

REGISTERED COMPANY NUMBER: 04728521 (England and Wales)
REGISTERED CHARITY NUMBER: 1107631

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 2020
FOR
CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

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FOR THE YEAR ENDED 31ST JULY 2020

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CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31ST JULY 2020

Trustees

Mr R Brown (Chairman)
Mrs K Beckwith
Ms J Prosser
Mrs S Watson
Mr T Jordan
G Cooper

Company Secretary

G Cooper

Registered Company number

04728521 (England and Wales)

Registered Charity number

1107631

Registered office

L16 Fenton Way,
Chatteris,
Cambridgeshire,
England
PE16 6TT

Independent examiner

Henry Tacconi
Tacconi Green and Co
32a East Street
St. Ives
Cambridgeshire
PE27 5PD

Bankers

Lloyds TSB Bank Plc,
Minister Place,
Ely,
Cambridgeshire
CB7 4EN

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31ST JULY 2020

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 31st July 2020. 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).

OBJECTIVES AND ACTIVITIES

a. Policies and Objectives

The objectives of the Charity are to promote and develop the provision of lifelong learning for the general public, especially in Cambridgeshire and including Peterborough. The trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011 and consider that the main activities undertaken by the charity defines the charity as a public benefit entity under FRS 102.

Vision

The vision for CP Learning Trust is for everyone to have the opportunity to improve their life through learning. This vision is supported by the following mission statement:

“To provide creative and inspiring learning opportunities, enabling individuals and communities to fulfil their potential”.

Key Goals

- To maintain our community-led approach, creating new opportunities to encourage participation in learning, activate community volunteering and supporting individuals to develop their own life chances.
- To maintain our range of accessible and diverse community-based learning opportunities, in a high quality and safe environment.
- To actively seek innovative ways to develop, widen and improve our services and partnership working.

Strategic themes

- Innovation and development
- Communication
- Management and quality
- Finance

b. Strategies for Achieving Objectives

As detailed above, the main purpose of the Trust is to promote lifelong learning. The activities undertaken for this purpose include a variety of workshops, courses and life enhancing activities promoting community cohesion, personal development and clearly demonstrating the many, diverse benefits of re-engaging with learning.

c. Public Benefit

Within the wider local community, the Charity organises and delivers fundraising events and activities. The trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011.

ACHIEVEMENTS AND PERFORMANCE

a. Review of Activities

July 2020 marked the end of a challenging year for the Trust due to the impact of Covid 19 pandemic. Our delivery continued throughout, however, and we adapted methods to ensure the safety of our participants and staff. Following all government guidelines, we delivered workshops and activities to limited numbers of learners in outdoor spaces, when possible, and changed to online workshop delivery when lockdown was introduced.

Throughout the pandemic we focussed on the wellbeing of our participants and our Key and Development Workers kept in regular contact to offer support, provide access to ongoing activities and information on current Government guidelines. In addition, our volunteers and learners were supported to produce PPE (personal protective equipment) for the NHS and frontline staff.

Two of our projects were successfully completed with all targets over-achieved: 'Better Bretton' and 'Wisbech Reads'. Both projects were delivered in some of the most deprived wards in the UK, with the overall objective of improving the life chances of adults, both socially and economically, thereby impacting on their wellbeing, that of their families and the communities where they live.

The Trust continues to work closely with existing formal strategic and community learning and skills partnerships to ensure a contribution is made to local policy and strategy development. The Trust's CEO is involved in high level strategic groups in both Cambridgeshire and Peterborough.

b. Services successfully delivered to July 2020 include:

National Lottery/European Social Fund: 'Employability'

This project is aimed at supporting long-term unemployed and/or socially isolated adults and our delivery areas are Peterborough and Kings Lynn/West Norfolk. Working collaboratively, we deliver a service tailored to the needs of individuals, removing barriers and providing practical support and training. Our participants have been upskilled, undertaken confidence building activities and progressed towards and into volunteering and employment.

Community Led Local Development Fund: 'The Wisbech Post'

Delivered in Wisbech, Fenland, this project is designed to engage local residents in community matters. Participants are encouraged and supported to produce a quarterly magazine, 'The Wisbech Post'. Topics covered are chosen by the participants and, facilitated by our Key Worker, they report on local events, provide photographs for publication and edit and distribute the magazines.

Royal Voluntary Service Local People Programme Grant: 'Better Bretton'

Delivered in Bretton, one of the most deprived wards of Peterborough, this project was aimed at upskilling residents and engaging them in revamping their local community centre. Residents were involved in re-designing the public areas and outside space. Our Development Worker delivered workshops and facilitated the changes. This resulted in a family-friendly community centre being accessible for all.

Cambridgeshire Culture Fund: 'Wisbech Reads'

Fenland has one of the highest levels of non-readers in the UK and this project was aimed at improving adult literacy in the Wisbech area. Volunteer tutors were matched with non-readers to work through a recognised literacy programme. All agreed targets and participation rates were exceeded.

FINANCIAL REVIEW

a. Reserves Policy

The trustees have established the level of reserves (that is those funds that are freely available) that the charity requires. The trustees have reserves to cover liabilities - both actual and potential and in line with the Trust's policy to allow up to three months running costs, providing the opportunity to search for alternative funding should core funding cease. The statement of financial activities shows income for 2019/20 to be £127,453. Expenditure was £132,902. Overall reserves available were £28,416.

b. Principal Funding

The principle funding sources for the year were from:

- European Social Fund and National Lottery combined funding
- Community Led Local Development Fund

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Charity's governing document is a Constitution. It is constituted by Association and the trustee selection method is election by association members.

The Learning Partnerships of Cambridgeshire and Peterborough set up the charity on 9th April 2003, to provide a 'contracting' facility for the two partnerships. The two Learning Partnerships subsequently merged in April 2005. The registered name of the charity is C P Learning Trust, with registered company number 04728521 and registered charity number 1107631. The registered and principal office address is at L16 South Fens Business Centre, Fenton Way, Chatteris, Cambridgeshire, England, PE16 6TT.

The Trust's governing documents are in the form of Articles of Association and Memorandum of Association. The documents confirm that the Trust was constituted as shown above. A minimum of three trustees is necessary for the Board of Management, with no upper figure, as agreed by the Board. Trustees are retired by rotation, longest serving first and individuals may be reappointed through due process and with the agreement of the Board of Management.

The Board of Trustees is responsible for corporate governance, setting the business strategy and overseeing the development and implementation of policies and procedures. The day to day running of the Trust is the responsibility of the Chief Executive Officer.

Through a procedure for risk management, the Trustees regularly monitor and review potential risks at Board meetings and, where appropriate, take mitigating action. A procedure for the management of finances is dealt with similarly.

The company was incorporated on 9 April 2003 and commenced trading on that date.

The principal object of the company is to educate the local community.

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

PLANS FOR FUTURE PERIODS

a. Future developments

As indicated above, the Trust is managing the still unknown challenges that lay ahead due to the Covid 19 pandemic. We are confident that we will manage these, adapting as necessary and without losing our focus on accessible learning and the building of communities. The Trust is still planning for growth and our Strategic Plan is now well established with activities commenced to address the following strategic themes.

- CP Learning Trust will continue to develop and deliver innovative models of learning to meet the identified needs of our target individuals and communities
- CP Learning Trust will build and maintain an effective and positive high profile
- CP Learning Trust will strive to continuously improve in all aspects of its operations
- CP Learning Trust will grow and maintain a strong financial base

Evidence links those disadvantaged by their educational and employment status with many traits of poverty as well as low levels of health and wellbeing. Evidence also exists, however, to demonstrate the strong links between participation in learning and improved health and social-economic wellbeing. It is based on this evidence that the Charity plans for the future.

Trustees' Responsibilities Statement

The trustees (who are also directors of CP Learning Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which will give a true and fair view of the state of the affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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 20th May 2021 and signed on its behalf by:

G Cooper – Trustee



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

Independent examiner's report to the trustees of CP Learning Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st July 2020 which are set out on pages 7 to 12.

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').

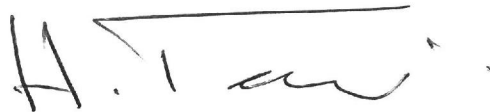
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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



Henry Tacconi (FCA)
Tacconi Green and Co
32a East Street
St. Ives
Cambs
PE27 5PD

Date: 20 - 5 - 2021

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST JULY 2020

	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
INCOME FROM				
Donations and legacies	21,594	105,859	127,453	202,135
	<hr/>	<hr/>	<hr/>	<hr/>
Total	21,594	105,859	127,453	202,135
EXPENDITURE ON				
Charitable activities	19,271	113,631	132,902	194,113
	<hr/>	<hr/>	<hr/>	<hr/>
NET INCOME/(EXPENDITURE)	2,323	(7,772)	(5,449)	8,022
RECONCILIATION OF FUNDS				
Total funds brought forward	13,356	20,509	33,865	25,843
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>15,679</u>	<u>12,737</u>	<u>28,416</u>	<u>33,865</u>

The notes form part of these financial statements

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET AT 31ST JULY 2020

	Note	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	5	-	-	-	40
CURRENT ASSETS					
Debtors	6	736	-	736	18,478
Cash at bank and in hand		18,543	15,781	34,324	22,537
		<hr/>	<hr/>	<hr/>	<hr/>
		19,279	15,781	35,060	41,015
CREDITORS					
Amounts falling due within one year	7	(3,600)	(3,044)	(6,644)	(7,190)
		<hr/>	<hr/>	<hr/>	<hr/>
NET CURRENT ASSETS		<u>15,679</u>	<u>12,737</u>	<u>28,416</u>	<u>33,825</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>15,679</u>	<u>12,737</u>	<u>28,416</u>	<u>33,865</u>
NET ASSETS		<u><u>15,679</u></u>	<u><u>12,737</u></u>	<u><u>28,416</u></u>	<u><u>33,865</u></u>
FUNDS	8				
Unrestricted funds				15,679	13,356
Restricted Funds				<u>12,737</u>	<u>20,509</u>
TOTAL FUNDS				<u><u>28,416</u></u>	<u><u>33,865</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st July 2020.


The members have not required the company to obtain an audit of its financial statements for the year ended 31st July 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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 on 20th May 2021 and were signed on its behalf by:

G Cooper -Trustee 

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST JULY 2020

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 2015)', 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.

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.

2. TRUSTEES' REMUNERATION AND BENEFITS

The total amount of employee benefit received by key management personnel is £19,760.

The Charity considers its key management personnel includes G Cooper who is the Charity's Chief Executive, overseeing day to day operations, managing staff and implementing the charity's strategic plan which is devised by the Board of Trustees.

	2020	2019
Remuneration	£	£
G Cooper	<u>19,760</u>	<u>19,760</u>
 Pension costs		
G Cooper	<u>2,129</u>	<u>1,796</u>

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st July 2020 nor for the year ended 31st July 2019.

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST JULY 2020

3. STAFF COSTS

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

	2020	2020
Project team	4	4
Management and administration	<u>2</u>	<u>2</u>
	<u>6</u>	<u>6</u>

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

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	<u>9,037</u>	<u>193,098</u>	<u>202,135</u>
Total	9,037	193,098	202,135
 EXPENDITURE ON			
Charitable activities	<u>19,098</u>	<u>175,015</u>	<u>194,113</u>
NET INCOME/(EXPENDITURE)	(10,061)	18,083	8,022
 RECONCILIATION OF FUNDS			
Total funds brought forward	<u>23,417</u>	<u>2,426</u>	<u>25,843</u>
 TOTAL FUNDS CARRIED FORWARD	<u>13,356</u>	<u>20,509</u>	<u>33,865</u>

5. TANGIBLE FIXED ASSETS

	Fixtures & Fittings £
COST	
At 1st August 2019	27,471
Additions	<u> </u>
At 31st July 2020	<u>27,471</u>
 DEPRECIATION	
At 1st August 2019	27,431
Charge for year	<u>40</u>
At 31st July 2020	<u>27,431</u>
 NET BOOK VALUE	
At 31st July 2020	<u> </u>
At 31st July 2019	<u>40</u>

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST JULY 2020

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	-	15,657
Prepayments	<u>736</u>	<u>2,821</u>
	<u><u>736</u></u>	<u><u>18,478</u></u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	1,815	2,621
Social security and other taxes	3,029	2,649
Grants receipts in advance	-	-
Accrued expenses	<u>1,800</u>	<u>1,920</u>
	<u><u>6,644</u></u>	<u><u>7,190</u></u>

8. MOVEMENT IN FUNDS

	At 1.8.19	Net movement in funds	At 31.7.20
	£	£	£
Unrestricted funds	13,356	2,323	15,679
Restricted funds	20,509	(7,772)	12,737
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u><u>33,865</u></u>	<u><u>(5,449)</u></u>	<u><u>28,416</u></u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds	21,594	(19,271)	2,323
Restricted funds	105,859	(113,631)	(7,772)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u><u>127,453</u></u>	<u><u>(132,902)</u></u>	<u><u>(5,449)</u></u>

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST JULY 2020

8. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds	At 1.8.18 £	Net movement in funds £	At 31.7.19 £
Unrestricted Funds	23,417	(10,061)	13,356
Restricted funds	2,426	18,083	20,509
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>25,843</u>	<u>8,022</u>	<u>33,865</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds	9,037	(19,098)	(10,061)
Restricted funds	193,098	(175,015)	18,083
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>202,135</u>	<u>194,113</u>	<u>8,022</u>

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

	At 1.8.18 £	Net movement in funds £	At 31.7.20 £
Unrestricted funds	23,417	(7,738)	15,679
Restricted funds	2,426	10,311	12,737
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>25,843</u>	<u>2,573</u>	<u>28,416</u>

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	30,631	(38,369)	(7,738)
Restricted funds	298,957	(288,646)	10,311
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>329,588</u>	<u>(327,015)</u>	<u>2,573</u>

CP LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST JULY 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
INCOME FROM				
Donations and legacies				
BIG Lottery	-	-	-	114,255
Lottery	-	11,694	11,694	36,767
CCP	-	68,979	68,979	11,067
BBO	-	-	-	11,071
CLLD	-	15,291	15,291	16,438
CCF	-	-	-	3,500
Wisbech Read	-	9,895	9,895	-
Course delivery	5,250	-	5,250	8,929
Donations	1,186	-	1,186	108
Other income	15,158	-	15,158	-
Total incoming resources	21,594	105,859	127,453	202,135
EXPENDITURE				
Charitable expenses				
Wages	-	108,858	108,858	148,389
Rent and rates	5,478	-	5,478	9,723
Insurance	2,928	-	2,928	1,260
Subscriptions	236	-	236	285
Telephone	2,845	-	2,845	2,633
Postage, stationery and advertising	2,218	694	2,912	3,364
Staff and travel costs	130	3,357	3,487	3,586
Course delivery costs	-	682	682	18,212
Computer costs	2,727	-	2,727	1,832
Accountancy	1,680	-	1,680	1,920
Legal and professional fees	761	-	-	2,055
Sundry expenses	213	-	213	712
Bank charges	55	-	55	99
Depreciation	-	40	40	43
Total resources expended	19,271	113,631	132,902	194,113
Net income/(expenditure)	2,323	(7,772)	(5,449)	8,022

This page does not form part of the statutory financial statements