

**COMPANY REGISTERED NO: 07743618**

**GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**

**CHARITY COMMISSION REGISTERED NO: 1145473**

**STATEMENT OF ACCOUNTS**

**for the period ended**

**30th December 2020**

# **GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**

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**for the period ended 30th December 2020**

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# **GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**

## **Legal and Administrative Information** **for the period ended 30th December 2020**

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### **Directors / Trustees**

Malcolm Robbins - Chair  
Graham Jeal  
Nicholas Jones  
Amanda Schonhut  
Marilyn Edwards  
Elisabeth Simpson  
David Burling (resigned 26 June 2020)

### **Registered Office**

Grantham Museum  
St Peters Hill  
Grantham  
Lincolnshire  
NG31 6PY

### **Independent Examiner**

E. Wilson FCCA  
Moore Thompson  
27 Market Place  
Market Deeping  
Peterborough  
PE6 8EA

### **Bankers**

HSBC  
88 Westgate  
Grantham  
Lincolnshire  
NG31 6LF

# **GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**

## **Annual Report**

**for the period ended 30th December 2020**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the period ended 30 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the 'Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS102).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The charity is constituted by its governing document, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006 via Memorandum and Articles of Association adopted 12 January 2012.

The charity is a registered charity with the Charity Commission and its registration number is 1145473. The charity's company number is 07743618.

#### **Induction of new trustees**

Trustees are elected by the Members at an Annual General Meeting, but others may be co-opted between Annual General Meetings. Candidates are invited based upon their knowledge and abilities in a broad range of relevant disciplines including charity and career experience, which benefits the charity and assists in the pursuit of our Objects. Appropriate induction training and guidance is available where needed.

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

Grantham Museum exists to provide a high quality and sustainable community museum service that seeks to educate, inform, and inspire all generations.

For the past year Grantham Community Heritage Association Limited trading as Grantham Museum continued to be run as a business, driven by the need to deliver a quality and unrivalled service able to generate enough income to be self-sustainable and to produce profit to enable reinvestment and thus enable business development.

The Association has explored additional grant and commercial opportunities to develop sustainable income streams that will satisfy all financial objectives. In doing so the business has suggested visitor donations to continue to provide a "free for all museum", and widening the scope of educational services.

#### **Achievements and performance**

During the past year the Museum operations and opening opportunities have been adversely affected by the restrictions brought about by the impact of the Covid pandemic requirements. This has meant staff furlough periods, museum closure and additional cost to ensure staff and visitor safe social distancing. Revenue fell with the loss of room bookings, events, and tenant income.

The Museum did manage to stage a reduced number of exhibitions, community events and activities, and wherever possible continued to provide a base for community groups, provided Educational Historical items for schools and hosted educational visits.

We have continued to engage with the community during the pandemic via social and other media outlets, social media being particularly useful in getting information out to the people of Grantham. We have maintained a development programme for our volunteers and internal communications processes to keep our staff and volunteers informed. The availability of volunteers was a concern at times because of covid restrictions and we were grateful to all those who were able to attend on opening days.



# **GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**

## **Annual Report (continued)**

**for the period ended 30th December 2020**

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### **Achievements and performance continued**

The announcement of the proposed Margaret Thatcher statue to be erected close to the Museum is seen as being a major future contributor to visitor footfall and sales for the Museum as well as the satisfactory conclusion of the Association's initial decision to seek funds for a statue and revenue to sustain the Museum. The Association has now concluded the fundraising activities, made the appropriate financial payments required and has no further obligations. Covid again has curtailed progress for the installation which will inevitably be delayed until 2021.

### **Financial Review**

The financial results are shown in the Statement of Financial Activities, Balance Sheet and associated notes on pages 6 to 14.

The main sources of income during this year came from the Activities within the Museum which includes a Gift Shop, Coffee Shop, Room Hire, Office Rent and Fundraising events such as craft fayres. This really helped bring in money to the Museum.

The main expenditure for the year was for purchases, wages and exhibition costs. Obviously as things have progressed, we have taken on much more expenditure which has provided these current results going forward the aim is keep a very tight ship when it comes to expenditure.

On the Balance Sheet the main assets relate to stock and the bank accounts. We are in a position in which we do not have many liabilities in the long term.

### **Future Developments**

During the coming year Grantham Museum will continue to operate within the overall Covid restrictions and will maintain financial controls to minimise expenditure and to seek to recover our income streams wherever possible.

The Margaret Thatcher Statue installation will hopefully be concluded, and we can look to increased visitor numbers and souvenir sales. Stock will not be purchased until the unveiling date has been confirmed by the Local Authority which is managing the project to conclusion.

We also aim to continue improving the exhibitions offered, including exhibitions celebrating local football and Edith Smith, the very first female police officer, and to strive to increase the level of footfall as whole throughout the museum by continuing working with established agencies such as Local Authorities, Visit England, the National Trust etc. and maintaining relationships with local development agencies such as Museums Development East Midlands, Lincolnshire Heritage services and others.

We are very much a community museum and centre and will look to develop this further with the installation of a "Community Cabinet" where members of the community can display their own exhibits for a period.

### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

# GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

## Annual Report (continued)

for the period ended 30th December 2020

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### Public Benefit

The trustees have considered the Charity Commission's guidance on public benefit and believe that the objects and activities undertaken by the charity meet this guidance. Services are provided free of charge to clients and the charity utilises funding from restricted sources ensuring these services remain charitable.

### Reserves policy

It is the policy of the trustees to retain 12 months of expenditure within unrestricted reserves in order to have sufficient resources for unexpected reductions in income.

### Trustees Responsibilities

The trustees are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

FOR AND ON BEHALF OF THE TRUSTEES



Mr Malcolm Robbins  
Chair

Date: 11<sup>th</sup> May  
2022



## Independent Examiner's Report to the Trustees of GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

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I report to the charity trustees on my examination of the accounts of the company for the period ended 30th December 2020 which are set out on pages 6 to 14.

### Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination. I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed all 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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**E. Wilson FCCA**  
**Moore Thompson**  
**Chartered Accountants**  
**Market Deeping**

Date: 11/05/2022

**GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**  
**Statement of Financial Activity (including income and expenditure account)**  
**for the period ended 30th December 2020**

	Notes	Unrestricted funds £	2020 Restricted funds £	Total £	2019 Total £
<b>Income from:</b>					
Donations and legacies		-	-	-	-
Grants		27,695	-	27,695	4,200
Charitable activities	2	18,808	-	18,808	28,405
Other		-	-	-	-
Investments		15	-	15	-
<b>Total incoming resources</b>		<b>46,518</b>	<b>-</b>	<b>46,518</b>	<b>32,605</b>
<b>Expenditure on:</b>					
Raising funds		-	-	-	1,831
Charitable activities	3	42,462	18,098	60,560	35,793
Other		918	-	918	547
<b>Total expended resources</b>		<b>43,380</b>	<b>18,098</b>	<b>61,478</b>	<b>38,171</b>
<b>Net income / (expenditure)</b>		<b>3,138</b>	<b>(18,098)</b>	<b>(14,960)</b>	<b>(5,566)</b>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b>3,138</b>	<b>(18,098)</b>	<b>(14,960)</b>	<b>(5,566)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		22,697	18,098	40,795	46,361
<b>Total funds carried forward</b>	9	<b>25,835</b>	<b>-</b>	<b>25,835</b>	<b>40,795</b>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.



# GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

## Balance Sheet

at 30th December 2020

	Note	Unrestricted Funds £	2020 Restricted Funds £	Total £	2019 Total £
<b>Fixed assets</b>					
Tangible assets	6	504	-	504	733
<b>Current assets</b>					
Stocks		300	-	300	377
Debtors		-	-	-	-
Cash at bank		31,096	-	31,096	41,547
		<u>31,396</u>	<u>-</u>	<u>31,396</u>	<u>41,924</u>
<b>Creditors:</b>					
Amounts falling due within one year	8	6,065	-	6,065	1,862
		<u>25,331</u>	<u>-</u>	<u>25,331</u>	<u>40,062</u>
<b>Net current assets</b>					
		<u>25,835</u>	<u>-</u>	<u>25,835</u>	<u>40,795</u>
<b>Total assets less current liabilities</b>					
		<u>25,835</u>	<u>-</u>	<u>25,835</u>	<u>40,795</u>
<b>Funds</b>	9				
Unrestricted		25,835	-	25,835	22,697
Restricted		-	-	-	18,098
		<u>25,835</u>	<u>-</u>	<u>25,835</u>	<u>40,795</u>

The trustees are satisfied that the charity is entitled to exemption from audit of the financial statements for the year under Section 477 of the Companies Act 2006 ("the 2006 Act") relating to small companies and that the members have not required the company to obtain an audit in accordance with Section 476.

The trustees acknowledge their responsibilities for:

- ensuring that the charity keeps proper accounting records which comply with section 386 of the 2006 (i) Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396, and which otherwise comply with the requirements of the 2006 Act relating to financial statements, so far as applicable to the charity.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standards applicable in the UK and Republic of Ireland'.

These financial statements were approved by the Trustees on ..... and are signed on their behalf by:

Mr Malcolm Robbins  
Chair

**COMPANY REGISTERED NO: 07743618**

# **GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**

## **Notes to the Financial Statements**

**for the period ended 30th December 2020**

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### **1. Accounting policies**

#### **General Information**

Grantham Community Heritage Association Limited is a charitable company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given on the charity information page on page 1 of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees Report.

#### **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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS102), the Companies Act 2006, the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charitable company has applied Update Bulletin 1 as published 2 February 2016 and does not include a cashflow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### **Public benefit**

The charitable company's objectives and activities are in accordance with the Charity Commissions general guidance on public benefit.

#### **Fund accounting**

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

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

#### **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.

#### **Resources expended**

Expenditure is included in the statement of financial activities on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.



# GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

## Notes to the Financial Statements (continued)

for the period ended 30th December 2020

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### 1. Accounting policies (continued)

#### Allocation and apportionment of costs

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

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

Support costs include all those overhead costs for utility services, and other services and costs, which are in support of the activity. They have been allocated to activity cost categories on a basis consistent with the use of resources.\*

#### Fixed assets

Tangible fixed assets are stated at cost or valuation less accumulated depreciation.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer equipment      - 25% Straight Line

#### Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

#### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the Statement of Financial Activity.

#### Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

#### Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.



# GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

## Notes to the Financial Statements (continued)

for the period ended 30th December 2020

### 2. Income from Charitable Activities

	Unrestricted Funds	2020 Restricted Funds	Total	2019 Total
	£	£	£	£
Shop Income	1,264	-	1,264	3,165
Coffee Shop	134	-	134	2,282
Room Hire	3,851	-	3,851	3,777
Office Rental	12,697	-	12,697	16,250
Loan Boxes	30	-	30	-
Events	-	-	-	1,793
Exhibition/ Gravity Fields	-	-	-	-
Sponsorship	832	-	832	1,138
	<u>18,808</u>	<u>-</u>	<u>18,808</u>	<u>28,405</u>

### 3. Expenditure on charitable activities

	Unrestricted Funds	2020 Restricted Funds	Total	2019 Total
	£	£	£	£
Shop	860	-	860	3,519
Coffee Shop	198	-	198	1,001
Event Costs	336	-	336	-
Rates and Water	809	-	809	971
Light and Heat	3,263	-	3,263	4,586
Wages	11,634	-	11,634	11,660
Repairs and Renewals	7,697	-	7,697	4,632
Printing	295	-	295	1,242
Telephone and Broadband	1,159	-	1,159	1,344
Cleaning	87	-	87	130
Waste Disposal	-	-	-	577
Insurance	2,900	-	2,900	2,793
Independent Examination Fees	2,514	-	2,514	1,932
Statue Expenditure	10,710	18,098	28,808	-
Professional Fees	-	-	-	1,406
	<u>42,462</u>	<u>18,098</u>	<u>60,560</u>	<u>35,793</u>

### 4. Employee Emoluments

	2020 £	2019 £
Wages and salaries	11,634	11,660
	<u>11,634</u>	<u>11,660</u>
There are no employees who received emoluments exceeding £60,000		
	2020	2019
Average number of employees during the year	2	3

# GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

## Notes to the Financial Statements (continued)

for the period ended 30th December 2020

### 5. Trustees remuneration and expenses

There were no trustees' remuneration or other benefits for the period ended 31st December 2020 (2019 - £nil).

There were no trustees' expenses paid or reimbursed for the period ended 31st December 2020 (2019 - £nil).

### 6. Tangible fixed assets

	Computer Equipment £	Total £
<b>Cost</b>		
At 1st January 2020	1,385	1,385
Additions	-	-
At 31st December 2020	<u>1,385</u>	<u>1,385</u>
<b>Depreciation</b>		
At 1st January 2020	652	652
Charge for the year	229	229
At 31st December 2020	<u>881</u>	<u>881</u>
<b>Net book value</b>		
At 1st January 2020	<u>733</u>	<u>733</u>
At 31st December 2020	<u>504</u>	<u>504</u>

### 7. Debtors

	2020 £	2019 £
Prepayments	-	-
	<u>-</u>	<u>-</u>

### 8. Creditors

	2020 £	2019 £
Social Security	41	14
Wages Payables	1,662	-
Trade Creditors	2,202	-
Accruals	2,160	1,848
	<u>6,065</u>	<u>1,862</u>

# GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

## Notes to the Financial Statements (continued)

for the period ended 30th December 2020

### 9. Funds

	At 1 Jan 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 Dec 2020 £
<b>Unrestricted funds</b>					
General fund	22,697	46,518	(43,380)	-	25,835
<b>Restricted funds</b>					
Statue	18,098	-	(18,098)	-	-
<b>Total funds</b>	<u>40,795</u>	<u>46,518</u>	<u>(61,478)</u>	<u>-</u>	<u>25,835</u>

The funds are constituted as follows:

	Unrestricted Funds £	2020 Restricted Funds £	Total £	2019 Total £
Fixed assets	504	-	504	733
Stocks	300	-	300	377
Debtors	-	-	-	-
Cash at bank and in hand	31,096	-	31,096	41,547
Creditors: Amounts falling due within one year	(6,065)	-	(6,065)	(1,862)
	<u>25,835</u>	<u>-</u>	<u>25,835</u>	<u>40,795</u>

### 10. Restricted Funds

#### Statue

This fund is regarding the erection of a 10.5ft bronze statue of Britain's first female Prime Minister, The Rt Hon Baroness Margaret Thatcher LG, in the heart of Granthams Civic Quarter.

### 11. Related parties

Malcom Robbins, the Chair of the charity, rents office space monthly from the charity. The total rent received from this individual for the year was £5,700 (2019 - £5,700). There were no amounts outstanding at the year end (2019 - £nil). Rent is charged on normal commercial terms.



# GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED

## Notes to the Financial Statements (continued)

for the period ended 30th December 2020

### 12. Fund comparatives

#### Statement of Financial Activity

	Unrestricted funds £	2019 Restricted funds £	Total
<b>Income from:</b>			
Donations and legacies	-	-	-
Grants	4,200	-	4,200
Charitable activities	28,405	-	28,405
Other	-	-	-
Investments	-	-	-
<b>Total incoming resources</b>	<b>32,605</b>	<b>-</b>	<b>32,605</b>
<b>Expenditure on:</b>			
Raising funds	1,831	-	1,831
Charitable activities	35,410	383	35,793
Other	547	-	547
<b>Total expended resources</b>	<b>37,788</b>	<b>383</b>	<b>38,171</b>
<b>Net income / (expenditure)</b>	<b>(5,183)</b>	<b>(383)</b>	<b>(5,566)</b>
<b>Net movement in funds</b>	<b>(5,183)</b>	<b>(383)</b>	<b>(5,566)</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward	27,880	18,481	46,361
<b>Total funds carried forward</b>	<b>22,697</b>	<b>18,098</b>	<b>40,795</b>

#### Funds

	At 1 Jan 2019 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 Dec 2019 £
<b>Unrestricted funds</b>					
General fund	27,880	32,605	(37,788)	-	22,697
<b>Restricted funds</b>					
Statue	18,481	-	(383)	-	18,098
<b>Total funds</b>	<b>46,361</b>	<b>32,605</b>	<b>(38,171)</b>	<b>-</b>	<b>40,795</b>

**GRANTHAM COMMUNITY HERITAGE ASSOCIATION LIMITED**

**Notes to the Financial Statements (continued)**

**for the period ended 30th December 2020**

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**12. Fund comparatives (continued)**

***Funds***

The funds are constituted as follows:

	Unrestricted Funds	2019 Restricted Funds	Total
	£	£	£
Fixed assets	733	-	733
Stocks	377	-	377
Debtors	-	-	-
Cash at bank and in hand	23,449	18,098	41,547
Creditors: Amounts falling due within one year	(1,862)	-	(1,862)
	<u>22,697</u>	<u>18,098</u>	<u>40,795</u>