



**TRUSTEES ANNUAL REPORT FOR THE PERIOD
1 OCTOBER 2024 TO 30 SEPTEMBER 2025
FOR
LIGHTHOUSE SAFE HARBOUR**

Registered charity in England & Wales with registration no: 1180779

LIGHTHOUSE SAFE HARBOUR

CONTENTS OF THE REPORT FROM TRUSTEES AND FINANCIAL STATEMENTS for the period 1 October 2024 to 30 September 2025

Report of the Trustees	Page
Section 1: Structure, Governance & Management	4
Section 2: Objectives & Activities	4
Section 3: Achievements & Performance	5
Section 4: Financial Review	6
Section 5: Declaration	8

LIGHTHOUSE SAFE HARBOUR

REPORT OF THE TRUSTEES - for the period 1 October 2024 to 30 September 2025

ADMINISTRATIVE DETAILS

Registered Charity number

1180779

Registered address:

18 Foresters
Water End
Stokenchurch
HP14 3XQ

Trustees:

Hannah Lindley
Alison McClements – Chair
Josie Mill - Administrator
Tabitha Caroe
Rachel Chapman
Richard Rayner - Treasurer

Stepping down at AGM 2025

Hannah Lindley

All the trustees thanked Hannah for her work over the last six years.

Section 1: Structure, Governance & Management

Governing document

Lighthouse Safe Harbour is a Charitable Incorporated Organisation (CIO) governed by its original 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 minimum 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.

In 2025 we were blessed with a year of stability – we had a mix of returning and new volunteers, and some returning children as well as new, and our special needs school was again kind enough to let us use their premises for the second year running. We had sufficient funds to ensure we could engage specialist training for all volunteers to ensure the needs of the children are met but also ensuring the volunteers employed the latest best practices. We were able to run a successful Lighthouse week for 15 children with varying levels of support required. The children enjoyed singing, craft, outdoor activities, praying and learning about Jesus in a fun and safe environment. We received amazing support from 20 well trained and highly qualified volunteers, as well as the trustee team, and each volunteer brought a special skill or experience with them to make this a memorable week for the children. Parents and Carers of the children provided excellent and congratulatory feedback merged with ideas and suggestions for enhancements and improvements for future years. One of the Mothers whose child attended Lighthouse also volunteered and has subsequently agreed to be a Trustee for the 2025-26 year. The Trustee and Volunteer efforts were rewarded with a 100% attendance record from every one of the children, an exceptional achievement considering the challenges all the attending children/parents/carers face on a daily basis.

Section 4: Financial Review

Financial position

This was Lighthouse Safe Harbour's seventh year, and to be able to offer training to trustees and volunteers, donations were sought to ensure Lighthouse week could take place.

We started the year with £4,533.50 in the bank and finished with £2,336.58 on 30.09.25

Please see bank activity on the next page.

Principal funding sources

The principal funding source for the CIO are private donations, grants and gifts from supporters. We received a number of donations through churches and individuals in 2025.

Reserves policy

There is currently no reserves policy in place.

Funds in deficit

There are currently no funds in deficit.

Statement of assets and liabilities as of 30 September 2025

Bank Current Account	£2,336.58
Assets retained for charity use	£0.00
Liabilities	£0.00

Bank Account – Closing Balance 31st October 2024

1st November 2024 to 31 st October 2025					
Account Period November – October yearly					
Date	Open Balance	Items in	Items out	Closing Bal	Notes
Nov 24					
01/11/2024	£ 4,533.50				
18/11/2024		£ 12.52	£ -	£ 4,546.02	HMRC Gift Aid
20/11/2024		£ -	£ 128.71	£ 4,417.31	Branding Focus
Dec 24					No Activity
Jan 25					No Activity
Feb-25					
	£ 4,417.31				
24/02/2025			£ 170.00	£ 4,247.31	Lighthouse Central Annual Subscription
24/02/2025			£ 80.00	£ 4,167.31	Lighthouse Central Conf Fee Admission
24/02/2025			£ 350.00	£ 3,817.31	SMU Training from Lighthouse Central
Mar-25					
	£ 3,817.31				
17/03/2025		£ 1,000.00		£ 4,817.31	St Peters Church Donation Loudwater
Apr-25					No Activity
May-25					No Activity
Jun-25					
	£ 4,817.31				
04/06/2025			£ 24.77	£ 4,792.54	Josie Mill Expenses
09/06/2025			£ 660.00	£ 4,132.54	Prime Training
19/06/2025		£ 81.00		£ 4,213.54	Little Kimble Donation
Jul-25					
	£ 4,213.54				
17/07/2025			£ 540.00	£ 3,673.54	TCBN Training
17/07/2025			£ 46.44	£ 3,627.10	Catering Expenses
24/07/2025			£ 635.71	£ 2,991.39	Toners / Projector / Conference tickets / Westfield tks / Proj ins
24/07/2025			£ 9.14	£ 2,982.25	AM-1 Craft and Consumables
24/07/2025			£ 31.00	£ 2,951.25	AM-2 Craft and Consumables
25/07/2025			£ 21.23	£ 2,930.02	AM-3 Craft and Consumables
25/07/2025			£ 15.44	£ 2,914.58	JM-1 Craft and Consumables
25/07/2025			£ 9.50	£ 2,905.08	JM-2 Craft and Consumables
25/07/2025			£ 94.50	£ 2,810.58	JM-3 Craft and Consumables
25/07/2025			£ 29.06	£ 2,781.52	JM-4 Craft and Consumables
25/07/2025			£ 98.51	£ 2,683.01	JM-5 Craft and Consumables
26/07/2025			£ 50.98	£ 2,632.03	JM-6 Craft and Consumables
Aug -25					
	£ 2,632.03				
02/08/2025			£ 82.62	£ 2,549.41	TC-1 Games
02/08/2025			£ 12.59	£ 2,536.82	AM-4 Craft and Consumables
02/08/2025			£ 104.00	£ 2,432.82	Carlos & Jane (Westfield) Thankyous
02/08/2025			£ 117.16	£ 2,315.66	JM-7 Craft and Consumables
02/08/2025			£ 64.19	£ 2,251.47	RC-1 Craft and Consumables
02/08/2025			£ 100.00	£ 2,151.47	Westfield - Hire Fee
08/08/2025		£ 100.00		£ 2,251.47	Donation - TA
12/08/2025		£ 258.98		£ 2,510.45	Donations via Goodhub
12/08/2025		£ 50.00		£ 2,560.45	Lighthouse Wycombe payment for tshirts
27/08/2025		£ 68.75		£ 2,629.20	HMRC Gift Aid
Sep-25					
	£ 2,629.20				
08/09/2025		£ 35.00		£ 2,664.20	HMRC Gift Aid
11/09/2025		£ 131.99		£ 2,796.19	Donations via Goodhub
23/09/2025			£ 75.84	£ 2,720.35	Online Branding Focus T shirts
			£ 214.25	£ 2,506.10	Lighthouse Central Subscription Payment
			£ 169.52	£ 2,336.58	Insurance Payment David Haskoll
		£ 1,738.24	£ 3,935.16		

Section 5: Declaration

The trustees declare that they have approved this trustees' report.
Signed on behalf of the charity's trustees:

Full name: Alison McClements

Position: Chair

Date: 6th December 2025

A handwritten signature in black ink, appearing to read 'R. Rayner', is positioned above a horizontal line.

Full name: Richard Rayner

Position: Treasurer

Date: 6th December 2025