

Charity Registration No. 1169247

**ABBERTON RURAL TRAINING**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

# **ABBERTON RURAL TRAINING**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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### **Trustees**

Cllr Anne Brown (Chair)  
Brian Cairns (resigned 1<sup>st</sup> May 2020)  
Henry Bass (retired 30<sup>th</sup> September 2020)  
Jonathan Compton (retired 30<sup>th</sup> September 2020)  
Nick Shuttleworth (retired 30<sup>th</sup> September 2020)  
Russell Grant Everard (retired 30<sup>th</sup> September 2020)  
Andrew Grimwade (elected 30<sup>th</sup> September 2020)  
Anna MacDonald (elected 30<sup>th</sup> September 2020)  
Tina Morgan (elected 30<sup>th</sup> September 2020)  
Paul Hinsley (joined 26<sup>th</sup> March 2021)  
Alistair Heron (joined 26<sup>th</sup> March 2021)  
Tristan Bourne (joined 26<sup>th</sup> March 2021)

**Charity number** 1169247

### **Registered office**

Up to 15<sup>th</sup> May 2021

Wormingford Community Education Centre  
Church Road  
Wormingford  
Essex  
CO6 3AZ

From 15<sup>th</sup> May 2021

1 Whitbreads Business Centre  
Whitbreads Farm Lane  
Chatham Green  
Chelmsford  
Essex  
CM3 3FE

### **Independent examiner**

Paul Pritchard FFA  
Abacus Accountancy  
105 Courtyard Studios  
Braintree  
Essex  
CM7 3AN

# **ABBERTON RURAL TRAINING**

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# ABBERTON RURAL TRAINING

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 MARCH 2021**

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The Trustees present their report and financial statements for the year ended 31 March 2021.

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 Constitution, 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 of the Charity are:

- The advancement of education, training or retraining and
- The relief of those in need in particular but not exclusively among unemployed people in Essex providing them with work experience, volunteering opportunities, mentoring and rural employability and craft skills courses, and by supporting their re-integration back into the rural community or by such other means as may from time to time be determined subject to the prior written consent of the Charity Commission for England and Wales.

The Charity sets out its vision as follows:

"Abberton Rural Training will deliver a programme of practical skills training to residents of rural Essex with a particular focus on supporting those who need help to access jobs or further education and training"

In pursuing this vision, the Charity is committed to making a real difference to the lives of people in rural Essex by focussing on helping those who are outside the workforce, education and training to re-engage with training. The aim is to equip trainees with the confidence, skills and qualifications to enable them to progress into employment, self-employment or further education and training. In doing this, the Charity will help employers to secure the motivated, skilled and qualified staff they need to grow their organisations, and in turn to strengthen the rural economy.

In addition to the benefits the Charity brings to its participants, the local community and society through the education it offers, the Charity's help and assistance to those in need including mentoring and rural employability create a social asset and so reduces the long term costs to the Exchequer.

The Trustees are responsible for setting a strategy for achieving the objectives they have set. The focus is on the development of participants and their educational and social progress and to widen further the access to the education the Charity provides.

In taking forward the Charity's strategy the Charity will:

- Review the Charity's courses, progress and achievements;
  - Ensure the range of courses available to its participants is meeting their needs;
  - Invest in establishing the necessary infrastructure of the Charity;
  - Co-operate and work with public bodies, other charities, community organisations and partners; and
  - Continue to review and develop its methods to ensure wider access to participants from all backgrounds.
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## **ABBERTON RURAL TRAINING**

### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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Abberton Rural Training (ART) is a charitable trust which seeks to benefit the public through the pursuit of its stated aims. Its courses are free to participants in order to ensure accessibility for all, and particularly those from difficult backgrounds or in difficult circumstances including homelessness.

The Charity welcomes participants from all backgrounds. The Charity has continued to seek to be all inclusive, particularly to women and ethnic minorities, although actual attendees reflects those in isolation seeking to be trained on rural skills. We continue to ensure our courses are accessible to all. An individual's economic status, health, gender, ethnicity, race, religion or disability does not form part of the Charity's acceptance processes.

The Charity is an equal opportunities organisation and is committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability. The Charity makes reasonable adjustments to meet the needs of staff or participants who are or become disabled.

The Charity is committed to safeguarding and promoting the welfare of its participants and expects all staff and volunteers to share this commitment. We have had significant welfare cases this year, including the prevention of suicide, and we consider that our support and interventions have majorly assisted in the avoidance of 9 potential suicides during this financial year. We have worked closely with Essex Adult Social Care to ensure the correct safeguarding procedures have been in place and have been effective.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

The Charity has continued to evolve and develop courses, subject to funding availability and demand. Current courses for this year include Land Based Studies for young adults aged 17-24 who are NEET (Not in Employment, Education or Training), as well as for adults aged 25+ as a separate groups across a variety of sites covering Essex and the Suffolk borders. 213 individual participants took part in these ART courses in the academic year 2020/21 with 1561 learning days completed.

We have also continued to operate our Rustic Recovery Programme, in conjunction with the Colchester Garrison through their Personnel Recovery Centre, which concentrates on providing training and education opportunities alongside guidance and support for serving personnel who are being medically discharged from service and for veterans.

We further worked as part of the response to COVID19 with a new project – Stay at Home, Grow Your Own in partnership with 7 local authorities. This was very successful working with 1250 households during the financial year, and providing opportunities for families to use horticulture as a way to manage anxiety and family struggles during isolation. 48% of the evaluation participants stated that they had not had to seek medical intervention for mental health issues due to the project.

The Charity's work continues work at locations throughout Essex, including our main new head office (from 15<sup>th</sup> May 2021 at Chatham Green, as well as Wormingford, Stow Maries Great War Aerodrome, Maldon, Weeley, Cressing, Halstead, Hadleigh and Brentwood.

The Charity has been recognised by the Rural Business Awards, winning two National awards for Best Rural Social Enterprise, Charity or Community Project and Triumph Over Adversity Award and awarded The Queens Award for Voluntary Service – announced 1<sup>st</sup> June 2021.

## Financial review

The Charity's Reserves Policy requires ART's minimum unrestricted funds neither committed nor invested in tangible assets (i.e. the charity's minimum 'Free Core Charitable Funds' or 'Free Reserves') to be sufficient to enable the charity to meet its next three months' direct expenditure on its unrestricted activities and, in addition, its next three months' expenditure on all its support costs, as defined in Note 1.5 to the Financial Statements.

As at 31 March 2021 this equated to a minimum requirement of £ 65,710.78 in Reserves.

This is however the minimum requirement, and the Board have set a target for reserves of £70,000 - £75,000 rising to £100,000 by the end of 2022 to ensure adequate protection of courses and provision without interruption. The actual Reserves as at 31<sup>st</sup> March 2021 amounted to £ 73,987.

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

The Board of Trustees review the charity's Risk Register at each of its bi-monthly meetings. The main strategic risks facing the charity going forward are:

1. Continued effects of COVID19
2. Loss of key staff
3. Security of assets
4. Lack of ongoing funding

Internal financial risks are minimised through the implementation of robust financial control procedures including regular reports to the Board of Trustees.

The Charity continues to develop further partnerships and funding opportunities to increase further the number of participants able to participate in its programmes. Since 31 March 2020, we have already commenced partnerships including Essex County Council Country Parks teams, Employability Teams and new partnerships with Essex Cares Ltd, Tendring CVS and six Borough and District Councils including Braintree, Colchester, Chelmsford, Maldon, Tendring and Brentwood.

Going forward we will continue to liaise with local and national government bodies including the Department of Work and Pensions, the Police and South East Local Enterprise Partnership (SELEP), the High Sheriff of Essex and Essex County Council Employability and Skills team and other charity organisations, such as Essex Community Fund, to ensure that the Charity's programme and courses remain relevant and up to date with local requirements, particular skills shortage relevant to local rural employment opportunities.

The Charity continues to develop a network of outreach facilities to provide relevant courses within acceptable distances to meet the demands and needs of the community aligned with the Charity's strategic focus for those who are outside the jobs market or at risk of exclusion from training and the jobs market in the rural community. These include Halstead, Stow Maries Great War Aerodrome, Cressing Temple Barns, Hadleigh, Weeley and Brentwood. The Charity continues to work with Adult Community Learning to help access funding opportunities and/or validate the Charity's course provision.

The Charity anticipates that its future plans will continue to be financed primarily from funding income (generally on an annual cycle) and therefore the Board of Trustees continue to maintain an appropriate balance between delivery for the benefit of current participants and ensuring a sound infrastructure and financial base are preserved for future participants.

The Charity's marketing approach focuses on raising the Charity's profile with potential trainees, delivery partners and funding bodies through engagement and promotion of the work and success of the Charity's work. Our social media profile has increased further this year, with over 12000 visits per month, and we have released over 40 videos on You Tube, as well as continually reviewing and upgrading our website.

### Structure, governance and management

The Charity operates under a constitution of a Charitable Incorporated Organisation (Association Model), with the date of the constitution (last amended) of 8th September 2016 and was sealed by the Charity Commissioners for England and Wales on 19th September 2016 which included the regulations for appointment of trustees.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Cllr Anne Brown (Chair)  
Brian Cairns (resigned 1<sup>st</sup> May 2020)  
Henry Bass (retired 30<sup>th</sup> September 2020)  
Jonathan Compton (retired 30<sup>th</sup> September 2020)  
Nick Shuttleworth (retired 30<sup>th</sup> September 2020)  
Russell Grant Everard (retired 30<sup>th</sup> September 2020)  
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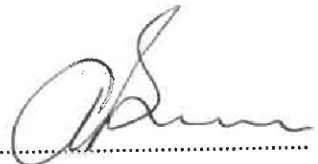
The Board of Trustees are responsible for the overall management and control of the Charity and meet at least six times a year. The work of implementing their policies is carried out by the Chief Executive Officer and reviewed and amended or accepted by the Board of Trustees.

The Charity's Chief Executive Officer is responsible for co-ordinating the work of the Board of Trustees and any sub-committees as may be required, preparation of papers and management accounts and the review of matters arising.

The Trustees determine the general policy of the Charity. The day to day running of the Charity is delegated to the Chief Executive Officer.

All trustees give their time freely. The trustees receive no remuneration. Trustee expenses to the sum of £34.26 were paid in this year.

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



Trustee

Dated: 30/9/21

## **ABBERTON RURAL TRAINING**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2021**

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

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity for that year.

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 accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.



## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ABBERTON RURAL TRAINING

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I report to the Trustees on my examination of the financial statements of Abberton Rural Training (the charity) for the year ended 31 March 2021.

### 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.

Paul Pritchard FFA  
Abacus Accountancy  
105 Courtyard Studios  
Braintree  
Essex  
CM7 3AN



Dated: 7 OCT 2021

## ABBERTON RURAL TRAINING

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £
<b>Income from:</b>					
Donations and legacies	3	10,163.42	-	10,163.42	28,183
Charitable activities	4	152,465.12	54,304.00	206,769.12	68,328
Investments	5	38.01	-	38.01	6
<b>Total income</b>		<b>162,666.55</b>	<b>54,304.00</b>	<b>216,970.55</b>	<b>96,517</b>
<b>Expenditure on:</b>					
Charitable activities	6	190,967.95	34,813.18	225,781.13	83,577
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(28,301.40)</b>	<b>19,490.82</b>	<b>(8,810.58)</b>	<b>13,703</b>
Fund balances at 1 April 2020		82,797.14	-	82,797.14	69,094
<b>Fund balances at 31 March 2021</b>		<b>54,495.74</b>	<b>19,490.82</b>	<b>73,986.56</b>	<b>82,797</b>

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

All income and expenditure derive from continuing activities.

# ABBERTON RURAL TRAINING

## BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed Assets</b>					
Tangible Assets			5,500		5,500
<b>Current assets</b>					
Debtors	11			95,563	
Cash at bank and in hand		79,674			
		79,674		95,563	
Creditors: amounts falling due within one year	12	(11,187)		(18,266)	
Net current assets			68,487		77,297
<b>Total net assets of the charity</b>			<u>73,987</u>		<u>82,797</u>
<b>Income funds</b>					
Restricted funds	13		19,490		
Unrestricted funds			54,497		82,797
			<u>73,987</u>		<u>82,797</u>

The financial statements were approved by the Trustees on 30/9/21



Cllr Anne Brown  
Trustee

# **ABBERTON RURAL TRAINING**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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### **1. Accounting policies**

#### **Charity information**

Abberton Rural Training is a Charitable Incorporated Organisation, incorporated in England & Wales.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's Constitution, 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.

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 comprise grants and donations, contract income and other income receivable or generated for the objects of the charity without further specified purpose. In ART's case this includes the charity's commissioning grants from Essex County Council, which is applied across all the charity's objects and are fully utilised over the course of the year. Unrestricted funds which are not utilised during the year are carried forward as general funds.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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 Income**

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

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

# ABBERTON RURAL TRAINING

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is accounted for on an accruals basis. All income and expenditure is allocated to a particular activity where it relates directly to that activity. Support functions (including finance, human resources, facilities management and governance) are apportioned across the activities that the functions support. Overhead costs (including office running costs and consumables, information technology, insurances and affiliation fees) are similarly apportioned. To the extent that activity-related funding agreements allow, support costs are apportioned to activities based on the full-time equivalent number of staff employed within that activity.

#### *Basic financial assets*

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost. Financial assets comprise cash at bank and in hand, together with trade and other debtors. A specific provision is made for debts for which recoverability is in doubt. Cash at bank and in hand is defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise all creditors except social security and other taxes, deferred income and provisions.

#### 1.6 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received. Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 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	Restricted funds	Total	Total funds
	2021 £	2021 £	2021 £	2020 £
Donations and legacies	10,163.42 =====	- =====	10,163.42 =====	28,183 =====

**4 Charitable activities**

	Unrestricted Funds	Restricted funds	Total	Total funds
	2021 £	2021 £	2021 £	2020 £
Services provided under contract	152,465.12 =====	54,304.00 =====	206,769.12 =====	68,328 =====

**5 Investments**

	Unrestricted funds	Total
	2021 £	2020 £
Investments – interest receivable	38.01 =====	6 =====

**6 Charitable activities**

	Education & training 2021 £	Education & training 2020 £
Staff costs	120,352.87	30,965
Education and training	42,802.15	26,060
Rent and venue hire	9,760.23	10,327
Repairs and maintenance	2,306.00	1,820
Printing, postage and stationary	1,013.89	790
Telephony and internet	1,404.96	1,222
Travel and subsistence (now incl. small purchases)	14,987.93	5,058
Office expenses	1,087.50	846
Professional fees (incl. RCCE previous staff costs/fees)	27,072.78	2,889
Insurance	1,974.82	1,710
Memberships	276.00	810
Bank charges	69.00	60
Share of governance costs	2,673.00	1,020
	-----	-----
<b>Total</b>	<b>225,781.13</b>	<b>82,557</b>
	-----	-----
<b>Analysis by fund</b>		
Unrestricted funds	190,967.95	83,577
Restricted funds	34,813.18	-
	-----	-----
	<b>225,781.13</b>	<b>82,577</b>
	-----	-----

## 7 Support Costs

	Support Costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Accountancy	1,233	1,440	2,673	-	1,020	1,020
	-----	-----	-----	-----	-----	-----
	1,233	1,440	2,673	-	1,020	1,020
Analysed between Charitable activities	1,233	1,440	2,673	-	1,020	1,020
	-----	-----	-----	-----	-----	-----

Governance costs includes fees payable to the independent examiners of £1,440

## 8 Trustees

One trustee, Russell Everard, received travel expenses this year of £34.26. No other payments or remuneration from the charity was paid to Trustees (or any persons connected with them) during the year.

## 9 Employees

### Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	6	3
Employment Costs	2021 £	2020 £
Staff cost salaries	120,352.87	30,965
Education salaries	30,979.06	
	-----	-----

The number of employees paid more than £60,000 was nil (2020: nil)

## 10 Financial Instruments

Carrying amount of financial assets	2021 £	2020 £
Debt instruments measured at amortised cost	-	-
Carrying amount of financial liabilities Measured at amortised cost	11,187.46	18,266
	-----	-----

## 11 Debtors

Amounts falling due within one year:	2021 £	2020 £
Trade debtors	-	-
Other debtors	-	-
	-----	-----
	-	-

12 Creditors: amounts falling due within one year:	2021	2020
	£	£
Creditors	11,187.46	18,266
	-----	-----
	11,187.46	18,266

13 Analysis of net assets between funds	Unrestricted Funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £
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Fund balances at 31 March 2020 are represented by:

Current assets/(liabilities)	54,497	19,490	73,987	82,797
	-----	-----	-----	-----
	54,497	19,490	73,987	82,797
	-----	-----	-----	-----