

**REGISTERED COMPANY NUMBER: 03328704**

**REGISTERED CHARITY NUMBER: 1062241**

**REPORT OF THE TRUSTEES AND UNAUDITED**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED**  
**30TH NOVEMBER 2022**

**TOP CHURCH TRAINING**

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FOR THE YEAR ENDING 30TH NOVEMBER 2022

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REPORT OF THE TRUSTEES  
FOR THE YEAR ENDING 30TH NOVEMBER 2022

The trustees present their report with the financial statements of the charity for the year ended 30th November 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

The charity is governed by its Memorandum and Articles of Association which were signed on 21st February 1997. It was incorporated as a company limited by guarantee on 6th March 1997, number 3328704. On 7th May 1997 it was registered with the Charities Commission, number 1062241.

**OBJECTIVES AND ACTIVITIES**

TCT continues to provide support and services for the socially and economically deprived, for people of all ages who are considered to be lonely, isolated, vulnerable and living on low incomes. The objectives of the charity emphasise community support in all areas and to offer education and training in healthy eating as well as work experience in our community cafe.

This year has seen much focus around revising our charitable objectives, vision and mission with staff and board members influencing strategic direction and formulating the next 3 years strategic plan, to include 7 key strategic aims:

- 1. Target young people, individuals, and families**
- 2. Social responsibilities through Volunteering and social group activities**
- 3. Funding**
- 4. Collaboration**
- 5. Enterprise**
- 6. Awareness raising**
- 7. Governance**

Changes in the needs of the local inhabitants of Dudley and surrounding areas are reflected in the support services that TCT has provided throughout 2022. The pandemic and now the high cost to living crisis, continues to put more people into the vulnerable group and to make the already vulnerable destitute.

We include people of all ages, circumstances and backgrounds and our challenge is to respond quickly and appropriately in the short term whilst at the same time having clear and sustainable plans for the future. We have worked closely with other partners to meet complex needs. We have worked together with local businesses and other charities wherever possible, to run our activities with sustainability in mind.

The trustees policy is to ensure that the opportunities provided are appropriate to the needs of those identified and are of the highest quality. The enterprise is run by a full-time Chief Executive Officer. The number of staff has fluctuated this year and is set to increase again shortly.

**ACHIEVEMENT AND PERFORMANCE**

Since the pandemic we have seen a greater need for our support services and are in more need for funding to sustain and expand to meet the increasing demand.

74% of families referred to our charity were living in poverty and in need of emergency food provision after they saw a reduction to their household incomes from furlough or redundancy. We heard of the harrowing stories of families reduced to living on boxes of cereals as they were unable to afford the basic essentials.

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDING 30TH NOVEMBER 2022

**ACHIEVEMENT AND PERFORMANCE**

63% were supported to access Citizens Advice and DWP - Welfare benefits teams for more specialised financial advice and support.

59% were supported to access correct benefit entitlements.

Mental Health has remained one of the main challenges faced by those engaged with our services. Already struggling with anxiety and depression, we are now seeing more cases of Agoraphobia than ever before.

The figures below reflect the fast and ever-changing needs of a flexible service taking us into new directions, but which continue to deliver to our stated objectives.

- 101 families referred for crisis intervention support, debt management support, housing related support, benefit support.
- 86 new referrals of young people and individuals for support.
- 45 new referrals for volunteering - support with Harry's Larder project - emergency food provision, admin, allotment and family activity groups.
- 8000 meals distributed to individuals and families across Dudley Borough between April - November 2022.
- 63 families received crisis intervention support to prevent homelessness - linking them to more specialist Debt Management support, liaising with Landlords and Dudley MBC.

**Face-to-face activities:**

- 160 people attended the craft sessions
- 145 children and families attended our weekly Brunch Club - with over 4000 breakfasts served to individuals.
- 78 families have attended our parent coffee mornings.
- 74 people attended the allotment project.
- 68 people attended the women's Group.
- 42 people attended cooking workshops.
- 41 families have attended weekly parent and child groups.

Our face-to-face groups have become a lifeline to those struggling with loneliness and isolation. Feedback tells us that Harry's is seen as a warm and welcoming place to come to. People feel "safe" to talk about their problems knowing they will receive the right help and support from our friendly and trusted staff.

A total of 350 face to face group sessions have been delivered from Harry's café throughout this year.

**Holidays Activities Fund (HAF)**

Throughout 2022, TCT were invited to support Dudley CVS in partnership with the Dudley MBC to deliver on the aims and objectives of the HAF programme. Targeting families on low incomes whose children were eligible for free schools meals. It was through this pilot that highlighted the social and financial issues faced by many families across the borough and the need for TCT to respond.

1822 lunch bags were prepared by volunteers at Harry's Café and delivered by staff to two local schools in the area over the summer period with an additional 500 delivered over the Easter holidays.

We were successful to secure funding to run 8 separate family fun activities at our allotment and Harry's café. Offering a Wild Forest School experience, engaging children with bug hunts and tree rubbings at Hawbush Community Gardens to cake decorating and Halloween themed parties.

### **ACHIEVEMENT AND PERFORMANCE (continued)**

The charity has continued to make a difference to supporting people in our local community through focusing on building confidence and self-esteem whilst increasing resilience, self-sufficiency and raising aspirations in their lives.

Harry's café continues to adapt and respond to the ever-changing needs of our community and is now finding itself becoming a place based community venue operating on a Pay as You Feel model where people can pay as little or as much as they like for their meals. All proceeds raised are ploughed back into the charity. We have introduced drop-in surgeries in partnership with the Samaritans and more recently, the Dudley Council Winter Warmth Teams where people can drop in and receive support.

Harrys has now become a 3<sup>rd</sup> party Hate Crime reporting centre where vulnerable people can report a crime anonymously to staff members. All staff received training from West Midlands Police.

We have been working in partnership with DWP, offering a weekly Job Club to young people with Autism, a quieter and safer place to come to and engage in job searching related activities, with many progressing onto our volunteering programmes and group activities.

The allotment project grows from strength to strength, with two volunteers progressing to Master Gardeners. They recently took the lead on our 8 week "Seed to Plate" programme, funded through the "Innovation fund", teaching people how to grow their own from seed, including growing herbs and spices, onions, and radishes along with planting bulbs ready for spring. Our many summer planned activities saw the inclusion of children at the allotment to engage them in the process of watching seeds grow to be eaten at harvest time.

We also saw the return of our much-needed face-to-face support providing much needed engagement and communication to cut through isolation.

The experience that we have all had during lockdown is the condition that many of our service users experience daily whether there is a pandemic or not.

Our local MP continues to support the work that we do for the people that live in their constituencies. Mike Wood MP and local Councillor Adam Davies have continued to show their support through visiting our café project and helping with more complex challenges.

TCT, along with all Voluntary Sector and Community groups in Dudley were recognised and awarded "The Freedom of the Borough" at a lavish Garden Party at Himley Hall, hosted by the Mayor of Dudley.

The trustees would like to extend particular thanks to Dudley CVS for their continued help and support in so many areas of our operation. As we expand, their advice and expertise in fund raising and trustee recruitment will continue to be invaluable.

### **Twelve-Month Outlook**

As we emerge from the pandemic and face up to the challenges from the increases to the cost of living, we are realistic that the next twelve months are going to be challenging for the local communities we support. We are in a good financial position and the TCT team are motivated to deliver even more services and support to the local area. We continue to focus on developing a robust two to three year financial and operational plan to secure our medium-term future because we believe that TCT can extend our reach and improve the lives of those we work with.

## **OUR STAFF and VOLUNTEERS**

Volunteer Awards celebration event – finally we have been able to hold our first Volunteers Award celebration event which took place at Himley Hall. We were honoured with the presence of the Deputy Lord Lieutenant who presented all our volunteers with their Queens Award badge and certificate.

The Mayor of Dudley Sue Greenway, presented our most prestigious award to one of our long serving allotment volunteers. “The Sheridan Award,” named in honour of one of our most treasured members of staff, who was sadly taken from us in December 2021.

We also took the opportunity of thanking all our ladies from our Women’s group, who, in partnership with Adult Community Learning and Dudley Council Planning and Regeneration team, proudly took part with the knitting of over 300 poppies for the Brierley Hill War Memorial display ready for Remembrance Sunday. They also received certificates of appreciation and presented by the Mayor of Dudley.

Our Volunteers had the honour of attending the “Mayors Tea Party” with the Mayor of Dudley, after a tour of Town Hall they were treated to tea and cake in the Mayors parlour.

Our Chief Executive graduated from the SSE scheme this year. Congratulations to Karen. She is also a member of the Voluntary Sector Leaders forum lead by Dudley CVS, to develop partnerships and influence change with Statutory and voluntary sector agencies. In providing these services, our staff need to be committed and adaptable, dedicated, and tenacious. They have displayed all these qualities this year, sometimes at some personal cost. The same can also be said of our numerous volunteers who freely give their time to helping those less fortunate. TCT would not be as robust, nor have gained such a sterling reputation without them and we thank them most gratefully.

## **OUR FUNDERS**

None of what we have achieved over the last 12 months would have been possible without the continued support of our funders, large and small, and we and our beneficiaries are grateful for their help. We are now in the 1<sup>st</sup> year of the second Big Lottery 3-year award from Reaching Communities, with a focus on targeting families affected by poverty and considered to be lonely and isolated. The supports includes, 1-2-1 support, family group activities and volunteering opportunities.

We, along with our Alliance partners, including Chadd, YMCA, Green Square Accord and JST, were successful to secure a 5-year tender for “Dudley young People’s Alliance for Dudley Transitional Support /Accommodation Service for Young People”. Providing floating support to young people leaving the care system aged 16+. Working in partnership with Childrens and Adults Services and Looked After teams.

The Lloyds Bank Foundation enables us to continue supporting those aged 18+ who are homeless or at risk of homelessness, basic financial management, careers advice and guidance and support with identifying suitable training or finding employment. The grant also supports our café trainee scheme.

In partnership with Dudley MBC Planning and regeneration team, Job Change, Black Country Housing and JST, we were also successful to secure 6 months funding through the Community Renewal Fund, to pilot a short programme offering support to those aged 50+ who were considered to be the furthest away from the job market. Legacies of this funding still continue through our allotment project volunteers and women’s group.

REPORT OF THE TRUSTEES

FOR THE YEAR ENDING 30TH NOVEMBER 2022

**OUR FUNDERS *continued***

All these funders allowed us to adapt to the challenges raised by the pandemic and this approach supported our endeavours in reaching many more vulnerable people.

We have also received small and large donations from many sources. Our thanks to them all.

**OUR TRUSTEES**

This year we welcome David Durie as Chair to the board and say goodbye to Mia Hughes and Joanne Taylor. We wish both Mia and Joanne the very best for the future and thank them both for all their help and support.

We welcomed new board members, Joanne Goldie, Megan Price and Liz Rowe.

We thank all trustees for their time and expertise.

**OUR NETWORK**

TCT works in partnership with the following organisations: -.

The Big Lottery: Dudley Council Access and Prevention Team; Dudley Council Planning and Regeneration teams: Just Straight Talk; The Brierley Hill Community Forum, West Midlands Police; The Brierley Hill Project; Lloyds Bank Foundation; Lloyds Bank team: Dudley Council Homeless Team; Amblecote Christian Centre:

DWP Employment Officers/Job Centres; Chadd; Green Square Accord: YMCA: St Mary's Catholic Church; Dudley CVS; The Phase Trust; The What Centre; Citizen's Advice; Black Country Foodbank; Adult's and Children's Social Care;

Dudley College, Public Health England, CCG & NHS, Social School for Entrepreneurs, Integrated Plus Team, Hawbush Community Gardens, Dftra, Welfare Benefits Team, Operation Santa. Barnardo's: Adult Community Learning team: The Brierley Hill Babybank: Job Change: Black Country Housing Group: Black Country Training Group: Community Transport: Believe to Achieve: Leslie's Care Packages: HiggsLLP: Dudley Council Community Safety teams. Virgin Media.

**Acknowledgements**

We would like to thank Lloyds Bank Dudley Branch Manager Shaun Brettle and his team.

Throughout the year they have continued to support many of our fundraising events, whilst providing donations of selection raffle prizes for our successful fundraising Fashion Show, and boxes and gifts for our beneficiaries.

We would like to thank Darren Rudge and his team at Virgin Media for giving their time to renovate our allotment plot. The team worked hard to prepare the land ready for sowing.

REPORT OF THE TRUSTEES

FOR THE YEAR ENDING 30TH NOVEMBER 2022

**FINANCIAL REVIEW**

**Financial position**

The trustees consider the financial position as stable and satisfactory for the level of income. Whilst there is an excess of expenditure over income for the year ending 30th November 2022, this is due to funding for activities and resources provided during the year being received in the previous accounting year.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1062241

**Registered Company number**

03328704

**Principal address**

30-32 High Street  
Brierley Hill  
West Midlands  
DY5 3AE

**Trustees**

David Durie  
Joanne Goldie  
Megan Price  
Liz Rowe

**Independent examiner**

R & P Accounting Services Limited  
Spencer House  
114 High Street  
Wordsley  
Stourbridge  
West Midlands  
DY8 5QR

Approved by order of the board of trustees on **26th June 2023** and signed on its behalf by:



J Goldie



ACCOUNTANTS' REPORT

FOR THE YEAR ENDING 30TH NOVEMBER 2022

Accountants' Report

You consider that the company is exempt from an audit for the year ended 30th November 2022. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the company at the end of the financial year.

In accordance with your instructions, we have prepared the accounts which comprise of the Income and Expenditure Account, the Balance Sheet and the related notes from the accounting records of the company and on the basis of the information and explanations given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

*R & P Accounting Services Ltd*

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R & P Accounting Services Limited  
Spencer House  
114 High Street  
Wordsley, Stourbridge  
DY8 5QR

**26th June 2023**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
TOP CHURCH TRAINING

**Independent examiner's report to the trustees of Top Church Training**

I report to the charity trustees on my examination of the accounts of Top Church Training (the Trust) for the year ended 30th November 2022.

**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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

*R & P Accounting Services Ltd*

R & P Accounting Services Limited  
Spencer House  
114 High Street  
Wordsley  
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West Midlands  
DY8 5QR

**26th June 2023**

BALANCE SHEETAT 30TH NOVEMBER 2022

		Year ended 30.11.2022	Year ended 30.11.2021
		Total funds	Total funds
	Notes	£	£
<b>FIXED ASSETS</b>			
Tangible assets	1	8,644.86	6,337.64
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		108,939.67	148,390.80
Prepayments		0.00	0.00
<b>Net current assets</b>		<b>117,584.53</b>	<b>154,728.44</b>
Accruals and deferred income		(4,867.88)	(340.00)
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>112,716.65</b>	<b>154,388.44</b>
<b>CAPITAL AND RESERVES</b>			
General fund	2	28,724.87	30,318.08
<b>Restricted Reserves</b>			
The Big Lottery	2	(9,329.56)	0.00
Lloyds Bank Foundation	2	20,535.72	24,457.31
Dudley MBC - Supporting People	2	1,460.54	17,346.63
Dudley MBC - CVS/Hardship	2	3,683.76	2,053.77
Dudley MBC - HAF	2	15,801.03	0.00
Black Country Training Group	2	(212.27)	138.00
Café	2	(19,179.56)	23,948.02
Catering Overheads	2	20,143.20	21,003.20
Hedley Charitable Trust for YMG	2	26.45	90.80
Activities Fund	2	2,994.99	5,327.23
Awards for All	2	12,458.50	7,621.00
Development Fund	2	1,615.77	5,020.27
Harry's Fund	2	1,494.51	5,624.58
Neighbourly/Harry's Larder	2	5,236.96	7,937.81
COVID Fund/Household Support	2	8,329.64	3,501.74
Alliance	2	6,020.36	0.00
CB & HH Taylor	2	1,500.00	0.00
Eveson Trust	2	1.00	0.00
Sheridan	2	1,670.28	0.00
CRF 50+	2	465.99	0.00
National Heritage	2	8,649.62	0.00
Flower Art	2	624.85	0.00
<b>TOTAL FUNDS</b>		<b>112,716.65</b>	<b>154,388.44</b>

For the financial year ending 30th November 2021, the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year ending 30th November 2021 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees on 26th June 2023

and were signed on its behalf by

*Jo Goldie*

J Goldie

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDING 30TH NOVEMBER 2022

**ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Café equipment and furniture	- 20% on reducing balance basis
Office equipment and furniture	- 20% on reducing balance basis

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objective at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDING 30TH NOVEMBER 2022

1. Fixed Assets	Café Equipment	Office Equipment	Total
	£	£	£
<b>COST</b>			
At 1st December 2021	8,200.35	1,267.99	9,468.34
Additions	1,999.59	2,468.87	4,468.46
At 30th November 2022	10,199.94	3,736.86	13,936.80
<b>DEPRECIATION</b>			
At 1st December 2021	2,778.06	352.64	3,130.70
Charge for year	1,484.39	676.85	2,161.24
At 30th November 2022	4,262.45	1,029.49	5,291.94
<b>NET BOOK VALUE</b>			
At 30th November 2022	5,937.49	2,707.37	8,644.86
At 30th November 2021	5,422.29	915.35	6,337.64
<b>2. General fund &amp; Restricted Reserves</b>			
	<b>2021</b>	<b>2021</b>	
	£	£	
Balance at 1st December 2021	154,388.44		166,420.55
Excess of income over expenditure for year	(41,671.79)		(12,032.11)
Balance at 30th November 2022	112,716.65		154,388.44

TOP CHURCH TRAINING

INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDING 30TH NOVEMBER 2022

	Year ended 30.11.2022	Year ended 30.11.2021
	£	£
<b>INCOME</b>		
Dudley MBC - Supporting People	11,362.33	31,210.18
Dudley MBC - Holiday Activities Fund	48,905.00	9,251.54
Dudley MBC - CVS	10,500.00	3,511.95
Lloyds Bank Foundation	25,000.00	44,323.00
The Café	8,940.45	3,671.16
Catering Overheads	0.00	21,003.20
Black Country Training Group	0.00	150.00
Activities Fund	671.00	5,148.00
Development Fund	5,685.00	0.00
Eveson Charitable Trust	1.00	0.00
The Big Lottery	101,147.00	52,637.00
Neighbourly	500.00	10,159.50
Innovation Fund	0.00	6,000.00
Awards for All	10,000.00	10,000.00
Alliance	24,264.10	0.00
CB & HH Taylor	1,500.00	0.00
Sheridan	2,245.31	0.00
CRF 50+	20,942.08	0.00
National Heritage	9,950.00	0.00
Flower Art	1,000.00	0.00
General Funds	1,329.01	7,695.67
Furlough Grants	0.00	3,145.81
	<hr/> 283,942.28	<hr/> 207,907.01
Bank Interest	149.63	10.17
<b>TOTAL INCOME</b>	<hr/> <b>284,091.91</b>	<hr/> <b>207,917.18</b>
<b>EXPENDITURE</b>		
<b>Restricted funding expenditure:-</b>		
<b>Salaries:-</b>		
Payroll Staff	196,495.33	145,831.39
Contractors	24,805.66	14,872.00
Workplace Pension Costs	3,850.51	2,731.09
<b>Staff Expenses:-</b>		
Payroll Staff	1,401.79	616.65
Contractors	352.35	363.58
Trustees	77.20	0.00
Volunteers	167.85	0.00
	<hr/> 227,150.69	<hr/> 164,414.71
<b>Depreciation charges for year</b>		
Café equipment and furniture	1,484.39	1,355.58
Office equipment and furniture	676.85	228.84
	<hr/> 2,161.24	<hr/> 1,584.42





*continued overleaf*

INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDING 30TH NOVEMBER 2022

	Year ended 30.11.2022	Year ended 30.11.2021
	£	£
<b>Rent &amp; Office Costs:-</b>		
Café Cleaning	3,397.54	1,921.00
Café Rates & Water	1,053.05	922.25
Café Rent	6,050.00	6,000.00
Café Utilities	1,832.98	2,751.42
Office Rates & Water	370.83	320.88
Office Rent	5,574.96	5,499.96
Office Utilities	2,253.19	2,092.57
Other Rents	512.34	310.00
<b>General expenses:-</b>		
Activities Materials	7,453.00	348.08
Craft Materials	0.00	306.66
Food for COVID Deliveries	0.00	1,857.51
Hardship Relief	9,721.87	2,400.57
Holiday Activities	7,347.71	4,823.42
Office Cleaning	1,816.00	2,289.21
Project Resources	1,801.95	1,300.67
Refreshments	883.92	403.10
Volunteer Awards	1,181.86	0.00
The Café - Repairs & Maintenance	4,466.15	520.84
The Café - Running Expenses	13,903.14	4,070.38
<b>Overhead Expenditure:-</b>		
Equipment	696.97	2,494.84
Bank Charges	90.62	152.19
Telephone Charges	3,177.75	3,201.30
Legal & Professional Charges	6,559.41	3,900.18
Accountancy Charges	1,711.20	1,108.00
Computer Expenses	1,066.83	817.16
Course Fees & Training Costs	5,655.15	0.00
Staff Welfare	432.09	0.00
Recruitment Expenses	961.05	0.00
Insurance	2,436.70	2,282.31
Printing, Postage & Stationery	2,533.82	102.34
Office Sundries	506.83	756.99
Travel Expenses	74.10	174.40
Repairs & Maintenance	649.27	643.74
Sundry Expenses	279.49	178.19
	<hr/> 96,451.77	<hr/> 53,950.16
<b>TOTAL EXPENDITURE</b>	<hr/> <b>325,763.70</b>	<hr/> <b>219,949.29</b>
<b>Excess of expenditure over income for year</b>	<hr/> <b>(41,671.79)</b>	<hr/> <b>(12,032.11)</b>

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