

Charity Registration No. 1164976

EXARCHATE UK DEANERY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

EXARCHATE UK DEANERY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Archpriest Patrick Hodson, Dean and ex officio Chairman	
	Mrs Sophie Barnard, Secretary	
	Mr Barry Dryden, Treasurer	
	Father Ian Wallis	
	Father J Lowe	(Appointed 31 October 2020)
	Mrs T Lowe	(Appointed 31 October 2020)
	Ms E von Schlippe	(Appointed 31 October 2020)
Secretary	Mrs Sophie Barnard	
Charity number	1164976	
Registered office	65 Balmoral Road London NW2 5BH	
Independent examiner	Rogers Spencer Newstead House Pelham Road Nottingham NG5 1AP	

EXARCHATE UK DEANERY

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EXARCHATE UK DEANERY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report and financial statements for the year ended 31 December 2020. The trustees who served during the year and up to the date of this report are set out at the end of this report.

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 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)

Objectives and activities

The objects are to advance the Orthodox Christian Faith in accordance with the principles of church government accepted by the Deanery in Great Britain and Ireland.

The Orthodox Christian Faith is defined by the governing document to mean the faith of the One Holy Orthodox-Catholic and Apostolic Church, rooted in the Holy Tradition, and taught by the Holy Scriptures, the Seven Ecumenical Councils and the Local and Provincial Councils, and by the Holy Fathers, and as preserved and taught by the Churches of the four ancient patriarchates of Constantinople, Jerusalem, Antioch and Alexandria, and by the Churches now in communion with any or all of them.

The "principles of church government" are set out in the Statutes of the Deanery, which themselves accord with the Statutes of the Archdiocese of Orthodox Parishes of Russian Tradition in Western Europe. These principles enshrine the decisions of the Council of Moscow of 1917-18. The Statutes provide a formal structure for the presbytery, and for the Clergy/Laity Meeting and the Deanery Executive.

The status of Exarchate was withdrawn by a decision of the Holy Synod of the Ecumenical Patriarchate on 27th November 2018, with proposals for a new organisation. In November 2019 the Deanery was received into the Archdiocese of Thyateira and Great Britain. The Deanery Trust continued to be registered with the Charities Commission under the name of Exarchate UK Deanery during 2020 pending formal agreement by the trustees to a revised name.

The Deanery is committed to developing a locally-based Orthodox Church which is open to all who wish to come and learn more about the Orthodox Christian Faith, without regard to nationality, language, racial or cultural background. The Deanery is strongly committed to the view, expressed by the late Metropolitan Anthony of Sourozh, of blessed memory (1914-2003), that the Orthodox Faith must be rooted in the culture of the place where its people live. Accordingly, the communities of the Deanery now use English as the principal language of liturgical prayer.

Members of the Deanery work, wherever possible, with other Christian groups and seek to develop good relationships with representatives of other faiths and, indeed, with those who do not profess any religious faith, in a spirit of tolerance and peace whilst holding firm to the fullness of the Orthodox Faith they have received as their inheritance.

The Deanery is likely to play a more significant role in wider society than the number of its Parishes and Eucharistic Communities would suggest, precisely because its members are fully incorporated with the local community, and do not see themselves as representing a foreign faith.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and in particular the specific guidance for charities for the advancement of religion.

EXARCHATE UK DEANERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Achievements and performance

Parishes and Communities

There were nine Parishes and seven Eucharistic Communities during 2020, as well as a few small monastic houses, known as *sketes* in the Orthodox tradition, where members of the Deanery carry on a more or less secluded life of prayer, and places where occasional services take place.

Pastoral Care and Oversight

For the year 2020 the Deanery was under the pastoral care of His Eminence Archbishop Nikitas of Thyateria and Great Britain. Due to the restrictions in place as a result of COVID-19 the Archbishop was not able to undertake all the normal activities for the Deanery.

Ordinations and Clergy Formation

The clergy were only able to hold one face-to-face meeting during 2020. There was one ordination to the priesthood, and one to the diaconate during the year.

Youth Work

The main activity within the Deanery for youth is the annual children's summer camp. In 2020 the responsibility for organising, administering and financing the camp was taken on by the Parish of St Peter and St Paul in Clapham, London. As a result of the COVID-19 restrictions in place during 2020, no summer camp was held.

Annual Conference and Festival

The Deanery had planned for an annual conference and festival to be held at the High Leigh Conference Centre in Hoddesdon, Hertfordshire in May 2020, however the event was cancelled as a result of COVID-19 restrictions that were in place during 2020.

Publications, Journal and Website

The website, located at <https://thyateira-deanery.uk>, has continued to be the principal means of communication with the members of the Deanery and the wider public. A few liturgical booklets published by the Deanery have been updated and reprinted.

Ecumenical and Inter-Faith Relationships

The Deanery has been a member of Churches Together in Britain and Ireland (CTBI) and of Churches Together in England (CTE), and of the Religious Education Council for England (REC). This responsibility has now been assumed by the Archdiocese of Thyateira and Great Britain. The Dean has been able to take part in the CTE Enabling Group on two occasions, but now representing the Archdiocese of Thyateira and Great Britain. Wherever possible members of the Deanery play a full part in the Standing Advisory Committees for Religious Education (SACREs) as well as other local ecumenical and inter-faith projects.

EXARCHATE UK DEANERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Financial review

The finances of the Deanery have operated so far on the principle of income and expenditure broadly matching. Many members and friends have made monthly contributions and every parish has to pay a percentage of its income to the Deanery.

The Deanery did not make any contribution to the Archdiocese in 2020, but is planning to agree the methodology for future contributions during 2021.

Following the decision taken in September 2019 by his Eminence Archbishop John of Charioupolis to move to the Moscow Patriarchate, negotiations took place between the parties with a view to reaching the amicable settlement. An agreement was signed in December 2020 by Metropolitan Emmanuel on behalf of the parishes he represented within the Patriarchate of Constantinople (including, and supported by, all the parishes of this Deanery that have remained within the Ecumenical Patriarchate) and Metropolitan John on behalf of the 'Union Directrice Diocesaine des Associations Orthodoxes Russes en Europe Occidentale' reaching an agreement on property and financial matters, as well as practical matters in respect of relationships going forward.

Reserves Policy

Policy is for there to be a minimum general reserve of £8,000, which would keep the Deanery running for six months.

Risk Management

The Deanery is dependent solely on the generosity of its supporters and could not continue that work if its regular income, and the contributions from parishes, ever failed.

Plans for the Future

The Deanery anticipates a continuing slow growth in numbers, and the development of more Eucharistic Communities into full Parishes, as God wills.

Funds have been established to allow the further development of monastic communities and for support of the clergy.

EXARCHATE UK DEANERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Structure, governance and management

The Deanery is governed by a Trust Deed made on 20th May 2008. The original Statutes were adopted on 23rd June 2007, when the organisation was an Episcopal Vicariate, and new Statutes as a Deanery were approved on 10th November 2012.

The Clergy/Laity Meeting of 23rd November 2013 voted to amend the new Statutes.

The Deanery up-to-now has been officially the 'Association of Parishes of the Archdiocese within Britain and Ireland', hereinafter the 'Exarchate UK Deanery Association' or the 'Deanery'. The Charity Commission registered the Deanery as a Charitable Incorporated Organisation (CIO) with the title 'The Exarchate UK Deanery' on 23rd December 2015. The charity number of this body is 1164976. The accounts were transferred with effect from 1st January 2016 and the old charity was closed.

At Clergy/Laity meetings on 29th February 2020, the voting members resolved to adopt a new set of statutes for the Deanery and those parishes and Eucharistic Communities situated in Great Britain and Ireland that were formerly part of the Archdiocese of Orthodox Parishes of Russian Tradition in Western Europe, and any parishes and Eucharistic Communities which subsequently join them, and which from November 2019 have formed part of a Deanery within the Archdiocese of Thyateira and Great Britain within the Ecumenical Patriarchate.

Further refinements may be necessary in due course, and model Parish Statutes have already been developed, and in many cases adopted by parishes.

Deanery Services

The Deanery is an association of member parishes, and provides services to the parishes including the following: Safeguarding, organising DBS disclosures for clergy and others, supporting with model constitutions, advising on establishing and safeguarding parish property, financial support and advice and up-to-now participating in ecumenical bodies at a national level. The Deanery also provides trustee services to parishes and communities on request.

Members of the Executive of the Deanery from time to time are the charity trustees for the purposes of the Charities Act.

In the period under review the following persons served on the Executive:-

Archpriest Patrick Hodson, Dean and ex officio
Chairman

Mrs Sophie Barnard, Secretary

Mr Barry Dryden, Treasurer

Ms Anna Holden (Resigned 31 December 2020)

Father Timothy Curtis (Resigned 31 December 2020)

Protodeacon Peter Scorer (Deceased 11 September 2020)

Father Ian Wallis

Father J Lowe (Appointed 31 October 2020)

Mrs T Lowe (Appointed 31 October 2020)

Ms E von Schlippe (Appointed 31 October 2020)

Father Peter Scorer, who served the Church with love, devotion and wisdom as a deacon for over forty years, and was ordained priest on 1st February 2020, was diagnosed with terminal cancer in the summer and reposed on 11th September 2020. He is much missed.

The administration of the Deanery was carried out during the period under review by the Dean, Archpriest Patrick Hodson and the Secretary and the administrative office was situated at 65 Balmoral Road, London NW2 5BH. The posts of the Secretary and the Treasurer are not remunerated.

EXARCHATE UK DEANERY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

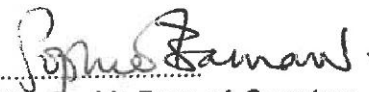
Signed by authority of the Deanery Executive



Archpriest Patrick Hodson, Dean and ex officio Chairman

Trustee

Dated:



Mrs Sophie Barnard, Secretary

Trustee

Dated: 30.10.21

EXARCHATE UK DEANERY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF EXARCHATE UK DEANERY

I report to the trustees on my examination of the financial statements of Exarchate UK Deanery (the charity) for the year ended 31 December 2020.

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.



.....
Melvin Bailey FCCA DChA
For and on behalf of Rogers Spencer
Statutory Auditors

Newstead House
Pelham Road
Nottingham
NG5 1AP

Dated: 30/10/21

EXARCHATE UK DEANERY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

Current financial year

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
	Notes				
<u>Income from:</u>					
Donations and legacies	3	2,648	-	2,648	6,642
Charitable activities	4	-	-	-	23,790
Investments	5	23	-	23	80
Total income		<u>2,671</u>	<u>-</u>	<u>2,671</u>	<u>30,512</u>
<u>Expenditure on:</u>					
Charitable activities	6	<u>5,413</u>	<u>-</u>	<u>5,413</u>	<u>35,927</u>
Net expenditure for the year/ Net movement in funds		(2,742)	-	(2,742)	(5,415)
Fund balances at 1 January 2020		<u>26,316</u>	<u>5,117</u>	<u>31,433</u>	<u>36,848</u>
Fund balances at 31 December 2020		<u><u>23,574</u></u>	<u><u>5,117</u></u>	<u><u>28,691</u></u>	<u><u>31,433</u></u>

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

All income and expenditure derive from continuing activities.

EXARCHATE UK DEANERY

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

Prior financial year

		Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	Notes			
<u>Income from:</u>				
Donations and legacies	3	6,642	-	6,642
Charitable activities	4	18,470	5,320	23,790
Investments	5	80	-	80
Total income		25,192	5,320	30,512
<u>Expenditure on:</u>				
Charitable activities	6	30,558	5,369	35,927
Net expenditure for the year/ Net movement in funds		(5,366)	(49)	(5,415)
Fund balances at 1 January 2019		31,682	5,166	36,848
Fund balances at 31 December 2019		26,316	5,117	31,433

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

All income and expenditure derive from continuing activities.

EXARCHATE UK DEANERY


BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Current assets					
Debtors	10	7,067		15,271	
Cash at bank and in hand		22,877		18,866	
		<u>29,944</u>		<u>34,137</u>	
Creditors: amounts falling due within one year	11	(1,253)		(2,704)	
Net current assets			<u>28,691</u>		<u>31,433</u>
Funds of the charity					
Restricted funds	12		5,117		5,117
Unrestricted funds			23,574		26,316
			<u>28,691</u>		<u>31,433</u>

The financial statements were approved by the Trustees on 29/10/2021.


Archpriest Patrick Hodson, Dean and ex officio
Chairman
Trustee


Mr Barry Dryden, Treasurer
Trustee

EXARCHATE UK DEANERY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

Exarchate UK Deanery is a charitable incorporated organisation registered with the Charity Commission on 23 December 2015.

1.1 Accounting convention

The financial statements 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 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.

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 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.

1.4 Incoming resources

All income is included in the SOFA when the charity is legally entitled to the income, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue grants', is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Gifts in kind donated are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

All capital grants received in respect of any depreciated assets are credited to deferred income and amortised to the profit and loss account over the useful economic life of the assets to which they relate.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank

EXARCHATE UK DEANERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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 the resources.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the promotional costs to the charity
- Expenditure on charitable activities includes all costs undertaken to further the purposes of the charity and their associated support costs, including costs of governance

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.6 Foreign exchange

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the statement of financial activities.

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.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Regular donations	1,560	1,710
Gift Aid	285	1,690
Parish contributions	803	2,892
Other donations	-	350
	<u>2,648</u>	<u>6,642</u>

EXARCHATE UK DEANERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

4 Charitable activities - income

	Unrestricted funds 2019 £
Annual conference	23,590
Summer camp	100
Contribution to clergy meeting	20
Monastic communities	80
	<u>23,790</u>
Analysis by fund	
Unrestricted funds	18,470
Restricted funds	<u>5,320</u>

5 Investment income

	Unrestricted funds 2020 £	Unrestricted funds 2019 £
Bank interest receivable	<u>23</u>	<u>80</u>

EXARCHATE UK DEANERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

6 Charitable activities - expenditure

	Total 2020 £	Total 2019 £
Contribution to Archdiocese	(439)	(6,408)
Conference	-	22,715
Travel expenses	386	1,787
Other administrative expenses	479	110
Archdiocesan Council representation	258	4,337
Deanery clergy conferences	1,876	4,704
Archdiocesan visits	-	4,133
Ecumenical subscriptions	600	1,499
Legal/bank fees	236	72
Summer camp	-	368
Insurance	817	826
	<u>4,213</u>	<u>34,143</u>
Share of governance costs (see note 7)	1,200	1,784
	<u>5,413</u>	<u>35,927</u>
Analysis by fund		
Unrestricted funds	5,413	30,558
Restricted funds	-	5,369
	<u>5,413</u>	<u>35,927</u>

7 Governance costs

	2020 £	2019 £
Independent examination fees	1,200	960
Travel expenses	-	261
Other administrative expenses	-	94
Deanery clergy conferences	-	469
	<u>1,200</u>	<u>1,784</u>

Governance costs includes payments to the independent examiners of £960 (2019- £1,020) for independent examination fees.

EXARCHATE UK DEANERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity or had any expenses reimbursed by the charity during either the current or prior year.

9 Employees

There were no employees during either the current or prior year.

10 Debtors

	2020 £	2019 £
Amounts falling due within one year:		
Other debtors	2,864	12,892
Prepayments and accrued income	4,203	2,379
	<u>7,067</u>	<u>15,271</u>

11 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	283	1,854
Accruals and deferred income	970	850
	<u>1,253</u>	<u>2,704</u>

EXARCHATE UK DEANERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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 January 2019	Incoming resources	Resources expended	Balance at 1 January 2020	Incoming resources	Resources expended
	£	£	£	£	£	£
Clergy support	1,710	-	-	1,710	-	-
Monastic communities	219	80	-	299	-	-
Bursary/Children - Conference	3,237	5,240	(5,369)	3,108	-	-
	5,166	5,320	(5,369)	5,117	-	-

The restricted reserves have been established by donations from parishes and individuals with specific conditions as follows:

Clergy Support - To provide training or financial support to members of the clergy that are faced with financial difficulties. The reserve will be supported by contributions from the General Fund if necessary.

Monastic Communities - To provide financial support to monks and nuns from monastic communities

Bursary/Children Conference - The annual conference aims to pass on the cost of accommodation to attendees. Attendees with financial difficulties may apply for a reduced fee and therefore receive a bursary. Similarly all child places are charged at a reduced rate. This reserve is used to finance the cost of:

- bursaries for those attending the annual conference
- the discounted price for children's places
- accommodation for those involved in the children's programme

EXARCHATE UK DEANERY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

13 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:						
Current assets/ (liabilities)	28,691	-	28,691	26,316	5,117	31,433
	<u>28,691</u>	<u>-</u>	<u>28,691</u>	<u>26,316</u>	<u>5,117</u>	<u>31,433</u>

14 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).