



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: January 1st 2020 **Period start date** **To:** December 31st 2020 **Period end date**

Charity name: Otley Christian Resources Hub

Charity registration number: 1169443

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the CIO is the advancement of the Christian religion for the public benefit in the Diocese of Leeds by: promoting and nurturing a vision for children's and young people's ministry; supporting, encouraging and enabling volunteer leaders in their work with children and young people; and facilitating good practice by devising, supplying and advising on relevant materials and resources for such work so as to be a source of encouragement, inspiration and creativity to churches in their ministry to children and young people
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	OCRH undertakes a number of activities in support of its aims. These include: <ul style="list-style-type: none">• Supporting member churches with schools' work (in particular Open the Book, What's the Story? and assemblies) through providing resources, training and ongoing support• Providing suitable resources, training and networking opportunities for those involved in children's ministry across a variety of contexts.• Remaining responsive to the particular needs of our churches and seeking to provide for these• Keeping up to date with current good practice and new developments nationally.
Statement confirming whether the trustees have had regard to the guidance issued by the	Para 1.18	In planning and carrying out activities at OCRH for the year the Trustees have considered the Charity Commission's guidance on public

Charity Commission on public benefit		benefit
--------------------------------------	--	---------

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Our project seeks to support local churches with their children's ministry. As such most of our service users are volunteers, who access our resources and training to add value to the work they are doing in their own settings. In the difficult climate of Covid 19 many of our volunteers have put in extra time and effort to creatively respond to the new situation. They have learned new skills and helped to provide online versions of our projects , they are amazing and the work could not happen without them.
Other		

Achievements and Performance

	SORP reference	
--	----------------	--

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>2020 was a very varied year at OCRH. Building on the foundations laid in 2019 and working with an external consultant the trustees and staff invested a lot of time in the early part of the year producing a development and growth plan to move the organisation forward through the next two years. However, the disruption caused by Covid 19 meant that, in the short term, those plans were put on hold as we adapted to a new situation and the very real impact on our work with churches and schools. In the first 6 weeks of the pandemic this meant supporting our volunteers, providing encouragement and sharing information. As the lockdown and closure of schools continued the Hub Manager and Resource assistant posts were furloughed for a period of 10 weeks from mid-April to the beginning of July. The Resource Assistant fixed term contract ended in November and the trustees would like to thank Katie for her hard work in this role.</p> <p>Although The impact of Covid can be seen in all areas of our work and therefore throughout this report. The Challenges presented have also led to opportunities to be creative and reimagine our projects to suit the new normal. By the start of the new academic year in September OCRH was ready to deliver work in new ways across all of our projects.</p> <p style="text-align: center;">Open the Book</p> <p><u>Schools work</u></p> <p>At the start of 2020 our open the book project was supporting 15 Open the Book teams drawn from 16 churches going into 19 primary schools. During the first week of schools closures all of this work stopped as teams and schools adjusted to new ways of working. By September 4 teams had begun to offer online assemblies for their schools and this rose to 6 by December which is just over a third.</p> <p><u>Partnership work</u></p> <p>Building on the work done in 2019 the Hub has worked hard to strengthen its relationship with the Open the Book National team. As part of this the Hub Manager attended a train the trainer event at Open the</p>
--	------------------	---

		<p>Book National in January and is now a recognised OTB trainer . This was followed, in March, by co-delivering a national training slot attended by approx. 50 new storytellers. The Hub also hosted the Head of Open the Book (Alison Clark) for a day to showcase our work and it was agreed that working more closely together would benefit everyone.</p> <p><u>Celebrating Achievement</u></p> <p>Summer 2019 marked the 15th anniversary of Open the Book in our local area. The planned birthday celebrations had to be cancelled. Given that many of our volunteers were not able to attend virtual events (for various reasons) it was decided that hosting an online celebration would not be inclusive to everyone. Instead the Hub produced a 15th Birthday thank you card which was sent out to all volunteer storytellers to mark the occasion.</p> <p><u>Renew and Refresh of Resources</u></p> <p>After a lot of hard work by our Resources Assistant the review and up date of all OTB resources was completed by the end of November . The trustees are very grateful for the hard work put into this strand of our work.</p> <p>What's The Story ?</p> <p>Due to the timing of the lockdown and schools closures all bookings for our Easter project for schools had to be cancelled . This was really disappointing but given the timescales and the fact schools were still adjusting to remote delivery of learning , there was no capacity to deliver an alternative.</p> <p>By December this had changed as primary pupils were back in school and the Hub had put an online alternative in place meaning that WTS about Christmas was offered in 4 schools.</p> <p>Godly Play</p> <p>Between January and March the Hub worked closely with one of our churches to develop a new after school provision based around Godly Play. Support was given in terms of planning, loaning resources and delivery of the first three sessions.</p>
--	--	---

		<p>Although this work was paused in March, the school are very keen to continue when restrictions allow.</p> <p>The Leeds and Bradford Godly Play network, hosted by the Hub, has continued to meet throughout 2019 and moved to an online format in May. Membership has grown from 6 to 10 .</p> <p style="text-align: center;">Children's Ministry</p> <p>Between Jan and early March 8 children's ministry teams borrowed storytelling and prayer resources from the Hub . In addition we supported a partner church in developing story/ busy bags for use in services and ran an introductory resource evening for another children's ministry team. We also supported teams with resource ideas via newsletter and facebook once lockdown started. Children's Ministry work paused due to restrictions and staff furlough from Mid April to the end of June . From early July Churches were able to borrow resources again on a click and collect basis.</p> <p>Over the Summer break staff re worked our January development plan and by September online events were being offered in place of original plans. Between September and December the Hub ran "An Introduction to Telling Stories online workshop", a "Christmas Resources" workshop and established a monthly book group exploring Children's Spirituality. This online work is now well established and set to continue in 2021.</p> <p style="text-align: center;">Wider work</p> <p>In addition to work already outlined The Hub hosted a visit for the Bishop of Leeds Paul Slater and delivered an "Easter Resources for Families" workshop at one of our partner churches.</p> <p>Staff also took opportunities to attend relevant online training and networking events throughout the Pandemic period and these included 3 workshops run by Faithful Generation, and an online Playtime Conference. The Hub Manager also attended training with Voluntary Action Leeds on fundraising and leadership.</p>
--	--	--

		<p>Governance</p> <p>The trustees have met 5 times this year (transferring to virtual meetings on Zoom from August).</p>
--	--	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	
Other name the charity uses	
Registered charity number	

Charity's principal address	

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)

--	--

Full name(s)

--	--

**Position (eg
Secretary, Chair, etc)**

--	--

Date

--



Receipts and payments account

For the period
from

Period start date

1 January 2020

To

31

Section A Receipts and payments

Unrestricted
funds

Restricted
funds

Endowment
funds

to the nearest
£

to the nearest £

to the nearest £

A1 Receipts

Donations	4,532	-	-
Sale/hire of resources	1,086	-	-
Subscriptions	-	-	-
Grants	3,587	-	-
Legacy	-	-	-
Other income	175	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	9,380	-	-

A2 Asset and investment sales, (see table).

	-	-	-
	-	-	-
Sub total	-	-	-

Total receipts **9,380**

A3 Payments

Costs of generating funds	-	-	-
Costs of charitable activities	1,947	-	-
Staff costs	21,059	-	-
Administration costs	3,306	-	-
Sundry costs	16	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total	26,328	-	-

A4 Asset and investment purchases, (see table)

	-	-	-
	-	-	-
Sub total	-	-	-

Total payments **26,328**

Net of receipts/(payments) **- 16,948**

A5 Transfers between funds

	-	-	-
--	---	---	---

A6 Cash funds last year end	53,319	-	-
<i>Cash funds this year end</i>	36,371	-	-

Note: 2018 income has been restated to separate out the legacy figure from donations to provide with 2019.

Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Current account	7,879
	Deposit account	28,492
		-
	Total cash funds	36,371
	(agree balances with receipts and payments account(s))	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £
		-
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
B5 Liabilities	Details	Fund to which liability relates

Signed by one or two trustees on
behalf of all the trustees

Signature

Print N

Peter V

o (if any)
169443

ounts

Period end date
31 December 2020

CC16a



Total funds

Last year

to the nearest £

to the nearest £

4,532
1,086
-
3,587
-
175
-
-
9,380

12,347
3,870
900
-
-
288
-
-
17,405

-
-
-

-
-
-

9,380

17,405

-
1,947
21,059
3,306
16
-
-
-
-
26,328

-
5,376
19,043
3,212
190
-
-
-
-
27,821

-
-
-

-
-
-

26,328

27,821

- 16,948
-

- 10,416
-

53,319	63,735
36,371	53,319

de a consistent presentation

the period

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	

-	
-	
-	

lame	Date of approval
Villox	