



**ANNUAL
REPORT
2013**

**THE OBJECTS OF
OPEN DOOR - COLCHESTER
ARE**

- 1 Advancing the Christian Faith; and
- 2 The provision of facilities, resources, and practical support, with the object of improving the conditions of life for those in need in Colchester.

INTRODUCTION

In 1985, two members of Colchester Baptist Church in Eld Lane befriended two young drug addicts who were begging and invited them into the Church for coffee and biscuits. From these humble beginnings, the work began and has grown into what is today known as 'Open Door'. We are now a well established befriending centre, which because of its central location, is ideally placed to extend a warm welcome to ALL people regardless of their position in society.

OPEN DOOR - COLCHESTER
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CHAIRMAN'S REPORT

Open Door continues to serve the needs of the people of Colchester by opening three days a week operating from Colchester Baptist Church. We welcome all those who need a safe place to come to, who want a listening ear and who may need practical help with other issues such as housing, debt management and benefits. In all we do we try to show God's love in practical ways towards our visitors.

We have a different team of helpers with a Team Leader each day we are open with the Director overseeing the work. The volunteers on each team come from different churches around Colchester and we are also helped by the interns from eMI(Engineering Ministries International) who are with us for periods of about three months at a time. I would like to thank all our dedicated volunteers for the work they do within Open Door. Over the years many real friendships have been formed with our visitors, helping them to build up their self-confidence and self-belief, and perhaps for the first time in their lives they have someone who really cares about them.

Each day we are open we welcome many visitors with many & varied problems. Some can be solved within Open Door, others need to be passed on to other agencies within Colchester with whom we have good links. We have a Counsellor who gives her services free to whom we can refer visitors, and she is a valued member of our Monday team.

Financially we have had grants from Essex Fairway Charitable Trust and Essex Community Fund which go towards the salary for the Director. Donations are received from other organisations such as Kingsland Church, Maldon Rd Chapel, Waitrose Community Fund, Colchester High School and Colchester Baptist Church who provide the premises free of charge. We use the Richard Green Fund for providing our visitors with sleeping bags, tents etc. We are extremely grateful to all these and other organisations and individuals for the financial support they give.

We continue to hold vouchers for the Foodbank for those awaiting benefits etc. and these are issued by the Director or Team Leaders as required. Again in these situations we have contact with vulnerable people and can offer help and support.

Sunday@One continues to attract several visitors who value the informality of the service. Wednesday@One has now moved to Tuesday and has been renamed Tuesday@Twelve and offers visitors a chance to find out more about the Christian faith.

Both of these events now come under the auspices of Colchester Baptist Church but are led by the Director of Open Door with a team of helpers.

I wish to record my thanks to those on the Executive Committee whose support and wisdom I have appreciated over the last year. The Committee Members give up their time to oversee the work of Open Door and ensure the running of the organisation continues to maintain the high standards it has shown in the past, and to work for the vulnerable people who come through the doors each day.

In closing I would like to thank you for taking an interest in the work of Open Door and for your support prayerfully and financially in the ongoing work of this organisation.

Fiona Prentice
March 2014

CONSTITUTION AND MANAGEMENT

Open Door - Colchester was constituted as a charity separate from Colchester Baptist Church on 25 November 2003 and registered with the Charity Commission on 22 January 2004 (registered number 1101675)

Open Door - Colchester is managed by an Executive Committee of between 5 and 12 members, including

- Honorary Officers (Chairman, Secretary and Treasurer) elected at each Annual General Meeting.
- Ex Officio, the Senior Minister for the time being of Colchester Baptist Church.
- Nominated members, who are practicing Christians, and the majority of whom are members of Colchester Baptist Church, appointed by the Deacons of that Church..

Membership of the Executive Committee during 2013 consisted of

- Fiona Prentice, Honorary Chairman.
- William Butcher, Honorary Secretary.
- Ted Drake, Honorary Treasurer.
- Nick Lear, Senior Minister of Colchester Baptist Church.
- Gill Balfour .
- Billy Campbell.
- Graham Courtier
- Rob Urand.
- Bob Woodcock.

These are the Trustees of Open Door - Colchester.

The day to day work of Open Door is controlled by the Director, Simon Heard. Currently, Open Door opens three days a week with groups of helpers led by Team Leaders, Rob Urand and Anna Williams. Graham Courtier was team Leader on Mondays until his retirement at the end of March 2013. A replacement for him has yet to be found.

During 2013, the Staff consisted of the following:-

Director (the only paid member of staff, all others are volunteers)

3 Team Leaders (one post currently vacant)

Senior Support Worker

Counsellor

12 Team Members working 1 day a week each

6 Interns from EMI(UK) - Engineering Ministries International

DIRECTOR'S REPORT

Being Director

A wonderful privilege yet again to serve at Open Door. I feel very blessed to be a part of this ministry, which I believe to be an essential part of the community here in Colchester. I would like to thank the Lord Jesus Christ and also thank those who have supported us financially, practically and prayerfully. Without this support we would not be able to reach out to all those in need in the town of Colchester.

Colchester is full of amazing Charities and Organisations, who spend a lot of time and resources reaching out to those in need in and around the Colchester area. I would say that Open Door has become "My Life" not just my "My Job" and I have been on a great journey since I started in 2012. I have made many friends in Open Door, both with the volunteers and the visitors. Honestly, we have become like one big family. We have people from all walks of life, faith, background and cultures come in and all are very welcome. That is what makes Open Door such a great place to be; it's a place of peace and comfort, where one feels accepted. Once people feel they can trust us, normally they will be more open for us to help them. That is why we are here, to help them with whatever need they have and to point them in the right direction. Sometimes it can take months before a visitor will feel comfortable enough to ask for help. This has to be done in their own time and to not feel any sense of pressure. I thank God for the volunteers, who have such patience, kindness and love for all who come in; without their dedication to the visitors, it would be impossible for us to function. We now have a number of visitors attending regular Counselling sessions with our Counsellor Shirley Sinclair, something we are very grateful for.

I am extremely encouraged that we have had 5 people who have either an addiction with alcohol or drugs, apply for rehabilitation with the Carpenters Arms in Loughborough. This is an amazing place as it offers not only rehabilitation, but also a wide range of exciting things to do like scuba diving, sailing and also allowing them to work in the community. I hope to give more feedback in later reports.

Networking

I would like to thank Colchester Borough Council, who have helped us in many areas with training programmes, advice and network meetings. All the Churches and organisations have met together with Colchester Borough Council and have already begun to address certain problems that arise in the Colchester area, one of them being homelessness. This has been extremely helpful to many Charities such as ourselves, who are looking to help people get shelter and get back in work or get the right benefits. We have got two Computers donated from the Council and this has come just at the right time as now all applications, job searches and house bidding is done online.

Homelessness represents only a percentage of our visitors; however we are aware that the number of people living on the streets has risen since previous years. The Council counted 42 people living outside in one given evening. We are thankful to Essex Police

for their encouragement, advice and help on these matters, especially for their support when one of our volunteers slept rough for 7 days to raise awareness for Homelessness. We were able to engage with each person sleeping rough and provide food, sleeping bags, clothes and even soap. Since doing this the number of visitors to Open Door has increased and we were then able to help them practically with all their needs, including getting housed. Also other Charities such as Beacon House, April Centre, the Foodbank and the Night Shelter are doing a fantastic job, making Colchester a better place to live. I believe building a relationship with each other is of most importance for the good of the community and those in it.

We continue to encourage all other inter-agency interaction that benefits our customers. Special mention is included for NEEDAS, Open Road, One Support, Shelter, Matrix, Colchester Borough Council (Welfare & Housing Depts.), Colchester Borough Homes, The Korban Project, Sanctuary Housing, The Community Mental Health Team, CHAC, Social Services, Essex Police and MIND.

I would also encourage any agency who feels that our charity may need further inspection, to contact me by telephoning 01206 769436 or by simply dropping in!

Tuesday@12 and Sunday@1

Last year we held a service at 1 o'clock on Wednesday, for those who want to know more about Christianity, which ran during our regular opening hours. We have now moved this to Tuesday out of consideration for those without faith in Jesus. The Colchester Baptist Church have willingly agreed to make both Tuesday and Sunday a ministry for the Church, instead of an Open Door ministry. This is logical, because it creates an extra day for our visitors, who express an interest in Christianity, also making them feel a part of the Church family. It also allows us to concentrate on the practical needs of each visitor at Open Door on the days we are Open. We are now running a discipleship programme on Tuesdays to help people learn about Christianity and also help them deal with issues that they may face in their daily life. Tuesday's are very well attended with at least 20 people and we have already seen the benefits evident in their daily life. Our Church service Sunday@One is also going well, with at least 30 visitors each week of which most of them are visitors of Open Door. I feel so blessed to be around these wonderful people and it is so great to see them on a Sunday. Sunday for these people used to be a sad or boring day for some and now is a day of rejoicing.

In Thanksgiving

Once again Open Door was the grateful recipient of harvest produce from various schools and churches. Special mention is given to Maldon Baptist Church, Maldon All-Saints Church, Aldham Parish Church, Brightlingsea Baptist Church, St Mary the Virgin Parish Church of West Bergholt, Bures Baptist Church and Colchester Baptist Church. We have been able to provide generous food packs to countless numbers because of your generosity, and we would like to sincerely thank you on their behalf. Our thanks also go to those who have donated money or goods: Essex Fairway Charitable Trust, Essex Community foundation, Kingsland Church, Canonesses of the Holy Sepulchre, Maldon Road Chapel, Lush, Essex County fire and Rescue Service, Costa and also very significant donations from individuals who wish to remain anonymous.

Final Thoughts

What I have noticed over these two years is that many people who visit Open Door are broken hearted in some way. Something bad may have happened in their life and now they struggle with bad memories or even guilt. I have been there myself, a place of brokenness, where I thought that no one cared and that there was no hope. Many feel that they are worthless and unloved. Yet there is hope and there is One who thinks that every person on this earth is worth dying for. After all we are all made in the image of God. Jesus Christ came to heal the broken hearted and He certainly healed my heart. Everyone person who volunteers at Open Door is a follower of Jesus Christ, therefore they have experienced His love for them. We love, because He loved us first. We pray for the visitors, because we want to see them set free and enjoy a fulfilling life. I am so thankful to the Lord for all He is doing at Open Door. Not only providing food for their stomachs Mondays, Wednesdays and Fridays, but also providing food for their souls on the Tuesdays and Sundays.

Simon Heard

April 2014

How Open Door helped me

Someone on the street first told me about Open Door. At that time the local council had recently moved me into a very basic bedsit in the town centre, sharing bathroom and kitchen facilities with five other bedsits. Prior to that I had been homeless, but I was still using drugs heavily; that was my focus.

Previously I had worked hard as a landscape gardener. I had my own car, and my own place to live. With all the work, long hours, and travelling to jobs, there was no time left for much else. One day a 'friend' offered me something to help with the pressure I was under. That was the start. I gradually became dependent on drugs, and struggled to do my job as well. Eventually I lost my job, used my savings to fund my habit, lost my flat, and became homeless. Drugs had completely taken over my life.

When I went into Open Door I found people there I could talk to, I could share my problems with them, and they never judged me. It was somewhere to go where I was accepted. They always had time for me, and I could stay in there as long as they were open. Tea and coffee drinks were very cheap, and there was a phone that I could use. The name 'Open Door' expresses perfectly that the place is open for everyone; everyone who needs help.

I am now actively looking for a job again, having gradually got free from drugs, and really appreciate the help I received from Open Door when I needed help most.

A Visitor

THE PUBLIC BENEFIT

In carrying out their duties throughout the year, the Trustees of Open Door - Colchester have always considered the Guidance of the Charity Commission on public benefit (particularly the specific guidance for charities with the advancement of religion as part of their objects).

Open Door has always welcomed newcomers and our services have always been available to all who wish to use them, regardless of their religious beliefs or lack thereof.

A number of our visitors are very regular in their attendance, thus demonstrating that our services and facilities are valuable to them. The warmth of the welcome they receive and the loving interest in their welfare shown by all the helpers is much appreciated. A “case history” is given on page 10.

Financial Policies

Investments

The funds possessed by Open Door – Colchester are relatively small and it has been considered appropriate to hold funds not immediately needed for current expenses to be placed on deposit. These funds are placed in an account with the **Affirmative Deposit Fund for Charities** (ADFC) operated by Epworth Investment Management (associated with the Methodist Church) in order to obtain as high a rate of interest as practicable in current markets. .

No other investments are held.

A current account (which earns nominal interest) is held with the CAF Bank and a further current account to facilitate loans and other payments to Visitors is held at the Co-operative Bank.

Reserves

The question of what reserves (if any) should be held was considered early in 2005. The Executive Committee decided that it would be prudent to aim to hold a balance of funds of around six months' expenditure. This would allow for an orderly winding-down of operations should this ever prove necessary. The balance of funds at the end of 2013 was only a little higher than this.

No reserves for particular contingencies are held.

Grants and Loans

Open Door – Colchester does not normally make large grants to individuals or to organisations. Small gifts and loans are made to individual Visitors in appropriate cases at the discretion of Team Leaders and of the Director to assist with living expenses, travel costs, etc.. Exceptionally, during 2012, a loan of £400 was advanced to one Visitor to enable him to re-establish himself in business. The loan was fully documented and was repaid in April 2014.

A loan of £450 was advanced to the Director to assist him in the leasing a flat in central Colchester, thus facilitating his work with Open Door. Most of this loan was repaid during 2013, with a small balance outstanding at the end of the year..

Treasurer's Report

The Accounts for the year ended 31 December 2013 follow this Report and should be read with the accompanying notes.

The main result is a small decrease in funds over the year. The substantial grants received from the Essex Fairway Charitable Trust have had a major impact on the finances of Open Door. A substantial grant of £6000 was made early in 2013 and a second such grant has been made in January 2014. Open Door is very thankful for this generosity. The continuing support of Colchester Baptist Church (through a donation and allowing the use of their premises without charge) and other Churches and organisations in Colchester and District is much appreciated.

We are once again grateful to Michael Baker FCCA for his work in Examining the Accounts.

A handwritten signature in black ink, appearing to read 'E A Drake', written in a cursive style.

E A Drake
Honorary Treasurer
March 2014

Open Door - Colchester		
Accounts for the Period 1 January to 31 December 2013		
1. Receipts and Payments: General Fund		
<i>2012</i>		2013
	Receipts	
	Donations and Grants	
<i>1100</i>	Colchester Baptist Church	3070
<i>465</i>	Other Churches	690
<i>1155</i>	Other Bodies	6000
<i>1709</i>	Individuals	1193
<i>4429</i>	Total Donations and Grants	10953
	Receipts from Activities	
<i>1824</i>	Refreshments	1776
<i>299</i>	Fund raising	147
<i>922</i>	Loans refunded by Visitors	573
<i>0</i>	Other Loan repayments	385
<i>20</i>	Miscellaneous	10
<i>3065</i>	Total receipts from Activities	2891
<i>232</i>	Interest on Deposit and Current Accounts	125
<i>188</i>	Income Tax refunded on Gift-Aided Donations	234
<i>7914</i>	Total Receipts	14203
	Payments	
	Direct costs of supporting Visitors	
<i>1975</i>	Payments and loans to or on behalf of Visitors	1040
<i>1441</i>	Food and Refreshments	1594
<i>3416</i>	Total Direct Costs	2634
	Costs of running Open Door	
<i>9553</i>	Director's remuneration and National Insurance	11466
<i>858</i>	Staff travelling expenses refunded	1231
<i>225</i>	Staff training costs	106
<i>535</i>	Telephone line rental and calls	557
<i>471</i>	Insurances	494
<i>395</i>	Purchase of Equipment	72
<i>357</i>	Administration materials, etc.	261
<i>536</i>	Miscellaneous costs	100
<i>12930</i>	Total Running Costs	14287
<i>16346</i>	Total Payments	16921
<i>8432</i>	Decrease in Funds over the Period	2718
<i>21401</i>	Balance brought forward from previous year	12969
<i>12969</i>	Balance carried forward	10251

Open Door - Colchester		
Accounts for the Period 1 January to 31 December 2013		
2. Receipts and Payments: ASK Friendship Group		
<i>2012</i>		2013
	Receipts	
58	Payments by Members	68
58	Total Receipts	68
	Payments	
0	Total Payments	0
58	Increase in Funds over the period	68
392	Balance brought forward from previous year	450
450	Balance carried forward	518
3. Loans from Visitors		
<i>2012</i>		2013
	Receipts	
5375	Loans received from or on behalf of individual Visitors	4140
5375	Total Receipts	4140
	Payments	
5708	Payments made on behalf of individual Visitors	7885
0	Expenses incurred	0
5708	Total Payments	7885
333	Net decrease in Loans over the period	3745
1818	Balance brought forward from previous year	1485
1485	Balance carried forward	(2260)

Open Door - Colchester		
Accounts for the Period 1 January to 31 December 2013		
4. Receipts and Payments: Sunday@One Expenses		
<i>2012</i>		2013
<i>1000</i>	Donation received	55
<i>51</i>	Expenses incurred	582
949	Balance carried forward	422
5. Receipts and Payments: Richard Green Special Needs Fund		
<i>2012</i>		2013
<i>0</i>	Donation received	375
<i>0</i>	Expenses incurred	223
0	Balance carried forward	152
6. Statement of Assets and Liabilities at the end of the Period		
Assets at the end of the Period		
<i>2012</i>		2013
<i>1393</i>	CAF CafCash Account	2204
<i>685</i>	Co-operative Bank Current Account	720
<i>13365</i>	Deposit with the ADFC	5988
<i>410</i>	Cash/cheques held	171
15853	Total Assets	9083
	less	
<i>1485</i>	Outstanding Loans from Visitors	(2260)
14368	Net Assets	11343

Notes on the Accounts for the Year ended 31 December 2013

- 1. Accounting Policy** As Open Door has a low turnover, the Accounts are presented on a “receipts and payments” basis and accord with S.42(3) of the Charities Act 1993.
- 2. Status** Open Door – Colchester became a Registered Charity (No 1101675) on 22 January 2004.
- 3. Donations and Grants** Large amounts include £6000 from the Essex Fairway Charitable Trust, £3070 from Colchester Baptist Church (2012: 1000), £420 from Kingsland Church and £375 to start a “Special Needs” Fund. An anonymous donation of a generous £1000 was received in late 2012 to defray expenses associated with the new venture “Sunday@One”. At the end of the year, there were five individuals making donations on a monthly basis (2012: four).
- 4. ASK Friendship Group** This group was started in May 2008. Expenses of an average around £40 a year in connection with that group have been incurred and will appear in the 2014 accounts.
- 5. The Richard Green Special Needs Fund** arises from a specific donation; its purpose is to help Open Door buy objects such as sleeping bags, tents, etc for Visitors with particular needs.
- 6. Loans from Visitors** These have been provided by individual Visitors as part of assistance with their personal budgeting and are expended entirely for the benefit of those Visitors. Practical problems in transferring funds arose in connection with one such Visitor; hence the imbalance between loans received and payments made. These problems have now been resolved.
- 7. Income Tax refunded** A number of individual donations have been made under the Gift Aid Scheme. Tax refunded relates to the year to 31 December 2012 under the current repayment arrangements imposed by HM Revenue and Customs.
- 8. Insurances** As an independent entity, it is necessary for Open Door to have a range of insurances. Insurances held include Public and Employer’s Liabilities, Trustee’s Indemnity and Legal expenses. Insurance for risks associated with buildings and contents is held by Colchester Baptist Church, in whose premises Open Door operates.



E A Drake
Honorary Treasurer
March 2014

Statement by the Independent Examiner

In accordance with the provisions of the Charities Act 1993, I have examined the Accounts for the year ended 31 December 2013 of Open Door – Colchester as set out above.

This examination did not extend to a comprehensive audit of those Accounts.

I confirm that the Accounts accord with the accounting records of Open Door – Colchester and that those records satisfy the requirements of the Act. I am not aware of any matter to which attention needs to be drawn in order to obtain a proper understanding of the Accounts.

Signed *M. G. Baker*

Date *10/04/14*

M G Baker FCCA
118 Chapel Road, West Bergholt, Colchester, CO6 3EZ