



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: January 1st 2024 **Period start date** **To:** December 31st 2024 **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 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 Charity Commission on public benefit	Para 1.18	In planning and conducting activities at OCRH for the year the Trustees have considered the Charity Commission's guidance on public 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	<p>Our project supports local churches with their children and family 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 2024, approximately 120 volunteers used our resources, accessed our training or attended a networking event.</p> <p>Staff and trustees want to acknowledge the brilliant job they do.</p>
Other		

Achievements and Performance

	SORP reference	
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.	Para 1.20	<p style="text-align: center;">Work with Schools</p> <p>Our work with schools centres around two main projects, Open the Book and What's the Story?</p> <p><u>Open the Book</u></p> <p>In 2024 we supported 11 Open the Book teams going into 19 schools. Teams deliver assemblies on a weekly, fortnightly or monthly basis, so every month we continued to reach around 3000 children .</p> <p>In May we ran a training event to introduce the new Open the Book programme. Forty five storytellers attended and feedback from the event was really positive.</p> <p>In September we transferred all the teams</p>

	<p>on to the new programme to bring us in line with Open the Book / Bible Society's requirements. Implementing the new programme has been a very big piece of work involving relabelling 30 existing sets of props stories, significantly altering another 30 and creating 30 new stories from scratch. During the year there were six meetings with makers producing prop and costumes for the project. This work will continue into next year with the full programme finished by December 2025. We are really grateful to our Open the book teams for working so flexibly with us during the transition. We would also like to thank The Bramall Trust for providing some funding to help with the cost and our small group of makers who have worked really hard to produce new costumes and props.</p> <p>What's The Story ?</p> <p>What's the Story is a seasonal project running at Easter and Christmas giving primary school children an opportunity to visit a church and hear the Biblical stories surrounding these festivals. At Easter, 9 organisations ran the project reaching 540 children and families. At Christmas 5 churches ran the project reaching 325 children.</p> <p>Godly Play</p> <p>The Hub continues to organise and support the Leeds and Bradford Godly Play network. The Network met 3 times during the year and two churches are regularly using Our Godly Play resources. In addition staff attended two network meetings with Godly Play UK.</p> <p>Out of the Box</p> <p>Staff continue to be involved with out of the box storytelling and organised a storytelling day in September with the intention of creating a network to meet three or four times a year. Due to illness only three people attended (6 had booked). It was a very positive day but given reduced staff hours it was decided that further events were not a viable use of staff time.</p>
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		<p style="text-align: center;">Children's Ministry</p> <p>We continue to support wider children and family ministry and are always happy to meet with children's leaders to offer advice , recommend resources etc. We continue to offer a drop in without appointment slot once a week . Over the year 10 organisations borrowed other resources from the hub ranging from Giant Christingles to storybaskets and badge makers.</p> <p style="text-align: center;">Communication</p> <p>The hub produces quarterly newsletters, has a Facebook page and a website. Staff and trustees would like to thank Paul Cayton for the continued maintenance of the website and other IT support.</p> <p style="text-align: center;">Governance</p> <p>The trustees and staff met 6 times in 2024 (five in person and once on Zoom).</p>
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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	An overall deficit of £(3,385) was recognised in 2024 (2023: deficit £(4,473)). This represented general (unrestricted) funds only. There were no restricted fund transactions in 2024. (2023: Nil). The charity had total reserves at the year-end of £19,977 (2023: £23,862)	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the trustees' policy to hold unrestricted funds which equate to three months' expenditure. These reserves are held to meet the day-to-day running costs of Otley Christian Resources Hub and to help finance significant projects as and when required.	
Amount of reserves held	Para 1.22	Total available reserves are £19,977, of which £3.8k approx. are held according to the reserves policy (see paragraph above)	
Reasons for holding zero reserves	Para 1.22	N/A	
Details of fund materially in deficit	Para 1.24	N/A	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The trustees have considered the finances of Otley Christian Resources Hub and have no reason to believe that the charity has any going concern issues as at the 31 December 2023.	

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	Constitution
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	CIO
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	The trustees are drawn from the churches and organisations we work with. They are identified through volunteering, advertising, or recommendation.

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	Otley Christian Resources Hub
Other name the charity uses	N/A
Registered charity number	1169443
Charity's principal address	The Chestnuts Burras Lane Otley LS21 3HS

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	Peter Willox	Chair		
2	Anne Cayton			
3	Lizzie Reynolds			
4	Cayte Norman			
5	John Holdsworth			
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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Peter Willox

Peter Willox	
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Position (e.g. Secretary,
Chair, etc)

Chair

Chair	
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Date

17/09/25

17/09/25



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Otley Christian Resources Hub CIO

No (if any)
1169443

Receipts and payments accounts

CC16a

For the period
from

Period start date
1 January 2024

To

Period end date
31 December 2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	6,624	-	-	6,624	10,489
Sale/hire of resources	2,644	-	-	2,644	2,063
Subscriptions	1,000	-	-	1,000	875
Grants	-	-	-	-	-
Training	-	-	-	-	320
Other income	868	-	-	868	769
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	11,136	-	-	11,136	14,516
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	11,136	-	-	11,136	14,516
A3 Payments					
Costs of generating funds	-	-	-	-	120
Costs of charitable activities	1,676	-	-	1,676	2,381
Staff costs	10,006	-	-	10,006	13,541
Administration costs	3,339	-	-	3,339	2,932
Sundry costs	-	-	-	-	15
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	15,021	-	-	15,021	18,989
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	15,021	-	-	15,021	18,989
Net of receipts/(payments)	3,885	-	-	3,885	4,473
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,862	-	-	23,862	28,335
Cash funds this year end	19,977	-	-	19,977	23,862

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	5,581	-	-
	Deposit account	14,396	-	-
		-	-	-
	Total cash funds	19,977	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Peter Willox	17-Sep-25	