



**REPORT OF THE TRUSTEES AND FINANCIAL  
STATEMENTS FOR THE YEAR ENDED  
31 DECEMBER 2024  
FOR  
LIGHTHOUSE CENTRAL**

**Registered charity in England & Wales with registration no:  
1169839**

## **LIGHTHOUSE CENTRAL**

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**LIGHTHOUSE CENTRAL  
REPORT OF THE TRUSTEES  
for the year ended 31 December 2024**

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**ADMINISTRATIVE DETAILS**

**Registered Charity number**

1169839

**Registered address:**

Lighthouse Central  
Bridge House  
Station Approach  
Great Missenden  
HP16 9AZ

**Trustees:**

Ben Sharp - Chair

Toby Long - resigned 28.09.24

Cathy Rayner

Gwen Hill - appointed 17.06.24, resigned 29.10.24

Caroline Bird – appointed 23.11.24

Richard Peters – appointed 23.11.24

**Director:**

Patricia Reading

**Patron:**

Gary Grant

**Independent examiner:**

Ian Branch

## **Section 1: Structure, Governance & Management**

### **Governing document**

Lighthouse Central is a Charitable Incorporated Organisation (CIO) governed by its Constitution dated 19 October 2016. The members of the CIO are its trustees and membership cannot be transferred to anyone else. Therefore, only the trustees of the CIO are able to vote on any matter relating to the CIO. The CIO is also governed by its Bye Laws dated 21 October 2016. The Bye-Laws can be changed, but only by a resolution passed at a properly convened meeting of the trustees.

### **Appointment of trustees**

As set out in the Constitution, trustees are appointed by a resolution passed at a properly convened meeting of the charity trustees. The chair of trustees is nominated by the trustees of the CIO and may at any point revoke such appointment. When considering the appointment of trustees, the board has regard to the requirement for any specialist skills needed for the effective administration of the CIO.

### **Trustee induction**

Having mostly had personal contact with a local Lighthouse, new trustees are often well aware of our objectives and the work we undertake. As such, the induction of new trustees is minimal. New trustees receive a copy of the current version of the Constitution and Bye Laws, a copy of the most recent Trustees' Annual Report and statement of accounts, and the Charity Commission's 'Charity Trustee Welcome Pack' and 'The essential trustee: what you need to know, what you need to do (CC3)' guide. All of the Trustees are also required to complete the NSPCC online training course for charity trustees.

### **Organisation**

The board of trustees, which can have up to eight members, administers the CIO, with responsibilities for different areas. The Director reports to the Chair of Trustees, Volunteers with management responsibilities report to the Director. The board meets at least three times a year, in accordance with the Bye Laws.

All trustees, and members of committees, give their time voluntarily and received no benefits from the charity.

### **Key management remuneration**

Key management staff received remuneration of £ 20,362 during the year. The salary was decided by the trustees and will be reviewed annually and benchmarked against national rates for Youth and Community workers.

Our Director works three days a week for Lighthouse Central.

## **Section 2: Objective & Activities**

Lighthouse Central was set up to:

- Promote the Christian faith primarily in children and young people by initiating and supporting the organisation of non-residential Christian holiday clubs, which are free of charge with all costs met from voluntary donations, fundraising events, grants and sponsorship.
- To do this in conjunction with Christian churches in their locality through the work of all denominations wishing to participate.

## **Significant activities**

Lighthouse is a non-residential, week-long holiday club for children run by Christians from local churches working together, bringing churches and communities together around young people.

Lighthouse Central brings together everything that churches need to run a Lighthouse, delivering administrative support, content and leadership. We are passionate about seeing children from all walks of life and abilities, those with faith and without, encountering God in a fun-filled week with teaching, sport, craft, performing arts and music.

Each one of the established Lighthouses is an independent charity who raise their own funds and make all their own local arrangements.

During the last 12 months Lighthouse Central has:

- Supported thirteen Lighthouse locations in running face to face activity in the summer holidays with approximately 1400 volunteers and 2250 children.
- Relaunched Lighthouse Burnham after a four year absence
- Started a new Lighthouse in Denham
- Produced teaching materials, mainstage scripts, craft ideas and a workbook that could be used by all Lighthouses with a theme of Jesus Rocks , based on the disciple Peter
- Continued to speak to individuals and churches regarding starting new Lighthouses nationwide
- Raised finance from individuals, trusts and organisations
- Continued to develop and improve resources provided to the existing Lighthouses
- Launched a new administration system for attendees and volunteers, using the *SignMeUp* package developed by The Software Charity
- Held our seventh Lighthouse Central Conference to encourage and inspire local Lighthouse leaders

## **Public benefit**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Lighthouse Central facilitates the provision of free children's holiday clubs which are open to all irrespective of beliefs. They provide a great week of fun activities and teaching and strengthen relationships in the community with several churches working together.

## **Section 3: Achievements & Performance**

Lighthouse Central supported 13 local Lighthouse charities to each run a week-long holiday club in July/August 2024.

Lighthouse Beaconsfield was unable to run this year due to changes in their Trustee base, they are returning with a new team in 2025.

We had hoped to launch Lighthouse Derby City but due to site availability and subsequent date changes they reluctantly decided to postpone until 2025.

One new Lighthouse started in Denham, a village near Uxbridge.

The services provided included:

- Fully online admin system enabling child and helper registration, references and DBS checks
- Centralised insurance
- Provision of recruitment materials for children and volunteers
- Best practice policies and processes to comply with legal requirements
- Safeguarding Training
- Provision of a Volunteers Handbook
- Provision of leader T-shirts and other merchandise
- Provision of programme resources including teaching material, music, drama, craft and sports guidelines

These 13 Lighthouses were able to reach just under 2,000 children and involved over 1,250 volunteer helpers from teenagers to retirees.

### **Chairman's Report for 2024**

We always remind ourselves of our Vision of bringing God's Kingdom to children and young people and our Mission to grow and support the family of Lighthouses across the UK

Lighthouse Central is passionate about seeing children and young people from all walks of life and with any ability encounter God. We support a family of Lighthouses across the UK to provide non-residential holiday clubs for children and young people. We help churches to build strong ties with their local communities, bringing them together to provide fun-filled activity weeks with teaching, sport, craft, performing arts and music.

To fulfil our vision and mission, we set the following strategic objectives which guided our 2024 work:

- Grow the family of Lighthouses nationwide
- Support Lighthouses to be self sufficient in their core activities
- Secure our financial position
- Establish processes to enable and sustain growth

We were delighted that our 15<sup>th</sup> active Lighthouse opened at Denham with 31 children attending and 17 volunteers. They plan to increase numbers in 2025.

Lighthouse Burnham returned after a four year hiatus with a new leadership team and new site, they welcomed 130 children and saw many returning volunteers in the 94 on site.

Our model shows financial self-sustainability for Lighthouse Central once there are around 50 Lighthouses within the family and using our services. Until then, we are reliant on financial donations from both existing and new supporters and so we put effort into expanding our 'Friends of Lighthouse' initiative and continuing to make applications to funding organisations.

We will also host our first ever Big Lighthouse Quiz fundraiser in the Spring of 2025.

We finished the year again with our Trustees and Director dressed as Santas, complete with beard, and running a 5k fun run in Marlow. The sponsorship was a great success and we also benefited from a shared pot of money from Marlow Rotary, raising over £2,428 in total.

Our biggest initiative throughout 2024 was the launch of a new administration system for attendees and volunteers, provided externally by The Software Charity. The product is called *SignMeUp* (SMU) and is a bespoke, secure, on-line database with an intuitive and easy to use software solution that automates the administration processes required to run a Holiday Club as far as practical.

SMU has been very successful and after some initial teething problems has been well embedded into all the Lighthouses who have appreciated its advanced functionality and ease of use. We were able to move our Disclosure & Barring Service checks online which was a great step forward.

We would also like to thank all the volunteers who work so hard to ensure Lighthouse can continue to be described by many as “the best week of the summer holidays!”

## **Section 4: Financial Review**

### **Financial position**

The annual subscriptions from the 13 Lighthouses that ran this year covered the day-to-day administration costs of Lighthouse Central together with approximately 33% of the costs of the director.

A greater proportion of income came from subscriptions from Lighthouses rather than donations creating a more sustainable funding model going forward. Generous donations from individuals, charitable trusts, and some Lighthouses themselves have enabled us to continue to fund the director. This role is essential to grow the numbers of Lighthouses with the aim that in the long term, the increased subscriptions will enable the charity to be self-sustaining.

A number of Lighthouses have not had as many volunteers as they would like and therefore were unable to take all the children that applied.

### **Principal funding sources**

The principal funding source for the CIO is the income from subscriptions and services provided to the beneficiaries of the CIO. Donations from individuals and trusts have also been sources of funding.

### **Reserves policy**

None of our reserves are restricted as to their use. The trustees regularly review the reserves of the charity which are held to meet the ongoing salary costs of the director together with running costs incurred prior to receiving subscriptions from the Lighthouses. The trustees consider that reserves should cover at least 4 months of running and salary costs in normal circumstances.

### **Going concern**

The trustees have a reasonable expectation that fundraising efforts together with the current reserves will enable Lighthouse Central to continue in operational existence for at least one year from the date of approval of the accounts.

### **Funds in deficit**

There are currently no funds in deficit.

### **Principal risks and uncertainties**

The timeline of a church or group of individuals expressing an interest in starting a new

Lighthouse and it actually starting is generally two years. Initial growth in the first few years is therefore uncertain and at a slow pace. The trustees have therefore deliberately not committed to significant overheads such as premises to minimise costs. Indeed Lighthouse Central relies heavily on the work of volunteers and services generously donated by Peters Research Ltd such as IT skills and administrative time as well as office space and computer hardware and software.

Following lessons learned from 2023 and earlier years, the risk of reduced income due to one or more of the Lighthouse being unable to run was proactively managed this year. A 20% reduction in overall Lighthouse attendees was forecast, compared to the numbers agreed with the Lighthouses during budget setting. This provision proved worthwhile, with a 26% reduction in numbers seen during 2024 - equating to £7,751 in missed income. As this risk had been managed, the overall end-of-year financial position saw a modest deficit of only £404 - which would otherwise have been over £8,000. As such, this risk will be similarly, proactively managed in future years.

## **Section 5: Declaration**

The trustees declare that they have approved this trustees' report.

Signed on behalf of the charity's trustees:

A handwritten signature in black ink, reading "Ben Sharp". The signature is written in a cursive style with a large, stylized 'S'.

Full name: Mr Benjamin Charles Sharp

Position: Chair of Trustees

Date: 16 May 2025



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LIGHTHOUSE CENTRAL**

I report on the accounts for the year ended 31 December 2024 set out on pages 10 to 13.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

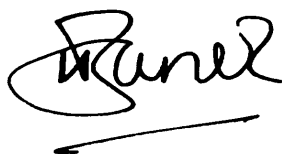
### **Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

### **Independent examiner's statement**

In connection with 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Ian Branch, FCMA  
1 Westminster Close  
High Wycombe  
Bucks HP11 1QR

6 May 2025

**LIGHTHOUSE CENTRAL**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**for the year ended 31 December 2024**

		2024	2023
		Total Funds	Total Funds
		£	£
<b>INCOME AND ENDOWMENTS FROM</b>	<b>Notes</b>		
Donations		9,300	15,597
<i>Less donations received in year but accrued the following year</i>	5	(380)	(425)
Gift Aid on donations		1,233	2,263
<b>Charitable activities</b>			
Membership subscriptions and service costs from Lighthouses		23,956	19,105
Fundraising Income		51	5,398
Interest on bank accounts		375	179
<b>Total</b>		<b>34,534</b>	<b>42,117</b>
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Staff		24,234	23,239
Travel and subsidence, administrative costs		2,511	4,005
Purchase of merchandise and volunteers' t-shirts			159
Disclosure and Barring Service costs, including prepayment		750	
Teaching material development & delivery			200
Legal fees			600
Computer costs		504	470
Administration IT system subscription		6,498	
Charity donation			19,000
Insurance		380	350
Banking Fees		60	60
<b>Total</b>		<b>34,938</b>	<b>48,084</b>
 <b>NET INCOME/(EXPENDITURE)</b>		<b>(404)</b>	<b>(5,967)</b>
 <b>Net movement in funds</b>		<b>(404)</b>	<b>(5,967)</b>
 <b>RECONCILIATION OF FUNDS</b>			
 <b>Total funds brought forward</b>		<b>26,263</b>	<b>32,229</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<b>25,859</b>	<b>26,263</b>

**LIGHTHOUSE CENTRAL**  
**BALANCE SHEET**  
for the year ended 31 December 2024

		2024	2023
		Total Funds	Total Funds
		£	£
<b>CURRENT ASSETS</b>	<b>Notes</b>		
Cash at bank		25,178	25,080
Debtors	4	1,100	2,161
Prepaid Disclosure & Barring Service costs		835	
<b>CREDITORS</b>			
Amounts falling due within one year	5	(1,254)	(979)
<b>NET CURRENT ASSETS</b>		<hr/> 25,859	<hr/> 26,263
<b>NET ASSETS</b>		<hr/> 25,859	<hr/> 26,263
<b>FUNDS</b>			
Unrestricted Funds		25,859	26,263
<b>TOTAL FUNDS</b>		<hr/> 25,859	<hr/> 26,263

**LIGHTHOUSE CENTRAL  
NOTES TO THE FINANCIAL STATEMENTS**

**for the year ended 31 December 2024**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

**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. There were no donations received during the year which were restricted in their use.

### **Pension costs and other post-retirement benefits**

The charity has made contributions to a pension scheme totalling £524 during the year to 31 December 2024. (2023: £660)

## **2. TRUSTEES' REMUNERATION, BENEFITS AND EXPENSES**

There was no trustees' remuneration or other benefits in the year ended 31 December 2024. (2023: nil)

No Trustee expenses were reimbursed during the year to 31 December 2024. (2023: nil)

## **3. STAFF COSTS**

The average monthly number of employees during the year was as follows:

<b>2024</b>	<b>2023</b>
<b>1</b>	<b>1</b>

No employees received emoluments in excess of £60,000.

## **4. DEBTORS**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Gift Aid receivable from HMRC	<b>910</b>	<b>2,161</b>
Lighthouse subscriptions	<b>190</b>	<b>0</b>
	<b>1,100</b>	<b>2,161</b>

## **5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Tax, national insurance and pension	<b>362</b>	<b>376</b>
Travel and subsistence, administrative costs	<b>338</b>	<b>177</b>
Donations received in 2024 but accrued in 2025	<b>380</b>	<b>425</b>
Monies collected for and owed to other charities	<b>174</b>	<b>0</b>
	<b>1,254</b>	<b>979</b>

## **6. RELATED PARTY DISCLOSURES**

Donations totalling £1,600 were received from trustees or close relatives of trustees of the charity. (2023: £6,251)