184
SURPLUS/DEFICIT - General Fund					£2,119	£1,267

## Notes:

- Income from Giving:** At first glance it looks as though the "Income from giving" has fallen by 1/3 in this Reporting Period. However, the first reporting period covered almost 18 months. Also, although the Church did not have a Bank Account until December 2016, we had been meeting since February 2016 during which time the members had been making financial contributions. This money was placed in the account as soon as it opened in December 2016, meaning that the £7,452 represents approximately 2 years of financial contribution.
- Manse:** During the Reporting Period to Apr 2018, the Manse Council Tax was being paid for out of the South Park Church Account, by permission of the South Park Church and the FIEC (South Park Trustees). As of April 2018 The Open Door Christian Fellowship took over paying the Council Tax.



## Balance Sheet as at 31 March 2019

### Balance Sheet as at 31 March 2019

	Note	2019	2019	2018	2018
<b>Fixed Assets</b>					
			£0		£0
<b>Add Current Assets</b>					
Debtors & Prepayments					
Current Account Balance		£6,131		£4,012	
Cash In Hand					
		<u>£6,131</u>		<u>£4,012</u>	
<b>Less Current Liabilities</b>					
<b>Creditors &amp; Accruals</b>					
<b>Net Current Assets</b>			<u>£6,131</u>		<u>£4,012</u>
<b>Net Assets</b>			<u><u>£6,131</u></u>		<u><u>£4,012</u></u>
<b>Financed by</b>					
<b>General Funds</b>		£6,131		£4,012	
			<u><u>£6,131</u></u>		<u><u>£4,012</u></u>

## Fixed Assets

The Open Door Christian Fellowship owns two properties:

- The property known as “The Building” on Ramsey Close, Norwich, NR4 7BQ.  
Estimated value (for insurance), £978,000
- The Property known as “The Manse”, 90 Buckingham Road, Norwich, NR4 7DG.  
Estimated Value £280,000 (based on recent local sales)

The Open Door Christian Fellowship also owns the contents of “The Building” including all furniture and kitchen fittings, a digital piano (valued at £600), a large screen tv (£500) and a digital projector (£400).

Affirmation

The Trustees affirm that they have approved the Trustee's report and Financial Statement above.

	Gaius Phillingham	Trustee	23 October 2019
	Simon Nobbs	Trustee	23 October 2019
	Stuart Bailey	Chair of Trustees	23 October 2019