

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2021**



**THE EXCHANGE CHURCH,
AYLESBURY**

REGISTERED CHARITY No. 1157119

REGISTERED COMPANY No: 08765846

Castle View Accounting Ltd
Old Printing House Square
Unit 16, Tarrant Street
Arundel
West Sussex
BN18 9JF

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

CONTENTS

Page 3	Legal and Administrative Information
Page 4 to 6	Report of the Directors'
Page 7	Statement of Financial Activities
Page 8	Balance Sheet
Pages 9 to 14	Notes to the Financial Statements
Page 15	Independent Examiner's Report

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1157119
COMPANY REGISTRATION NUMBER	08765846
DATE OF INCORPORATION	7th November 2013
START OF FINANCIAL YEAR	1st September 2020
END OF FINANCIAL YEAR	31st August 2021
DIRECTORS AT 31ST AUGUST 2021	Sharon Clark Timothy Speakman Trevor John Bennett Pyniarlang Shabong Jacqueline Fiona Annan

GOVERNING DOCUMENT

Memorandum and Articles of Association Incorporated 7th November 2013 as Amended by Special Resolution Dated 11th April 2014.

OBJECTS

The Trust is established to: **(a)** to advance Christianity, in accordance with the provisions of the basis of Faith of the Evangelical Alliance, in the county of Buckinghamshire and elsewhere; **(b)** to relieve people who are in charitable need; **(c)** to advance education (including vocational training); **(d)** to promote such other charitable objects as the trustees shall from time to time determine.

CORRESPONDENT ADDRESS

Flat 4 Chiltern House
Oxford Road
Aylesbury
Bucks
HP19 8FQ

PRIMARY BANKERS

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Mailing
Kent
ME19 4JQ

SOLICITORS

Rutter & Rutter Solicitors
St Audrey's
Wincanton
Somerset
BA9 9DR

INDEPENDENT EXAMINERS

Castle View Accounting Ltd
Old Printing House Square
Unit 16, Tarrant Street
Arundel
West Sussex
BN18 9JF

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

REPORT OF THE DIRECTORS'
FOR THE YEAR ENDED 31ST AUGUST 2021

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements of the charity for the year ended 31st August 2021.

Structure, Governance and Management

The Charity was registered as a Company limited by guarantee on 7 November 2013 with a Memorandum and Articles of Association and as a Charity on 20 May 2014.

Pyniarlang Shabong, Jacqueline Fiona Annan, Trevor John Bennett, Sharon Clark and Tim Speakman have served as trustees throughout the year.

The trustees meet three times a year.

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the charity. No such investments are presently held.

A child protection coordinator and a deputy child protection coordinator / child protection administrator ensure all necessary staff and volunteers are police checked. The charity is committed to delivering good practice in all regulated areas, such as Health & Safety, Child Protection, etc.

Day-to-day operation of the charity is carried out by employees and volunteer team leaders.

Objectives and Activities

The trust is established to benefit the public by:

- advancing Christianity in accordance with the provisions of the basis of faith of the Evangelical Alliance.
- relieving people who are in charitable need, because of sickness or poor health, age, financial hardship or some other reason.
- advancing education (including vocational training).
- promoting such other charitable objects as the trustees shall from time to time determine.

Public Benefit Statement

The charity trustees have exercised their powers with due regard to the guidance on public benefit published by the Charity Commission to promote the charity's Objectives through our main activities, which are described below. All our charitable activities focus on the four purposes outlined above.

Achievements and Performance

1. Overall Progress and Growth

Church attendance has remained stable during the year. The church continued to work with the school and the local community. Our own community events at Christmas and Easter saw further growth in numbers of families from the local community attending.

1.1 Sunday Services

The church meets together each Sunday morning to worship, listen to a talk on a Bible-based subject, build friendships and to share the good news of Jesus. Up till July, due to Covid restrictions, this took place via Zoom. From July 2021 we have been meeting at Aston Clinton Community Centre alongside Zoom. The numbers of regular attendees as at 31 August 2021 was approx. 25 adults and 5 children and young people.

1.2 Prayer Meetings

We hold monthly Wednesday night prayer meetings, at which the average attendance has been around 5 adults during the course of the year. Due to Covid restrictions this has mostly taken place via Zoom.

1.3 Outreach

In conjunction with Aylesbury Foodbank ran a Foodbank in Buckingham Park, which was started in September 2019.

2. Working with the Local Community

We were unable to give our normal support to the Buckingham Park Church of England Primary School Christmas fayre as this did not take place due to Covid restrictions.

THE EXCHANGE CHURCH, AYLESBURY
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REPORT OF THE DIRECTORS' (Continued)
FOR THE YEAR ENDED 31ST AUGUST 2021

3. Working with Other Churches

3.1 Catalyst Network of Churches

We continue to build friendships with a number of churches in this relational network. In particular, we are receiving help from a local Catalyst church New Life Church Milton Keynes, in terms of preaching support on a Sunday and regular meetings with the senior leader Richard Wightman. Sharon Clark who is employed by New Life Church Milton Keynes is a trustee. We are also part of the regional Hub based in Bedford run by Kings Arms Church.

This year we gave a grant of £2,500 to the Catalyst network to help fund their work in the UK and Overseas. We provide a one-off donation of £200 to the Catalyst Network Covid 19 Emergency appeal. We also gave £500 to Kings Arms Church in Bedford and £250 to New Life Church, Milton Keynes to contribute to the costs of running Hubs which supports churches and leaders that relate to them.

3.2 Aylesbury Church Network (ACN)

We continue to build relationships with other churches in Aylesbury, attending events and meetings for local leaders.

3.3 Evangelical Alliance

The charity has been a member of the Evangelical Alliance since August 2016 (Membership No 239984).

4. Working Overseas

4.1 Myanmar

We helped support emergency relief work in Myanmar following the Military Coup with a donation £1,000 to support their work. £500 of which came from member donations.

4.2 India

We helped support emergency Covid-19 relief work in India with donations totalling £5,490. There are further donations to make following £5,400 of donations received from church members.

5. Discipleship and Pastoral Care

5.1 Community Groups

Our weekly daytime and evening discipleship groups, have mostly taken place online due to Covid restrictions.

5.2 Youth

We have a group that met weekly meetings via Zoom on a Thursday. There are plans to expand this in the coming year.

5.3 Children

We have one children's group on a Sunday for 5-10 year olds. These activities have been provided online.

Financial Review

The charity is financially dependent on the voluntary support of the general public making donations. Total voluntary income receipts for the year, including Gift Aid receivable and miscellaneous income, amounted to £58,205 (2019-20 £55,473). The church's total expenditure was £43,002 (2019-20 £66,585) The financial position of the church at 31 August 2021 is very healthy having reserves of £78,957

Management and administration costs relate to staff costs, office supplies, photocopying, insurance, and professional fees. Trustee indemnity insurance is in place.

The trustees approve an annual budget and give regular attention to financial results, variance from budgets and non-financial indicators.

As required by government, the church set up an occupational pension scheme for employees through The Peoples Pension in August 2017.

During the year, the church had two part-time employees (one senior leader and one graphics/ admin support worker).

The average number of staff during the year was 2 and the total remuneration for 12 months came to £25,804.

The cost of the end of year independent examination was £550.

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

REPORT OF THE DIRECTORS'
FOR THE YEAR ENDED 31ST AUGUST 2021

Statement of Directors' Responsibilities:

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year 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 the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- d) state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements.

The Directors are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors are also responsible for the contents of the Directors' report, and the responsibility of the independent examiner in relation to the Directors' report is limited to examining the report and ensuring that on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

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

I approve the attached statement of financial activities and balance sheet for the year ended 31st August 2021 and confirm that I have made available all information necessary for its preparation.

Approved by the Directors on the

Signed on their behalf by Director

Printed Name:

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST AUGUST 2021

(Incorporating Income & Expenditure Account)

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020/21 £	TOTAL 2019/20 £
INCOMING RESOURCES						
Income Resources from Generated Funds						
Donations & Legacies	3a	58,198	-	-	58,198	55,381
Investment Income	3b	7	-	-	7	92
TOTAL INCOMING RESOURCES		58,205	-	-	58,205	55,473
RESOURCES EXPENDED						
Cost of Generating Funds						
Cost of Charitable Activities	4a	42,058	-	-	42,058	65,567
Governance Costs	4b	945	-	-	945	1,018
TOTAL RESOURCES USED		43,003	-	-	43,003	66,585
NET INCOMING/(OUTGOING) RESOURCES		15,202	-	-	15,202	(11,112)
Balance Brought Forward		63,755	-	-	63,755	74,867
TOTAL FUNDS CARRIED FORWARD		78,957	-	-	78,957	63,755

Movements on all reserves and all recognised gains and losses are shown above. All of the charity's operations are classed as continuing.

The notes on pages 9 to 14 form part of these financial statements.

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET
AS AT 31ST AUGUST 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 31-Aug-21 £	Total 31-Aug-20 £
Fixed Assets					
Tangible Assets	2	-	-	-	-
Current Assets					
Debtors & Prepayments	7	2,288	-	2,288	2,423
Cash at Bank and in Hand	8	77,219	-	77,219	65,182
Total Current Assets		79,507	-	79,507	67,605
Creditors: amounts falling due within one year	9	550	-	550	3,850
NET CURRENT ASSETS		78,957	-	78,957	63,755
TOTAL ASSETS less current liabilities		78,957	-	78,957	63,755
Creditors: amounts falling due in more than one year	10	-	-	-	-
NET ASSETS		78,957	-	78,957	63,755
Funds of the Charity					
General Funds		78,957	-	78,957	63,755
Designated Funds	6	-	-	-	-
Restricted Funds	5	-	-	-	-
Total Funds		78,957	-	78,957	63,755

Directors' Responsibilities:

The Directors are satisfied that for the year ended on 31st August 2021 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 15.

The Directors acknowledge their responsibility for 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 and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The Directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit and loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Directors on the

Signed on their behalf by Director

Printed Name:

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2021

Basis of Preparation & Assessment of Going Concern

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Grants and Donations

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax Reclaims on Donations and Gifts

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Contractual Income and Performance Related Grants

This is only included in the SOFA once the related goods or services has been delivered.

Gifts in Kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

Donated Services and Facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31ST AUGUST 2021

1. ACCOUNTING POLICIES (Continued)

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or

Grants Payable without Performance Conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Pensions

The Charity operates a define contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the financial period. Pension contributions are charged to the Statement of Financial Activities as they become payable.

Taxation

The charity is exempt from tax on its charitable activities.

Legal Status of the Charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

Fixed Tangible Assets

Tangible fixed assets for use by the charity, these are capitalised if they can be used for more than one year, and cost at least £1,500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a reducing balance basis over their estimated useful lives. The rates applied per annum are as follows:

Fixtures and Fittings	25%
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2. TANGIBLE FIXED ASSETS

The Charity held no fixed assets investments during this or the previous financial period.

There are no annual commitments under non-cancelling operating leases and no capital commitments. (2019/20:None)

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST AUGUST 2021

3. INCOMING RESOURCES

Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020/21 £	TOTAL 2019/20 £
a) Donations & Legacies					
Gifts & Donations	48,003	-	-	48,003	45,000
Gift Aid Tax Recoverable	10,195	-	-	10,195	10,381
	58,198	-	-	58,198	55,381
b) Investment Income					
Interest	7	-	-	7	92
	7	-	-	7	92

4. RESOURCES EXPENDED

Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020/21 £	TOTAL 2019/20 £
a) Costs of Charitable Activities					
Advertising & Publicity	195	-	-	195	573
Books & Publications	139	-	-	139	76
Catering Costs	-	-	-	-	562
Children's Work	484	-	-	484	236
Community Events	137	-	-	137	221
Gifts & Donations	12,908	-	-	12,908	15,666
Insurance Costs	453	-	-	453	450
Office Costs	230	-	-	230	660
PA Music	567	-	-	567	432
Rent & Rates	600	-	-	600	2,800
Small Groups	188	-	-	188	-
Staff Costs	25,804	-	-	25,804	40,140
Training Costs	90	-	-	90	1,464
Travel & Subsistence	263	-	-	263	2,287
	42,058	-	-	42,058	65,567
b) Governance Costs					
Independent Examiners Fee	9	550	-	-	550
Legal & Professional Fees		395	-	-	395
		945	-	-	945
		945	-	-	1,018

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST AUGUST 2021

5. RESTRICTED FUNDS

The Charity held no restricted funds during this or the previous financial period.

6. DESIGNATED FUNDS

The Charity held no designated fund during this or the previous financial year.

7. DEBTORS AND PREPAYMENTS

	31-Aug-21	31-Aug-20
	£	£
Gift Aid Tax Recoverable	2,288	2,423
	<u>2,288</u>	<u>2,423</u>

8. CASH AT BANK AND IN HAND

	31-Aug-21	31-Aug-20
	£	£
Cash at Bank	77,219	65,182
	<u>77,219</u>	<u>65,182</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31-Aug-21	31-Aug-20
	£	£
Accruals	-	3,400
Independent Examiners Fee	550	450
	<u>550</u>	<u>3,850</u>

10. CREDITORS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

The Charity held no long term liabilities during this or the previous financial year.

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST AUGUST 2021

11. RECONCILIATION OF MOVEMENT ON CAPITAL AND RESERVES

The Company is Limited by Guarantee and is a Charity registered with the Charity Commission number 1157119 and is not, therefore, subject to Corporation Tax and does not have a Share capital.

	TOTAL 2020/21 £	TOTAL 2019/20 £
Profit / Deficit for the financial year	15,202	(11,112)
Other Recognised Gains	-	-
	<u>15,202</u>	<u>(11,112)</u>
Balances Brought Forward	63,755	74,867
Closing Funds at 31st August 2021	<u>78,957</u>	<u>63,755</u>

12. STAFF COSTS AND NUMBERS

	TOTAL 2020/21 £	TOTAL 2019/20 £
Gross Wages and Salaries	22,511	34,817
Employer's National Insurance Costs	1,775	2,628
Pension Contributions	1,518	2,695
	<u>25,804</u>	<u>40,140</u>

Employees who were engaged in each of the following activities:

	TOTAL 2020/21	TOTAL 2019/20
Activities in furtherance of organisation's objects	2	2

The Charity operates a PAYE scheme to pay all members of employed staff. The Charity also employs self employed staff and no employees received emoluments in excess of £60,000. (2019/20:None)

THE EXCHANGE CHURCH, AYLESBURY
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST AUGUST 2021

13. PAYMENTS TO DIRECTORS AND RELATED PARTIES

During the financial year Director Pyniarlang Shabong received £21,612 (2019/20:£21,400) in salary related payments and £1,518 (2019/20:£1,653) in Pension contributions in furtherance of the Charity's objects.

During the financial year The Exchange Church, Aylesbury made charitable donations of £250 to New Life Church Milton Keynes (Registered Charity Number 1119167) in furtherance of the Charity's object. Director Mrs Sharon Clark is also a Trustee of New Life Church Milton Keynes and all conflicts of interest have been identified, documented and managed accordingly.

No other payments were made to directors or any persons connected with them during this financial period. No other material transaction took place between the charity and a director or any person connected with them.

14. RISK ASSESSMENT

The Directors actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

15. RESERVES POLICY

The Directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

16. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of The Exchange Church, Aylesbury) on the accounts for the year ended 31st August 2021 set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The Charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit, and is eligible for independent examination, it is my responsibility to:-

- a) examine the accounts under section 145 of the Act;
- b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and;
- c) to state whether particular matters have come to my attention.

Basis of independent examiner's statement

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- 1. which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of recommended Practice: Accounting and Reporting by Charities.

have not been met; or

- 2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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West Sussex
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Date: