

# Independent Examiner's Report to the Trustees of the BASIC Life Charity

I report on the accounts of the charity for the year ended 31 December 2021 which are set out on form CC17a.

## Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

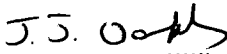
## Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

## Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
.....  
J. J. Oakley F.C.A

Beatons Limited  
Chartered Accountants  
7 Three Rivers Business Park  
Felixstowe Road  
Ipswich  
Suffolk  
IP10 0BF

26 June 2022



# Trustees' Annual Report for the period

Period start date

01 Jan 2021

Period end date

31st Dec 2021

From

To

## Section A Reference and administration details

Charity name The BASIC Life Charity

Other names charity is known by BASIC

Registered charity number (if any) 1079263

Charity's principal address 312 High Street

Walton

Felixstowe, Suffolk

Postcode

IP11 9QJ

### 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	Mary-Beth Denny			
2	Monica Kyle		Appointed 11.02.2022	
3	Rosemary Rowell			
4	Helen Hood		Resigned 13.06.2021	
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document	Deed
How the charity is constituted	Trust
Trustee selection methods	Appointed

### 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.

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## Section C Objectives and activities

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

THE RELIEF OF PERSONS IRRESPECTIVE OF RACE OR RELIGION WHO ARE IN NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL OR ECONOMIC CIRCUMSTANCES BY THE PROVISION OF THE BASICS OF LIFE, BEING THOSE OF SHELTER, FOOD, EDUCATION, RECREATION AND CHRISTIAN SPIRITUAL GUIDANCE, ANYWHERE IN THE WORLD AND BY ANY OTHER SUCH CHARITABLE MEANS AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE

**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 has continued to run its two traditional shops in the Felixstowe area.  
Our pricing policy has remained the same and this has enabled local residents to buy products at prices considerably cheaper than in other retail outlets [including all local Charity shops].  
Our original 'Pop-up' shop idea has developed and we have been able to offer food at £1 - £2 a bag to local people.  
Each of our Pop-up shops has had queues for up to an hour each week proving that we are meeting a real need.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our work continues to grow within Felixstowe and the surrounding areas and it is clear that we are making a very positive impact on the local community.

Recognition by Felixstowe Town Council testifies to the difference we are making.

We received positive publicity from the local press regarding our initiatives and our work has been acknowledged primarily among members of the Church of England.

Our Charity partnerships with the food industry now include Marks and Spencer, Tesco, Morrisons, Waitrose and Lidl.

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

The charity shops had performed beyond expectations with a marked increase in sales, particularly after our drive to raise £20,000 for equipment for local schools.

**Pop-Up Shops**

While the Pop-Up Shops were proving to be extremely popular and effective in Felixstowe, Ipswich and the surrounding areas, it was noted that individually the members of the churches were advertising them without the 'BASIC' name which was a pre-condition of the arrangement. After some discussion it was agreed to 'gift' two of the Pop-Up shops to the operating churches in Felixstowe and to look towards doing the same with the Ipswich ones.

**Donations made**

As mentioned above the £20,000 donation for new cutting-edge equipment for nine local schools had proved to be extremely well received by the public,

Other donations included our continual payment for free breakfasts for the pupils at local schools and occasional 'one off' donations to local individuals in extreme need.

## Section E

## Financial review

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

It was agreed that our reserve policy should stay in place for the next year as we explore new opportunities to expand our work.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

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.

The Charity primarily receives funds from the two Charity shops and from the growing online presence.

This income has enabled us to reach out into the community to make a real difference to those suffering from food insecurity.

We have also been able to offer employment for some long-term job seekers and have supported other local groups.

## Section F

## Other optional information

### Pop-up shops

As mentioned above we feel the time is right to hand the Pop-Up shops over to those who have operated them locally for many years. At the same time we are keen to find new locations in rural Suffolk.

### Retail shops

The retail shops are extremely busy as mentioned above but we now have a better balance of staff and a stronger, more capable team at both locations. It is expected that we may need to employ an assistant at the Walton shop in 2022

### Vehicles

We now have a full capacity of vehicles with the two vans and two other vehicles which are used for food collections and to transfer items between the two shops and the depots.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

*M. B. Denny*

*Rosemary Rowell*

Full name(s)

Mary-Beth Denny

ROSEMARY ROWELL

Position (eg Secretary, Chair, etc)

Trustee

TRUSTEE

Date 26 June 2022



Charity Name The BASIC Life Charity		Charity No (if any) 1079263		CC17a
Annual accounts for the period				
Period start date 01/01/2021	To	Period end date 31/12/2021		

## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income		S01	10,267	-	-	10,267	21,321
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	5	-	-	5	21
Incoming resources from charitable activities		S04	242,382	12,435	-	254,817	222,530
Other incoming resources		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	252,654	12,435	-	265,089	243,872
<b>Resources expended (Notes 4-8)</b>							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
Charitable activities		S10	197,578	12,435	-	210,013	182,327
Governance costs		S11	8,356	-	-	8,356	995
Other resources expended		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	205,934	12,435	-	218,369	183,322
<b>Net incoming/(outgoing) resources before transfers</b>		S14	46,720	-	-	46,720	60,550
<b>Gross transfers between funds</b>		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	46,720	-	-	46,720	60,550
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	46,720	-	-	46,720	60,550
<b>Total funds brought forward</b>		S20	85,964	-	-	85,964	25,414
<b>Opening balance adjustment to reserves</b>			28,163	-	-	28,163	-
<b>Total funds carried forward</b>		S21	160,847	-	-	160,847	85,964

## Section B Balance sheet

	Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	17,822	-	-	17,822	-
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	17,822	-	-	17,822	-
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	7,358	-	-	7,358	-
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	144,425	-	-	144,425	85,964
<b>Total current assets</b>	B09	151,783	-	-	151,783	85,964
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	8,758	-	-	8,758	-
<b>Net current assets/(liabilities)</b>	B11	143,025	-	-	143,025	85,964
<b>Total assets less current liabilities</b>	B12	160,847	-	-	160,847	85,964
<b>Creditors: amounts falling due after one year</b> (Note 12)	B13	-	-	-	-	-
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<b>Net assets</b>	B15	160,847	-	-	160,847	85,964
<b>Funds of the Charity</b>						
Unrestricted funds	B16	160,847			160,847	85,964
	B17	-			-	-
Restricted income funds (Note 13)	B18		-		-	-
Endowment funds (Note 13)	B19			-	-	-
<b>Total funds</b>	B20	160,847	-	-	160,847	85,964

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
M. E. Denny	Mary-Beth Denny	26/06/2022
Rosemary R. R. R.	ROSEMARY R. R. R.	26/06/22



**Section C****Notes to the accounts****Note 1 Basis of preparation**

*This section should be completed by all charities.*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\* 

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 Accounting Standards;
- or 

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 Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years (§§ except for the following).

§§ if no changes have been made to accounts for previous periods then delete these words.

## Note 2

## Accounting policies

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>the trustees are virtually certain they will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.  Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.  Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
Voluntary income	Donations	10,267	21,321
		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	<b>10,267</b>	<b>21,321</b>
Activities for generating funds		-	-
		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	<b>-</b>	<b>-</b>
Investment income	Bank Interest	5	21
		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	<b>5</b>	<b>21</b>
Incoming resources from charitable activities	Grants	76,866	81,668
	Shop Sales (Felixstowe)	85,369	64,954
	Shop Sales (Walton)	41,422	38,092
	Shop Sales (Depot)	4,256	4,873
	Online Sales	39,340	33,838
	Gift Aid	4,863	1,041
	VAT	2,701	- 1,936
	<b>Total</b>	<b>254,817</b>	<b>222,530</b>

**Section C****Notes to the accounts****(cont)****Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
<b>Costs of generating voluntary income</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Fundraising trading costs</b>		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
<b>Investment management costs</b>		-	-
		-	-
	<b>Total</b>	-	-
<b>Charitable activities</b>	Shop and Depot Rent	41,268	31,296
	Salary/Administration/Casual	90,765	77,645
	PAYE/ N.I. Contributions	10,057	6,429
	Rates	1,478	1,388
	Electricity /Gas/ Telephone	8,588	8,558
	Insurance/Accountancy	4,954	4,827
	Printing/Postage/Stationery	1,086	5,590
	Sundry Expenses/Petty Cash	2,757	3,468
	Donations Paid	35,315	6,866
	Online facility	1,782	3,322
	Motor Expenses	6,451	1,676
	Other Costs (Repairs Etc)	5,511	6,251
	Motor Vehicles purchased	-	25,010
	<b>Total</b>	210,013	182,327
<b>Governance costs</b>	Independent Examination Fee	2,515	995
	Depreciation charge	5,841	-
	<b>Total</b>	8,356	995

## Section C

## Notes to the accounts

(cont)

**Note 5 Support Costs**

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 6 Details of certain items of expenditure****6.1 Trustee expenses**

*Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).*

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**6.2 Fees for examination or audit of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).*

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
2515	995
0	50

**Section C**
**Notes to the accounts**
**(cont)**
**Note 7**
**Paid employees**
*Please complete this note if the charity has any employees.*
**7.1 Staff Costs**

	<b>This year £</b>	<b>Last year £</b>
Gross wages, salaries and benefits in kind	87,565	74,594
Employer's National Insurance costs	-	-
Pension costs	3,200	3,051
<b>Total staff costs</b>	<b>90,765</b>	<b>77,645</b>

**7.2 Average number of full-time equivalent employees in the year**
**The parts of the charity in which the employees work**

	<b>This year Number</b>	<b>Last year Number</b>
Executive	-	-
General administration	8	5
Programme	-	-
Other	-	-
<b>Total</b>	<b>8</b>	<b>5</b>

**7.3 Defined contribution pension scheme**
*Please complete if a defined contribution pension scheme is operated.*
**Brief details of the scheme**

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	<b>This year £</b>	<b>Last year £</b>
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		

## Section C

## Notes to the accounts

(cont)

**Note 8 Grantmaking**

*Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.*

**8.1 Total value of grants**

Purpose for which grants made	Grants to institutions Total amount £	Grants to individuals Total amount £
New cutting edge technology for nine local schools	20,000.00	-
	-	-
	-	-
	-	-
	-	-
	-	-
<b>Total</b>	<b>20,000</b>	<b>-</b>

**8.1 Grantmaking costs**

*If the charity's accounts are prepared on the "activity basis" please give details of any support cost associated with grantmaking. Please enter "Nil" if the charity does not identify and/or allocate support costs.*

Support costs of grantmaking

£

**8.3 Grants made to institutions**

*If the charity has made grants to particular institutions that are material in the context of its grantmaking please give details of the institution supported, purpose of the grant and total paid to each institution listed. Sufficient information should be given to provide a reasonable understanding of the range of institutions supported.*

Names of institutions	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
<b>Total grants to institutions</b>		<b>-</b>

**Note 9****Tangible fixed assets**

*Please complete this note if the charity has any tangible fixed assets*

**9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Opening balance	-	-	22,763	-	-	22,763
adjustment						
Additions	-	-	900	-	-	900
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	23,663	-	-	23,663

**9.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>			25% RB		

Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	-	-	5,841	-	-	5,841
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	5,841	-	-	5,841

**9.3 Net book value**

Brought forward	-	-	-	-	-	-
Carried forward	-	-	17,822	-	-	17,822

**9.4 Revaluation**

*If any fixed assets have been revalued please give details of the valuer and method of valuation*

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\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.



**Note 10 Investment assets**

*Please complete this note if the charity has any investment assets.*

**10.1 Fixed assets investments**

Carrying (market) value at beginning of year

**Add:** additions to investments at cost

**Less:** disposals at carrying value

**Add/(deduct):** net gain/(loss) on revaluation

Carrying (market) value at end of year

£

-
-
-
-
-

*Please provide below:*

**10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**10.3 A breakdown of the income from investments agreeing with SOFA row S03.**

**Analysis of investments****Investment properties**

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

Investments in subsidiary or connected undertakings and companies

Securities not listed on a recognised Stock Exchange

Cash held as part of the investment portfolio

Other investments

**Total**

10.2 Market value at year end £	10.3 Income from investments for the year £
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

**10.4 Material investment holdings**

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held

Market Value


**Section C****Notes to the accounts****(cont)****Note 11 Debtors and prepayments***Please complete this note if the charity has any debtors or prepayments.***Analysis of debtors**

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
-	-	-	-
-	-	-	-
7,358	-	-	-
-	-	-	-
<b>Total</b> 7,358	-	-	-

**Note 12 Creditors and accruals***Please complete this note if the charity has any creditors or accruals.***12.1 Analysis of creditors**

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
-	-	-	-
4,784	-	-	-
-	-	-	-
2,474	-	-	-
1,500	-	-	-
<b>Total</b> 8,758	-	-	-

**12.2 Security over assets***If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.*

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**Note 13 Endowment and restricted income funds**

*Please complete this section if the charity has any endowment or restricted income funds.*

**13.1 Funds held**

**Please give a brief description of any of the following type of funds held by the charity:**

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
Suffolk Chamber Grants	R	Government Kick Start Scheme

**13.2 Movements of major funds**

*Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.*

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
Suffolk Chamber Grants	-	12,435	- 12,435	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
<b>Total Funds</b>	-	12,435	- 12,435	-	-	-

**13.3 Transfers between funds**

*Please give details of any transfers between funds.*

From Fund (Name)	To Fund (Name)	Reason	Amount

**Note 14 Transactions with related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.*

**14.1 Remuneration and benefits**

*Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.*

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

**14.2 Loans**

*Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.*

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

**14.3 Other transaction(s) with trustees or related parties**

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.*

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

**Note 15****Additional Disclosures**

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

The figures for the year ended 31 December 2020 were prepared on a receipts and payments basis. Therefore the comparative figures are not entirely comparable with the accruals basis for the current year. Fixed assets and deposits held from 2020 have been included within the opening balance adjustment