

Charity Number: 1174655

**ODNS COBHAM OUTREACH CIO
TRUSTEES ANNUAL REPORT**

AUGUST 2025

**ODNs COBHAM OUTREACH
TRUSTEES ANNUAL REPORT
FOR THE YEAR ENDED 31ST AUGUST 2025**

The Trustees present their report and the financial statements of ODNs COBHAM OUTREACH for the year ended 31st August 2025.

REFERENCE AND ADMINISTRATIVE DETAILS

The trustees of the charity, who have held office since 20th June 2016, are as follows:

Sister Anne Gill O.D.N.
Sister Patricia Grady O.D.N.
Sister María Nieves Escalada Gallego O.D.N.
Mrs. Fiona Jane Franck (appointed 28th March 2019)
Mr. Daniel Meehan (appointed June 2024)
Mrs. Patricia Mary Ursula Meehan (appointed June 2024)

The Chair Person is Sister Patricia Grady, O.D.N.

The principal address of the charity is Notre Dame School, Convent Lane, Cobham, Surrey KT11 1HA.

The charity is a CIO registered under the charity number 1174655 and its governing instrument is its Foundation Constitution dated 20th June 2016.

The trustees have made the following professional appointments:

Banker: Barclays, 8-12 Church Street, Walton-on-Thames, Surrey KT12 2QX

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FOR THE YEAR ENDED 31ST AUGUST 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Introduction

ODNs Cobham Outreach is a CIO with a Board of Trustees, comprising at least 3 persons, appointed by the Superior of the Order of the Company of Mary responsible for the work of the Order in England. Currently there are 6 Trustees. Trustees are appointed for an initial term not exceeding four years and are eligible for reappointment for up to three consecutive terms.

The Chairperson currently is Sister Patricia Grady. Trustees have entrusted Mr. Daniel Meehan to manage the HMRC claims for gift aid. He also prepares the Minutes.

The accounts accompanying this report are the accounts of the CIO trust and have been prepared by Mr. Daniel Meehan and Mrs. Patricia Meehan.

The CIO is governed by a Foundation Constitution dated 20th June 2016 and is registered with the Charity Commission, Charity Registration no. 1174655.

Charitable Objectives

The principal objectives as set out in the Constitution are:

To raise awareness of the situation of people suffering poverty and exclusion.

To prevent and relieve poverty for the public benefit, in particular, but without limitation, by helping to fund educational and development projects and activities for women, children and young people anywhere in the world that are supported by the Company of Mary Our Lady.

Review of Activities and Achievements

In accordance with its charitable objectives, the CIO sent funding to small projects identified and supported by the Company of Mary Our Lady.

During the year, in order to raise awareness of the situation of poverty suffered by underprivileged women and children in different parts of the world, the Trustees have provided information, produced leaflets and prepared photo displays for Notre Dame School Cobham, the local parish and other benefactors, showing the projects and activities supported by the Charity.

Funds have been raised in a variety of ways:

Each year the pupils of Notre Dame School fundraise for a charity of their own choice and for ODNs Cobham Outreach (50% each). This contribution is usually considerable due to the variety of the students' fundraising activities and their generosity. During the year, the Trustees sought to raise funds in other ways: a small raffle and a homemade Christmas craft event for the pupils at Notre Dame Prep School; and a Film Matinee held in the theatre at Notre Dame School Cobham. At this event a film of "Les Misérables in Concert" was shown and voluntary donations were collected. People from the parish attended and a special invitation was given to the residents of several local care homes. Tea and biscuits were served during the interval and there was a small raffle of donated items. These activities have increased awareness in the parish of the projects supported by ODNs, resulting in STOs and donations from various sources.

The charity has continued to send funds to a variety of small projects for women and children in different countries. These projects have included a new youth group in Cuba to provide extracurricular activities aimed at improving literacy and numeracy skills (requested by the children and teenagers themselves). Donations were sent to the Fe y Alegría School in Bedou, a very poor district in Haiti. For several years the charity has been sending money for this school whenever local conditions permit. Excellent work is being done there; the school provides a safe environment, a daily meal and basic education, as well as a broader range of activities for the children. The charity also sent donations the Company of Mary Our Lady's new foundation on the island of Atauro, East Timor. The region is very poor and aim of the foundation is to work educationally and pastorally with the local people, especially the women and children. The charity responded to a petition from a Honey Purification Project in a very marginalised region of Argentina and sent a one-off donation to upgrade the

project's small building. The region is very well known to one of the Trustees, who had visited the project when it was first set up.

The Trustees are in regular contact with all these projects and receive frequent news and photos from them. Acknowledgement and information about how the funds have been used has been received from the recipients and this has been communicated to the benefactors.

Financial Activities and Results

The accounts cover the year ended 31st August 2025.

The Charity receives donations and funds from a variety of sources as indicated above.

Risk & Corporate Governance Matters

The CIO has established and is guided by policies, which are periodically reviewed by the Trustees. To facilitate governance, management and the work of the charity, the Trustees strive to ensure that a variety of appropriate skills and experience are represented in the CIO. The CIO has implemented the GDPR requirements (May 2018) and is keeping them under review. The Trustees also keep the CIO's activities under review in accordance with its Risk Policy to ensure due diligence is maintained, particularly in view of the new circumstances created by the financial crisis due to current political circumstances. A new and updated Financial Policy, which takes into account the development of the Charity in recent years, new requirements and circumstances, has been adopted by the Trustees. On behalf of the Trustees Sister Anne Gill reviewed and updated all the Policies of ODNs Cobham Outreach and reported back to the Trustees who all approved of the updated Policies for this year.

Reserves Policy

While constantly seeking to raise further funds to support new projects and continue to assist some of the projects which have already received help, the Charity's aim is to maintain a basic level of reserves of £2,500 as a contingency measure in order to be able to draw on this in the event of a disaster or an unexpected situation which requires emergency aid.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions, disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 18th March 2026

and signed as authorised on their behalf by:

Patricia Grady ODN

Sister Patricia Grady O.D.N. (Chairperson)

Anne Gill ODN

Sister Anne Gill O.D.N. (Trustee)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
ODNS COBHAN OUTREACH CIO

No (if any)
1174655

CC16a


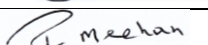
Receipts and payments accounts

For the period from	Period start date 01/09/2024	To	Period end date 31/08/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Notre Dame School Fund Raising	5,575	-	-	5,575	6,645
Donations - Other	4,027	-	-	4,027	2,699
Christmas Fayre	1,100	-	-	1,100	2,676
Gift Aid	468	-	-	468	1,365
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	11,170	-	-	11,170	13,385
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	11,170	-	-	11,170	13,385
A3 Payments					
Donations (Grants) Paid	9,378	-	-	9,378	11,597
Bank Charges	99	-	-	99	124
Misc	14	-	-	14	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	9,491	-	-	9,491	11,721
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	9,491	-	-	9,491	11,721
Net of receipts/(payments)	1,679	-	-	1,679	1,664
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,362	-	-	8,362	6,699
Cash funds this year end	10,041	-	-	10,041	8,363

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	Barclays Bank Balance	10,041	-	-
		-	-	-
		-	-	-
	Total cash funds	10,041	-	-
	(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
			DANIEL MEEHAN	18/03/2026
			PATRICIA MEEHAN	18/03/2026