

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
RYE & DISTRICT COMMUNITY TRANSPORT

Gibbons Mannington & Phipps LLP
Chartered Accountants
82 High Street
Tenterden
Kent
TN30 6JG

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. 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 2019).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the Charity are to provide and maintain non-profit community transport services and to assist the charitable work of other organisations providing relief to the inhabitants of Rye and district who are in need because of age, mental or physical disability or otherwise. The focus of the Charity's activities must always be public benefit - the Charity's strength is entirely due to its position within the community.

The trustees have regard to the Charity Commissions guidance on public benefit.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Despite the effects of COVID 19, The RDCT continues to deliver its core services to the community in an efficient and cost effective manner under Section 19 and 22 Permits, exclusively for non-commercial purposes in support of its Objectives and its 326 community bus service (Section 22 Permit). In normal times it provides transport for more than half the primary schools in the Rye area to swimming lessons and other academic and sporting activities while 3 buses deliver students to and from Homewood School in Tenterden. The Dial-a-Ride service helps to transport the elderly and infirm to attend clinics at Rye Hospital and medical appointments, go shopping, and attend club meetings and day centres. With the opening in 2021 of the Hub on the Hill (part of Rye Hospital) the bus service is vital in transporting users of its facilities.

FINANCIAL REVIEW

Financial review

The initial effects of Covid-19 were very dramatic - School transport stopped after 20th March while the 326 service was paused a week later and did not resume until our maintenance provider reopened its workshops. However the Company continued to operate the Dial-a-Ride service throughout, but with fewer passengers who were mainly going for medical appointments

There were also some other unusual jobs including taking several animals for vet treatment! We also worked on food deliveries with the Rye Food Bank and with Rye Mutual Aid.

Through the summer passenger numbers on the 326 service began to improve and a few groups went out, and home to school transport restarted with the new academic year in September. Apart from group transport all our services continued through the second lockdown, however, schools were closed again from January until March 2021.

Considerable expenditure was made on PPE and sanitizers and to adapt the buses to ensure passengers' protection. For this we received grants from Sussex Community Foundation's Crisis Fund (which paid for PPE/additional driver hours/bus modifications) and Little Cheyne Wind Farm Fund (to help cover fares for children on our home to school transport) plus extra funding from the Rye Fund (to support the 326 service) There were also many very generous and welcome donations which helped fill the income gap.

The Company also took advantage of the Government's Job Retention Scheme for its part time drivers.

From January 2021 we worked with our local GP surgeries providing transport to/from the Rural Rother Vaccination Centre at Etchingham. This was a free to passengers service which was hugely successful and much valued by the many people being transported. This enabled Rural Rother to reach the target of the top 4 cohorts jabbed by 13th February (25 days after the start, we took 251 people).

As restrictions eased more passengers returned to our services: the 326 currently carries 60% of the passengers that it did in the same period in 2019 (slowly increasing) and our home to school transport is fully taken up. Fortunately the concessionary fare rebate and BSOG have been continued at 2019 levels.

The Company continues to ensure that suitable measures are being taken to protect its passengers and drivers whilst the pandemic persists.

Under the leadership of the Operations Manager, the Company is proud to have been able to assist so positively with the Community's efforts to overcome the challenges of the pandemic. Along with the many customers, the Trustees would like to thank her for her continuing and unstinting commitment to the Bus Company, and we are also indebted for the hard work of the employees and all the volunteers who do so much to ensure we continued to provide a much valued service.

Despite this exceptional year, the Trustees are pleased to report a trading surplus before depreciation of some £23,000.

Reserves policy

Part of the considerable surplus from the Section 106 monies awarded in 2019 for the purchase of the new bus for the 326 service is ring-fenced for running costs over the next 3 years and cannot be regarded as a reserve. However, noting the ongoing funding needs, the Charity is aware of the need to build up reserves and considers that £20,000 would be a prudent figure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Trustees are recruited and appointed from members of the local community who wish to assist the charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees continue to work to ensure that risks to which the charity is exposed are identified and dealt with appropriately, with particular regard to fraud and error and the safety of passengers and drivers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03898093 (England and Wales)

Registered Charity number

1079421

Registered office

Rye Wharf

Harbour Road

Rye Harbour

Rye

East Sussex

TN31 7TE

Trustees

M J Miller

B M Nealon

Mrs K A Sims (resigned 6/4/2020)

I J Foster

No director has any beneficial interest in the charitable company. All directors are appointed representatives of member organisations who have guaranteed to contribute £1 in the event of a winding up. The number of guarantees at 31 March 2021 was 25.

Company Secretary

I J Foster

Independent Examiner

Miss S L Whiting

Gibbons Mannington & Phipps LLP

Chartered Accountants

82 High Street

Tenterden

Kent

TN30 6JG

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 17 November 2021 and signed on its behalf by:

B M Nealon - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
RYE & DISTRICT COMMUNITY TRANSPORT

Independent examiner's report to the trustees of Rye & District Community Transport ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Miss S L Whiting
Gibbons Mannington & Phipps LLP
Chartered Accountants
82 High Street
Tenterden
Kent
TN30 6JG

2 December 2021

RYE & DISTRICT COMMUNITY TRANSPORT

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		47,265	-	47,265	69,862
Charitable activities					
Operation of bus service		53,694	-	53,694	79,796
Other trading activities	3	5,038	-	5,038	6,219
Investment income	4	22	-	22	5
Total		106,019	-	106,019	155,882
EXPENDITURE ON					
Raising funds		2,350	-	2,350	2,400
Charitable activities					
Operation of bus service		81,708	7,043	88,751	120,866
Total		84,058	7,043	91,101	123,266
NET INCOME/(EXPENDITURE)		21,961	(7,043)	14,918	32,616
RECONCILIATION OF FUNDS					
Total funds brought forward		14,876	28,596	43,472	10,856
TOTAL FUNDS CARRIED FORWARD		36,837	21,553	58,390	43,472

The notes form part of these financial statements

RYE & DISTRICT COMMUNITY TRANSPORT

BALANCE SHEET 31 MARCH 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	10	7,046	20,823	27,869	37,129
CURRENT ASSETS					
Debtors	11	3,025	83	3,108	3,795
Cash at bank and in hand		<u>33,267</u>	<u>15,271</u>	<u>48,538</u>	<u>30,846</u>
		36,292	15,354	51,646	34,641
CREDITORS					
Amounts falling due within one year	12	(6,501)	(14,624)	(21,125)	(28,298)
NET CURRENT ASSETS		<u>29,791</u>	<u>730</u>	<u>30,521</u>	<u>6,343</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		36,837	21,553	58,390	43,472
NET ASSETS		<u>36,837</u>	<u>21,553</u>	<u>58,390</u>	<u>43,472</u>
FUNDS	13				
Unrestricted funds:					
General fund				36,837	14,876
Restricted funds				<u>21,553</u>	<u>28,596</u>
TOTAL FUNDS				<u>58,390</u>	<u>43,472</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 17 November 2021 and were signed on its behalf by:

B M Nealon - Trustee

The notes form part of these financial statements

1. STATUTORY INFORMATION

Rye & District Community Transport is a private charitable company limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found in the reference and administrative details in the Report of the Trustees.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. 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 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.

Government grants

Government grants are recognised and accounted for under the performance model.

Grants that do not specify any future performance-related conditions are recorded when the grant proceeds are received or receivable. Any grant that imposes specified future performance-related conditions is recognised only when the performance-related conditions are met. Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

Tangible fixed assets

Fixed assets are recorded at cost or, in cases where fixed assets have been donated to the Charity, at valuation at the time of acquisition.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment	20% on written down value
Motor vehicles	25% on written down value

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

As all the activities of the charity are within its primary objective to provide non-profit community transport services, it has not been considered necessary to designate any funds or show any funds as restricted.

Where funds are received for a significant and specific project these are allocated to restricted funds.

Donated services

Donated services are included at a value equivalent to market value at the date of donation.

2. ACCOUNTING POLICIES - continued

Debtors and creditors

Debtors and creditors are recognised at their settlement amount after allowing for any trade discounts.

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

3. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Fundraising events	-	1,416
Social lotteries	5,038	4,803
	<u>5,038</u>	<u>6,219</u>

4. INVESTMENT INCOME

	2021 £	2020 £
Deposit account interest	<u>22</u>	<u>5</u>

5. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Operation of bus service	<u>17,160</u>	<u>69</u>	<u>1,335</u>	<u>18,564</u>

Support costs, included in the above, are as follows:

Governance costs

	2021 Operation of bus service £	2020 Total activities £
Independent examination	1,130	1,140
Accountancy fees	<u>205</u>	<u>555</u>
	<u>1,335</u>	<u>1,695</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	9,260	12,339
Surplus on disposal of fixed assets	<u>-</u>	<u>(1,516)</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

8. STAFF COSTS

	2021 £	2020 £
Wages and salaries	43,700	51,693
	<u>43,700</u>	<u>51,693</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Drivers	2	3
Administration	1	1
	<u>3</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

There were no higher paid staff for the year ended 31 March 2021 nor for the year ended 31 March 2020.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	30,515	39,347	69,862
Charitable activities			
Operation of bus service	79,796	-	79,796
Other trading activities	6,219	-	6,219
Investment income	5	-	5
	<u>116,535</u>	<u>39,347</u>	<u>155,882</u>
Total	116,535	39,347	155,882
EXPENDITURE ON			
Raising funds	2,400	-	2,400
Charitable activities			
Operation of bus service	111,677	9,189	120,866
	<u>114,077</u>	<u>9,189</u>	<u>123,266</u>
Total	114,077	9,189	123,266
NET INCOME	2,458	30,158	32,616
Transfers between funds	3,495	(3,495)	-

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued			
	Unrestricted fund £	Restricted funds £	Total funds £
Net movement in funds	5,953	26,663	32,616
RECONCILIATION OF FUNDS			
Total funds brought forward	8,923	1,933	10,856
TOTAL FUNDS CARRIED FORWARD	<u>14,876</u>	<u>28,596</u>	<u>43,472</u>
10. TANGIBLE FIXED ASSETS			
	Office equipment £	Motor vehicles £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>1,589</u>	<u>63,368</u>	<u>64,957</u>
DEPRECIATION			
At 1 April 2020	1,148	26,680	27,828
Charge for year	88	9,172	9,260
At 31 March 2021	<u>1,236</u>	<u>35,852</u>	<u>37,088</u>
NET BOOK VALUE			
At 31 March 2021	<u>353</u>	<u>27,516</u>	<u>27,869</u>
At 31 March 2020	<u>441</u>	<u>36,688</u>	<u>37,129</u>
11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	2021 £	2020 £	
Trade debtors	20	365	
Other debtors	1,662	2,243	
Prepayments	1,426	1,187	
	<u>3,108</u>	<u>3,795</u>	

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Social security and other taxes	508	508
Other creditors	5,995	5,857
Deferred income	14,622	21,933
	<u>21,125</u>	<u>28,298</u>

13. MOVEMENT IN FUNDS

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	14,876	21,961	36,837
Restricted funds			
20/20	1,546	(483)	1,063
Bus Fund	27,050	(6,560)	20,490
	<u>28,596</u>	<u>(7,043)</u>	<u>21,553</u>
TOTAL FUNDS	<u>43,472</u>	<u>14,918</u>	<u>58,390</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	106,019	(84,058)	21,961
Restricted funds			
20/20	-	(483)	(483)
Bus Fund	-	(6,560)	(6,560)
	<u>-</u>	<u>(7,043)</u>	<u>(7,043)</u>
TOTAL FUNDS	<u>106,019</u>	<u>(91,101)</u>	<u>14,918</u>

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/20 £
Unrestricted funds				
General fund	8,923	2,458	3,495	14,876
Restricted funds				
20/20	1,933	(387)	-	1,546
Bus Fund	-	30,545	(3,495)	27,050
	<u>1,933</u>	<u>30,158</u>	<u>(3,495)</u>	<u>28,596</u>
TOTAL FUNDS	<u>10,856</u>	<u>32,616</u>	<u>-</u>	<u>43,472</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	116,535	(114,077)	2,458
Restricted funds			
20/20	-	(387)	(387)
Bus Fund	39,347	(8,802)	30,545
	<u>39,347</u>	<u>(9,189)</u>	<u>30,158</u>
TOTAL FUNDS	<u>155,882</u>	<u>(123,266)</u>	<u>32,616</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds				
General fund	8,923	24,419	3,495	36,837
Restricted funds				
20/20	1,933	(870)	-	1,063
Bus Fund	-	23,985	(3,495)	20,490
	<u>1,933</u>	<u>23,115</u>	<u>(3,495)</u>	<u>21,553</u>
TOTAL FUNDS	<u>10,856</u>	<u>47,534</u>	<u>-</u>	<u>58,390</u>

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	222,554	(198,135)	24,419
Restricted funds			
20/20	-	(870)	(870)
Bus Fund	39,347	(15,362)	23,985
	<u>39,347</u>	<u>(16,232)</u>	<u>23,115</u>
TOTAL FUNDS	<u>261,901</u>	<u>(214,367)</u>	<u>47,534</u>

The 20/20 fundraising appeal was set up to mark the Charity's 20th anniversary and allowed the replacement of 2 buses. All funds have been spent and the balance on the fund represents the carrying value of the fixed assets acquired.

The restricted fund is made up of a grant received to help towards the running costs of the 326 service which will cover the next three financial years and will be drawn down on an adhoc basis, the full amount has been deferred at the balance sheet date and is represented by the cash at bank figure.

The bus fund consists of grants and donations which were used to complete the purchase of the new Dial-a-Ride bus and the purchase and fit-out of the replacement to FN04 NLM (written off in an accident). A small amount of these funds still remains and will be used to cover the costs of any further equipment required.

14. RELATED PARTY DISCLOSURES

Donations with no conditions attached received from trustees totals £nil (2020 - £5,000).

15. ULTIMATE CONTROLLING PARTY

The company is controlled by the Board of Trustees.

16. GOVERNMENT GRANT INCOME

The charity received £6,000 in the year in the form of financial assistance from local government.

Included in the above figure, is £6,000 which was unrestricted in relation to helping towards the general running costs of the charity.

The funds received from Government and its Agencies were:- £4,000 from Icklesham Parish Council and £2,000 from Rye Town Council. Furlough monies amounted to £8,727.50.

RYE & DISTRICT COMMUNITY TRANSPORT

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	13,454	17,940
Grants received	33,811	51,922
	<u>47,265</u>	<u>69,862</u>
Other trading activities		
Fundraising events	-	1,416
Social lotteries	5,038	4,803
	<u>5,038</u>	<u>6,219</u>
Investment income		
Deposit account interest	22	5
Charitable activities		
Service bus fares	1,012	2,857
Dial-a-Ride income	933	3,584
Bus hirings	415	46,818
Contract services	42,218	25,685
Grants	8,728	-
Fuel rebates	388	852
	<u>53,694</u>	<u>79,796</u>
Total incoming resources	106,019	155,882
EXPENDITURE		
Raising donations and legacies		
200 Club prizes	2,350	2,400
Charitable activities		
Wages	26,540	34,533
Fuel costs	7,288	16,045
Licences and maintenance of buses	8,224	22,398
Rent and premises costs	7,285	7,977
Telephone	1,199	740
Advertising costs	-	288
Insurance	8,289	8,268
PPE costs	2,102	-
Depreciation of office equipment	88	110
Depreciation of vehicles	9,172	12,229
Loss on sale of tangible fixed assets	-	(1,516)
	<u>70,187</u>	<u>101,072</u>
Support costs		
Management		
Wages	17,160	17,160
Carried forward	17,160	17,160

This page does not form part of the statutory financial statements

RYE & DISTRICT COMMUNITY TRANSPORT

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Management		
Brought forward	17,160	17,160
Sundry office expenses	-	879
	<u>17,160</u>	<u>18,039</u>
Finance		
Bank charges	69	60
Governance costs		
Independent examination	1,130	1,140
Accountancy fees	205	555
	<u>1,335</u>	<u>1,695</u>
Total resources expended	<u>91,101</u>	<u>123,266</u>
Net income	<u>14,918</u>	<u>32,616</u>

This page does not form part of the statutory financial statements