

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
TABOR CENTRE**

Baker Chapman & Bussey
Chartered Accountants
3 North Hill
Colchester
Essex
CO1 1DZ

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity is a day centre for adults with physical disabilities, providing support, care and activities which assist with independent living. It operates in the Braintree District and is available to members five days a week throughout the year. The Charity, aims to assist and enable its members by:-

- offering a range of opportunities to help develop members' potential, giving more confidence to be independent in making choices about lifestyle. Work and particularly in today's society as equals
- providing social and vocational skills and development and encouraging participation in further education
- providing an informal and flexible environment to assist individual development
- involving members of the centre in decision making, and understanding and meeting their needs
- providing relief and respite for carers many of whom have a full-time care commitment
- providing wheelchair accessible transport which is essential to allow many members to attend
- offering specialist care, advice and support

Public benefit

The Tabor Centre provides a diverse comprehensive support service for those vulnerable residents in the local community and their family members who are often 24 hour carers. It's ethos centres around supporting adults and older people whatever their disability to live independently and with dignity.

STRATEGIC REPORT

Achievement and performance

Charitable activities

The Covid-19 pandemic has had a major impact on the Centre in many ways: its members, its activities, its finances. The various lockdowns have reduced physical attendance to just a few members per day at most and contact has been via phone calls, home visits where applicable and virtual contact via Zoom. No classroom activities were possible due firstly to the lack of members to attend but also the withdrawal of those who lead the sessions. This includes the popular Boccia and wheelchair dance afternoons and the Cooking Club.

The two replacement minibuses have had some use for conveying those for whom the Centre has been a vital lifeline during the Covid crisis.

In the midst of the pandemic, the Centre's long serving manager, Anthea Cooper, took her well deserved retirement and was replaced by Susan Law who comes to the Centre with much experience in the care industry. We acknowledge Anthea's success in developing the Centre during her 23 years as manager.

Unfortunately, a number of members have passed away during the last year and there have been no new referrals. A number of members have also indicated they will not be returning after the pandemic ends.

Financial review

Financial position

The financial outcome for the year has reflected the overall impact of Covid-19. The year-end financial accounts show a deficit of £76,800. Last year the board, in anticipation of a loss due to the Covid-19 restrictions set aside £25,000 which has been fully spent.

Unrestricted Funds

Income of £140,109 was mainly sourced by members' attendance payments and Essex County Council (we are grateful for their continued support during this difficult period).

Charitable expenditure was £216,909.

Restricted Funds

The charity received restricted funds of £67,884, and spent £41,390, adding £26,494 to the restricted funds at the year-end as detailed in note 14. Much of these funds were grants to assist with the additional costs brought about by Covid-19.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

STRATEGIC REPORT

Financial review

Investment policy and objectives

The trustees have continued to adopt a cautious approach and most funds not immediately required are placed on deposit account with access available if needed. However, a proportion of the funds have been placed on a fixed deposit to take advantage of the higher interest rates available to charities although the rates available from any deposit are now negligible

Reserves policy

Other than members contributions, funding for the Charity arises principally from one-off donations with little income committed beyond the current year. In view of the short term nature of the funding and uncertainty arising from economic pressures on even long term supporters, the trustees feel it is important to ensure stability of the Charity in the near to medium term. For this purpose it was resolved to establish and hold reserves equivalent to at least one year's anticipated expenditure.

The reserves set aside last year have both been written back - the Covid-19 reserve has been more than fully exhausted and the development of the building has been put on hold in view of financial restraints. The current free reserve of £189,186 does not fulfil the Trustees objective and the target is to re-establish this level of reserves over the next few years.

Financial and risk management objectives and policies

The trustees review the risks to which the Charity may be exposed in particular those relating to the operations and funding of the Centre, and are satisfied that systems are in place to mitigate exposure to the major risks

The major financial risk exemplified by Covid-19 is that of continued funding to cover the annual expenditure. The trustees recognise this will always be a risk with many organisations chasing limited funds and policy of retaining reserves to cover one years anticipated expenditure has proved a sound one.

Covid-19 clearly is an ongoing risk and will continue to impact the Centre's financial position into 2021/22 and beyond.

Future plans

The Centre is keen to continue to attract new members so that the facilities offered are used to capacity. The exercise cycles continue to benefit those who have been able to return to the Centre and use them. This is also true of the balancing/standing frame. Additional funding for the physiotherapist has ensured that her services will continue to be available for one day a week.

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05051071 (England and Wales)

Registered Charity number

1102855

Registered office

Weavers Park
Courtauld Road
Braintree
Essex
CM7 9BT

Trustees

D F Mann
G D Green
P H Whitehead
Ms J E Holmes

Company Secretary

P H Whitehead

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Baker Chapman & Bussey
Chartered Accountants
3 North Hill
Colchester
Essex
CO1 1DZ

Solicitors

Holmes and Hills
Bocking End
Braintree
Essex
CM7 9AJ

Investment Managers

CCLA Investment Management Ltd
Senator House
85 Queen Victoria
London
EC4V 4ET

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 28 September 2021 and signed on the board's behalf by:

D F Mann - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TABOR CENTRE

Independent examiner's report to the trustees of Tabor Centre ('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.

Andrew Taylor
Institute of Chartered Accounts in England and Wales
Baker Chapman & Bussey
Chartered Accountants
3 North Hill
Colchester
Essex
CO1 1DZ

4 October 2021

TABOR CENTRE

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

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and grants		15,127	67,884	83,011	40,632
Charitable activities					
Day Care Centre		123,799	-	123,799	215,695
Other trading activities	2	782	-	782	2,072
Investment income	3	401	-	401	1,307
Total		140,109	67,884	207,993	259,706
EXPENDITURE ON					
Raising funds		618	-	618	714
Charitable activities					
Day Care Centre		216,291	41,390	257,681	248,513
Total		216,909	41,390	258,299	249,227
NET INCOME/(EXPENDITURE)		(76,800)	26,494	(50,306)	10,479
Transfers between funds	11	(1,571)	1,570	(1)	-
Net movement in funds		(78,371)	28,064	(50,307)	10,479
RECONCILIATION OF FUNDS					
Total funds brought forward		267,557	277,406	544,963	534,484
TOTAL FUNDS CARRIED FORWARD		189,186	305,470	494,656	544,963

The notes form part of these financial statements

TABOR CENTRE

BALANCE SHEET
31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	8	17,690	264,631	282,321	330,211
CURRENT ASSETS					
Debtors	9	16,607	-	16,607	15,985
Cash at bank and in hand		164,663	40,839	205,502	270,887
		<u>181,270</u>	<u>40,839</u>	<u>222,109</u>	<u>286,872</u>
CREDITORS					
Amounts falling due within one year	10	(9,774)	-	(9,774)	(72,120)
NET CURRENT ASSETS		<u>171,496</u>	<u>40,839</u>	<u>212,335</u>	<u>214,752</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>189,186</u>	<u>305,470</u>	<u>494,656</u>	<u>544,963</u>
NET ASSETS		<u>189,186</u>	<u>305,470</u>	<u>494,656</u>	<u>544,963</u>
FUNDS	11				
Unrestricted funds				189,186	267,557
Restricted funds				305,470	277,406
TOTAL FUNDS				<u>494,656</u>	<u>544,963</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 28 September 2021 and were signed on its behalf by:

D F Mann - Trustee

G D Green - Trustee

The notes form part of these financial statements

1. 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.

Public benefit entity

The charity meets the definition of a public benefit entity under FRS102 as its primary purpose is for social benefit.

Income

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

- Donations and legacies are recognised on the earlier of the charity being notified of an impending distribution or the money being received.
- Grant income is recognised on the date that the charity is notified that a grant has been awarded.
- Income from charitable activities is recognised in the period to which the services were supplied.
- Fundraising income is recognised on the date that the income is received.
- Gifts donated for resale are recognised when they are resold.

No amounts are included in the financial statements for services donated by volunteers.

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.

Tangible fixed assets

Tangible fixed assets are initially recognised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life as follows:

- | | |
|-------------------------------|---|
| - Short leasehold | - straight line over period of lease (30 years) |
| - Motor vehicles | - 25% reducing balance |
| - Computer equipment | - 33% reducing balance |
| - Kitchen equipment | - 33% reducing balance |
| - Other furniture & equipment | - 10% reducing balance |

Taxation

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

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fund raising activities	782	2,072

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	401	1,307

4. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	47,707	28,078
Surplus/(deficit) on disposal of fixed assets	(247)	1,963
Independent examiner's fees	1,500	1,818

5. 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.

6. STAFF COSTS

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

	2021	2020
	12	12
Carers		

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and grants	7,292	33,340	40,632
Charitable activities			
Day Care Centre	215,695	-	215,695
Other trading activities	2,072	-	2,072
Investment income	1,253	54	1,307
Total	226,312	33,394	259,706
EXPENDITURE ON			
Raising funds	714	-	714

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Charitable activities			
Day Care Centre	218,749	29,764	248,513
Total	219,463	29,764	249,227
NET INCOME	6,849	3,630	10,479
RECONCILIATION OF FUNDS			
Total funds brought forward	260,708	273,776	534,484
TOTAL FUNDS CARRIED FORWARD	267,557	277,406	544,963

8. TANGIBLE FIXED ASSETS

	Short leasehold £	Fixtures and fittings £	Motor vehicles £	Physio equipment £	Totals £
COST					
At 1 April 2020	424,027	47,169	169,989	-	641,185
Additions	-	-	-	4,070	4,070
Disposals	-	-	(42,491)	-	(42,491)
At 31 March 2021	424,027	47,169	127,498	4,070	602,764
DEPRECIATION					
At 1 April 2020	238,355	26,413	46,206	-	310,974
Charge for year	15,054	2,771	29,882	-	47,707
Eliminated on disposal	-	-	(38,238)	-	(38,238)
At 31 March 2021	253,409	29,184	37,850	-	320,443
NET BOOK VALUE					
At 31 March 2021	170,618	17,985	89,648	4,070	282,321
At 31 March 2020	185,672	20,756	123,783	-	330,211

Leasehold premises costs relate to the premises at Weaver's Park, Braintree. The cost of the premises were funded by a grant from the Big Lottery Fund, and cannot be sold without the permission of the Fund.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Prepayments and accrued income	<u>16,607</u>	<u>15,985</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	-	63,749
Social security and other taxes	1,412	-
Other creditors	1,795	1,454
Accrued expenses	<u>6,567</u>	<u>6,917</u>
	<u>9,774</u>	<u>72,120</u>

11. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	222,557	(76,800)	43,429	189,186
Building fund	25,000	-	(25,000)	-
Covid 19 fund	20,000	-	(20,000)	-
	<u>267,557</u>	<u>(76,800)</u>	<u>(1,571)</u>	<u>189,186</u>
Restricted funds				
Other	37,176	32,243	(15,452)	53,967
Big Lottery	184,050	(15,054)	1,622	170,618
Big Lottery - Minibus	1,192	-	(1,192)	-
Minibus	54,931	3,495	16,592	75,018
Mid Essex PCT	57	-	-	57
Physio equipment	-	5,810	-	5,810
	<u>277,406</u>	<u>26,494</u>	<u>1,570</u>	<u>305,470</u>
TOTAL FUNDS	<u>544,963</u>	<u>(50,306)</u>	<u>(1)</u>	<u>494,656</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	140,109	(216,909)	(76,800)
Restricted funds			
Other	52,073	(19,830)	32,243
Big Lottery	-	(15,054)	(15,054)
Minibus	10,001	(6,506)	3,495
Physio equipment	5,810	-	5,810
	<u>67,884</u>	<u>(41,390)</u>	<u>26,494</u>
TOTAL FUNDS	<u>207,993</u>	<u>(258,299)</u>	<u>(50,306)</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

11. 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	230,708	6,849	(15,000)	222,557
Minibus fund	30,000	-	(30,000)	-
Building fund	-	-	20,000	20,000
Covid 19 fund	-	-	25,000	25,000
	<u>260,708</u>	<u>6,849</u>	<u>-</u>	<u>267,557</u>
Restricted funds				
Other	41,143	(3,967)	-	37,176
Big Lottery	199,104	(15,054)	-	184,050
Big Lottery - Minibus	1,589	(397)	-	1,192
Minibus	31,883	23,048	-	54,931
Mid Essex PCT	57	-	-	57
	<u>273,776</u>	<u>3,630</u>	<u>-</u>	<u>277,406</u>
TOTAL FUNDS	<u>534,484</u>	<u>10,479</u>	<u>-</u>	<u>544,963</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	226,312	(219,463)	6,849
Restricted funds			
Other	2,772	(6,739)	(3,967)
Big Lottery	-	(15,054)	(15,054)
Big Lottery - Minibus	-	(397)	(397)
Minibus	30,622	(7,574)	23,048
	<u>33,394</u>	<u>(29,764)</u>	<u>3,630</u>
TOTAL FUNDS	<u>259,706</u>	<u>(249,227)</u>	<u>10,479</u>

Description of funds

General fund

This represents the free reserves of the charity not earmarked for any specific purpose. The trustees policy is to try and hold reserves equivalent to at least one years anticipated expenditure.

Designated funds

Building fund

In 2020 £20,000 was designated by the trustees out of unrestricted funds to retain funds for proposed alterations to the charity's leasehold premises. Due to the Covid-19 pandemic and the resulting economic situation, the project has been put on hold and the funds transferred back to general reserves.

Covid-19 fund

In 2020 £25,000 was designated by the trustees out of unrestricted funds to cover the expected shortfall in income due to the Covid-19 pandemic. These funds have been released to the general fund as they have been spent in the current year.

11. MOVEMENT IN FUNDS - continued

Restricted funds

Big Lottery - Property

Represents funding received in 2004 to help fund the building of the leasehold premises. The building is depreciated over the term of the lease of 30 years and the relevant proportion is charged to the fund each year.

Big Lottery - Minibus

Represents Big Lottery funding and other collections and donations received to assist with the purchase of two minibuses in 2012 and since then for the future replacement of minibuses. The minibuses purchased are depreciated and the relevant proportion is charged to each of the funds each year.

Mid Essex PCT

Funding was received for a specific project and the balance of £57 represents the small balance unspent.

Other funds

Represents smaller funds where money has been collected for specific purposes and includes assets purchased not yet fully depreciated and money collected not yet spent..

12. OTHER FINANCIAL COMMITMENTS

The charity has a 30 year lease for the land and premises it occupies. The lease provides for an annual peppercorn rent of £1. The premises are required to be maintained in good repair both internally and externally and decorated as often as necessary. The landlord inspects the property annually. No liability is included in the accounts for rent or repair obligations.

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

TABOR CENTRE

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

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and grants		
Donations	2	14,347
Grants	83,009	26,285
	83,011	40,632
Other trading activities		
Fund raising activities	782	2,072
Investment income		
Deposit account interest	401	1,307
Charitable activities		
Attendance	121,038	198,279
Transport	-	2,866
Lunch	2,737	12,908
Boccia	24	1,642
	123,799	215,695
Total incoming resources	207,993	259,706
EXPENDITURE		
Raising donations and legacies		
Sundries	618	714
Charitable activities		
Wages	149,777	147,958
Social security	5,404	3,451
Pensions	2,369	1,612
Staff training	300	-
Premises	17,782	16,565
Transport	8,081	15,864
Catering	1,430	7,101
Activity & project costs	20,948	17,643
Boccia	-	1,032
Sundries	2,902	3,502
Depreciation of tangible fixed assets	45,775	28,078
	254,768	242,806
Support costs		
Finance		
Loss on sale of tangible fixed assets	(247)	1,963
Information technology		
IT	684	-
Governance costs		
Accountancy and legal fees	2,476	3,744

This page does not form part of the statutory financial statements

TABOR CENTRE

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

	2021 £	2020 £
	<hr/>	<hr/>
Total resources expended	258,299	249,227
	<hr/>	<hr/>
Net (expenditure)/income	(50,306)	10,479
	<hr/> <hr/>	<hr/> <hr/>

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