OPEN HOUSE

Annual Report 2025

Open House (Christian Outreach) Trust
For the Year End 31 December 2025

Prepared on
22 September 2026

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Reference & Administrative Details

Charity Name

Open House (Christian Outreach) Trust

Charity Number

A registered charity in England & Wales no. 1156654

Registered Office

773 Chesterfield Road, Woodseats, Sheffield, S8 0SP

Trustees

David Stout (Chair - up to October ’25, resigned from Board - October ’25)
Paul Bassindale (Secretary - up to October ’25, Chair - since October ’25)
Rebecca (Bess) Popplewell (Treasurer)
Janet Bassindale
Jo Edwards (Secretary - since October ’25)
Kjersti Noble (joined the Board - December ’25)

Structure, Governance & Management

Open House (Christian Outreach) Trust was registered as a CIO with the Charity Commission in England and Wales, on 11th April 2014, and became active on 5th September 2014, following transferal of assets from Open House (Christian Outreach) Trust (Charity No 700997), an unincorporated registered Charity, constituted under a Trust Deed dated 15th December 1988.

During the year, the Trustees met 10 times to ensure compliance with the agreed objectives and constitution. The renovation of the building on Chesterfield Road, and local awareness of the project had significant effect on the operations and activities of the organisation.

Recruitment and Induction of Trustees

The current trustee board are open to further recruitment of additional members to enhance, broaden and increase the skill set to support the running of the charity and advance the vision.

The Trustees have a Trustee Application Pack that could be given to potential new board members. This pack outlines the charity’s mission, values, and Statement of Faith. Trustees are appointed on their Christian beliefs, character, and commitment to the vision of Open House. The new application process requires a completed pack and an informal interview with two members of the current board.

On recruitment of new trustees, the whole trustee board completes an updated Skills Audit to ensure that areas of need are covered or highlighted. This audit also helps identify growth and development within the existing board.

Aims, Objectives & Values

The object of Open House (Christian Outreach) Trust is:

- To advance the Christian faith in accordance with the Statement of Faith, appearing in Clause 31, in Woodseats and in such other parts of the United Kingdom or the world as the trustees may from time-to-time think fit, including by (but not limited to):
    - the provision of a place of Christian witness by providing a place for Christians to meet Christians and non-Christians;
    - the provision of facilities for teaching, worship, and prayer.

The aims of Open House are:

- To sow community, service and love in Woodseats in the name of Jesus
- To cultivate an inclusive and open place where people are accepted whatever their story
- To feed and sustain wonderings about God with food, drink, relationship, creativity and prayer
- To provide a place of refuge and relationship, especially for those with need or vulnerability
- To work alongside local churches, community groups and schools to encourage open conversation and exploration of faith
- To serve high quality and responsibly sourced food and drinks and exemplify sustainable and ethical business practices

The vision for the coffee shop is anchored by these core values:

Jesus Focussed: In a world of independence, competition, and distractions, we try and keep Jesus' teachings and actions at the heart of what we do. He calls us to love one another and often did this through conversations over food. Here at Open House, those are things we want to do best.

Everybody Welcome: No matter what background, race, gender, age, ability or political leaning, everybody has a place at the table. At Open House we believe the more diversity, the better. There is beauty in difference: together. We will strive to reach out to those in our community who may find it difficult to come in.

Always Searching: We want questions to be asked, opinions to be challenged and for the search for truth to be an exciting and guided experience. We will always welcome conversation, offer prayer, support, and point to other help as necessary. We do not presume to have all the answers. We hope local churches, community groups and people will find each other under our roof. And if you're searching for good coffee, we can help with that too…

Generous Giving: Open House only exists through generous giving. We believe in finding unmet need; doing more than the minimum; in putting the last, first. On a daily basis our staff, volunteers and supporters give to keep Open House open for business by their time, skills, resources, encouragement and prayers. We look for creative ways to give generously to our guests and to other organisations and projects.

People not Profit: Delicious food and a homely welcome cannot be produced at the expense of people or their environment; we look after our staff, our suppliers, our volunteers, and our guests. Generous, sustainable, and appreciative relationships go very well with good coffee. We're in no rush for your table – we want you to feel at home.

Achievements & Performance

Prayer Team

The Prayer Team met most Friday mornings between 09:30-10:00 on Zoom (online meeting platform). Between 2 and 6 people regularly joined online to pray for the local community and for the Open House building project. This space has been vital in supporting the work and team at Open House, creating more accountability, enthusiasm, and community around the project.

Communications Team

There has been regular communication with the supporters of Open House via email and social media throughout the year. Facebook, Instagram and Mailchimp have been used to promote Tuesday BrewDay (free coffee morning outside Open House), as well as recruiting volunteers and raising funds. These platforms have been important in sharing news and keeping people in touch with what's going on at Open House.

Dream Team

Tuesday BrewDay continued throughout 2025, with a 5-week break over the summer and a 2-week break over the Christmas period. Tuesday mornings have been a huge success with regards to meeting the local community and becoming a regular presence on the Woodseats high street. There has been support from local church goers who volunteer their time to serve, as well as giving one-off donations to help pay for coffee and supplies.
2025 also saw the first Pop-up Cafe at the Woodseats Community Garden. In October, eight Open House supporters served hot drinks and cake to visitors of the garden during it's 4th birthday party. This was a fantastic opportunity for raising funds, awareness, and creating an event for volunteers to give their time.

Fundraising & Finance Team

Open House received only one grant in 2025 for £2,000, but continued to receive regular gifts from individuals, plus a number of one-off donations. The charity was also selected to be a mission partner with St Chad's Church, Woodseats which saw a donation of £900 over 4 installments. The trustees are very grateful for the continued support by the local church.

In order to get the Pop-up Cafe set up and ready for trade, one of the trustees bought supplies and equipment personally. The rest of the trustee board agreed that these items should be reimbursed, so a loan account was setup called "Popplewell Loan". Payments were made during 2025, but there is a remaining balance of £378.07 rolling over into 2026.

Operations & Ethics Team

Governance

At the end of 2025, three policies were circulated to the board for checking. These policies were the: Safeguarding Policy, Conflict of Interest Policy, and the Financial Controls & Procedures Policy. These were to be agreed in 2026 and reviewed annually. The trustee board meet regularly to ensure good communication and transparency in all matters.

In October, Dave Stout resigned from the Trustee Board.
In November, Kjersti Noble interviewed for the Trustee Board; she subsequently joined the Board in December.
All changes have been made with the Charity Commission.

Building

No work was done on the building project in 2025.

The Trustee Board received an amended quote for the final works needing to be done to complete Phase 1; this comes to £13,618.27 +VAT (quote dated 10/04/2025).

Open House Trust

Financial Activities

January-December, 2025

	Total
Income	
Grant	2,000.00
In-Kind Donations	0.00
Non Tax Efficient Giving	
Church Partnership	900.00
One-off Donation	23.40
Regular Giving	330.00
Stewardship Collection	1,099.21
Total for Non Tax Efficient Giving	**£2,352.61**
Sales	559.30
Tax Efficient Giving	
One-off Donation	119.00
Regular Giving	1,500.00
Total for Tax Efficient Giving	**£1,619.00**
Tax Recovered (HMRC)	909.15
Total for Income	**£7,440.06**
Cost of Sales	
Cost of sales	416.91
Total for Cost of Sales	**£416.91**
Total	**£7,023.15**
Expenditures	
Advertising/Promotional	30.91
Cost of Mission & Outreach	1,041.44
Cost of Raising Funds	39.18
Insurances	1,117.92
Office/General Administrative Expenses	£266.43
PayPal Zettle Charges	7.09
Total for Office/General Administrative Expenses	**£273.52**
Rates, Ground Rent & Utilities	
Gas & Electricity	824.56
Rates & Rents	1,209.96
Water	119.43
Total for Rates, Ground Rent & Utilities	**£2,153.95**
Website & Hosting	378.00
Total for Expenditures	**£5,034.92**
Net Operating Income	**£1,988.23**
Other Expenditures	
Cash Tin Discrepancies	1.80
Total for Other Expenditures	**£1.80**
Net Other Income	**-£1.80**
Net Income/(Expenditure)	**£1,986.43**

Open House Trust

Balance Sheet

January-December, 2025

	Total
Fixed Asset	
Total for Fixed Asset	
Cash at bank and in hand	
Co-operative Bank - Community Plus	3,023.71
In-Kind Clearing	0.00
NatWest Current Account	2,278.06
NatWest Savings Account	0.00
Petty Cash	55.89
Total for Cash at bank and in hand	**£5,357.66**
NET CURRENT ASSETS	**£5,357.66**
NET CURRENT ASSETS (LIABILITIES)	**£5,357.66**
TOTAL ASSETS LESS CURRENT LIABILITIES	**£5,357.66**
Creditors: amounts falling due after more than one year	
Popplewell Loan	378.07
Total for Creditors: amounts falling due after more than one year	**£378.07**
TOTAL NET ASSETS (LIABILITIES)	**£4,979.59**
Charity Funds	
Opening Balance Equity	12,195.52
Retained Earnings	-9,202.36
Surplus/(Deficit)	1,986.43
Total for Charity Funds	**£4,979.59**

End Notes

Accounting Policies

The financial reports have been prepared using Receipts and Payments basis. They include all transactions, assets and liabilities for which the trustees are responsible in law.
All incoming resources are recognised when they are received (in cash, by cheque or through a bank transfer). With minor exceptions, all receipts are accounted for gross. Those exceptions are:

- Insurance claims are netted off the relevant expenditure;
- Refunds of money overpaid by the trustees are also netted off relevant expenditure;

All expenditure is generally recognised when it is incurred and with the exceptions described above is accounted for gross.

Staff Costs

There were no employees of Open House Trust in 2025.

Related Parties & Transactions

Only reimbursed expenses are paid to the trustees.
Paul and Janet Bassindale are a married couple who both sit on the trustee board. To avoid a conflict of interest, they share one vote required for decision making.

Reserves Policy

As the charity outgoings are currently very low, we maintain unrestricted reserves of at least £1,000. This policy will be reviewed as circumstances change.

Public Benefit

The Trustees confirm that they have complied with Section 4 of the Charities Act 2006 to have due regard to the Charity Commission’s general guidance on Charities and Public Benefit.

Risk Review

During the year, Trustees reviewed significant risks relating to the charity, with a particular focus on building-related, and contractor-related liabilities.
No safeguarding or serious incidents occurred during the financial year.

Approved by the trustees on 30th September 2026, and signed by the Chair of Trustees, Paul Bassindale.