



**TRUSTEES ANNUAL REPORT FOR THE PERIOD
1 NOVEMBER 2021 TO 31 OCTOBER 2022**

FOR

LIGHTHOUSE SAFE HARBOUR

Registered charity in England & Wales with registration no: 1180779

LIGHTHOUSE SAFE HARBOUR

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LIGHTHOUSE SAFE HARBOUR

REPORT OF THE TRUSTEES - for the period 1 November 2021 to 31 October 2022

ADMINISTRATIVE DETAILS

Registered Charity number

1180779

Registered address:

2 Tudor Drive
Wooburn Green
Bucks
HP10 0DD

Trustees:

Nicola Rayner – Chair
Caroline Bird
Michael Speakman
Anna Lovell
Helen Sheppard – Vice Chair and Treasurer
Alison McClements
Hannah Lindley

Section 1: Structure, Governance & Management

Governing document

Lighthouse Safe Harbour is a Charitable Incorporated Organisation (CIO) governed by its Constitution dated 21 November 2018. 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 November 2018. 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

As a small, local charity, 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.

Organisation

The board of trustees, which can have up to eight members, administers the CIO. 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.

Section 2: Objective & Activities

The objective of the CIO is:

To promote the Christian faith, primarily through the provision of an annual holiday week, with activities in teaching, music, sports, craft and other compatible activities, delivered in ways which promote understanding of the Christian faith and its values. Lighthouse Safe Harbour is designed specifically, but not exclusively, for children with Special Educational Needs (such as autism, ADHD, Sensory Processing needs and Attachment needs) who also present with behaviour that challenges.

Public benefit to children

Our activities benefit children and young people by telling them about mainstream Christianity ecumenically, not from the perspective of a single denomination; and providing them with a safe, fun environment. It also gives them an experience of being in a Christian environment.

Public benefit to parents

Our activities provide a safe environment for many children that would not otherwise be able to access holiday clubs due their Special Educational Needs. Our clubs are open to children of all faiths and none and are provided free of charge.

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)'.

Section 3: Achievements & Performance

Lighthouse Safe Harbour is run on the gift of time, energy and talents of volunteers working full time and part time during the week, and in the run-up. However, in 2022, as well as facing the challenge of restarting fully post COVID (programme was adapted in 2021), we had two key trustees on maternity leave. As they were teachers for the week it made it difficult, and without the year to year continuity of volunteers with specialist experience, last year we decided to err on the side of caution and not go ahead. The welfare of the children is always paramount, and we didn't have the team needed available.

Section 4: Financial Review

Financial position

This was Lighthouse Safe Harbour's fourth year, minimal financial activity took place due to not running the holiday club.

We started the year with **£1,548.70** in the bank

Principal funding sources

The principal funding source for the CIO are private donations, grants and gifts from supporters. We did not actively fundraise as we had agreed not to deliver Lighthouse Safe Harbour in 2022.

Reserves policy

There is currently no reserves policy in place. This is being addressed in 2023.

Funds in deficit

There are currently no funds in deficit.

Starting balance	£1,548.70
Income:	£75.91
Donations	
Inner Wheel	£25.00
Amazon Smile	£27.11
Easy Fundraising	£23.80
Expenditure:	£100.00
Donations	
Lighthouse Central	£100.00
Closing balance	£1,524.61

Statement of assets and liabilities as of 31 October 2021

Bank Current Account	£1,524.61
Assets retained for charity use	£3,012.97
Liabilities	£ 0.00

Section 5: Declaration

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

Signed on behalf of the charity's trustees:



Full name: Nicola Rayner

Position: Chair of Trustees

Date: 21 June 2023



Helen Sheppard

Position: Vice Chair and Treasurer

Date: 21 June 2023