

## Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	1	January	2024		31	December	2024

### Section A Reference and administration details

<b>Charity name</b>	The Owl Centre Charity
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1191239
<b>Charity's principal address</b>	18 St George's Place Cheltenham
<b>Postcode</b>	GL50 3JZ

#### 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	Heledd Kendrick	Chair		
2	Joanna Luxton	Trustee		
3	Marianne Simpson	Trustee		
4				
5				

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Clinician	Nicola Lathey	18 St George's Place, Cheltenham.
Independent Charity Advisor	Faith Griffiths	

#### Name of chief executive or names of senior staff members (Optional information)

Nicola Lathey - CEO
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### Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	CIO

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by Nicola Lathey, CEO, The Owl Centre Charity alongside  
Trustee vote

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

No change to the charity's organisational structure.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The Owl Centre charity's aim is to provide educational resources, training, and support for individuals with additional needs (such as neurodiversity, communication difficulties, or mental health challenges), their families, and the professionals who work with them. It achieves this through creating bespoke psycho-education packages, running workshops, and offering specialist information, with both UK and international reach. The charity works with various partners to provide guidance, support, and community resources, including training for professionals in developing countries.

- **Support for individuals and families:**

The charity provides resources, information, and support for people with neurodiverse needs, mental health challenges, and communication difficulties.

- **Professional training:**

It delivers training programs, workshops, and conferences for parents and professionals to build their skills in supporting individuals with additional needs.

- **Bespoke intervention packages:**

The Owl Centre Charity creates tailored packages focusing on British best practices for a wide range of needs, including autism and ADHD.

- **International collaboration:**

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- The charity works with international partners to provide training and support in developing countries, with a focus on empowering local professionals.
- **Specialist expertise:**  
It draws on a multi-disciplinary team of specialists, including speech and language therapists, occupational therapists, psychotherapists, and medical experts, to deliver its services in the UK and abroad, and to create psycho-education packages.
  - **Community and partnership work:**  
The charity engages with community initiatives and partners with other charities, such as the Saigon Children’s Charity, to support specific groups.

We had a quiet year mainly due to our CEO’s personal circumstances but our main activity 2024 centred around a successful National Lottery bid for £20k to create a website – [waitingwell.co.uk](http://waitingwell.co.uk) to support people waiting for autism and ADHD assessments.

During Q4, we prepared the activities for Waiting Well so that they could begin in Q1 2025. These activities were organising content, filming, scripts, web design and launch.

The CEO and a trustee attended a NCVO training course on charity governance and trustee responsibilities. The information was filtered down through the team and consequently a trustee pack was created.

We continue to try to establish partnerships with organisations in Kyrgyzstan and India.

**Section D Achievements and performance**

**Summary of the main achievements of the charity during the year**

The charity remains small with only one UK based project (Waiting Well) and one main overseas project in Vietnam (Saigon Children’s Charity) to focus on. Next year, we plan to re-train the trustees and relaunch the charity. We will then apply for a wider range of grants closer to home as well as overseas.

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

The charity did not require reserves during this year.

**Details of any funds materially in deficit**

None

**Further financial review details**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

You will note an erroneous payment on the charity accounts for 2024. The details of this have been identified and reported to the Board. This was a short-term error, and the matter was formally minuted with the full amount being repaid to the charity in the subsequent financial year.

**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Heledd Kendrick

Joanna Luxton

Position (eg Secretary, Chair, etc)

Chair

Trustee

Date

15/10/2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Owl Centre Charity

1191239

## Receipts and payments accounts

CC16a

For the period  
from

1-Jan-24

To

12/31/2024

### 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 £
<b>A1 Receipts</b>					
Grant Income	20,000	-	-	20,000	10,383
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	20,000	-	-	20,000	10,383
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	20,000	-	-	20,000	10,383
<b>A3 Payments</b>					
Training Courses	595	-	-	595	-
Travel and Subsistence	-	-	-	-	8,402
Sundry	-	-	-	-	80
Erroneous payments (returned post year end)	1,406	-	-	1,406	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	2,001	-	-	2,001	8,482
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	2,001	-	-	2,001	8,482
<b>Net of receipts/(payments)</b>	17,999	-	-	17,999	1,901
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	2,241	-	-	2,241	340
<b>Cash funds this year end</b>	20,240	-	-	20,240	2,241

## 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 £
<b>B1 Cash funds</b>	Cash at Bank	20,240	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	20,240	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	