

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

THE PAROCHIAL CHURCH OF ST MARY'S SHAW CUM DONNINGTON

CHARITY NUMBER 1172611



Contents	Page
Trustees Annual Report	3
Receipts and Payment Account	10
Statement of Assets and Liabilities	13
Independent Examiners' Report	14

Annual Report for the Year Ending 31st December 2023

The members present their annual report together with the financial statements of the PCC of St Mary's Church for the year ended 31st December 2023.

AIMS AND PURPOSES

St Mary's Church is situated on the northern edge of Newbury and serves the areas of Shaw, Donnington and Clay Hill as well as the more rural areas to the north. The Parochial Church Council (PCC) has the responsibility to co-operate with the priest-in-charge, Revd. Raymond Obin, in ministering to the parish and achieving our aims as stated below. It also has the responsibility for the maintenance of the church building on Church Road, Shaw, including the adjoining Church Centre. The activities of the PCC are regulated by the Church of England, Diocese of Oxford.

OBJECTIVES AND ACTIVITIES

St Mary's Church aims to respond to God's love in Knowing Jesus, Sharing God's Love and Caring for People. We are a welcoming community who aim to reach out to all the people in the Parish as we worship together, tell people about the Gospel of Jesus Christ, and care in spiritual and practical terms wherever we can in the community.

We strive to fulfil these objectives through:

- A secure and varied pattern of Worship, Prayer and Bible Study, in church, the church centre, care homes and schools.
- Provision of pastoral care through a committed pastoral team.
- A strong musical tradition and enjoyment of worshipping through music.
- Close working relationship with local schools, especially our church school (Shaw cum Donnington Primary School), the Parish Council, the Village Hall Committee and local organisations.
- A welcoming and interesting programme of social activities.
- Working co-operatively as members of Christians Together in the Newbury Area (CTNA) and the Newbury Deanery.
- To facilitate much of our work, we are committed to looking after the fabric of St Mary's Church, Shaw cum Donnington and its Church Centre, which provides a well-regarded space for many community activities.

ACHIEVEMENTS AND PERFORMANCE

Worship and Prayer

The PCC strives to meet the spiritual, emotional and practical needs of our community by offering a varied pattern of worship, prayer and bible study throughout the week, using the church, the church centre, as well as in care homes and schools. In 2023 we had a service of Holy Communion or Morning Prayer every Sunday at 10am. Baptisms were held during the morning service or separately, depending on the circumstances. We held a weekly Meeting for Prayer in the Church using some of the liturgy from the Morning Prayer and a mid-week Communion service on the 2nd and 4th Wednesdays of the month. We held a week-day afternoon service for our Home Members before Easter, Harvest and Christmas. Our services are easy to follow, using a projector and screen for liturgy and lyrics, and we make available a printed order of service in large print for those who need it. We have a monthly prayer breakfast on the first Saturday of the month. We held a Lent

course. We have an email 'Prayer Chain' and share requests for prayer with members of the congregation who have chosen to receive them.

Shaw cum Donnington Primary School come to the church four times a year for special services and Trinity School (secondary) use the church for their Christmas assemblies. COINS (Christian Opportunities in Newbury Schools) used the church for their Christmas and Easter events which are attended by other local schools.

We have a particular focus on making sure all are made welcome at our services, and we deliver a Christmas Card to everyone in the parish with details of our Christmas Worship.

There are currently 80 people on the electoral roll, 51 are residents and 29 non-residents.

Our Sunday attendance increased in 2023.

In 2023 we baptised 7 children. We conducted 4 weddings and the clergy conducted 19 funerals at St Mary's or the Crematorium. These services are essential to our commitment to spiritually support everyone in our parish as they enable our community to journey with God through life and to give thanks to Him at the milestones along their earthly pathway.

We had a church Away Day in October when we went to All Saints Church, Upper Bucklebury for a reflection and planning day on the theme of 'How Can I Help?' A number of ideas were generated from this and are being progressed.

The Church Purpose and Focus Statement was discussed and the new strap line was agreed as 'Knowing Jesus, Sharing God's Love, Caring for People.'

Deanery Synod

Two members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church.

The Church and Church Centre

The asbestos floor tiles were removed from the west porch and a replacement floor was laid.

The kitchen in the church centre was refitted in August and has provided a more workable space for the various groups that use the space. This includes the various church groups who meet in the church centre, a weekly Art Group who hire the space and Bridge Church (a Newbury Free Church) used our facilities to run a weekly parent and toddlers' group.

A quinquennial inspection in October 2023 highlighted a number of issues with the church and church centre. The issues have been prioritised in order of urgency and work will begin on repairs to the church roof in 2024.

The installation of a replacement CCTV system was started during the year, partially funded by a grant from the Thames Valley Police Community fund.

New, lighter chairs were purchased for the church centre.

A team of volunteers started work on the churchyard to tidy areas that had become overgrown and to plant bulbs. Communications with the local Parish Council and West Berkshire Council have started to ensure that the grass is cut at regular intervals by the Council contractors and that overgrown trees can be trimmed.

Pastoral Care

The Barnabas Group, supporting those in the community who have been bereaved, continued to meet weekly in the church centre.

The Myrtle Café project continues to provide a Monday meeting point and support for those who are isolated and lonely in the community.

The monthly Lunch Club for older members of the community continued to be popular and minibuss transport is provided as required.

Home Members (those older members of the community who can no longer attend Sunday worship) were invited to St Mary's for special events at Easter, Summer, Harvest and Christmas and joined together in a Communion Service followed by afternoon tea.

The 'Reminiscence' project continued in 2023 and the group meets in person to share memories on particular themes.

Members of the church keep in regular touch with older members of the community who are no longer able to attend services.

Mission and Evangelism

Helping those in need is a demonstration of our faith. At St Mary's we demonstrate this by our Pastoral Care activities and support for charities at home and abroad. We sell calendars at Christmas to raise funds for Newbury Cancer Care Trust and pack shoeboxes of gifts as part of the 'Link To Hope' scheme. We are a collection point for the West Berkshire Foodbank and support Action Through Enterprise in Ghana with fundraising. We organise special collections for appeals run by Christian Aid. We hope to restart our Youth Work in the future but, until this happens, we are pleased to support the Next Gen Youth Café who meet at a local community centre, as one of our Christmas charities. We support the Bible Society and Bible Sunday was marked on 29th October with a local speaker from the Bible Society.

Every home in the parish (now almost 7,000 approximately) received a Christmas Card with information about regular services and activities.

Ecumenical Relationships

St Mary's is a member of Christians Together in Newbury (CTNA) and has a strong history of working together with Christians of all denominations.

Other Activities

We would like to rebuild our work with families and children and look forward to seeing more children at our Sunday morning services in the future. Our weekly 'Meeting Point' group for parents and pre-school children has been running for many years with the support of dedicated volunteers and continued in 2023 with a small number of families attending.

We held our APCM in March. In May we hosted a concert as part of the Newbury Spring Festival programme. In June we travelled to Oxford to join the service of ordination for our curate, Revd. Ed Yates. In September we held our Harvest services, including Harvest Evensong followed by tea. In October we held our Annual Bereavement service and tea.

We take environmental issues very seriously and actively encourage and promote ways in which the congregation can get involved in protecting our environment at a local and national level. We include 'Green Tips' in our pew sheet and 'Remote Action' suggestions in our weekly email

communications. We held an 'Environment' service and joined in the national Count on Nature. We are a Fairtrade Church and purchase fairtrade coffee and tea for use in our after-church café. We are currently working towards our Silver eco-Church award.

Financial Review

Receipts

Total receipts on unrestricted funds were £32,780. Restricted donations (money collected for Cancer Care Calendars, Link to Hope Shoeboxes and West Berkshire Foodbank) of £574 were also received. Voluntary donations have increased slightly this year.

The 200 Club raised £1,757 for general funds. Other fundraising events included a Burns Night Supper and a coffee morning. A grant of £1,000 was received from West Berkshire Council to support the Myrtle Café 'Warm Spaces' project. £500 was donated via The Good Exchange in 2023 towards the refit of the church kitchen. Total fundraising income was £5,663 which is lower than in previous years due to fewer fundraising events taking place.

The income from the Jones Will Trust was £12,500. This has increased compared to 2022 due to the timing of the payments.

The freehold house in Walton Way continues to be let and provided an income of £8,516 after management fees were taken into account. This is an increase from 2022 and is due to a rent increase in May.

Service fee income has decreased slightly due to fewer weddings and funerals taking place in 2023 compared to the previous year.

Other income was £9,547. The main items were VAT refunds of £5,471 (church boiler, replacement lighting, kitchen refit and west porch floor), Lunch Club donations (including £320 transferred from the Lunch Club account previously held at Lloyds Bank), donations at events run by the Pastoral Team, Myrtle Café donations and coach tickets to Oxford for Ed's ordination. Income for the year was £84,167. This has increased since 2022 due to the increases in voluntary income, investment income and VAT refunds.

Payments

The Costs of Events in 2023 was £2,220 and included prizes for the 200 club, Lunch Club and Burns Night expenses and the coach trip to Oxford. It also included minibus hire (deducted from the 'Surviving to Thriving' fund) for events held at St Mary's.

Charitable Donations in 2023 were £789 and included money collected for Cancer Care Calendars, Link to Hope Shoeboxes and West Berkshire Foodbank (£523) plus donations to ATE (£256) and Christian Aid (£10). Funds were also raised for special collections and these were paid to the charities directly so do not appear in the accounts. These were the DEC Turkey and Syria Earthquake Appeal (£155), Christian Aid Appeals (£990), ATE (£223) and Next Gen Youth Café (£341).

£77,653 was spent from unrestricted funds, and a further £515 from restricted funds, on church running costs in 2023. The major item of expenditure was St Mary's Parish Share contribution to the Oxford Diocese of £23,117. This amount is approximately 46% of the Parish Share paid by similar parishes as Raymond is a self-supporting minister.

£8,755 was spent from the £50,000 legacy fund on enhancements to the church and church centre. The items approved by PCC and then purchased were new chairs for the church centre and a contribution towards refitting the church kitchen.

£2,222 was spent from the 'Surviving to Thriving' fund. Items purchased included a large AV screen for the church centre, laptops for use by Myrtle Café attendees and minibus transport to events in the church centre. The fund has now been totally spent.

The Church Centre Kitchen refit was the main item of capital expenditure in 2023. The material and fitting costs were £12,048.

Net Result

Total payments for 2023 were £93,225 compared to receipts of £84,167 giving a deficit of £9,058. The planned expenditure from legacy funds, plus the kitchen refit, were the main reasons for the deficit. The numbers of people attending services in 2023 continued to increase and it is hoped that this will result in an increase in voluntary income in 2024. In addition, the PCC will continue to explore where savings can be made in order to ensure that St Mary's remains financially viable and is able to continue its commitments to the congregations and the community. St Mary's has an aspiration to return to paying the full Parish Share within the next few years in order to support a full-time member of the clergy in the future.

It is planned to spend the Church Centre restricted reserve fund in 2024 on further enhancements to the church centre by replacing the downstairs windows to reduce heat loss. It is planned to spend the remaining funds in the Building Maintenance fund on repairs that were identified as part of the recent quinquennial inspection. It is planned to spend the remaining legacy funds (£17,552) on projects that have already been approved by PCC (Church Centre Lighting, Internal South Doors and upgrading the CCTV system). Other proposals for use of any remaining legacy funds are still under discussion.

Cash funds at the end of 2023 were £89,465 split between a business current account and three savings accounts. This includes the sum of £5,679 held in the restricted reserve account (for church centre capital purchases and maintenance only). £7,720 remains in the Building Maintenance Restricted Reserve Fund, £2,988 in the Youth Work Restricted Reserve Fund, £608 in the Lunch Club Fund and £513 in the Pastoral Team fund. The total amount in the restricted reserve funds at the end of the year was £17,508. This represents money that was given for a specific purpose and can only be spent on those items.

Reserves Policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £30,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The total amount in the unrestricted reserve fund at the end of 2023 was £54,345.

Staff and Volunteers

We would like to thank the many volunteers who continuously work so hard to make our church a welcoming and lively community and further our mission and outreach work. A special 'Thank you!' must go to our previous Churchwardens, Mark Hutson and Mary Dawkins, our current Churchwarden, Mrs Ros Stuart, our Treasurer Mrs Rachel Haslam, our Assistant Treasurer Mr Tony Bradford, our Financial Team member Mr Steve Joplin, our Independent Examiner David Cobbett, our Community Outreach Officer Mr David Willetts, our Verger Mr Derek Harwood, our Administrator Sally Breach and our PCC and Committee members. We are also very grateful to Roger Snelling, Tony Dawkins, Nick Breach and to Councillor Paul Bryant for all the many jobs they do to maintain the church and the church yard. The volunteers have given hundreds of hours of

their time to make St. Mary's Church a loving, attractive and welcoming church that actively serves its community.

Structure, Governance and Management

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The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent, the churchwardens and members elected by those on the electoral roll of the church. All regular members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including decisions on how the funds of the PCC are to be spent.

Deanery Synod representatives and Churchwardens are ex-officio. Other PCC members are elected at the APCM, or in the case of the Verger, co-opted.

The full PCC met 5 times during the year.

Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life.

These committees are Finance and General Purposes, World Partners and Pastoral. The Stewardship and Fundraising Committee ceased during the year and its work is being continued by individual members of the congregation who lead fundraising events. The Church and Community Life Development Committee ceased during the year and was replaced by the Ministry Committee. This new committee plans activities for the major festivals of Easter, Harvest and Christmas. All committees report back to the PCC regularly with minutes of their decisions being received by the full PCC and discussed and voted as necessary. Sub committees are formed for key project i.e. the building work arising from the quinquennial inspection.

Administrative Information

The ecclesiastical parish of St Mary's comprises the civic parish of Shaw-cum-Donnington as well as the Newbury Electoral Ward Clay Hill and other small areas of Newbury Town. It is part of the Newbury Deanery within the Diocese of Oxford of the Church of England. The correspondence address is: The Church Office, Church Road, Newbury, RG14 2DR. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity registered with the Charity Commission. Our Registered Charity Number is 1172611.

PCC members who have served at any time from 1st January 2023 until 31 December 2023 are:

- Priest in Charge: Revd. Raymond Obin
- Assistant Curate: Revd. Ed Yates

Ex Officio members:

- Warden: Mrs Ros Stuart
- Representatives to Deanery Synod: Mrs Libby Goldsack and Mr David Willetts

Co-opted members:

- Verger: Mr Derek Harwood

Elected members:

Mrs Mary Dawkins

Mr Mark Hutson

Mrs Rachel Haslam

Mr Mike Stuart

Mr Steve Joplin

Mrs Gill Moore

Mrs Barbara Bradford

Mrs Sally Breach

Mrs Lesley Almond

Gift Aid Secretary

Mr Charles Garner

Electoral Roll Officer

Mr Derek Harwood

Service Stewards:

Rachel Haslam

Mark Hutson

Mary Hutson

Sally Breach

Mary Dawkins

Libby Goldsack

Charles Garner

Barbara Bradford

Wendy Seamons

Karen Fenwick

Ros Stuart

Mike Stuart

Jane Yates

Receipts and Payments Account
St Mary's Shaw-cum Donnington Parochial Church Council
Accounts for the period from 01/01/2023 to 31/12/2023

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Previous Year
Receipts					
Voluntary Income	32,779.70	573.70		33,353.40	31,254.42
Fundraising	5,544.71	118.22		5,662.93	12,612.17
Income from investments	21,917.99	57.44		21,975.43	19,081.86
Income from Church activities	13,628.44			13,628.44	13,507.99
Other incoming resources	7,803.38	1,743.67		9,547.05	3,141.64
 Assets & investment sales					
Total receipts	81,674.22	2,493.03		84,167.25	79,598.08
 Payments					
Costs of generating funds	1,328.46	891.93		2,220.39	2,947.10
Donations to charities	266.00	522.70		788.70	1,157.17
Church running costs	77,653.46	514.68		78,168.14	82,761.92
Governance costs					
Major capital expenditure	12,048.00			12,048.00	
Assets & investment purchases					
Total payments	91,295.92	1,929.31		93,225.23	86,866.19
Excess of receipts over payments	-9,621.70	563.72		-9,057.98	-7,268.11
 Cash funds previous year	81,578.50	16,944.61		98,523.11	
Cash funds this year	71,956.80	17,508.33		89,465.13	

Notes:

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the receipts and payments basis

Receipts and Payments Details - December 2023

St Mary's Shaw-cum-Donnington

Year to December 2023

INCOME				
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Year Total</u>	<u>Previous Year</u>
Voluntary income				
Donations - Standing Orders	5,569.00		5,569.00	5,349.00
Donations - Envelope Schemes	3,030.00		3,030.00	3,458.00
Donations - Parish Giving Scheme	12,546.60		12,546.60	10,947.57
One off gifts (Gift Aided)	2,502.50	51.00	2,553.50	1,719.80
One off gifts (Not Gift Aided)	213.42		213.42	380.89
Cash collections at services	3,368.21		3,368.21	2,313.04
Cash collections at Weds/Baps	90.01		90.01	384.65
Collections for charities		522.70	522.70	760.00
Tax Refund on Gift Aid	5,459.96		5,459.96	5,941.47
Legacies				
	32,779.70	573.70	33,353.40	31,254.42
Fundraising				
Fundraising events	4,544.71	118.22	4,662.93	7,749.17
Organ Maintenance Fund				40.00
Grants	1,000.00		1,000.00	4,823.00
	5,544.71	118.22	5,662.93	12,612.17
Income from investments				
Mrs F B Jones Will Trust income	12,500.00		12,500.00	10,501.00
Rent from 125 Walton Way	8,516.40		8,516.40	8,225.20
Bank interest	901.59	57.44	959.03	355.66
	21,917.99	57.44	21,975.43	19,081.86
Income from church activities				
Service fees	9,102.00		9,102.00	9,922.00
Hall hire	4,367.40		4,367.40	3,477.00
After service cafe	159.04		159.04	108.99
	13,628.44		13,628.44	13,507.99
Other incoming resources				
Other income	7,533.42	1,743.67	9,277.09	3,141.64
Refunds	269.96		269.96	
	7,803.38	1,743.67	9,547.05	3,141.64
Total Income	81,674.22	2,493.03	84,167.25	79,598.08

EXPENSES				
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Year Total</u>	<u>Previous Year</u>
Costs of generating funds				
Stewardship costs (envs)				
Costs of Events	1,328.46	891.93	2,220.39	2,947.10
	1,328.46	891.93	2,220.39	2,947.10
Donations to Charities				
Charities outgoings	266.00	522.70	788.70	1,157.17
	266.00	522.70	788.70	1,157.17
Church Running Costs				
Parish contribution to diocese	23,117.49		23,117.49	13,363.02
Service fees	5,769.00		5,769.00	4,829.00
Salaries (net) Adm'r + Verger	13,872.76		13,872.76	12,122.96
PAYE + Nat Ins	877.80		877.80	877.80
Ministry Training	238.12		238.12	135.00
Local Mission	24.30	229.00	253.30	
Repairs & maintenance	4,786.04		4,786.04	18,467.17
Insurance	5,876.89		5,876.89	5,330.47
Electricity	2,120.63		2,120.63	2,335.54
Gas	3,694.00		3,694.00	1,786.00
Telephone + Internet	752.12		752.12	853.86
Office costs	2,370.11		2,370.11	1,654.56
Bank service charges	229.99		229.99	228.78
Photocopying	587.14		587.14	355.62
Printing	220.19		220.19	185.48
Housekeeping	542.15		542.15	399.17
Copyright Licence Fees	438.30		438.30	444.89
Church hall costs	3,983.58	285.68	4,269.26	5,780.25
Upkeep of service	175.71		175.71	91.45
Organist fees- normal services	4,600.00		4,600.00	4,600.00
Other costs	2,420.49		2,420.49	8,557.89
After service café	109.85		109.85	62.90
125 Walton Way minor expenses	846.80		846.80	300.11
	77,653.46	514.68	78,168.14	82,761.92
Independent examiner fee				
Major capital expenditure				
Church Kitchen Refit	12,048.00		12,048.00	
Assets & investments purchases				
Purchases of assets				
Purchases of investments				
	12,048.00		12,048.00	
Total expenses	91,295.92	1,929.31	93,225.23	86,866.19
Net receipts/payments	-9,621.70	563.72	-9,057.98	-7,268.11

St Mary's Shaw cum Donnington Parochial Church Council
Accounts for the year ended 31st December 2023
Statement of Assets and Liabilities as at 31st December 2023

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds
Monetary Assets					
Bank Current account	10,377.69				10,377.69
Bank General Reserve account	26,926.53	17,611.62	11,829.44		56,367.59
Bank Restricted Reserve account			5,678.89		5,678.89
Bank Nationwide Account	17,040.96				17,040.96
Total	54,345.18	17,611.62	17,508.33		89,465.13
Fixed assets					
125 Walton Way Shaw 1 bed freehold					
25% share in Mrs FB Jones Trust					
Provision for Future Ministry	20,037				
Liabilities					
Oct to Dec 2023 Parochial Fees and Service Fees paid in January 2024	1,029				
Debtors					
Designated Funds					
Organ Maintenance		60.00			
Legacy		17,551.62			
Surviving to Thriving Project		0.00			
Restricted Funds					
Chancel Roof/Building Maintenance			7,720.25		
Church Centre			5,678.89		
Charities			0.00		
Youth Work			2,987.63		
Lunch Club			608.22		
Pastoral Team			513.34		
Totals		17,611.62	17,508.33		

No values have been shown for the Fixed Assets because current values are not known.
To ascertain these would require professional valuations the cost of which is unjustified when the PCC
has no current intention to realise them. The purchase price of 125 Walton Way in September 2006 was £133,500

These financial statements were reviewed by the Parochial Church Council on the 7th February 2023

sgd
PCC Chairman

sgd
Trustee



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SHAW CUM DONNINGTON**

On accounts for the year
ended

31/12/2023

Charity no
(if any)

1172611

Set out on pages

Receipts and Payments Account, Receipts and Payments Details - December 2023, Statement of Assets and Liabilities as at 31st December 2023, St Mary's, Shaw-cum-Donnington Financial Review 2023

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 accounts to be reached.

Signed:

Date:

08/02/2024

Name:

David Cobbett

Relevant professional
qualification(s) or body
(if any):

Address:

5 Mountbatten Close, Shaw, Newbury, West Berkshire, RG14 2HT

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Oct 2018

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A