

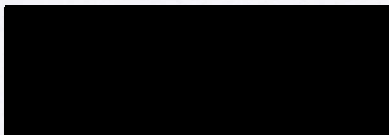


Scottish Charitable Organisation Incorporated

Scottish Registered Charity Number SC042240

Trustees' annual report & financial statements

For the period ending 31st March 2024



Report and Financial Statement

FOR THE YEAR ENDED 31st March 2024

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OPEN GATES

"The restoration people"

TRUSTEE'S ANNUAL REPORT

The Trustees have pleasure in presenting their report for the financial year ending 31st March 2024.

REFERENCE AND ADMINISTRATION DETAILS

Charity Name:	Open Gates
Constitutional form:	Scottish Charitable Incorporated Organisation
Constitutional form date:	22 nd May 2015
Previous constitutional form:	Unincorporated Association
Previous constitutional form date:	11 th April 2011
Accounting reference date:	31 st March
Charity Number (OSCR):	SC042240
Charity Number (HMRC):	ST01547

Websites: www.opengates.scot

Bankers: Bank of Scotland, 32 Eglinton St, Town Centre, Beith, Ayrshire KA15 1AQ

Senior Staff member responsible for day-to-day management of the charity:

Previously, these accounts were prepared on a "Receipts & Payments" basis. However, to enhance reporting accuracy, effective from this report, financial reporting will be on an accruals basis. The accounts have been prepared in accordance with SORP 2015 issued by the Office of the Scottish Charity Regulator in its role as a SORP making body, recognised by the Financial Reporting Council. The charity has had the accounts independently examined by

STRUCTURE, GOVERNANCE, MANAGEMENT

Governing document: Open Gates was registered as a 'Scottish Charitable Incorporated Organisation' on the 22nd May 2015. Previously, Open Gates was an incorporated association, registered on the 11th April 2011. The Charity is administered in accordance with the terms of the Trust Deed.

The Charity is registered with the Office of Scottish Charity Regulator.

Organisational structure and decision-making process: The Trustees are the managerial arm of the charity. They meet 6-weekly and make decisions for and on behalf of the charity. Major decisions of a managerial and financial nature are recorded.

How trustees are appointed and recruited: Appointment and removal is in accordance with the Trust Deed which requires that appointment is approved by unanimous agreement of the existing trustees and removal of any trustee by the unanimous agreement of the others.

Risk Management: It is considered by the Trustees that there is no foreseeable risk where the charity is exposed, and there is no need to ring fence any extra funds.

Affiliations and connections: The charity is a "stand alone" charity and no formal connections with other bodies.

OBJECTIVES AND ACTIVITIES

The Purpose of the charity as set out in the Governing Document: The Charitable objectives are

- ✓ The prevention or relief of poverty
- ✓ The advancement of education
- ✓ The advancement of health
- ✓ The advancement of citizenship & community development
- ✓ The advancement of environmental protection or improvement.
- ✓ The prevention of re-offending

Open Gates provides various opportunities for men and women to learn new skills which can lead to a better and more productive life. The Charity provides structured training providing a wide range of skills development. This is provided to offenders, and ex-offenders in and around Glasgow, mainly through providing work placements for individuals on Community Payback Orders (CPO). In addition, Open Gates works with 'national top end (NTE) prisoners, from across Scotland, coming to the end of life sentences, supporting them to prepare for release.

We also;

- ✓ Hire training rooms & a seminar suite
- ✓ Café will reopen in the future

Summary of the main activities in relation to those purposes: Open Gates celebrates the potential in every individual to benefit from an integrated and creative programme. This is done by an integrated and creative training programme:

- ✓ Restoring furniture for sale
- ✓ Upholstery
- ✓ Wood finishing and polishing
- ✓ Metal and wood lathing
- ✓ Running a business
- ✓ Working as a team

Volunteers: The charity would not be able to function without the help of volunteers in the areas of supervision of people

We run a shop in Maryhillroad, Glasgow where goods are sold following restoration and/or building at our Dawson Road, Port Dundas factory.

ACHIEVEMENTS AND PERFORMANCE

It gives me pleasure in writing this years annual report.

These yearly reports seems to come quicker every twelve months and none more than this update.

Our charity had a major turn of events on the 27th Oct 2023 when it voted to reject the opportunity to purchase our shop outlet at 550 Dumbarton Road.

This was a major decision that would have a serious effect on our financial income as the majority of finance flowed from the Partick shop.

The saving factor of grace was that our ten year lease of the Partick shop did not run out till the end of February 2024.

The down side to this was that we had to put on hold our vision for the proposed car park and garden centre at Dawson Road.

We also did not replace any new paid staff members when two of existing workers left. So we had four months to readjust to the new situation we were in.

Having been offered an old Job Centre premisses on 1470 Maryhill Road (Old Job Centre) for a rent that was more than we wanted to pay, we came up with a plan to do work that would cover our first years rent for the proposed outlet.

The site had so much potential that it was decided by the board to take it on. We have been working daily since November 2023 to get our new ground floor shop renovated (as well as the rest of the building) and now we are ready to open on in the coming weeks (19/08/24).

The four new front windows in the new premises that we had ordered have been installed. I am excited about this new outlet shop and it has every chance of succeeding.

It has been ten hard months of restoration which included the roof, toilets, central heating and planning, all carried out by our own team of CPO's as well as our two managers Stuart and John.

So while disappointed having lost our flagship (a shop I have been associated with since 2003) at Dumbarton Road I am excited to get this new outlet venture up and running.

On the other side of the charity, we have been in negotiations with the Justice Department to extend the pilot six month scheme contract regarding Community Payback Orders. A new two year contract has been proposed for us to consider. This will give us a wider scope and hopefully perfect the system that we have adopted.

We now have a permanent training course on site at Open Gates run by Apex. This is something I intend to extend this coming year.

We also managed to sink two new wells in Rhodesia, much to the villagers and orphanage delight.

So even after these last ten challenging months I look forward to the coming year as we develop the old Maryhill Job Centre which will be a shining light in a dark place.

Due to the purpose of the old building that registered the unemployed and used by some of our service users, brings many a comment.

Fondest regards

FINANCIAL REVIEW

Revenue for the 12 months to the 31st March 2024 was £136,472 (£124,919, 2023)

Total expenditure before depreciation was £153,259 (£106,514, 2023)

Tangible assets registered were;

- ✓ A van was purchased in September 2020 for £18,714 minus Insurance Claim leaving an Asset of £5595 to enable delivery of furniture and goods to purchasers. This was depreciated at 25% on a straight line basis. The depreciation charge was treated as an expense as per SORP 2015 10.31.
- ✓ All fixtures and fittings were recorded in the "main pool" and depreciated at 18% on a straight line basis.

How we Raised our money

Our main trading income was from the sale of restored furniture from the Dumbarton Road Outlet and the Factory Shop

How we spent our money –

£7,603 was spent on raw material, and then converted into saleable products.

General repairs and maintenance was £7,485.

Miscellaneous expenses of £11,000 are various expenses for the volunteers of the Charity

Other expenses were for the running of the Charity.

No Trustee is paid a wage. However Volunteers receive a small benefit.

Book entry depreciation was £2,201 and represents declining value of fixed assets.

Two Wells for Africa were paid for during this period with a Total of £13,981

Investment policy & objectives set: There is a business plan in place. This includes the expansion of the Port Dundas outlet.

Charity's policy on reserves: The Trustees ensure that the balance of the bank account is positive. The "Reserves Account" receives a transfer of £250 from the main account each month. This will eventually cover at least 3 months' worth of the Charity's expenses.

Going Concern: As at the date of approval of this report and the financial accounts, the Trustees have assessed that there is no uncertainty about the Charity's ability to continue as a going concern.

Factors likely to affect financial performance or position going forward: There are repairs and maintenance issues that arise from time to time, however, costs are met with the cash resources of the Charity. A new shop is in the process of being opened and there will be costs arising from this. There are no unforeseeable costs that the Trustees are aware of.

The Trustees believe that this report is a fair, balanced and an understandable review of the Charity's structure, legal purposes, objectives and activities, financial performance & financial position.

Acknowledgements: The Trustees would like to thank a number of people for their vital support in making Open Gates an organisation that makes a difference:

The Charity Trustees declare that they have approved the report above. Signed on behalf of the Charity Trustees.

Signature:.....



Full Name



Date :

10 September 2023
10 October

Position : Chairperson & Trus

REPORT TO THE TRUSTEES OF OPEN GATES
Scottish Registered Charity SC042240

I report on the accounts of the charity for the year ended 31st March 2024 which are set out on pages 9 to 10.

Respective responsibilities of Trustees and Auditors

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent Examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

Open Gates*Scottish Charitable Incorporated Organisation**Scottish Registered Charity SC042240***Statement of financial activities****For the 12 months to 31st March 2024**

	Unrestricted funds	Restricted funds	Total funds	Prior period total funds	Notes
	£	£	£	£	£
Income & endowments from:					
Donations & Legacies	4,360		4,360	150	1
Charitable Activities					
Other Trading Activities	132,112		132,112	124,759	2
Investments	387		387	10	3
Total	136,859		136,859	124,919	
Expenditure on:					
Raising Funds					
Charitable Activities	152,400		152,400	153,259	5
Total	152,400		152,400	153,259	
Loss/profit for the period	(15,541)		(15,541)	18,405	
Other recognised gains/(losses)					
fixed assets	5,700		5,700	5,468	6
Net movement in funds	(15,541)		(15,541)	18405	
Reconciliation of funds					
Total funds brought forward	87,392		87,392	68,987	
Total funds carried forward	71,851		71,851	87,392	

Continuing Operations

All incoming resources and resources expended arise from continuing activities

Notes to the Statement of Financial Activities

	Note	2024	2023
Income & Expenditure			
<i>Income from Donations & Legacies</i>			
General donations & grants	1	4,360	150
 <i>Income from Other Trading Activities</i>			
Sale of goods at Dumbarton Road outlet	2	136,472	124,759
Sales – “Café Walt”			
 <i>Income from Investments</i>			
Bank interest on reserves account	3	387	
held at the Bank of Scotland			
 Expenditure			
<i>Expenditure on Charitable Activities</i>			
All costs to further charity's aims	5	152,400	106,514
	2		
 Cash at Bank	7		
Bank of Scotland – Main account		54,708	53,017
Bank of Scotland – Reserves account		37,450	34,063
		<hr/> 92,158	<hr/> 87,080

BALANCE SHEET

AT 31st March 2024

	2024	2023	
	£	£	
FIXED ASSETS			
Tangible assets	5,701	5,940	6
CURRENT ASSETS			
Cash at bank	92,158	87,080	7
VAT	468	168	
	<hr/>	<hr/>	
	98,327	93,188	
CREDITORS	11,544	5,796	
	<hr/>	<hr/>	
NET CURRENT ASSETS	98,327	93,188	
	<hr/>	<hr/>	
TOTAL ASSETS LESS CURRENT LIABILITIES	86,783	87,392	
NET ASSETS	<hr/>	<hr/>	
	86,783	87,392	
	=====	=====	
FUNDS			
Unrestricted	86,783	87,392	
Restricted			
TOTAL FUNDS	86,783	87,392	

These notes form part of the financial statements

The financial statements were approved by the Board of Trustees on

2024

And were signed on its behalf by;

 Trustee

Name:

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st March 2024

8. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the Year.

Accounting convention

The financial statements have been prepared under the historical cost convention, the charities and Trustee investment (Scotland) Act 2005 and the requirements of the Statement of Recommended Practice: Accounting and Reporting by charities.

Financial reporting standard number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small charity.

Incoming resources

All incoming resources are included under Statement of Financial Activities when the charity is legally entitled to the income and the amount quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of donations and is included in full in the Statement of Financial Activities when receivable.

Investment income is included when receivable.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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.

Charitable expenditure comprises those costs directly incurred by the charity in delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Other resources expended comprise support costs for central functions that you might be allocated directly to the individual charitable activities.

Tangible fixed assets

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

Fixtures & fittings: 18% (main pool)

Vehicles: Straight line over 4 years

Fixtures and fittings are capitalised at cost subject to a £1,000 de minimus.

Taxation

The charity is exempt from tax on its charitable activities.

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 time and benefits

No staff are paid a pension. Therefore, there are no pension costs

<u>Income</u>	2024	2023
Donations Received - unrestricted	4,360	185
Interest	387	10
Factory Sales	48,100	44,550
Seminar Room	5,125	3,100
Sales – Dumbarton Road	68,887	77,074
New Building	10,000	
	<hr/>	
Total Income	136,472	124,919

Less Expenses

Contractors	61,362	32,135
Depreciation	2,201	5,232
Bank Charges	492	420
Electricity & Gas	14,473	8,602
Good purchased for re-sale	7,603	8,793
New Building	5,428	
Insurance	2,852	3,182
Miscellaneous – Various volunteer expenses	13,474	8,315
Office Expense	2,782	4,885
Professional fees	1,195	859
African Well	13,981	
Rent	9,233	10,800
Repairs & Maintenance	2,057	2,165
Rubbish removal		
Salaries & Contractors	8,752	14,555
Telephone & internet	1,900	1,644
Travel		
Vehicle Fuel & Maintenance	3,355	3,741
Vehicle Insurance	1,260	1,100
	<hr/>	
Total Expenses	152,400	111,514

7. Tangible fixed assets**COST**At 1st April 2021At 31st March 2024**DEPRECIATION**At 1st April 2024At 31st March 2023**NET BOOK VALUE**At 31st March 2024**Motor Vehicles**

£

Fixtures &

£

5,595

15,503

5,595

15,503

5,020

10,503

3,618

10,503

575

5,000

8. Governance costs

Accountancy, bookkeeping, examination, payroll admin

2024

£1,195

2023

859

9. Staff costs

Wages & Salaries

£8,752

£14,555

