

Charity No. 1130780

Thornton Heath Evangelical Church

Report and Financial Statements

31 December 2020

Thornton Heath Evangelical Church

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Thornton Heath Evangelical Church

Legal and administrative information

Trustees:

Mr SPJ Ridgeway (Pastor)(Appointed 01/09/2020)

Mr GJS Bull (Pastor) (Resigned 31/08/2020)

Mr CE Appleton (Resigned 01/08/2020)

Mr WN Bismark (Resigned 31/08/2020)

Mr DA Bristow

Mr DC Damani

Mr L Dente

Mr PA Dunn (Resigned 10/08/2020)

Mr DWJ Easton

Mr BFV Hadjard

Mr SM Harris

Mr EC Powell

Mr PJ Taylor

Mr IE Whybrow

Charity registration number:

1130780

Address:

Corner of Malvern Road and London Road

Thornton Heath

Surrey

CR7 7LH

Bankers:

CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Lloyds Bank plc, Croydon Central Branch, High Street, Croydon, Surrey, CR9 1TL

Solicitors:

Cooke Matheson, 8/9 Gray's Inn Square, London, WC1R 5JQ

Independent examiner:

Miriam Hickson FCA CTA

Chartered Accountant

Jacob Cavenagh & Skeet

5 Robin Hood Lane

Sutton

Surrey SM1 2SW

Thornton Heath Evangelical Church

Report of the trustees for the year ended 31 December 2020

The Trustees submit their annual report and the financial statements for the year ended 31 December 2020. The Trustees have adopted the provisions of the Statement of Recommended Practice (Charities SORP (FRS102) and Financial Reporting Standard 102 (FRS102)).

Structure, governance and management

The Church was originally constituted by a Trust Deed dated 20 October 1904 with the object of promoting religion on evangelical protestant lines. In 2009, the Church was registered under the Charities Act 2006, having previously been excepted from registration. The Church adopted a constitution and Church Rules on 22nd October 2008 (ratified on 28th January 2009 as required under the original church rules) and was registered with the Charity Commission on 28th July 2009.

The Church officers (Pastor, Elders, and Deacons) are Managing Trustees under the constitution and are responsible for directing the affairs of the Church in accordance with the aims set out in the constitution and they meet regularly to review the activities of the Church.

The Managing Trustees of the Church are the persons appointed as Church officers as laid down in Section 6 of the constitution, subject to them not being disqualified from being trustees by Section 178 of the Charities Act 2011. Church officers are appointed by the Church membership at a Church Business Meeting, in accordance with Section 2.4 of the Church Rules.

The Trustees who served during 2020 and those in office at the date of this report are set out on page 2.

The Trustees are considered to be the Key Management Personnel of the church.

Objectives and activities

The Church was established with the aim of the advancement of the Christian faith and promoting the evangelical protestant religion. The church seeks to serve the Thornton Heath community through encouraging wholehearted discipleship of Jesus Christ, firstly knowing Him as their Saviour, and also through their love and service for Him. This is continued primarily through public worship each Sunday morning and evening, prayer and Bible study, and through other weekly meetings and activities, including activities for children and young people. In addition, there would normally be a weekly Bible study meeting for women, a monthly meeting for retired men and a monthly lunch provided for elderly members of the congregation and those in the neighbourhood. The Church would also carry out other evangelistic and outreach ministries. Most of these ministries are carried out at its premises in London Road, Thornton Heath, Surrey.

Achievements and performance

Due to the Covid19 pandemic, there has been considerable disruption to church life. When churches have been permitted to open, the church has run two Sunday morning services (to be able to manage numbers expected to attend), a Sunday evening service and a midweek Bible study and prayer meeting. When churches have been required to close, services have been recorded for viewing on the church's YouTube channel. A midweek morning devotional for those who can attend has been run on Zoom for the duration of the pandemic. A children's online activity has also been recorded for YouTube and is published on Friday afternoons during term

time. In keeping with the government guidance for places of worship, the seating in the main church was re-arranged to facilitate social distancing, services were limited to one hour's duration and no congregational singing was permitted. The church has been using an online booking system to regulate numbers and for use with the Test and Trace program. The Pastor has continued to make pastoral visits within the permitted guidance, and those on social media have been updated with requests for prayer. In place of the normal quarterly business meetings, the trustees have sent out letters to church members with information they would normally receive in such meetings, including a quarterly financial summary.

One significant change in 2020 was a change of Pastor, the previous incumbent taking a teaching role in a Bible college overseas. The new Pastor had already been identified and appointed earlier in 2020 and there was handover of responsibilities at the end of August.

In accordance with the objectives outlined above, the public services continue to be an encouragement to the congregation through the preaching of the Bible each week, to seek to know Jesus Christ as their Saviour and to love and serve Him.

Public Benefit

The Trustees have complied with the duty to have due regard to guidance published by the Charity Commission, including public benefit guidance.

The Trustees believe that the gospel of Jesus Christ transforms lives and thereby has a great benefit on the wider society in general, and particularly to the people of the local area where the members of a particular church are located. Therefore, the Church continues to provide a public benefit in providing weekly Sunday services for Divine Worship, and a mid-week meeting for those who wish to meet for prayer and to study the Bible.

Sadly, most of the other activities of the church have had to be put on hold during the pandemic. However, it is the trustees desire that many of these activities re-commence as soon as possible once the church is permitted to do so, and subject to appropriate risk assessments.

Risks

The Trustees meet each month and review the principal risks facing the church and any new risks that become apparent. The church has a Health and Safety Policy in place, which is to be subject to annual review.

The Church also has a "Safeguarding Policy for children, young people and vulnerable adults" in place.

Trustees training

New trustees are provided with relevant guidance issued by the Charity Commission.

The current Church Treasurer is a member of the Association of Church Accountants and Treasurers (ACAT) and attends relevant courses from time to time to keep his knowledge of applicable Charity accounting and trustee related requirements up to date.

Financial review

The attached financial statements disclose the financial position of the Church at 31 December 2020. The Trustees again acknowledge the provision and goodness of God in providing for the ongoing financial needs of the Church.

In general, the policy of the Trustees is to distribute substantially all of the income of the Restricted Funds during the year subject to suitable needs being identified and to retain a working balance within the General Account and the Missionary Fund to provide a contingency to meet routine expenditure in the event of a reduction in offerings.

Reserves Policy

It is the policy of the Trustees to maintain reserves of the equivalent of three month's general account expenditure. This equates to about £30,000. The unrestricted reserves at the end of the year were £2,224,676 of which £2,223,058 represent fixed and net current assets held in the Capital Fund. At the end of the year the cash balances were £216,776.

The trustees will continue to review the reserves during this year, as there has been a reduction in income towards the end of 2020, and there will be a need to fund future missionary support.

Grant Making Policy

The Church makes discretionary grants to institutions and individuals.

The amount and duration of grants are considered at the discretion of the Trustees. Where such grants are for a significant amount, or granted on regular basis, these are agreed by the Church members at a Church Business Meeting.

The Church primarily supports Missionary work and other Christian institutions and Christian workers whose beliefs and practices accord with the Church's aims and objectives.

On occasions, the Church also provides humanitarian aid as well as helping in cases of individual financial hardship. This will be either given directly to beneficiaries or channelled through a trusted intermediary Church or other organisation.

Plans for the future

At the time of this report the country continues to go through a period of uncertainty due to the Coronavirus pandemic. Although the church is meeting again for Sunday and midweek services, there remains uncertainty regarding some of the other activities and ministries that the church has previously engaged in. The trustees continue to monitor the situation together with the government advice as it is released.

The accounts have been prepared on the basis that the church continues to operate as a going concern. Due to the restriction on public gatherings, cash income has reduced, although this has partly been offset by donations via electronic channels. There has also been a reduction in income due to a number of substantial donors having moved away within the last year. However, the trustees are satisfied that the church has sufficient reserves to cover the reduction in income in the short term.

In May 2018, the Church appointed a Community Outreach Co-ordinator which was initially for a period of three years. The trustees will review the position during the year.

The apprenticeship program ended in the summer of 2020. One of the apprentices was appointed as the church Youth Worker from September 2020, and another took a position on the ministry team at another church in North London. There are no plans to take on new apprentices in the short term.

Responsibilities of the trustees

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the Statement of Recommended Practice “Accounting and Reporting by Charities” and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

(Original signed copy held by the charity)

P J Taylor
Trustee

Date: 19/07/2021

Thornton Heath Evangelical Church

Independent examiner's report to the trustees of Thornton Heath Evangelical Church

I report to the charity trustees on my examination of the accounts of the Thornton Heath Evangelical Church (the Church) for the year ended 31 December 2020 set out on pages 8 to 18.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts as carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Report) Regulations 2008 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 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 the 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.

(Original signed copy held by the charity)

Miriam Hickson CTA FCA
Jacob Cavenagh & Skeet
5 Robin Hood Lane
Sutton
Surrey
SM1 2SW

Date: 20/07/2021

Thornton Heath Evangelical Church
Statement of Financial Activities for the year ended 31 December 2020

	Note	--Unrestricted Funds--			Total	--Unrestricted Funds--			Total
		General	Capital	Restricted	2020	General	Capital	Restricted	2019
		Account	Fund	Funds	£	Account	Fund	Funds	£
		£	£	£		£	£	£	
Income from:									
Donations and Legacies (Inc. Gift Aid recovered)		111,384	4,988	24,385	140,757	113,569	26,689	25,640	165,898
Other Income:									
Other income		1,620	158	4,042	5,820	915	543	1,109	2,567
Total Income		113,004	5,146	28,427	146,577	114,484	27,232	26,749	168,465
Expenditure on:									
Charitable activities	2	117,364	27,745	26,304	171,413	116,252	36,081	34,124	186,457
Other expenditure		-	155	4,042	4,197	-	-	1,109	1,109
Total Expenditure		117,364	27,900	30,346	175,610	116,252	36,081	35,233	187,566
Net Income/(Expenditure)		(4,360)	(22,754)	(1,919)	(29,033)	(1,768)	(8,849)	(8,484)	(19,101)
Transfers:									
Transfers between funds		-	-	-	-	(776)	-	776	-
Movement in Funds		(4,360)	(22,754)	(1,919)	(29,033)	(2,544)	(8,849)	(7,708)	(19,101)
Funds brought forward (1st January 2020)		5,978	2,245,812	7,222	2,259,012	8,522	2,254,661	14,930	2,278,113
Funds carried forward (31st December 2020)		1,618	2,223,058	5,303	2,229,979	5,978	2,245,812	7,222	2,259,012

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above.

Thornton Heath Evangelical Church

Balance sheet at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	4	2,006,890	2,006,890
Current assets			
Stocks		3,000	3,500
Debtors	5	5,719	33,515
Cash at bank and in hand		216,776	217,675
		<u>225,495</u>	<u>254,690</u>
Creditors: amounts falling due within one year	6	(2,406)	(2,568)
Net current assets		<u>223,089</u>	<u>252,122</u>
Total Assets less current liabilities		2,229,979	2,259,012
Creditors falling due after more than one year		-	-
Net assets	7	<u>2,229,979</u>	<u>2,259,012</u>
Funds:			
Unrestricted funds			
General account		1,618	5,978
Capital fund		<u>2,223,058</u>	<u>2,245,812</u>
		2,224,676	2,251,790
Restricted funds	3	<u>5,303</u>	<u>7,222</u>
Total funds		<u>2,229,979</u>	<u>2,259,012</u>

The financial statements on pages 8 to 18 were approved by the trustees on 15th July 2021 and signed on their behalf by

(Original signed copy held by the charity)

P J Taylor
Trustee

Date: 19/07/2021

Thornton Heath Evangelical Church

Cash Flow Statement Year Ending 31st December 2020

	2020	2019
	£	£
Net Cash inflow/(outflow) from operating activities	(899)	(44,949)
Capital expenditure and financial investment		
Property: Net sale proceeds	-	-
Financing: Loan repayments within the year	-	-
Increase/(decrease) in cash in the year	(899)	(44,949)
Net cash resources at 1 st January	217,675	262,624
Net cash resources at 31st December	216,776	217,675

Notes to the Cash Flow Statement

Reconciliation of net movement in funds to net cash flow from operating activities

Net movement in funds for the year	(29,033)	(19,101)
Depreciation of Stock	500	500
(Increase)/decrease in debtors	27,796	(26,478)
Increase/(decrease) in creditors	(162)	130
Net cash flow from operating activities	(899)	(44,949)

Thornton Heath Evangelical Church

Notes to the financial statements

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102) and Financial Reporting Standard 102 (FRS102)) and the Charities Act 2011.

The charity meets the definition of a public benefit entity under FRS 102.

(b) Funds

The General Account includes Sunday offerings, electronic payments received from regular donors and other unrestricted gifts which may be used for any purpose within the terms of the constitution. Other gifts received for specified purposes are recorded in a Restricted Fund. The main Church premises, bookroom stock, legacies and interest received are all recognised in the Capital Fund. The General Account and the Capital Fund are unrestricted funds.

(c) Property

The main church property is included in the Balance Sheet at the original estimate of the value of the original main Church, plus the actual rebuilding costs paid during the rebuilding of the new halls and foyer in the period 2013/2014. The original estimate for the main Church has not been valued by an independent expert. On transition to FRS 102, this carrying value was treated as deemed cost going forward.

Freehold land is not depreciated. No depreciation is provided on freehold buildings where their estimated residual value is not less than their carrying amount.

(d) Stock

The value of the book-room stock is valued at the lower of cost and net realisable value.

(e) Income

Offerings and donations are accounted for on receipt. Legacies are accounted for when notified and confirmed as probable by a competent executor, and the church has been supplied with a realistic estimate with sufficient accuracy of the value of the legacy.

(f) Expenditure

Expenditure is accounted for as amounts fall due.

Direct charitable expenditure comprises all expenditure directly related to the objects of the Church. Governance costs comprise expenditure related to the cost of compliance with statutory requirements.

Thornton Heath Evangelical Church

Notes to the financial statements (continued)

(g) Grants

Grants payable are payments made to third parties in the furtherance of the charitable objects of the charity. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the one or multi-year grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled conditions attaching to that grant are outside the control of the charity.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty as to the timing of the grant or the amount payable. A provision for a multi-year grant is recognised at its present value where settlement is due over more than one year from the date of the award, there are no unfulfilled performance conditions under the control of the charity that would permit the charity to avoid making the future payment(s), settlement is probable, and the effects of discounting is material.

(h) Debtors

Grants receivable and other debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

(i) Cash at bank and at hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

(j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising 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. Creditors and provisions are recognised at their settlement amount.

(k) Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Thornton Heath Evangelical Church

Notes to the financial statements (continued)

2 Expenditure

Charitable activities

	2020 £	2019 £
Local ministry costs	74,868	71,799
Repairs, maintenance and cleaning	8,984	9,408
Telephone, postage, printing and stationery	4,950	5,877
Heating	3,977	4,851
Insurance	4,349	4,217
Sundry expenditure	12,486	13,273
Bank charges	60	60
Apprenticeship costs	27,245	35,581
Governance costs: Independent Examination	1,840	1,735
Depreciation of Bookroom stock	500	500
Missionary Furlough Costs	5,850	5,032
	<u>145,109</u>	<u>152,333</u>
Grants: (See note 3)	<u>26,304</u>	<u>34,124</u>
	<u>171,413</u>	<u>186,457</u>

Employee information

Included in Charitable expenditure above are the following employee costs:

	2020 £	2019 £
Salaries	100,695	98,133
Employer's National Insurance	1,978	1,841
Employer Pension Contributions	4,748	4,192
	<u>107,421</u>	<u>104,166</u>
Average number of full-time equivalent employees	<u>4.5</u>	<u>5.5</u>

There were no employees who earned £60,000 or more in the year.

Thornton Heath Evangelical Church

Notes to the financial statements (continued)

3 Restricted funds

	Balance B/Fwd 01/01/2020 £	Income £	Expenditure £	Transfers £	Balance C/Fwd 31/12/2020 £	Balance B/Fwd 01/01/2019 £	Income £	Expenditure £	Transfers £	Balance C/Fwd 31/12/2019 £
Missionary	5,131	19,015	21,000	-	3,146	9,271	16,060	20,200	-	5,131
Inasmuch	-	475	-	-	475	1,266	330	2,372	776	-
Inasmuch (Food bank)	1,334	20	14	-	1340	1,395	-	61	-	1,334
Harvest	-	4,875	4,875	-	-	-	7,250	7,250	-	-
Evangelism	757	-	415	-	342	1,198	-	441	-	757
African Pastors Conference	-	-	-	-	-	1,800	-	1,800	-	-
Apprenticeship Fund	-	-	-	-	-	-	2,000	2,000	-	-
Suspense	-	4,042	4,042	-	-	-	1,109	1,109	-	-
Total	7,222	28,427	30,346	-	5,303	14,930	26,749	35,233	776	7,222

The Restricted funds were established for the following purposes:

Missionary - to support missionary work in the UK and overseas

Inasmuch - to assist members of the Church and other Christians financially as the need arises.

Inasmuch (Food bank) – to provide visitors and those in need with food parcels.

Harvest - to support a designated beneficiary or beneficiaries as decided by a Church meeting each year: In 2020, the offering (£4,875) was given to World Orphans to support their work in Guatemala.

Evangelism – to provide funds relating to the church’s outreach and evangelism activities.

African Pastors Conference – to provide funding towards a pastor’s conference being run by “The Word For The World” in 2017, at which the Pastor was expected to be attending. This fund closed in 2019.

Apprenticeship – Funds donated to support the church’s Apprenticeship scheme. The fund closed at the end of 2019.

Thornton Heath Evangelical Church

Notes to the financial statements (continued)

Suspense – funds that are not specifically part of the charitable activities the church, but for which the funds are passed through the church accounts. These funds include ET and EN personal subscriptions by members and friends, and personal gifts placed in the offering which are then distributed.

Significant distributions from the Missionary and Harvest funds amounting to £1,000 or more:

Mission Africa	12,000
AIM International	3,200
Operation Mobilisation	4,400
World Orphans	4,875

Total grants included in resources expended:

	Number	£
Individuals	54	429
Institutions	6	25,875
	50	26,304

Thornton Heath Evangelical Church

Notes to the financial statements (continued)

4 Tangible fixed assets

Asset cost	Freehold land & buildings £	Total 2020 £
At 1 January 2020	2,006,890	2,006,890
Additions:	-	-
Disposals:	-	-
At 31 December 2020	2,006,890	2,006,890

5 Debtors

	2020 £	2019 £
Prepayments	324	-
Other debtors	5,395	33,515
	<u>5,719</u>	<u>33,515</u>

6 Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	2,406	2,568
	<u>2,406</u>	<u>2,568</u>

7 Analysis of net assets between funds

	General £	Capital £	Restricted £	Total 2020 £	General £	Capital £	Restricted £	Total 2019 £
Tangible fixed assets	-	2,006,890	-	2,006,890	-	2,006,890	-	2,006,890
Net current assets	1,618	216,168	5,303	223,089	5,978	238,922	7,222	252,122
Creditors due after more than one year	-	-	-	-	-	-	-	-
	<u>1,618</u>	<u>2,223,058</u>	<u>5,303</u>	<u>2,229,979</u>	<u>5,978</u>	<u>2,245,812</u>	<u>7,222</u>	<u>2,259,012</u>

Thornton Heath Evangelical Church

Notes to the financial statements (continued)

8 Trustee Disclosures

The Trustees below were paid for services as employees, other than those of a Trustee, as permitted by the terms of the constitution. These trustees are absent from that part of the Trustees meeting where their salary for the following tax year is agreed.

	2020	2019
	£	£
Stephen Ridgeway (Pastor from 01/09/20)		
Salary	12,333	-
Employer's Pension Contributions	617	-
Gordon Bull (Pastor to 31/08/20)		
Salary	21,782	29,340
Employer's Pension Contributions	1,089	1,323
Provision of Manse (Paid by church to landlord)	8,800	13,200
Lucio Dente (Community outreach co-ordinator)		
Salary	9,457	9,261
Employer's Pension Contributions	473	418
David Easton (Apprenticeship scheme to 31/08/20) (Youth Worker from 01/09/2020)		
Salary	17,540	11,865
Employer's Pension Contributions	877	536
William Bismark (Apprenticeship scheme to 31/08/20)		
Salary	8,300	11,865
Employer's Pension Contributions	415	536

One Trustee was reimbursed a total of £166 (2019: £0) for expenditure incurred wholly, exclusively and necessarily for the business of the Church in his capacity as a Trustee.

Thornton Heath Evangelical Church

Notes to the financial statements (continued)

9 Related Party Transactions

The following related parties were paid for services as employees, as permitted by the terms of the constitution. Those Trustees related to the employees below are absent from that part of the Trustees meeting where the salaries for the following tax year are agreed.

		2020	2019
		£	£
Mrs SM Bull (wife of Mr GJS Bull)	Women's worker (to 31/08/20)		
Salary		8,637	12,347
Employer's Pension Contributions		432	557
Mrs TM Harris (wife of Mr SM Harris)	Office Administrator		
Salary		6,495	6,357
Employer's Pension Contributions		325	287
Mrs M Easton (wife of Mr DWJ Easton)	Apprenticeship Scheme (to 31/10/20)		
Salary		10,420	11,865
Employer's Pension Contributions		521	536
Mrs F Hadjard (wife of Mr BFV Hadjard)	Cleaner		
Salary		5,730	5,233

10 Financial Commitments

The future minimum lease payments under non-cancellable operating leases are payable:

	2020	2019
	£	£
Within one year	3,172	3,379
Between one and five years	12,688	1,689
	15,860	5,068
The operating lease charges for the year were:		
Photocopier	3,172	3,379
Total	3,172	3,379