

# **Healthy Living Centre Dartford**

## **Trustees' Report**

**Including Financial Report  
& Statements**

**1 April 2023 – 31 March 2024**

Registered Charity: 1142458

Registered Company: 07409535

# **HEALTHY LIVING CENTRE DARTFORD**

## **Report and financial statements**

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## HEALTHY LIVING CENTRE DARTFORD

### LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2024

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<b>Charity name</b>	Healthy Living Centre Dartford
<b>Charity registration number</b>	1142458
<b>Company registration number</b>	07409535
<b>Registered office and operational address</b>	Tree Estate Community Centre Cedar Road Dartford Kent DA1 2RS
<b>Directors and Trustees</b>	Ms L Bathgate Mr S Grimsey Mrs R Neale Mrs P Burleigh – resigned 13 October 2023 Ms S Maybourne Mr R Cook
<b>Secretary</b>	Ms S Phillips – appointed 7 July 2023
<b>Independent Examiner</b>	Jonathan Healey FCA Lindeyer Francis Ferguson Limited 198 High Street Tonbridge Kent TN9 1BE
<b>Bankers</b>	HSBC Bank plc 38 High Street Dartford Kent DA1 1DG

## **HEALTHY LIVING CENTRE DARTFORD**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31 MARCH 2024**

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We are pleased to present our annual report together with the independently examined financial statements of the charity for the year ended 31 March 2024.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, including "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) (Charities SORP (FRS 102)).

#### **Structure, Governance and Management**

The company is a charity registered with the Charity Commission and registered under the Companies Act 2006 as a Company limited by guarantee. Each member has undertaken to contribute a sum not exceeding £10 towards the payment of the debts and liabilities of the charity incurred in the event of the company winding up.

The company is managed on behalf of the members by a Board of Directors, who are also Trustees of the charity. The Directors provide their services to the management of the charitable company free of charge. None of the Directors had a material interest in any contract of significance to which the charitable company was a party during the year, nor has any beneficial interest in the charitable company.

#### **Management and governance arrangements**

At each Annual General Meeting the number of directors as is nearest to one third must retire. The charity may by ordinary resolution determine the rotation in which directors are to retire.

As set out in the Articles of Association, the charitable company may by ordinary resolution appoint a person who is willing to act to be a director. No person other than a director retiring by rotation may be appointed at any general meeting, unless not less than fourteen days nor more than thirty five clear days before the date of the meeting, the charity is given notice that is: signed by a member entitled to vote; states the members intention to propose the appointment of a person as a director; contains the details that, if the person were to be appointed, the charitable company would have to file at Companies House; and, is signed by the person who is proposed to show their willingness to be appointed.

The day to day administration of the charitable company is under the control of the manager, Sharon Phillips. The manager is responsible to the Board of Directors. The charitable company employs a total of 5 staff.

#### **Public benefit**

The directors have paid due regard to guidance issued by the Charity Commission in deciding what activities the charitable company should undertake. We are satisfied that all our activities support our charitable objectives and that consideration is given to the fulfilment of these when new activities are considered. All of our activities address (some or all of) the following subjects which form part of the Healthy Living Centre Dartford's ("HLCD") aims: physical health, emotional wellbeing, the relief of poverty and education.

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

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#### Objectives and Activities

The charity's objects are defined by its Memorandum of Association as:

- The relief of sickness and the preservation of health among people residing permanently or temporarily in Dartford and the surrounding areas.
- The relief of unemployment for the benefit of the public as such ways as may be thought fit, including assistance to find employment.

The aims of our charity are to improve health and wellbeing and reduce health inequalities within the borough of Dartford through education and the provision of services to the community.

#### Achievements and Performance

##### Thank You to our Funders and Supporters

Healthy Living Centre Dartford is grateful to its funders for their support of our health and wellbeing work in Dartford; Kent County Council - Public Health and Members, Dartford Borough Council, Involve Kent, The OSB Group, the ASDA Foundation, Locality, Passionists, The National Lottery Awards for All funds, Kent Equality and Cohesion Council and Darenth Valley Building Services.

Healthy Living Centre Dartford acknowledges the fantastic contribution our volunteers make to the local communities we serve - we know we could not have achieved as much as we have been able to without the support of our 42 amazing volunteers, who this year gave at least 5282 hours of their time to help us deliver services to improve the health and wellbeing of local people. To calculate the financial contribution made by the volunteers to the organisation and the local community, we use the mean of the national living wage (£10.42 per hour) and the median wage rate (£17.48 per hour - source statista.com), which this year equated to £73,684, a substantial in-kind contribution to our local communities. To thank our volunteers in Volunteer Week in June, the staff team served a barbecue at our community gardens, and in August the Mayor of Dartford presented two of our longest serving volunteers with hotel vouchers donated through the Room to Reward scheme.

Extensive research demonstrates that volunteering has a significant impact on physical and mental health and wellbeing, provides a sense of purpose and teaches valuable skills, and increases social interaction, nurturing existing and new relationships with the volunteers. We asked our new applicants why they wanted to volunteer with Healthy Living Centre Dartford. Their responses showed that:

- 74 % wanted to be more involved with their local community.
- 58 % wanted to share their skills and expertise.
- 54 % wanted to learn new skills.
- 54% wanted to make new friends.
- 74% wanted to do something rewarding with their spare time.
- 42% wanted to volunteer to help with job/career prospects.
- 69 % wanted to help achieve HLCD's aims and objectives.

*"When I first arrived at the HLC I felt like I had been someone walking in the shadows, almost invisible. I was scared to say hello to anyone. After a month of volunteering, I felt like I was beginning to blossom like a flower. Everybody is loving, caring, and understanding. The HLC has given me confidence, a sense of humour and my life back... I also follow HLC on Facebook and share with others telling them how lovely everyone is and what a wonderful atmosphere. I love you all!"*

Sadly, we mourned the loss of two amazing volunteers this year. We pay tribute to Michael O'Shea, who was fantastic support to our Community Chef programme, and Barbara Wakerell, whose cheerful outlook and amazing cakes cheered us all up. You will both be missed. Thank you for your support at Healthy Living Centre Dartford.

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31 MARCH 2024

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##### **Food and Health**

Food and health continue to play a crucial role at Healthy Living Centre Dartford; we encourage food growing, cooking healthy food, and sharing meals together. We reduce food waste by redistributing surplus produce and providing low-cost meals, and support individuals and families in crisis by providing food parcels or cooked meals.

##### **Growing Food**

In April, our gardening club members and Growing Community Project Officer supported Growing Community member Dartford Science and Technology College to build raised beds in their Food Forest, clear space for their greenhouse and help construct a wildlife pond. The team also set up a seed sowing stall at our Easter Family Activity Day, showing attendees how to sow seeds and donating pots of compost and runner bean, pea, and sunflower seeds.

In July, we hosted a group of students from Dartford Science and Technology College for their Annual Community Volunteer Day. Despite the rain, the students worked hard, helping to dig over an unused plot to prepare it for crops, and turning over and emptying the contents of one of our huge compost piles. Our Growing Community team took part in Dartford's Big Day Out, advertising the many events we run at the community centres and engaging with over one hundred children to sow French bean seeds for them to take home and grow on. We also distributed over 150 packs of poppy seeds harvested from our community gardens. At our community event on Temple Hill Square, the Growing Community team engaged with locals, who enjoyed learning about various propagation methods, including seed sowing and cuttings, and planted vegetable seeds to take home and grown on.

In August, the Gardening Club supported Spirits Rest, another Growing Community member, with a large group of inner-city children visiting the sanctuary to learn about animal welfare. Our team worked with the young people to construct a wildlife pond and helped educate them about the importance of looking after our wildlife. We were delighted to welcome gardening "Royalty" Jim Buttress who visited our community garden in the autumn.

We were thrilled that Bluewater Shopping Centre and Darent Valley Hospital became members of our Growing Community Food Network. Our team of volunteers scoped the community space with the DVH team on the hospital grounds, and took part in their community allotment ground-breaking event, preparing three new plots ready for growing later in the season. In February 2024, the Serco team from DVH presented the gardening club members and Our Lady's Primary School with bug hotels for their gardens. Bluewater grounds staff hosted a visit to their growing site, and conversations had around them helping to grow on plants for Growing Community members in their vast polytunnels.

On polling days, the community centres are unavailable to HLCD staff, so we spent two productive days this year supporting Growing Community member Our Lady's Primary School. Our staff and volunteers helped extend their allotment plots on site, and helped with the creation of an amazing "Peace Garden," which provides a calm green space for their pupils and staff to reflect and relax in. Our allotment consultant volunteer has also supported the school with weekly sessions, using the allotment space to help children with not only how to grow food but to plan and design their food growing space and use science to measure, for example, volumes of water needed to manage a growing plot.

We persist in our aim to get more members involved with food growing and education, particularly in schools. The steering group met several times this year at various member sites to develop a progress a sustainable strategy. Development opportunities have included meeting with representatives from the Soil Association about their Food for Life Programme, meeting the Deputy Director of Integrated Care (Health Care Partnership) around the benefits of gardening and green spaces on health and wellbeing, and representing Healthy Living Centre Dartford at the Kent Food Partnership Healthy Food for All subgroup and attending their Annual Summit with the theme of "Feeding the Next Generation."

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

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#### **Cookery Clubs and Training Sessions**

Our weekly cookery club continues to grow, with participants reporting the benefits of attending include confidence in experimenting with new ingredients, increasing confidence in their culinary skills and enjoying the social aspect of the sessions. We incorporated slow cooker training sessions, and participants finishing the course took their slow cookers home as a gift.

*Having recently lost his wife to Alzheimer's, TC was told about our Hygge on the Hill club by a friend who had seen our promotions on social media. On his first visit, he sat on the outside of the group looking in, not sure if the activities were for him. He did, however, come back each week, and slowly got more involved, playing dominoes and board games, and chatting with his newfound friends. When the slow cooker cookery course started, he joined in.*

*TC said: "Previously I had only ever opened tins – I did not cook. Now I have five new recipes I can cook and I'm loving it! Not only do we get to use up surplus food from local supermarkets, but we also get fresh garden produce too. Last week we had some fantastic rhubarb from Debbie's garden, which my sister used to make a crumble with fresh bay leaves for extra flavour. We've made a vegetable curry today in the slow cooker class – now I feel confident enough to invite my vegetarian friend round for a home cooked meal made by me."*

In May and November, we delivered slow cooker courses online for 16 Homestart families. Homestart provided the families with the ingredients for each week of these six-week courses, and our Activity Coordinator delivered the sessions.

In September and November, we delivered Hatchlings cookery courses for children 8 – 11-year-olds. These four-week courses promote healthy food options and encourage creativity and food waste reduction. No recipes are supplied - just ingredients to fire the young people's imagination. Sixteen young people attended the sessions and proudly took home their certificates of achievement.

#### **Catering for Community Events**

We continue to provide free or affordable meals at our community hubs, Hygge groups, for Porchlight Rough Sleeper clients and of course our monthly lunch club. Food proves to be an excellent way to engage with our local community and supports our aim to reduce food waste by providing an avenue to redistribute surplus produce.

For the Coronation celebrations, we facilitated an event for the Tree Estate residents and delivered a Coronation Special event at our Community Hub in May.

Our volunteer catering team provided Afternoon Teas for Coronation Celebrations for:

- 50 Seniors of Stone members and
- 150 volunteers and service users of Waterside Parents Centre, HomeStart Northwest Kent, and Age UK Northwest Kent.

In addition to this, our volunteers and staff team provided buffets and refreshments for:

- Darenth Valley Landscape Partnership immersive theatre event at Temple Hill Community Centre
- 2 Working Lunch Meetings
- Being Assertive course Certificate presentation and celebration
- The Mayor of Dartford's Charity fundraising indoor bowls event
- Lunch & Learn event – providing Financial Wellbeing for Community Workers
- Dartford Borough Council's Elders Forum
- Dartford Borough Council's Santa tours
- Dartford Borough Council's International Women's Day Celebration

We also provided a three course Christmas Lunch for the Bingo Club members, supported by hospitality students from Dartford Science and Technology College.

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 MARCH 2024**

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#### Supporting those in Food Poverty and Reducing Food Waste

This year we distributed **79** Family Foodbank parcels, supporting **108** adults and **101** children in food crisis in Dartford, referred to the scheme by family liaison officers, social workers, Early Help teams, Housing Officers, Citizens Advice Bureau, Porchlight, and the local council.

Although our food surplus collection's primary aim is to reduce food waste, we also use the produce to support those in food need. We continue to collect from stores signed up to the Fareshare Go initiative, and this year also joined the Neighbourly food surplus programme, increasing the amount of food we can redistribute. From Fareshare Go\* stores, we collected **244** surplus food donations (**4,157Kg**), equivalent to **9,884** meals, and saving **12,675kg** of CO2 emissions (\*Data supplied by Foodiverse).

*"Thank you, thank you, THANK YOU! A million times over for ALL of your help and for being so lovely on our call earlier, I am sorry for getting upset, I just can't bear the thought of not being able to provide for my boys, I've been trying each month, using credit to pay bills etc, and just can't do it anymore! Thank you also for speaking with your colleague about Beams, I will definitely look into that, and I will speak with xxx about the CAB and let you know about booking an appointment, it is definitely something I think we need to do. Thank you again for being so understanding, helpful and just plain lovely, I cannot tell you how much I appreciate it!"*

#### The Community Centres

Healthy Living Centre Dartford continues to develop and promote more attractive and thriving community assets at both Tree estate and Temple Hill community centres to provide:

- a focus for health promotion activities and interventions in areas of high indices of multiple deprivation
- community development, engagement and cohesion activities and events
- extended service provision for local communities
- creation of local employment opportunities.

We were delighted that the facilities at Temple Hill Community Centre were upgraded, with new front doors, new caretaking facilities and refurbished kitchens, improving the venue for all the users of the building. Thank you, Dartford Borough Council!

In addition to the wide range of health and wellbeing activities HLCD delivers weekly, Porchlight Rough Sleeper drop in, Alzheimer and Dementia Support Society, Kent School Health Screening Team, NHS Diabetes Prevention Service, Mummy's Link Up, Pregnancy and Mother and Baby Yoga, We are With You mental health services, and Clarion Domestic Abuse Service have all delivered regular sessions from the centres, making services accessible to local residents.

2023-2024	Sessions	Numbers	Contacts
Cookery Club	43	39	605
IT Tree	42	42	327
Community Hub-Repair Café	32	35	254
Hygge	51	57	1409
Bingo Club	49	44	1256
IT Temple	45	9	313
Lunch Club	11	70	296
Hatchlings	8	14	104
Slow Cooking	37	31	153
Gardening Club	49	15	215
Sewing Classes	24	9	98
	<b>391</b>	<b>365</b>	<b>5030</b>



## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

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We delivered our **UK Shared Prosperity Fund** Project from the centres to help provide cost of living support for Dartford Residents. This programme included initiatives to **maximise income** by updating skills and improving employability, including through volunteering and work experience placements to improve earning potential. We also delivered sessions to help **reduce household outgoings** by teaching participants how to cook on a budget to give them the skills to benefit from value ingredients and cooking methods to reduce weekly shopping bills. We trained six of our volunteers to support easy access to debt advice and fiscal management support through the **CAB's Virtual Advice Service**, commissioned through this funding, delivered at our weekly community hubs. We also trained volunteers in **Advanced Bicycle Maintenance** to enable us to safely restore donated cycles to help beneficiaries reduce travel costs, and encouraged more repair cafe volunteers to share their skills to help reduce costs of replacing repairable household items, build social capital and improve social cohesion. We also engaged with Green Doctors to help residents **reduce household utility costs** and delivered sewing classes to teach people how to make and repair their own clothing.

We promoted this project with a summer event on Temple Hill Square, inviting local small businesses to hold market stalls, and our team delivered healthy cooking demonstrations and food growing techniques. Later in the year we hosted a Christmas Fair **supporting local small businesses**, and the **"Here to Help"** Hardship Support Event for agencies offering cost of living support to local people.

Following discussions with Dartford Borough Council, we entered into a tenancy at will agreement for a unit on Temple Hill Square to deliver our **community cycle recycle** scheme and related community activities, adding a third office site to deliver projects for and with the local community.

#### Community Events

We delivered our popular **family events** at Easter, in the May half-term and over the summer holidays, providing fun and educational activities and food which enable us to engage with local families and promote health messages. **197** children, together with their caregivers, took part and enjoyed the activities.

In partnership with Kent Equality and Cohesion Council, we delivered a **Black History Month** celebration event at Temple Hill Community Centre. This was a colourful and lively celebration, with African dance tuition, steel pan performances, arts and crafts activities, displays of beautiful and intricate Carnival costumes made by a Temple Hill resident and delicious food provided by a local Caribbean chef.

Also in October, we hosted a **Dartford Gravesham and Swanley NHS over 50s Health & Wellbeing** event at Temple Hill Community Centre, which amongst other offered heart health advice, diabetes and blood pressure monitoring.

#### Physical Activity

We continue to deliver **affordable physical activity** sessions to encourage more participation in exercise. Over the course of 2023-2024, Healthy Living Centre Dartford delivered **297** affordable physical activity sessions supporting **398** participants to increase their physical health and wellbeing (**2858** contacts).

*"Coming to yoga on my own was hard. I did it - felt a bit isolated at first, but now have conversations and chats. I think this is because I feel more relaxed and have become more approachable."*

This year we were pleased to add Walking Netball to our exercise offer, delivered initially by England Netball and now delivered by our activity coordinator after she successfully completed her qualification to deliver the sessions. We gratefully acknowledge Councillor Kelly Grehan's Members Grant to buy equipment to enable us to deliver sessions into the future.

We delivered **49** Gardening Club sessions, with our small and enthusiastic team of green fingered champions helping to maintain the communal areas in the community garden and allotments, keeping things tidy, planting and pruning, enjoying the open air and getting physically active all at the same time.

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

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#### Physical Activity Sessions

2023-2024	Sessions	Numbers	Contacts
Zumba	43	67	544
Tue Yoga	48	69	476
Tai Chi	51	61	718
Chair Based	45	30	211
Circ-Hiits	47	38	423
Thu Yoga	48	79	396
Ladies That Lunge	11	23	81
Power Hour	4	7	9
Walking Netball	13	24	111
	<b>297</b>	<b>398</b>	<b>2858</b>

#### Men's Shed

The Repair Cafe continues to be an excellent project to engage with men and is an extension of our physical shed sited in our community gardens. We are grateful to the **ASDA** foundation for a grant to purchase tools and equipment for the project, and we were delighted that Dartford based business, Darenth Valley Building Services Ltd, decided to support us, particularly with the Men's Shed initiative. Their staff took part in a sponsored London Bridges Walk and raised a substantial amount which will allow us to upgrade the physical shed. A team from DVBSL joined us at the relaunch of the project in September, providing their practical expertise to repair and strengthen the shed. We look forward to developing this relationship going forward.

#### Local Employment Opportunities

The majority of HLCD's staff and volunteers live in the borough and have a strong connection with place. This year we supported two work experience placements for students at Wilmington Academy, two work placements for DWP clients with support needs, and three Duke of Edinburgh awards placements for young people.

*"I just wanted to say thank you to you and your colleagues for allowing (my son) to volunteer today. Although he was nervous this morning, when he returned home, he was full of stories about his day and was excited to tell me all about it. He said the people were "the nicest people he has ever met" and he would love to come back and help again, even after he has completed his hours. I hope xx was helpful today! Thanks to you all."*

#### Training

Healthy Living Centre Dartford acknowledges that lifelong learning plays a vital role in supporting people to gain skills to enter, return or progress in to work, and can help reduce loneliness and make people happier, healthier, more confident, capable, and resilient.

We continue to work closely with the Kent Adult Education Response Programme, and over the course of the year facilitated delivery of 9 accredited and non-accredited courses to support the health, wellbeing, and employment skills of local people, including our own volunteers.

	Accredited	Participants		Non-Accredited	Participants
1	Food Allergens	9	1	Five ways to Wellbeing	7
2	Emergency First Aid at Work	19	1	Barista Training	4
1	Food Safety Level 2	6	1	Employment Essentials	6
			2	Christmas Crafts	25

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

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In addition to these sessions, HLCD volunteers delivered digital skills training and English for Speakers of Other Languages, and we facilitated Community Research Advocates training and Advance Bicycle Maintenance training.

#### Partnerships

Healthy Living Centre Dartford recognises that working in partnership is key to our sector, and we continue to build and strengthen our working relationships with other organisations to ensure the best service for the communities we serve.

#### Working Lunch.

Working Lunch is an information exchange and networking forum for organisations that work in Dartford and currently has over two hundred members. Managed by HLCD, we facilitate face to face meetings at least three times and manage an email circulation list to enable updates between meetings. This forum provides opportunities for members to update on their programmes and initiatives that benefit the residents of Dartford, and we provide a meal which enables members to "lunch and learn" in a relaxed environment, which contributes to collaboration and engagement across the group.

The Nucleus hosted and catered the July 2023 meeting. Thirty-six people attending representing 34 different organisations. Dartford Adult Education Centre hosted our October 2023 meeting, thirty-three people attended representing 26 different organisations. HLCD hosted the February 2024 meeting. Forty people attended representing 38 different organisations.

In the Summer we polled the Working Lunch membership to get their views on the benefits of being a member. Over half of members attend face to face meetings regularly, and 92% of respondents found the networking useful. 72% reported they had followed up on partnership working opportunities as a result of attending Working Lunch, and just under half used the circulation list to keep other members updated on projects between face-to-face meetings.

*"Seeing and meeting professionals at the working lunch is a great way for us all to keep in touch and up to date on our local areas. Our organisations and services can support individuals and families together better than alone, so events like these are so important."*

*"Really important to build community bonds and working partnerships in the area."*

*"This is a valuable way to keep abreast of what is happening within the local community. Although I am not able to attend all the sessions, our service has had very fruitful pieces of work come out of connections that we have made at this forum."*

*"I just wanted to email you with a thank you for all your help whilst I have been at Clarion. I have met some amazing people through the working lunch, and it has made such a difference to the service we provide for the ladies in refuge. Through the working lunch I we have made connections with other agencies that have allowed us to work as a multi partnership to deliver Phoenix Programmes. I couldn't thank you enough and the working lunches as they are so valuable to Clarion and other agencies. Please keep up the good work"*

Healthy Living Centre Dartford is represented on various wider partnership groups – the Voluntary Sector Health Alliance, DGS NHS Paediatric Task and Finish Groups, DVH Community Engagement and Social Impact Strategy Board, Whole System Obesity Healthy Communities Subgroup, DWP Complex Needs group, Darent Valley Landscape Partnership Scheme amongst others- to enable us to keep abreast of health initiatives to enable us to best serve our local community.

We were delighted to win the Dartford Business Awards Green Business award for 2023, for our contribution to waste reduction and our reuse, repair, recycle credentials, and were judged highly commended in the "Good for the Community" Dartford Business Award.

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31 MARCH 2024

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We are privileged to have been awarded The National Lottery Community Fund Reaching Communities funding for 2024 – 2027 for our “Investing in People” programme, and look forward to at least another three years of:

- Bringing people together and building strong relationships in and across communities.
- Improving places and spaces that matter to communities.
- Enabling people to fulfil their potential.

### Financial Review

The charitable company's incoming resources for the year ended 31 March 2024 totalled £152,029 (2023 - £257,293). Resources expended for the year totalled £240,016 (2023 - £253,400), giving net expenditure for the year of £87,987 (2023 – net income of £3,893).

Funds brought forward totalled £299,363, giving total funds carried forward at 31 March 2024 of £211,376. Of these funds, £144,489 (2023 - £207,099) is general, free reserves.

#### **Reserves policy**

It is the policy of Healthy Living Centre Dartford to maintain unrestricted funds, which are free reserves of the charity, at a level which equates to approximately six months unrestricted expenditure to provide sufficient funds to cover management, administration and support costs. Based on the level of unrestricted expenditure in 2023-24, the charity's general free reserves will cover 8.5 months of cost, which is slightly in excess of the reserves policy. The Trustees regularly keep the policy and general free reserves under review.

#### **Risk management**

The Trustees have formally assessed business risks, and this has involved assessing the types of risk facing the charity, prioritising them in terms of the potential impact and likelihood of occurrence, and identifying means of mitigating the risks. As part of this process the Trustees have assessed the adequacy of the charity's internal controls and the costs of operating particular controls relative to the benefits obtained.

### Plans for the Future

HLCD continues to deliver on identified priorities – capacity building: strengthen and diversify board, improve strategic direction, marketing and impact reporting.

### Statement of Trustees Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and of its financial activities that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departure disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis; and
- prepare financial statements that show a true and fair view.

## HEALTHY LIVING CENTRE DARTFORD

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

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The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to 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.

Approved by the Trustees and signed on their behalf on 20 December 2024



.....  
**L Bathgate**  
**Chair of Trustees**

## HEALTHY LIVING CENTRE DARTFORD

### INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

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I report to the trustees on my examination of the accounts of the Healthy Living Centre Dartford for the year ended 31 March 2024.

#### Responsibilities and basis of report

As the Trustees of the Charity (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').

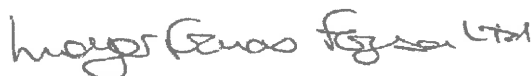
Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 material 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 130 of the 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 Companies Act 2006 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.



Signed: .....

Dated: 23 December 2024 .....

**Jonathan Healey FCA**  
**Lindeyer Francis Ferguson Limited**  
Chartered Accountants  
North House  
198 High Street  
Tonbridge  
Kent, TN9 1BE

## HEALTHY LIVING CENTRE DARTFORD

### STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 Restricted funds £	2024 Unrestricted funds £	2024 Total funds £	2023 Total funds £
<b>Income from:</b>					
Donations		-	6,310	6,310	13,799
Investments		-	3,450	3,450	857
Charitable activities	3	24,529	84,109	108,638	204,857
Other trading activities	4	-	26,635	26,635	32,102
Other income		-	6,996	6,996	5,678
<b>Total income</b>		<b>24,529</b>	<b>127,500</b>	<b>152,029</b>	<b>257,293</b>
<b>Expenditure on:</b>					
Charitable activities	5	39,302	200,714	240,016	253,400
<b>Total expenditure</b>		<b>39,302</b>	<b>200,714</b>	<b>240,016</b>	<b>253,400</b>
<b>Net (expenditure)/ income</b>		<b>( 14,773)</b>	<b>( 73,214)</b>	<b>( 87,987)</b>	<b>3,893</b>
Transfers between funds	13	( 83)	83	-	-
<b>Net movement in funds</b>		<b>( 14,856)</b>	<b>( 73,131)</b>	<b>( 87,987)</b>	<b>3,893</b>
<b>Reconciliation of funds</b>					
Total funds at 1 April 2023		60,240	239,123	299,363	295,470
<b>Total funds at 31 March 2024</b>	<b>13</b>	<b>45,384</b>	<b>165,992</b>	<b>211,376</b>	<b>299,363</b>

The statement of financial activities includes all gains or losses for the period. All incoming resources and resources expended derive from continuing activities.

## HEALTHY LIVING CENTRE DARTFORD

### BALANCE SHEET AS AT 31 MARCH 2024

	Notes	£	2024 £	£	2023 £
<b>Fixed Assets</b>					
Tangible assets	9		21,503		32,114
<b>Current assets</b>					
Debtors	10	5,790		30,107	
Cash at bank and in hand		190,705		246,458	
			<u>196,495</u>	<u>276,565</u>	
<b>Creditors: Amounts falling due within one year</b>	11	( 6,622)		( 9,316)	
<b>Net current assets</b>			189,873		267,249
<b>Net assets</b>	13		<u>211,376</u>		<u>299,363</u>
<b>Funds of the charity</b>					
Restricted funds	13	45,384		60,240	
Unrestricted funds	13	165,992		239,123	
<b>Total funds</b>			<u>211,376</u>	<u>299,363</u>	

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that the members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities in complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 20 December 2024 ...



.....  
L Bathgate  
Chair of the Trustees  
Charity number: 1142458  
Company number: 07409535



## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Status

Healthy Living Centre Dartford is a charitable company limited by guarantee without share capital incorporated in England & Wales. Each member has undertaken to contribute a sum not exceeding £10 towards the payment of the debts and liabilities of the charity incurred in the event of the company winding up. The address of the registered office is Tree Estate Community Centre, Cedar Road, Dartford, Kent, DA1 2RS.

#### 2 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

##### 2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with "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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Healthy Living Centre Dartford meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

##### 2.2 Fund accounting

Restricted donations are available for the charity's use only in accordance with the terms under which, and for the purposes which, the funds were donated to the charity.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

##### 2.3 Incoming resources

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. The following specific policies are applied to particular categories of income.

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds.

Income from charitable activities is recognised over the period to which the income relates. Income received in advance of a service provision is accounted for as deferred income.

Investment income is included when receivable.

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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#### 2.4 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis, as set out in Note 5.

#### 2.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated realisable value of each asset over its expected useful life, as follows:

Plant and Equipment	25% reducing balance
Motor vehicles	3 years straight line
Computer equipment	3 years straight line

#### 2.5 Debtors

Trade and other debtors are recognised at the settlement amount due.

#### 2.6 Cash at bank and in hand

Cash at bank and in hand includes cash held in current accounts.

#### 2.7 Creditors

Creditors are recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

All creditors are initially recognised at transaction price. Accruals are subsequently measured at the settlement amount.

#### 2.8 Financial instruments

The charity only has financial assets and financial 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.

#### 2.9 Pension contributions

The charity makes defined contributions into employee private pension schemes. Contributions are charged to the statement of financial activities as they become payable in accordance with contract terms.

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 2.10 Fund accounting

Unrestricted funds are those funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

#### 3 Charitable activities

	Supporting Healthy Living	Community Activities and Classes	2024	2023
	£	£	£	£
The National Lottery	9,984	-	9,984	75,000
Kent County Council	38,800	-	38,800	41,700
Dartford Borough Council	-	-	-	21,562
Actively Involved	21,600	-	21,600	21,600
Department for Work & Pensions	-	-	-	12,701
Kent Sport	-	7,884	7,884	8,757
Other Donors	4,821	-	4,821	7,400
Community Links Bromley	-	-	-	6,092
People's Health Trust	-	-	-	5,156
Kent Community Foundation	-	7,799	7,799	4,890
Kent Equality Cohesion Council	-	1,750	1,750	-
St Josephs Province Passionists	-	6,000	6,000	-
Locality	-	10,000	10,000	-
	<u>75,205</u>	<u>33,433</u>	<u>108,638</u>	<u>204,857</u>

The comparative figure includes £135,485 of restricted income.

#### 4 Other trading activities

	2024	2023
	£	£
Café Income	4,375	7,801
Stewarding services	22,260	24,301
	<u>26,635</u>	<u>32,102</u>

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 5 Costs of charitable activities

	2024 £	2023 £
<b>Healthy Living</b>		
Direct activity costs	58,944	91,627
Direct staff costs	79,899	135,293
	<u>138,843</u>	<u>226,920</u>
<b>Support costs</b>		
Wages and salaries	68,403	5,264
Office Costs	2,408	278
Travelling	1,092	84
Professional fees	6,860	2,660
Sundry expenditure	3,076	694
Subscriptions	971	671
Depreciation	14,561	12,781
Bank Charges	202	122
Governance		
Independent examiner's fee	2,478	2,803
Accountancy fees	1,122	1,122
	<u>101,173</u>	<u>26,479</u>
	<u>240,016</u>	<u>253,399</u>
Total cost		

The comparative figure includes £215,589 of restricted expenditure.

#### 6 Staff Costs and Numbers

	2024 £	2023 £
Staff costs were as follows:		
Salaries	132,384	134,841
Social security costs	8,509	4,367
Pension	2,210	1,349
	<u>143,103</u>	<u>140,557</u>

No employee received emoluments of more than £60,000.

Key management is considered to consist of the Centre Manager. The total remuneration of key management personnel was £45,284 (2023: £41,020).

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 6 Staff Costs and Numbers (continued)

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	2024 No	2023 No
Administration	2	2
Project workers	3	6
	<u>5</u>	<u>8</u>

#### 7 Trustees Remuneration

No trustee received any remuneration during the year in their position as trustee, or reclaimed any expenses.

Sarah Maybourne, one of the trustees, has been engaged on a self-employed basis under a service level agreement to aid with the charity's fundraising strategy. The total fees paid in the year to 31 March 2024 were £5,860 (2023: £1,600).

#### 8 Taxation

As a registered charity, Healthy Living Centre Dartford is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

#### 9 Tangible fixed assets

	Plant and Equipment £	Motor vehicles £	Computer equipment £	Total
<b>Cost or valuation</b>				
At 1 April 2023	4,951	29,149	16,805	50,904
Additions	-	-	3,950	3,950
At 31 March 2024	<u>4,951</u>	<u>29,149</u>	<u>20,755</u>	<u>54,854</u>
<b>Depreciation</b>				
At 1 April 2023	713	9,716	8,362	18,791
Charge for the year	1,238	7,287	6,036	14,561
At 31 March 2024	<u>1,950</u>	<u>17,003</u>	<u>14,398</u>	<u>33,352</u>
<b>Net book value</b>				
At 31 March 2024	<u>3,000</u>	<u>12,145</u>	<u>6,357</u>	<u>21,503</u>
At 31 March 2023	<u>1,305</u>	<u>19,433</u>	<u>8,443</u>	<u>29,181</u>

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 10 Debtors: amounts falling due within one year

	2024 £	2023 £
Fees for services	1,290	27,693
Prepayments	4,500	2,418
	<u>5,790</u>	<u>30,111</u>

#### 11 Creditors: amounts falling due within one year

	2024 £	2023 £
Amounts due to suppliers	1,700	3,121
Taxation and social security	1,997	1,907
Accruals	2,831	4,194
Funds held for other organisations	94	94
	<u>6,622</u>	<u>9,316</u>

#### 12 Control

The charitable company is controlled by its members.

There is no one ultimate controlling party.

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 13 Movement in funds

	At 31 March 2023 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 March 2024 £
<b>Restricted funds</b>					
Allotment	815	4,901	(3,788)		1,928
Edible Ebbsfleet	1,104	-	(866)		238
KCC - Bicycle stand	1,500				1,500
Dartford Larder	1,682	10	(756)		936
Kent Community Foundation - Digital Inclusion Fund	3,570	-	(2,582)		988
Dartford Borough Council - Hospitality & Leisure Grant	5,645	-	(5,442)		203
Combined Member Grant Scheme	83	-	-	(83)	-
Dartford Borough Council - Club Together	8,466	-	(2,393)		6,073
Community Links Bromley - Crafty Crafters	848	-	(560)		288
Dartford Borough Council - Household Support Grant	13,429	-	(2,077)		11,352
Aviva Community Fund - Eco Centre and Food Forest	10,652		-		10,652
Dartford is Volunteering	-	9,984	(9,984)		-
Black History Month 23	-	1,750	(1,750)		-
Kent Medway Active - Active Travel	12,446	7,884	(9,104)		11,226
<b>Total restricted funds</b>	<b>60,240</b>	<b>24,529</b>	<b>(39,302)</b>	<b>(83)</b>	<b>45,384</b>
<b>Unrestricted funds</b>					
General funds	239,123	127,500	(200,714)	83	165,992
<b>Total unrestricted funds</b>	<b>239,123</b>	<b>127,500</b>	<b>(200,714)</b>	<b>83</b>	<b>165,992</b>
<b>Total funds</b>	<b>299,363</b>	<b>152,029</b>	<b>( 240,016)</b>	<b>-</b>	<b>211,376</b>

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 13 Movement in funds (continued)

##### Prior Year

	At 31 March 2022 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 March 2023 £
<b>Restricted funds</b>					
Henry	4,998	-	(4,998)	-	-
Thyme to Cook	4,180	5,156	(9,336)	-	-
Allotment	1,130	21	(336)	-	815
Arts Council England - Arts at the Allotment	981	-	(981)	-	-
Edible Ebbsfleet	1,104	-	-	-	1,104
KCC - Bicycle stand	1,500	-	-	-	1,500
Dartford Larder	2,174	1,193	(1,685)	-	1,682
Growing Community	2,844	75,000	(77,844)	-	-
Department for Work & Pensions - Kickstart Scheme	-	12,701	(12,701)	-	-
Postcode Local Trust	11,370	-	(11,370)	-	-
Awards For All - Soup Dragons	5,057	-	(5,057)	-	-
Kent Community Foundation - Fund for the Environment	4,014	-	(4,014)	-	-
Kent Community Foundation - Digital Inclusion Fund	9,839	5,207	(11,476)	-	3,570
Dartford Borough Council - Hospitality & Leisure Grant	29,946	2,600	(26,901)	-	5,645
Kent County Council - Combined Member Grant Scheme	-	1,000	(917)	-	83
Dartford Borough Council - Club Together	9,575	10	(1,119)	-	8,466
Community Links Bromley - Crafty Crafters	-	2,250	(1,402)	-	848
Community Links Bromley - Hollistic Well-being	-	2,500	(2,500)	-	-
Community Links Bromley - Mummy's Link Up	-	1,342	(1,362)	20	-
Dartford Borough Council - Household Support Grant	14,955	-	(1,526)	-	13,429
Tudor Trust	26,130	-	(28,025)	1,895	-
Aviva Community Fund - Eco Centre and Food Forest	16,231	-	(5,579)	-	10,652
Kent Medway Active - Active Travel	6,078	12,828	(6,460)	-	12,446
Total restricted funds	152,106	121,808	(215,589)	1,915	60,240
<b>Unrestricted funds</b>					
<b>General funds</b>	143,364	135,485	(37,811)	(1,915)	239,123
Total unrestricted funds	143,364	135,485	(37,811)	(1,915)	239,123
Total funds	295,470	257,293	(253,400)	-	299,363



## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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#### 13 Movement in funds (continued)

**Growing Community:** Funded by the National Lottery Community Fund, this is a two part project. Part one is to support the growth of skills, knowledge and resilience in our local communities that improve health and wellbeing. Part two is to coordinate, facilitate and develop a thriving food network across the borough; to create healthy communities through fresh food initiatives that support and develop community ownership of, and increase in, local food production; and to address skills, employment training and education that contribute to food security and sustainability.

**Department for Work & Pensions - Kickstart Scheme:** A government scheme to support young people on Universal Credit with new job placements to reduce the risk of long-term unemployment.

**Kent Sport - Active Travel:** Grant received to help initiatives to increase the number of people cycling in the

**Thyme & Cook:** To develop a cookery club with local people to help reduce social isolation and build community links and resilience.

**Henry:** A Kent County Council Early Years grant to train facilitators and to deliver the HENRY (Health Exercise and Nutrition in the Really Young) programme in target areas in Dartford to support the healthy weight agenda.

**Eddible Ebbsfleet:** A community growing project to encourage the production of locally grown fruit and vegetables.

**KCC Bicycle Stand:** Funding was obtained from KCC to erect a new bicycle stand. This will be built in the coming financial years.

**Dartford Larder:** This project aims to help those in food need.

**Postcode Local Trust:** This was a contribution from the Postcode Local Trust towards the Growing Community project.

**Awards For All - Soup Dragons:** This funding provides cookery courses for 7-11 year olds, to encourage having fun with food.

**Kent Community Foundation Fund for the Environment:** Funding was received to help support the initial phases of the Eco Centre and Food Forest development.

**Digital Inclusion Fund:** Funding was received to purchase laptops to run courses aimed at reducing digital exclusion.

## HEALTHY LIVING CENTRE DARTFORD

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 13 Movement in funds (continued)

**Dartford Borough Council Club Together:** This funding was received to contribute towards the purchase of a panel van and its future running costs.

**Household Support Grant:** This is for the management of the community centres on behalf of Dartford Borough Council, and running Emergency Hub services.

**Hospitality and Leisure Grant:** This grant was received to provide a series of events, entertainment and activities for the community in Temple Hill Square.

**Tudor Trust:** The grant was provided to cover the salary costs of the centre coordinator, in order to help the charity develop its business and delivery model.

**Aviva Community Fund:** This funding was received to fund the development of the Eco Centre and Food Forest at Dartford Science and Technology College, in order to: increase biodiversity and provide a harvest of food and other materials for art and science projects and educate about the connection between food, nature and humans.

#### 14 Analysis of net assets between funds

	Restricted funds £	General funds £	Total funds £
Fixed assets	-	21,503	21,503
Current assets	45,384	151,111	196,495
Current liabilities	-	( 6,622)	( 6,622)
	45,384	165,992	211,376
<b>Prior Year</b>			
	Restricted funds £	General funds £	Total funds £
Fixed assets	-	33,490	33,490
Current assets	152,106	116,383	268,489
Current liabilities	-	( 6,509)	( 6,509)
	152,106	143,364	295,470

#### 15 Related party transactions

There were no related party transactions during the period.