

REPORT OF THE DIRECTORS AND  
FINANCIAL STATEMENTS FOR THE PERIOD 1 JANUARY 2002 TO 31 MARCH 2003  
FOR  
OPEN DOOR - ST ALBANS



**REPORT OF THE DIRECTORS**  
for the Period 1 January 2002 to 31 March 2003

The directors present their report with the financial statements of the company for the period 1 January 2002 to 31 March 2003.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the period under review was that of fund raising on behalf of charities for the relief of financial need and the provision of accommodation for the homeless in Hertfordshire. The company is a registered charity, number 1028528.


**DIRECTORS**

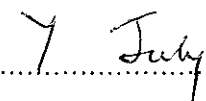
The directors during the period under review were:

Kerry Pollard MP	
Margaret Lewis JP	
Ken Blackburn	
John Wright	
David Korman	- resigned 13.5.02
Melvyn James William Ranson	
Michael Ian Bochenski	
Alison Mary Steer	- appointed 21.1.02
Richard Douglas Inglis	- appointed 24.2.03

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**ON BEHALF OF THE BOARD:**

  
.....  
DIRECTOR

Dated: .....  ..... 2003

OPEN DOOR - ST ALBANS

INCOME AND EXPENDITURE ACCOUNT  
for the Period 1 January 2002 to 31 March 2003

		Period 01.01.02 to 31.03.03 <u>General Fund</u>	Year Ended 31.12.01 <u>General Fund</u>
	Notes	£	£
<b>DONATIONS RECEIVED</b>		68,938	60,186
Other operating income		<u>548</u>	<u>50,000</u>
		69,486	110,186
Donations made		<u>33,092</u>	<u>40,000</u>
		36,394	70,186
Other operating charges		<u>6,885</u>	<u>8,359</u>
<b>OPERATING SURPLUS</b>	2	29,509	61,827
Interest receivable and similar income		<u>6,313</u>	<u>5,369</u>
<b>SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		35,822	67,196
Tax on surplus on ordinary activities	3	<u>-</u>	<u>-</u>
<b>SURPLUS FOR THE FINANCIAL PERIOD AFTER TAXATION</b>		35,822	67,196
Retained surplus brought forward		<u>135,336</u>	<u>68,140</u>
<b>RETAINED SURPLUS CARRIED FORWARD</b>		<u>£171,158</u>	<u>£135,336</u>

The notes form part of these financial statements

STATEMENT OF FINANCIAL ACTIVITIES  
for the Period Ended 31 March 2003

	Period 01.01.02 to 31.03.03 General Fund		Year Ended 31.12.01 General Fund	
	£	£	£	£
<b>INCOMING RESOURCES</b>				
Donations received	68,938		60,186	
Investment income	6,313		5,369	
Legacies received	-		50,000	
CAF Training grant	<u>548</u>		<u>-</u>	
		75,799		115,555
<b>RESOURCES EXPENDED</b>				
Donations made	33,092		40,000	
Administration costs	3,689		8,359	
Fundraising costs	<u>3,196</u>		<u>-</u>	
		<u>39,977</u>		<u>48,359</u>
<b>NET INCOMING RESOURCES</b>		35,822		67,196
Fund balances brought forward		<u>135,336</u>		<u>68,140</u>
<b>FUND BALANCES CARRIED FORWARD</b>		<u><u>£171,158</u></u>		<u><u>£135,336</u></u>

BALANCE SHEET  
31 March 2003

	<u>31.3.03</u>	<u>31.12.01</u>
	£	£
<b>CURRENT ASSETS:</b>		
Cash at bank	<u>171,158</u>	<u>135,336</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>	<u>£171,158</u>	<u>£135,336</u>
<b>RESERVES:</b>		
General reserves	<u>171,158</u>	<u>135,336</u>
	<u>£171,158</u>	<u>£135,336</u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the period ended 31 March 2003.

The members have not required the company to obtain an audit of its financial statements for the period ended 31 March 2003 in accordance with Section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the 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 Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

**ON BEHALF OF THE BOARD:**

M. J. Bochenki  
DIRECTOR

Approved by the Board on 7 July 2003

NOTES TO THE FINANCIAL STATEMENTS  
for the Period 1 January 2002 to 31 March 2003

1. **ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

**Turnover**

Turnover represents the gross value of donations received.

2. **OPERATING SURPLUS**

The operating surplus is stated after charging:

	Period 1.1.02 to 31.3.03 £	Year Ended 31.12.01 £
Directors' emoluments and other benefits etc	=	=

3. **TAXATION**

**Analysis of the tax charge**

No liability to UK corporation tax arose on ordinary activities for the period ended 31 March 2003 nor for the year ended 31 December 2001.

The company is a registered charity and therefore not subject to Corporation Tax.

4. **COMPANY STATUS**

The company is limited by guarantee and does not have a share capital.

5. **GENERAL RESERVES**

	31.03.03 £	31.12.01 £
<b>Unrestricted funds</b>		
General funds	70,198	84,299
Designated Redevelopment fund	100,240	51,037
	<u>£171,158</u>	<u>£135,336</u>
 <b>Unrestricted funds transfers</b>		
	Redevelopment Fund £	General Fund £
As at 1 January 2001	51,037	84,299
Transfer	46,000	(46,000)
Interest credited	3,203	(3,203)
Net surplus for year	-	35,822
	<u>£100,240</u>	<u>£70,918</u>

NOTES TO THE FINANCIAL STATEMENTS  
for the Period 1 January 2002 to 31 March 2003

5. **GENERAL RESERVES (Continued)**

The Trust's income is fairly volatile and therefore the Trustees endeavour to maintain a reserve of the equivalent of one year's normal expenditure as a current income reserve.

In addition as there is the possibility that the Night Shelter and Day Centre may have to be relocated and/or refurbished, the Trustees continue to hold a Redevelopment Reserve Fund. This fund will be added to as and when general receipts allow.


OPEN DOOR - ST ALBANS

REPORT OF THE ACCOUNTANTS TO THE DIRECTORS OF  
OPEN DOOR - ST ALBANS

As described on the balance sheet you are responsible for the preparation of the financial statements for the period ended 31 March 2003 set out on pages three to five and you consider that the company is exempt from an audit.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Lovetts  
Chartered Accountants  
Bridge House  
25 Fiddlebridge Lane  
Hatfield  
Hertfordshire  
AL10 0SP



Dated: ..... 9 July ..... 2003



OPEN DOOR - ST ALBANS

DETAILED INCOME AND EXPENDITURE ACCOUNT  
for the Period 1 January 2002 to 31 March 2003

	Period 1.1.02 to 31.3.03		Year Ended 31.12.01	
	£	£	£	£
<b>Donations received</b>		68,938		60,186
<b>Donations made:</b>				
SADCHA	22,500		40,000	
Art therapy	6,867		-	
Counselling	<u>3,725</u>		<u>-</u>	
		<u>33,092</u>		<u>40,000</u>
		35,846		20,186
<b>Other income:</b>				
Legacy received	-		50,000	
Training grant from CAF	548		-	
Deposit account interest	<u>6,313</u>		<u>5,369</u>	
		<u>6,861</u>		<u>55,369</u>
		42,707		75,555
<b>Expenditure:</b>				
Postage & stationery	2,041		3,947	
Counselling	-		900	
Training expenses	550		-	
Sleepover expenses	3,196		-	
Repairs & renewals	313		2,878	
Accountancy	770		620	
Sundries	<u>15</u>		<u>14</u>	
		<u>6,885</u>		<u>8,359</u>
<b>NET SURPLUS</b>		<u><u>£35,822</u></u>		<u><u>£67,196</u></u>