



## Trustees' annual report (including Directors' report) for the period

From: 01 July 2024

To: 30th June 2025

Charity name: Orinoco – The Oxfordshire Scrapstore

Charity registration number: 1195735

Company number:

### Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Our objectives are:</p> <p>(1) to protect and preserve the environment for public benefit, particularly, but not exclusively by:</p> <ul style="list-style-type: none"><li>(a) promoting recycling, use of recycled products and the use of surplus or scrap; and by</li><li>(b) advancing the education of the public about waste recycling and use of surplus or scrap.</li></ul> <p>(2) to advance arts and crafts, particularly, but not exclusively by:</p> <ul style="list-style-type: none"><li>(a) facilitating the use and provision of recycled, scrap or surplus materials as a creative resource to adults and children with the aim of improving their social welfare and conditions of life; and mental health and wellbeing; and by</li><li>(b) inspiring individual and group creativity for the public benefit and for the benefit of the environment.</li></ul>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Our principal activities are:</p> <ul style="list-style-type: none"><li>• running two 'scrapstores' in Templars Square Oxford and Banbury, where unwanted items are sold at affordable prices to facilitate artistic endeavour and creative play,</li><li>• selling donated scrap items for art, craft, play and creative projects, as well as new art materials, vintage items, refurbished tools and DIY equipment,</li><li>• running workshops, craft lessons, parties and events, and</li><li>• repairing and testing useable small electrical equipment, giving new life to household items.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees have paid due regard to the Charity Commission's guidance on public benefit and confirm that Orinoco exists and operates exclusively for charitable purposes to benefit the public</p>

### Additional information (optional)

You may choose to include further statements where relevant about:	SORP reference	
Policy on grantmaking	Para 1.38	Orinoco does not make grants.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Volunteers remain vital to Orinoco's work and are drawn from every walk of life. They contribute by sorting and organizing donated stock, engaging with customers and supporting craft workshops and events. Volunteers' talents and skills are also used to repair and recycle discarded items, from making bunting commissions for weddings to reviving garden tools. During the financial year 2024-25, the charity benefited from 9,710 hours of volunteers' work, equivalent to 1,387 day's work (7 hrs per day).
Other		

### Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Over 25 tonnes (25,693kg) of redundant re-useable materials were diverted from landfill back into re-use for the benefit of the local community and to protect the environment. This represents a 14% increase on the previous year.</p> <p>Orinoco Banbury continued to engage in community activities, offering play and crafting opportunities at external events, as well as providing a wide range of in-store activities, including regular support to home-schooled children. Staff and volunteers also created children's art packs to pass to local food banks for distribution.</p> <p>Orinoco Oxford took part in the annual Green Fair at Oxford City Hall, and continued to raise awareness of recycling, re-use and reduce.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The charity addressed some historic Board recruitment challenges, with three new Trustees joining in April 2025. This has brought a renewed focus on governance; a new meeting cycle was devised to improve oversight and decision-making, with appointments made to the roles of Chair, Treasurer and Secretary to focus specifically on leadership, financial operations and administrative tasks respectively. A major project was also launched to strengthen and refresh core policies, particularly those related to regulatory compliance.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Both Oxford and Banbury stores continued to inspect, test and repair unwanted electrical items, offering them for re-sale at affordable prices. Income from this WEEE Project (Waste from Electrical &amp; Electronic Equipment) has been particularly important at the Oxford store, accounting for nearly a quarter of gross till income. The Banbury store continued to consolidate its local reputation as a creative hub, with a strong out-turn in fabric, wool, haberdashery, art &amp; craft material sales (together representing 60% of gross sales).</p> <p>The Banbury store café, 'Coffee Corner', ran successfully throughout the year, drawing in customers and providing space for events and meetings.</p>
Investment performance against objectives	Para 1.41	N/A
Other		

## Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Orinoco reduced its operating deficit to -£3,503 in 2024-25 (from -£10,320 in 2023-24). The improvement was partly due to an 8% increase in overall shop sales and partly to vigilant cost control in other areas. As for many charity and other retailers, Orinoco faced increased expenditure in staffing costs, utilities and insurance but, thanks to careful stewardship in previous years, there are sufficient reserves to meet the deficit.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Trustees believe Orinoco should hold sufficient financial reserves to facilitate winding down of the charity's operations in the event of ceasing to operate on a permanent basis.</p> <p>To achieve this, Orinoco's reserves policy is to hold unrestricted funds equivalent to three months' operating costs. Sums have also been earmarked to fulfil statutory and lease obligations.</p>
Amount of reserves held	Para 1.22	Trustees have set a level equivalent to three months operating costs as a contingency, to protect future operation from the effects of any unforeseen variations in income and expenditure. Designated reserves have also been set aside to fulfil commitments in relation to staff notice and redundancy costs, as well as leasehold obligations. Total actual reserves held are £35,000.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Trustees are keenly aware of the need to plan for future sustainability and development. Work is underway to improve internal financial controls and oversight and, once the major policy review project is complete, it will be possible to undertake a thorough business review to examine viability and options for increasing revenue streams, including fundraising from external source.

**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charity's main source of income is sales revenue from the two scrapstores.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The renewed focus on governance, paying particular attention to regulation and compliance, will involve increased reliance on free reserves.</p> <p>The ongoing cost of living crisis continues to impact on costs, salaries and other essential expenditure, as well as on customers needing to prioritise their spending choices. This puts pressure on the staff and volunteers, who nevertheless all continue to meet the many day-to-day challenges.</p>
Other		

**Structure, governance, and management**

Description of charity's trusts:		
Type of governing document: for example, trust deed, memorandum and articles of association etc	Para 1.25	Constitution
How is the charity constituted? for example, limited company, unincorporated association, CIO	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Individuals with relevant skills and expertise are invited to apply to join the Board.

**Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are supplied with the Annual Report & Accounts, meeting minutes and CC3, The Essential Trustee: What You Need to Know.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Orinoco is managed by the Board of Trustees. Towards the end of 2024-25, the Board agreed to meet on a bi-monthly basis, and set up a monthly sub-group, comprising Trustees and managers from both stores, to begin the policy review project.</p> <p>Orinoco also maintains links with District, City and County councils in Oxfordshire.</p>
Relationship with any related parties	Para 1.51	None
Other		<p>Orinoco The Oxfordshire Scrapstore was founded and registered as an unincorporated charity in 1994. It changed its status in 2021 when it applied to the Charity Commission to become a Charitable Incorporated Organisation. This was granted in September 2021 and the new CIO launched later that year, with the Oxford store re-locating to shopping centre premises in Cowley and the Banbury store opening as a new venture.</p>

## Reference and administrative details

Charity name	Orinoco - The Oxfordshire Scrapstore
Other name the charity uses	ORINOCO
Registered charity number	1195735
Charity's principal address	77 Harefields, Oxford OX2 8NR

## 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	Marlen I Llanes	Treasurer	Appointed Treasurer, 1 May 2025	-----
2	Zohra Jenkinson	Co-Chair	Appointed Co-Chair, 1 May 2025	-----
3	Victor Lal			-----
4	Charlotte Sutton	Co-Chair	Appointed as Trustee, 10 April 2025, appointed Co-Chair 1 May 2025	-----
5	Sue Ellis	Secretary	Appointed as Trustee, 10 April 2025, appointed Secretary 1 May 2025	-----
6	Anne Tweddle		Appointed as Trustee, 10 April 2025	-----

## Corporate trustees – names of the directors at the date the report was approved

Director name	
N/A	

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
N/A	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

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

Type of Adviser	Name	Address
Accountant: Accounting and bookkeeping services for the not-for-profit sector	Sheila Parry	SPX Oxford Ltd, Peace House, 19 Paradise Street, Oxford, OX1 1LD

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

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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### Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)

Marlen Llanes

Charlotte Sutton

Full name(s)

Marlen Ivette Llanes

Charlotte Louise Sutton

Position (for example Secretary,  
Chair, etc

Treasurer

Chair

26 Feb 2026

26 Feb 2026





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**THE OXFORDSHIRE SCRAPSTORE**

No (if any)  
**1195735**

**CC16a**

## Receipts and payments accounts

For the period from	Period start date 01/07/2024	To	Period end date 30/06/2025
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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 £
<b>A1 Receipts</b>					
Sales	160,440	-	-	160,440	148,624
Donations	-	-	-	-	-
Events	1,560	-	-	1,560	610
Transfer from previous charity	-	-	-	-	-
Grants	-	-	-	-	-
Interest	379	-	-	379	355
Other	-	-	-	-	1
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>162,378</b>	<b>-</b>	<b>-</b>	<b>162,378</b>	<b>149,590</b>
<b>A2 Asset and investment sales, (see table).</b>					
Restricted grant	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>162,378</b>	<b>-</b>	<b>-</b>	<b>162,378</b>	<b>149,590</b>
<b>A3 Payments</b>					
Administration	1,762	-	-	1,762	1,588
Grant expenditure	-	146	-	146	1,247
Van Expenses	66	-	-	66	516
Van Insurance	1,349	-	-	1,349	499
Event	9	-	-	9	31
Building and Liability Insurance	2,251	-	-	2,251	1,433
Phone	363	-	-	363	309
Van Diesel	-	-	-	-	-
Rent	33,000	-	-	33,000	29,000
Staff Salary	113,322	-	-	113,322	107,648
Transportation for volunteer	21	-	-	21	10
Volunteer subsistence	996	-	-	996	931
Business Rates	5,097	-	-	5,097	4,389
Utilities	4,624	-	-	4,624	5,865
Café expenses	632	-	-	632	1,497
Outreach expenses	48	-	-	48	48
Staff travel and subsistence	194	-	-	194	331
Small equipment	-	-	-	-	2,974
Payroll / accounting fees	1,646	-	-	1,646	1,135
Purchases	355	-	-	355	-
Raising funds	-	-	-	-	66
Trustee expenses	-	-	-	-	390
	-	-	-	-	-
<b>Sub total</b>	<b>165,735</b>	<b>146</b>	<b>-</b>	<b>165,881</b>	<b>159,910</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>165,735</b>	<b>146</b>	<b>-</b>	<b>165,881</b>	<b>159,910</b>
<b>Net of receipts/(payments)</b>	<b>- 3,357</b>	<b>- 146</b>	<b>-</b>	<b>- 3,503</b>	<b>- 10,320</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>77,642</b>	<b>11,641</b>	<b>-</b>	<b>89,283</b>	<b>99,603</b>
<b>Cash funds this year end</b>	<b>74,285</b>	<b>11,495</b>	<b>-</b>	<b>85,780</b>	<b>89,283</b>

## 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>	Savings Account	26,655	-	-
	Business Account	47,030	11,495	-
	Co-op account	600	-	-
	<b>Total cash funds</b>	<b>74,285</b>	<b>11,495</b>	<b>-</b>
	(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	
	Charlotte Sutton Marlen Llanes	Charlotte L Sutton Marlen I. Llanes	26/2/26 26/2/26	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
ORINOCO - THE OXFORDSHIRE SCRAPSTORE

On accounts for the  
period ended

30/06/2025

Charity no  
(if any)

1195735

Set out on pages

3-4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2019

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date: 02/04/2026

Name:

Sheila Parry

Relevant professional  
qualification(s) or body  
(if any):

FCCA

Address:

SPX Oxford Ltd, Peace House

19 Paradise Street

OX1 1LD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

None