



DIRECTORS REPORT
FOR THE YEAR ENDED 31ST MARCH 2024

CRAWLEY COMMUNITY YOUTH SERVICES

CRAWLEY COMMUNITY YOUTH SERVICES LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr C J Cook Mrs P Forde Mrs R Gardiner Mrs R Thomas Mrs C O'Driscoll
Charity Number	1142923
Company Number	07628290
Registered Office	Dormans Youth Arts Centre Dormans Gossops Green Crawley RH11 8HZ
Independent Examiner	M Hymus

CRAWLEY COMMUNITY YOUTH SERVICES LIMITED

TRUSTEES REPORT

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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).

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding the activities of the charity.

A Busy Year.

We continue to see a steady increase in numbers of young people attending our clubs and events, with some clubs regularly hosting more than 50 young people. To cope with demand and following feedback from our young leaders' groups we've started new music and art sessions and now run a regular dance night in support of the YES project.

More young people require more staff and volunteers to deliver sessions along with associated increases in running costs. This doesn't pose too much of an operational challenge as the numbers have tended to rise steadily rather than in big jumps, however it does increase our core cost. A further issue is the physical space we need to fit everyone in, particularly in our Bewbush centre. During the summer we spend a lot of time outside, however winter months pose more of a problem. We are already talking to the Local Authority about using the main hall in addition to the youth club to provide additional space, but this will require even more core cost funding.

Requests for help from other organisations is becoming a challenge. It would seem post pandemic many groups have been successful with short term funding to help YP particularly with mental and physical health. These groups then find they have difficulty engaging YP and ask to attend our sessions in order to deliver their funded programme. We help where we can, as with providing support to the YES project dance group, but our clubs are already busy with long term local partners delivering activities such as Crawley Town Football Kicks project and the Sussex Cricket Wickets project. Often the short-term nature of these projects means that even when we can find space to fit them in the practitioners don't have time to build the relationship required to be effective. This further strengthens our belief in the value of a regular, reliable long term and trusted provision.

Summer half term saw us take 75 young people on our annual summer camp, this year even bigger and better at Hindleap Warren in Ashdown Forest. You can see a monitoring film on our website <https://ccys.org.uk/blog/2023/12/12/thank-you-for-summer-camp/>

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The summer saw us deliver our regular summer Community event The Gossops Rocks Festival. Now in its 7th year over 100 cars attended with live music from Chaggosian Jazz band “The Brown Shoes” supported by our own youth club bands. The kids also ran their own side shows including a coconut shy built with the help of the Mens Shed.

In October we ran our annual Arts Festival. A short video is available on our YouTube channel @CrawleyCommunityYouthService.

In addition to these special events, we continue to support the young people of Crawley with regular weekly clubs and sessions. Overall, our project monitoring continues to show we would normally deliver around 20 sessions and engage with about 350 people per week.

Challenges Ahead

As numbers of young people continue to rise across our clubs. So does the need for additional staff and volunteers. With increased session costs our policy requires a ratio of one adult to 10 young people plus one. Core cost funding constraints mean we are unable to recruit more staff so increasingly we must rely on the support of volunteers. However, recruiting, retaining, and training correctly motivated volunteers is very time consuming and involves more core cost.

Funding, particularly for core costs is becoming critical. We have had many conversations with regular funders who tell us applications have more than doubled with some now being asked to fund Local Authorities. Our core cost continues to rise with annual energy charges alone having more than doubled in 12 months. Unless the situation improves, we will need to make some difficult choices.

Supporting Disadvantaged Young People to find their voice

Our sessions are designed around a family ethos with everyone expected to be supportive and encouraging. We have many different Young Leaders groups ranging from our junior “Community Warriors” to older YP who lead our Youth Arts Festival and summer camp committees. Young Leaders groups not only provide an excellent way for YP’s voice to be heard but more importantly they learn how to build positive relationships and work as a team. Our aim is to have every CCYS member involved in a committee of some sort.

That doesn’t mean sessions are free from conflict. New group members often see blame and violence as the only way to solve a dispute. To deal with this all our staff and volunteers are trained at some level in conflict resolution, with this subject being discussed at every team meeting. We spend time showing YP that empathy and understanding are at heart of building positive relationships. This is a long process particularly as youth club can be the only place where many YP will experience this type of approach.

Providing a safe, regular, reliable long term and trusted provision for YP to find their voice and express themselves remains at the heart of CCYS. The value of this provision is evident within the words of a rap written by a YP whilst attending one of our Youth Music funded sessions.

FN a short case study

FN has been attending clubs for some years. they attend the Crawley APC as they struggled with their behaviour in mainstream school. At first, they were incredibly challenging, and it took some time for staff and volunteers to build trust. Their Father is an alcoholic and left the family home last year and FN hasn’t seen him since he left. Mother is loving but struggles with FNs behaviour. FN often gets picked up by the local police due to disruptive behaviour within the

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community. Social Services work with FN and the family; however they recognise CCYS as the only organisation that FN engages with in a positive way. FN has built strong bonds with all CCYS Staff enjoying our summer camp this year. They are presently undergoing an ADHD Assessment at our request and with our support. When required we deliver 121 sessions to provide added support. CCYS clearly provides safe and trusted space for FN and with encouragement from our practitioners FN has found a passion for song writing and recently wrote a fantastic rap about her home life and Father. A clear indication of FN feeling safe and supported.

THUNDER by FN (aged 13)

This story starts at 5 or 6
Back then your life was bliss
Every night was a violent fist
I pray to god this time he miss
Empty bottles broken home
When dad is home you lower your tone
Felling lost and feeling alone
How deep is your love and
how much have you shown
But now I'm older
still carry the weight on my shoulder
But I've been a little colder
Pray my dad gets sober
If he don't then it's over
Cause I'm moving on

Reserves policy

The trustees have considered the required level of reserves, appropriate to the charity's need. The aim is to hold 3 months of general expenditure as a reserve and sufficient to manage the orderly closure and reduction in staff when projects cease. This is based on the charity's size and the level of financial commitments. The trustees aim to ensure that the charity will be able to continue to fulfil its charitable objective even if there is a temporary shortfall in income or increase in expenditure. The trustees endeavour not to set aside funds unnecessarily.

At the end of the year the charity had a total fund value of £94,087. The unrestricted funds and reserve of the charity was £51,878.

We have estimated that redundancy for all staff would cost approx. £21,000 and six months operating costs for the buildings approx. £15,000.

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Structure, governance and management.

Crawley Community Youth Services is a registered charity, and a company limited by guarantee. It is regulated by the Charity Commission. The charity is governed by a board of 6 trustees, at the time of signing (who, for the purpose of company law, are also directors of the company), which oversees Crawley Community Youth Services in the public interest in accordance with the charitable objects and powers contained within the Memorandum of Association and Articles of Association. The board has responsibility for setting the strategic direction of the charity, ensuring that proper financial arrangements are in place, and ensuring that Crawley Community Youth Services remains focused on delivering its outcomes for the benefit of the public. The board appoints a Chief Executive to manage the day-to-day operations of the charity.

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit and the Charity Governance Code (for smaller charities). In 2024/25 the board intends to continue benchmarking its governance against the principles in the Charity Governance Code. New trustees will receive an induction to brief them on their responsibilities, the charity's strategy and business plans, and key activities. Trustees are offered the opportunity to attend additional training events.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

- Mr C J Cook
- Mrs P Forde
- Mrs R Gardiner
- Mrs R Thomas
- Mrs C O'Driscoll

Managing Risk

We analyse risks to the charity at our board meetings. The top four risks on the charity's risk register, along with summary mitigations, at the end of 2023/24 financial year were as follows:

RISK	MITIGATING ACTIONS
Insufficient income / funding to run the charity at currently planned levels.	Remain flexible. Review staffing. Diversify income. Explore new funding streams.
Change in local, regional, or national policy framework that may impact operations.	Trustees and staff to keep informed of changes and review strategy and processes.
Increase in more complex needs and demand for services.	Recruit and develop staff and volunteers. Ensure capacity is managed rigorously.
Crawley Community Youth Services operating model no longer fit for purpose.	Keep strategy under review at board meetings.

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Declaration of beneficial interests

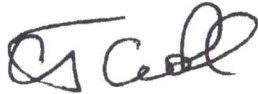
Only one of the trustees has any beneficial interest in the company as a Director of Sussex Youth CIC. This temporary role adds capacity to our management team to review policies, processes, accounts, marketing, safeguarding and staff training.

All the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The trustees' report was approved by the Board of Trustees.

Mr C J Cook

Chair

A handwritten signature in black ink, appearing to be 'CJ Cook', written over the printed name.

3rd December 2024

CRAWLEY COMMUNITY YOUTH SERVICES

INDEPENDENT EXAMINER'S REPORT

I report to the trustees on my examination of the financial statements of Crawley Community Youth Services (the charity) 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 financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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).

The charity is under new management and has recategorized some of the accounts to be in line with the Charity Commission SORP.

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 to enable a proper understanding of the financial statements to be reached.

Name Marissa Hymas.
Address 84 Depot Road., Horsham
West Sussex.
Signature M Hymas.
Date 3/12/24.

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STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted Funds 2024	Restricted Funds 2024	Total 2024	Unrestricted Funds 2023	Restricted Funds 2023	Total 2023
	Notes	£	£	£	£	£	£
Income from:							
Donations and legacies	3	11,219	217,127	228,346	2,000	177,812	179,812
Trips and Activities Income		2,729	735	3,464	288	-	288
Other trading activities	4	24,039	-	24,039	17,104	20,696	37,799
Bank Interest		1,982	-	1,982	380	-	380
Total Income		39,969	217,862	257,831	19,772	198,508	218,279
Expenditure on:							
Charitable activities		-	-	-	-	-	-
Direct costs	5	3,109	183,061	186,170	125,607	142,518	268,125
Support costs	6	50,487	47,677	98,164	27,869	58,006	85,875
Total Expenditure		53,596	230,738	284,334	153,476	200,524	354,000
Contributions from funds		22,954	(22,954)	-	106,145		106,145
Net income / (expenditure) and movement in funds		9,327	(35,830)	(26,503)	(27,650)	(2,016)	(29,576)
Reconciliation of funds:							
Fund balances 1 April 2023		30,811	89,779	120,590	58,371	91,795	150,166
Fund balances 31 March 2024		40,138	53,949	94,087	30,811	89,779	120,590

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

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BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Fixed assets					
Tangible assets			-		-
Current assets					
Debtors		2,758		1,904	
Cash at bank and in hand		105,788		137,810	
Net current assets			108,546		139,714
Creditors: amounts falling due in one year		11,826		17,422	
Current liabilities		2,633		1,701	
Total Creditors			14,459		19,124
Total assets less current liabilities			94,087		120,590
Charity funds					
Restricted income funds	7		42,209		89,779
Unrestricted funds	8		51,878		30,811
			94,087		120,590

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

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

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the trustees on 2nd October 2024.



Mrs P Forde

Treasurer

CRAWLEY COMMUNITY YOUTH SERVICES

Company registration number 07628290 (England and Wales)

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

1 Accounting policies

Charity information

Crawley Community Youth Services is a private company limited by guarantee incorporated in England and Wales. The registered office is Dormans Youth Arts Centre, Dormans, Gossops Green, Crawley RH11 8HZ, United Kingdom.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention; the principal accounting policies adopted are set out below.

1.2 Going concern.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The trustees accept there is increased uncertainty but given the track record of the organisation to provide social impact to its beneficiaries, they believe that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Designated funds are set aside by the trustees out of unrestricted general funds for specific purposes or projects.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings 25% reducing balance.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in the statement of financial activities.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss.

If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current

CRAWLEY COMMUNITY YOUTH SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

3 Income from donations and legacies

	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024
	£	£	£
Crawley Borough Council	9,000	-	9,000
National Lottery	2,004	37,844	39,848
Donations / Sponsorship	215	-	215
Arts Council	-	69,290	69,290
Sussex Community Foundation	-	10,000	10,000
Children in Need	-	33,415	33,415
FCDO Chagos Music	-	22,000	22,000
National Music	-	37,350	37,350
Shared Prosperity Fund	-	7,228	7,228
	11,219	217,127	228,346

4 Income from other trading activities

	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024	Unrestricted Funds 2023	Restricted Funds 2023	Total 2023
	£	£	£	£	£	£
Hall Hire	23,464	-	23,464	15,715	-	15,715
Fundraising				300		300
Provision of Youth Services	575	-	575	21,784	-	21,784
	24,039	-	24,039	37,799	-	37,799

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5 Direct Costs

	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024	Unrestricted Funds 2023	Restricted Funds 2023	Total 2023
	£	£	£	£	£	£
Advertising / Promotional	-	838	838	-	-	-
Equipment	465	2,387	2,852	181	897	1,079
Other Professional Services*	600	64,100	64,700	75	-	75
Salaries and Wages	64	95,213	95,277	97,405	75,021	172,427
Session Resources	353	10,584	10,937	5,458	39,204	44,663
Staff Expenses	119	-	119	851	508	1,360
Staff Training	1,310	760	2,070	-	800	800
Travel and Accommodation	-	1,312	1,312	107	-	107
Trips and Activities	103	7,207	7,310	8,898	36,767	45,665
Vehicle Expenses	95	-	95	1,675	-	1,675
Venue Costs	-	660	660	-	-	-
	3,109	183,061	186,170	114,650	153,198	267,850

*Artists/Musicians

6 Support Costs

	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024	Unrestricted Funds 2023	Restricted Funds 2023	Total 2023
	£	£	£	£	£	£
Governance						
Bank Charges	68	-	68	60	-	60
Dues and Subscriptions	901	317	1,219	1,612	-	1,612
Insurances	4,689	-	4,689	2,878	-	2,878
Legal and Professional	675	-	675	-	-	-
Pension Fees	-	-	-	216	-	216
Management	51	47,149	47,201	-	48,138	48,138
Office						
Computer Costs	1,430	-	1,430	734	-	734
General Office Expenses	1,468	83	1,551	2,581	-	2,581
Office Equipment	1,207	-	1,207	535	-	535
Phone and Broadband	-	-	-	36	-	36
Premises						
Cleaning	5,624	-	5,624	2,282	-	2,282
Rent and Rates	7,135	-	7,135	8,779	-	8,779
Repair and Maintenance	5,550	127	5,677	7,780	-	7,780
Utilities	21,688	-	21,688	10,519	-	10,519
	50,487	47,677	98,164	38,012	48,138	86,150

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7 Restricted Funds

	This Year 2024	Last Year 2023
	£	£
Allotment Grant	-	3348
Arts Council*	(7,365)	-
Reaching Communities	-	14,833
Building Fund	11,740	19,520
Crawley Borough Council	-	5000
CFI Film Project	4,674	
Children in Need	4,844	4,844
FCDO Chagos Islanders	1,523	
National Music Foundation	35,260	40,743
Summer Camp 2023	-	1,492
Shared Prosperity Fund	3,723	-
	<u>53,949</u>	<u>89,780</u>

*Final payment from Arts Council due in May 24

8 Unrestricted Funds

	This Year 2024	Last Year 2023
	£	£
Building Renovations Fund	10,000	10,000
General Fund	30,138	20,811
	<u>40,138</u>	<u>30,811</u>