

Charity Registration Number: 1156595

THE HUMMINGBIRD CENTRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2025

**THE HUMMINGBIRD CENTRE
LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 JANUARY 2025**

Trustees	Mr Paul Harris	
	Mrs Mechelle Harris	
	Mrs Lynn Pratt	
	Mr Ian Critchley	Appointed 09/07/24
	Mr Conrad Hoy	Resigned 01/11/24
	Mrs Joy Shakespeare	Resigned 29/04/24
	Mrs Jennifer Williams	Resigned 29/04/24
	Mrs Victoria Ireson	Resigned 29/04/24

Charity registration number 1156595

Principal address
Grange Courtyard
Station Road
Launton
Bicester
Oxon
OX26 5DX

Independent examiner
VT Accountancy Limited
Unit 5B
Willows Gate
Stratton Audley
Oxon
OX27 9AU

THE HUMMINGBIRD CENTRE
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FOR THE YEAR ENDED 31 JANUARY 2025

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**THE HUMMINGBIRD CENTRE
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JANUARY 2025**

Objectives and Activities

As stated in our constitution, our objectives are "To relieve the mental and physical sickness of persons diagnosed with a form of cancer by the provision of support services for such persons and their families"

Finding out you have cancer is frightening, overwhelming and life changing. Nobody should feel alone. The increasing population in Bicester and the surrounding villages means a local centre supporting those affected by cancer is more important than ever.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding which activities the charity should undertake and in planning our activities for the year, we have kept in mind the Charity Commission's guidance on public benefit.

Now in its eleventh year, The Hummingbird Centre has continued to offer support, complementary therapy, counselling services, and friendship to people affected by cancer in the Bicester and surrounding areas. The initial range of activities provided when we opened in 2014 continue to be well-received and welcomed by our guests. Providing these core activities has remained our focus, but we have also looked to add new ones in response to guest feedback.

Fundamentally, The Hummingbird Centre's focus is unchanged: to create a place to meet, get information, be pampered and have fun; a place in which to relax, escape daily life pressures, and have the opportunity to talk to others – providing practical and emotional support.

We have an inclusive equality and diversity policy – welcoming all people, regardless of background, race, faith, gender or personal circumstances.

Throughout the previous year, the Bicester community and wider areas, have continued providing valuable support, encouragement, and inspiration. We feel very much part of the local community. Support has come via many ways: financial donations and fundraising, encouraging those affected by cancer to visit us, providing equipment and services to enable an increasing range of activities and interests to be catered for. We would like to thank everyone who has supported us.

Our team of volunteers make a huge contribution. We are very grateful to them for the many hours spent listening and supporting our guests, for their enthusiasm and passion in promoting the centre, and their support with the various fund-raising activities. Without this valuable contribution of time, energy, and expertise – we would not have been able to achieve so much.

We believe The Hummingbird Centre is well established in the local community, Oxfordshire and in the adjacent counties of Buckinghamshire and Berkshire. We continue to raise awareness of the help available for those affected by cancer and, most importantly, have provided a valuable support service to an increasing number of guests during the year.

Achievements and performance

As in previous years' reports, it is very evident there is a strong demand from the local community and further afield for the support services we were providing. We have seen a continual increase in the number of guests attending and contacting The Hummingbird Centre.

We continue to offer our services to a wide range of guests. This can only be achieved through the support of our volunteers.

To meet guests demand, we have expanded and refreshed our team of counsellors, all of whom bring an array of counselling skills to The Hummingbird Centre. We continue to take on trainee counsellor placements which enables the individuals to grow in confidence and gain the skills of the role.

THE HUMMINGBIRD CENTRE TRUSTEES' REPORT CONT'D/ FOR THE YEAR ENDED 31 JANUARY 2025

The majority of our counselling meetings are face to face. Being able to offer these appointments at The Hummingbird Centre not only benefits our guests, as they can use more of the support we provide, it also enables the counsellor volunteers to integrate with the wider volunteer team.

The Holistic Building during 2024 was adapted to enable the charity to create a professional Lymphoedema Clinic as well as two further counselling support rooms. The Complementary Therapy room is now within the main building which is a far bigger room to enable us to carry out an array of treatments. We hold on a monthly basis, a Bra clinic, this attracts new guests from other regions. We have continued with our Health and Wellbeing programmes which are supportive of the mind, body and soul, for example Sound Therapy, Yoga, Meditation, Relaxation, Dance, Tai Chi, and Karate.

Much time has been devoted to the establishment of the Lymphoedema Clinic, training personnel and establishing robust policies and procedures. The Hummingbird Centre is the first "non-NHS" centre to offer these services in Oxfordshire and we have been able to invest in this vital service thanks to financial support from the Buckinghamshire, Oxfordshire & Berkshire West Integrated Care Board, and a team of dedicated volunteers and professionals. In June 2024, the clinic opened for referrals from across the county and by year end we were seeing a significant volume of referrals from the health sector, this has further enhanced the reputation of The Hummingbird Centre.

We have continued the development of our children's service; offering a dedicated day each week to support children from the age of 4 – 16. We are cognisant of the need to adapt this service to meet the changing needs of our families & the trustees review this regularly.

We have a wide range of activities in all our buildings and seek feedback from our guests to ensure they remain appropriate; We have refreshed our branding and website and have added a feedback function to the website to enable us to know what our guests are looking for from our services.

The Board of Trustees are extremely grateful to all of our volunteers for their time, dedication, energy and commitment they provide for, and to, our guests.

In our previous report we referenced an adapted structure to include a CEO role. This has subsequently been revised. Following the resignation, in the first quarter, of our CEO, the trustees considered a new management structure to be more appropriate. This has included the appointment of a Centre Manager, Counselling Co-Ordinator, Children's Manager and Lymphoedema Clinical Lead Manager. These roles report to the founder of The Hummingbird Centre, who has great experience in building a strong profile for the centre. As a result of this re-organisation, we have seen strong community and volunteer engagement, increased guest attendance and growing income streams in the second half of the year.

The trustee board meets regularly. There is a good balance of skills and experience, a feature that is considered important to ensure we drive The Hummingbird Centre forward. It is beneficial that the key stakeholders of the charity are represented at trustee level and we will seek additional trustees that can support this aim and our future growth plans.

We are always humbled by the many positive endorsements from those that have continued to be supported by The Hummingbird Centre during a very challenging time in their lives. It is clear that the support that is provided has been valued by our guests and it is always encouraging to receive the positive feedback.

Financial Review

Our source of funds has come from private and corporate donations, fundraising activities, and grants. The majority of the income is applied to the running costs and the promotion of the centre, maintaining the premises, overheads and equipment.

Our income was lower than the previous financial year, primarily due to the timing of a restricted funds grant receipt which was received in the prior year to support the set up & launch of the Lymphoedema clinic. The main operating costs of the Lymphoedema clinic have been during the current financial year.

THE HUMMINGBIRD CENTRE TRUSTEES' REPORT CONT'D/ FOR THE YEAR ENDED 31 JANUARY 2025

Our main expenditure remains our premises on items such as rent, insurances, utilities, and general maintenance. We continued to review our expenditure critically to ensure costs are appropriate and provide value.

We have provided a range of guest events, as previously reported, including counselling, holistic treatments, wellbeing events and equine therapy. These costs are covered by The Hummingbird Centre.

Income comes from a variety of sources, including, corporate, private and online donations, grants, gift aid and a range of fund-raising events. With the exception of grant income (noting previous comments regarding timing of Lymphoedema clinic grant) all income sources were higher than the previous year.

Our income was £141,528 which is £67,586 lower than our previous year. Expenditure exceeded our income by £74,743. This deficit was covered by movements in unrestricted funds of £77,956. The expenditure in the period was £216,271, an increase of £20,334 compared with the previous year. This has resulted in a reduction in our reserves to £91,485.

£44,918 of these reserves are restricted funds. £46,567 are unrestricted funds. These funds are held in order to meet future expenditure.

We have seen a 7% increase in unrestricted funds income compared to previous year. Our reserve policy is to maintain unrestricted reserves at a level equivalent to nine months expenditure, this was not achieved during the period, although it was encouraging to evidence month on month increases in unrestricted funds in the second half of the reporting period. Our focus is to rebuild our reserve levels, as our historic approach to holding adequate reserves has enabled The Hummingbird Centre to grow and continue to offer our support and services to the communities we serve.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at an appropriate level, we remain cognisant of the need to hold reserves for unforeseen future events and have taken action to ensure focus is directed to develop all our income streams and build our unrestricted reserves to a level in line with our policy. It is recognised that this may take several years to achieve and the levels of unrestricted funds are reviewed on a regular basis.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The trustees have assessed the risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to major risks.

Plans for the future

The Hummingbird Centre going forward needs to adapt and change our services to meet the changing demands of those who attend.

Our duty of care to those who attend our premises will never change. What we have had to do is consider the way in which we offer our services to ensure they remain relevant & appropriate to our guests.

The launch of the Lymphoedema clinic is a key development for The Hummingbird Centre and reflects the strong reputation and trust that we have established with the healthcare professionals. The clinic broadens the services we can offer to our guests and widens our reach to those affected by cancer.

We will continue the Wellbeing Classes which support the Mental Health and Wellbeing of those on their cancer journey. We plan to develop appropriate services to attract a greater number of male guests and we plan to launch this by the end of 2025.

**THE HUMMINGBIRD CENTRE
TRUSTEES' REPORT CONT'D/
FOR THE YEAR ENDED 31 JANUARY 2025**

Plans for the future cont'd/

It is important to maintain the profile of The Hummingbird Centre within the local community and further afield. This is a continual process and we will actively seek to raise awareness, attend presentations and events when the opportunities arise, and seek to bring those who need supporting together not just within Bicester but Oxfordshire, Berkshire, and Buckinghamshire. It is really important for those who need our support regardless of where they live if they can get to us.

Taking into account the changes that we have made within the management structure and the ongoing support of our founder, we are optimistic that The Hummingbird Centre has a strong future. We have received much positive feedback on the quality and warmth of our premises, the support we provide to our guests and the professionalism of our volunteers, these are important aspects to enable financial support from our community.

It remains an ambition of the trustees for The Hummingbird Centre to own its own premises and we will continue to seek any appropriate opportunities to support that goal. This will enable us to offer an even wider range of services which in turn will generate income for the continued prosperity of The Hummingbird Centre.

We wish to further develop the already good links with the medical professionals in Bicester, Oxfordshire, Buckinghamshire and Berkshire, we need to continue to give them confidence to recommend people affected by cancer to The Hummingbird Centre.

Structure, governance and management

The charity was established as a Charitable Incorporated Organisation (CIO) on 22 January 2014.

The trustees who served during the year were:

Mr Paul Harris	
Mrs Mechelle Harris	
Mrs Lynn Pratt	
Mr Ian Critchley	Appointed 09/07/24
Mr Conrad Hoy	Resigned 01/11/24
Mrs Joy Shakespeare	Resigned 29/04/24
Mrs Jennifer Williams	Resigned 29/04/24
Mrs Victoria Ireson	Resigned 29/04/24

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

L M Pratt

.....
Mrs Lynn Pratt

Trustee
21 Aug 2025

.....
Dated

**THE HUMMINGBIRD CENTRE
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JANUARY 2025**

I report to the trustees on my examination of the financial statements of The Hummingbird Centre (the charity) for the year ended 31 January 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of 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

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Independent Examiners Report prepared by:

Victoria Thomas

.....
Mrs Victoria Thomas of VT Accountancy Limited

F.C.C.A

19 Aug 2025

.....
Dated

THE HUMMINGBIRD CENTRE
STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 JANUARY 2025

		Unrestricted Funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes						
Income from:							
Donations/fundraising	2	93,591	-	93,591	57,086	-	57,086
Grants received	3	42,684	-	42,684	30,525	117,172	147,697
Other trading activities	4	3,330	-	3,330	2,411	-	2,411
Investments	5	1,923	-	1,923	1,920	-	1,920
Total income		141,528	-	141,528	91,942	117,172	209,114
Expenditure spent:							
Charitable activities	6	137,349	77,184	214,533	150,364	45,394	195,758
Other	9	100	1,638	1,738	(219)	398	179
Total expenditure		137,449	78,822	216,271	150,145	45,792	195,937
Net incoming resources before transfers		4,079	(78,822)	(74,743)	(58,203)	71,380	13,177
Gross transfers between Funds		(866)	866	-	(1,505)	1,505	-
Net income for the year/ Net movement in funds		3,213	(77,956)	(74,743)	(59,708)	72,885	13,177
Fund balance at 01/02/24		43,354	122,874	166,228	103,062	49,989	153,051
Fund balance at 31/01/25		46,567	44,918	91,485	43,354	122,874	166,228

The statement of financial activities includes all gains and losses recognized in the year.

All income and expenditure derives from continuing activities.

**HUMMINGBIRD CENTRE
STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31 JANUARY 2025**

	Notes	2025 £	2024 £
Current assets			
Cash at bank and in hand		91,485	166,228
Net current assets		<u>£ 91,485</u>	<u>£ 166,228</u>
Income funds			
Restricted funds	10	44,918	122,874
Unrestricted funds		46,567	43,354
		<u>£ 91,485</u>	<u>£ 166,228</u>

20 Aug 2025

The financial statements were approved by the Trustees on

By:

Paul Harris

.....
Mr Paul Harris - Trustee

L M Pratt

.....
Mrs Lynn Pratt - Trustee

THE HUMMINGBIRD CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2025

1 Accounting policies

Company information

The Hummingbird Centre is a Charitable Incorporated Organisation (CIO).

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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 £.

1.2 Charitable funds

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

1.3 Incoming resources

Income is included in the financial statements as it is received.

1.4 Resources expended

Expenses are included in the financial statements as they are paid.

Expenses include VAT where applicable as the charity cannot reclaim it.

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

THE HUMMINGBIRD CENTRE
NOTES TO THE FINANCIAL STATEMENTS CONT'D/
FOR THE YEAR ENDED 31 JANUARY 2025

2 Donations and fundraising

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<u>Donations and gifts</u>		
Private donations	15,632	10,748
Gift Aid	3,969	1,278
Corporation donations	23,191	9,709
Online donations	17,694	6,445
Collection boxes	396	577
	<hr/> 60,882	<hr/> 28,757
Fundraising	32,709	28,329
	<hr/> <u>£ 93,591</u>	<hr/> <u>£ 57,086</u>

3 Grants Received

	2025 £	2024 £
Grants received	42,684	147,697
Analysis by fund:-		
Unrestricted funds	42,684	30,525
Restricted funds	-	117,172
	<hr/> <u>£ 42,684</u>	<hr/> <u>£ 147,697</u>

4 Other Trading Activities

	2025 £	2024 £
Unrestricted funds		
Shop income	<u>£ 3,330</u>	<u>£ 2,411</u>

5 Investments

	Unrestricted funds 2025 £	Restricted funds 2024 £
Interest received	<u>£ 1,923</u>	<u>£ 1,920</u>

THE HUMMINGBIRD CENTRE
NOTES TO THE FINANCIAL STATEMENTS CONT'D/
FOR THE YEAR ENDED 31 JANUARY 2025

6 Charitable activities

	Unrestricted Funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Rent	44,748	-	44,748	44,726	-	44,726
Utilities	10,442	-	10,442	9,486	-	9,486
Insurance	1,526	-	1,526	1,848	-	1,848
Advertising	1,620	-	1,620	1,627	-	1,627
Repairs	5,313	-	5,313	6,139	6,030	12,169
Postage/Office	959	-	959	1,068	-	1,068
Telephone	1,891	-	1,891	1,629	-	1,629
Licences	2,432	-	2,432	1,366	-	1,366
Training	17,522	18,358	35,880	19,762	7,267	27,029
Consumables	2,160	53	2,213	2,414	267	2,681
Fundraising events	9,814	-	9,814	7,497	-	7,497
Volunteer expenses	4,869	-	4,869	5,826	-	5,826
Guest events	3,216	-	3,216	2,868	355	3,223
Professional fees	24,720	-	24,720	42,422	7,607	50,029
Other expenses	6,117	58,773	64,890	1,696	23,868	25,564
	137,349	77,184	214,533	150,364	45,394	195,758

Analysis by fund:

Unrestricted	137,349	-	137,349	150,364	-	150,364
Restricted	-	77,184	77,184	-	45,394	45,394
	<u>£ 137,349</u>	<u>£ 77,184</u>	<u>£ 214,533</u>	<u>£ 150,364</u>	<u>£ 45,394</u>	<u>£ 195,758</u>

Charitable activities includes £720 (2024: £720) of professional fees paid to the accountants for independent examination fees.

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year (2024: £Nil). Travelling expenses of £1,849.35 were reimbursed to one Trustee (2024:£1,077.40)

8 Employees

The average monthly number of employees during the year was:

	2025	2024
Employees	-	-

There were no employees whose annual remuneration was more than £60,000

THE HUMMINGBIRD CENTRE
NOTES TO THE FINANCIAL STATEMENTS CONT'D/
FOR THE YEAR ENDED 31 JANUARY 2025

9 Other

	Unrestricted Funds 2025 £	Unrestricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £
Equipment purchases	100	1,638	1,738	179
	<u>£ 100</u>	<u>£ 1,638</u>	<u>£ 1,738</u>	<u>£ 179</u>

10 Analysis of net assets between funds

	Unrestricted Funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balance as at 31/01/23 are represented by:						
Current assets/ (liabilities)	46,567	44,918	91,485	43,354	122,874	166,228
	<u>£ 46,567</u>	<u>£ 44,918</u>	<u>£ 91,485</u>	<u>£ 43,354</u>	<u>£ 122,874</u>	<u>£ 166,228</u>

11 Related party transactions

During the year there were no related party transactions (2024 £Nil)

Remuneration of key management personnel

The remuneration of key management personnel was as follows:-

	2025 £	2024 £
Aggregate compensation	<u>£ 22,115</u>	<u>£ 49,273</u>

THE HUMMINGBIRD CENTRE
NOTES TO THE FINANCIAL STATEMENTS CONT'D/
FOR THE YEAR ENDED 31 JANUARY 2025

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

Movement in funds

					Movement in funds				
	Balance at 1 February 2023	Incoming resources	Resources expended	Transfers	Balance at 31 January 2024	Incoming resources	Resources expended	Transfers	Balance at 31 January 2025
	£	£	£		£	£	£	£	£
Equipment 1	1,907	-	(67)	-	1,840	-	(1,692)	-	148
Equipment 2	-	-	-	-	-	-	-	-	-
Lymphedema	41,600	76,800	(24,689)	-	93,711	-	(48,851)	-	44,860
Childrens	-	25,000	(9,388)	-	15,612	-	(15,891)	189	(90)
Counselling	-	15,000	(3,288)	-	11,712	-	(12,388)	676	-
Equipment	-	373	(398)	25	(1)	-	-	1	-
	43,507	117,173	(37,830)	25	122,874	-	(78,821)	866	44,918

Grant – Equipment 1

Money to assist with the purchase of furniture

Grant – Equipment 2

Money to assist with the purchases of garden furniture

Grant – Lymphedema

Money to assist with the development and efficiency of a lymphedema clinic

Grant – Childrens

Money to assist with the establishment of children's services

Grant – Counselling

Money to assist in the provision of counselling services



Issuer	VT Accountancy
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Parties involved with this document

Document processed	Party + Fingerprint
Tue, 19th Aug 2025 12:37:12 BST	VT Accountancy Limited - Signer (600674b6372bcab3e560b27a55fa163b)
Thu, 21st Aug 2025 8:08:32 BST	Mr Paul Harris - Signer (310818c5f41b6cdfbf4e91b85b3c529b)
Thu, 21st Aug 2025 15:29:47 BST	Mrs Lynn Pratt - Signer (263f9d787638bca48effb855eff4b0cf)

Audit history log

Date	Action
Tue, 19th Aug 2025 12:35:45 BST	Envelope generated with fingerprint b83e904b3314fe59401bd2544be09cb2 (18.133.63.166)
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Tue, 19th Aug 2025 12:35:45 BST	Mr Paul Harris has been assigned to this envelope. (18.133.63.166)
Tue, 19th Aug 2025 12:35:45 BST	Mrs Lynn Pratt has been assigned to this envelope. (18.133.63.166)
Tue, 19th Aug 2025 12:36:26 BST	Envelope generated
Tue, 19th Aug 2025 12:36:26 BST	Sent the envelope to VT Accountancy Limited for signing
Tue, 19th Aug 2025 12:36:27 BST	Document emailed to party email
Tue, 19th Aug 2025 12:36:47 BST	VT Accountancy Limited viewed the envelope (213.123.175.90)
Tue, 19th Aug 2025 12:37:12 BST	VT Accountancy Limited signed the envelope (213.123.175.90)
Tue, 19th Aug 2025 12:37:12 BST	Sent the envelope to Mr Paul Harris for signing (213.123.175.90)
Tue, 19th Aug 2025 12:37:12 BST	Document emailed to party email
Thu, 21st Aug 2025 8:07:19 BST	Mr Paul Harris viewed the envelope (86.143.107.199)
Thu, 21st Aug 2025 8:08:32 BST	Mr Paul Harris signed the envelope (86.143.107.199)

Thu, 21st Aug 2025 8:08:32 BST	Sent the envelope to Mrs Lynn Pratt for signing (86.143.107.199)
Thu, 21st Aug 2025 8:08:33 BST	Document emailed to party email
Thu, 21st Aug 2025 15:28:54 BST	Mrs Lynn Pratt viewed the envelope (86.149.103.97)
Thu, 21st Aug 2025 15:29:48 BST	Mrs Lynn Pratt signed the envelope (86.149.103.97)
Thu, 21st Aug 2025 15:29:48 BST	This envelope has been signed by all parties (86.149.103.97)