



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2024		31	03	2025

### Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chris Booth	Chair		
2	Andrew Walker			
3	Kelly Griffiths			
4	Delroy Hall			
5	Jan Hedge			
6	Rachel Medina			
7				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

CIO Foundation Constitution

How the charity is constituted  
(eg. trust, association, company)

CIO

Trustee selection methods  
(eg. appointed by, elected by)

By resolution of the charity Trustees (paragraph 10 of constitution)

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We have a board of Trustees with relevant background experience including financial management, health, education and charity/faith sector.

Our two co-CEOs report into the Board and oversee the team of staff (18 at March 25), volunteers (37 at March 25) and Associate Trainers (2) who between them fulfil organisational planning/infrastructure roles and service delivery.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Established in 2017 as an early intervention service to provide pastoral care in communities across South Yorkshire, our focus is 'journeying with people through the challenges of life.' The charity's objects are:

The relief and prevention of physical and mental hardship suffered by individuals inside and outside of the workplace through the provision of listening and chaplaincy services through South Yorkshire.

The provision of confidential pastoral care and support to individuals

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

inside and outside of the workplace suffering difficulties in their everyday life throughout South Yorkshire.

Services provided by the charity benefit those members of the public who engage with those organisations through whom the charity works, which, in the view of the Trustees, complies with the guidance issued by the Charity Commission on public benefit.

Our main activities have been providing pastoral care services. We partner with organisations to help them create an environment of holistic well-being that facilitates positive mental health for the people within their care and responsibility, supporting individuals within those organisations in times of bereavement, work and home-life stress, personal and/or community crisis. Motivated by the Christian faith and an ethos of service and care, our Chaplaincy, Listening and Well-being services have provided a mix of informal, relationship-building support and more formal, appointment-based services, to provide a range of access points to individuals of any faith or none needing support.

We are embedded in many work and community settings making a positive difference to adults, young people and children. As a confidential, independent, listening ear, we provide emotional, mental health and/or spiritual support as a one-off or on a continuing basis. We also facilitated listening and reflective sessions for small groups in a number of our Partner Organisations.

Organisations who are partnered with us, for whom we provide one or more of our services, include Hospices, Sports Clubs, Businesses and Engineering, South Yorkshire Fire & Rescue, Schools including 6<sup>th</sup> form, GP Practices, Specialist Charities. Our services are for staff, patients, family members, students, adults and children dependent on the organisation context.

In addition, we provide Training not only for our volunteers, but also for individual beneficiaries and organisations wanting to access our Listening and well-being approach as well as our Chaplaincy training.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

In this financial year our team of volunteers and staff completed

- Over 4,000 Listening appointments (60% increase on previous year)
- Over 1,700 Significant Conversations (31% increase)

We delivered our services to more than 3,000 direct beneficiaries (25% increase on the previous year) with wider contact with almost 13,000 people through events, services etc such as Hospice Light Up a Life services, funerals and remembrance events, meals, memorials, celebrations, carol singing and, new in this financial year, Fire Service Red Plaque events.

These services were delivered in Schools, 6<sup>th</sup> Form Colleges, Businesses, Hospices, Medical Centres, Fire Service, Sports Clubs, Specialist charities, with a new service started in a Psychiatric Secure Hospital.

In addition to these ongoing partnership relationships, we also responded to requests for Crisis Support, providing Listening appointments and significant conversations for organisations impacted by death by suicide.

Our children’s services continued to grow with 130 children supported on a weekly or fortnightly basis benefiting from the opportunity to offload and process: *“It just makes me feel safe and relieved that I have a safe place that I can tell someone all of my worries.”*

In February 2024 we launched a pilot Wellbeing Calls project in partnership with a Sheffield Primary Care Network of 6 GP Practices, where volunteers made calls to patients who were housebound and identified by their GP as vulnerable and/or would benefit from additional

## Section D

## Achievements and performance

support. The aim was to provide connection and company to patients in isolation as well as flag up the need for further assistance or referral to appropriate services as early as possible. In this 6-month pilot, 131 calls were made to vulnerable patients with a mean average of 83 years. 35% of these patients were identified as needing referral to services. Based on these results, the service continued and has become part of our regular provision of services and care.

In addition to, and as part of, providing the above services we delivered the following training events, developing the skills of our volunteers, as well as individuals from other community groups, to enhance their ability to support others who are experiencing difficulties.

44 people trained in Listening Skills (in-house)

14 people trained in Chaplaincy Skills

Our Co-CEOs also spoke at a number of events on the importance of listening in different life scenarios such as a Sheffield Diocese event on Healing, Hospice multi-faith event, Courageous Conversations training for leadership in an Academy Trust in addition to writing articles on different aspects of wellbeing and strategies for different life situations. We also delivered Listening Refresher training for our ongoing staff and volunteers, Presentation Skills and continued with our programme to ensure new staff complete MHFA England's training and are registered Mental Health First Aiders.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

To build reserves where possible in order to cover contingencies, building on the low level of reserves we have been able to create so far using 6 months as a target reserve amount.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

We are grateful to the Trusts, Organisations and individual Donors who have given funding this year to enable us to continue and grow our services. Also, to a growing number of our Partner Organisations who have been able to make financial contributions towards the costs of the services provided for them or have held fund-raising events on our behalf.

Grants or Gifts have been awarded from the Cutlers Company Charitable Trust, Dixon Pitchfork Charitable Trust, Facey Family Foundation, Harry Bottom Charitable Trust, Health Education England, IT Health, James Neill Trust Fund, Laing Family Trust, National Lottery Community Fund (RC Yorkshire and Humber region), People Keeping Well Sheffield, Sheffield Evangelical Trust, Sheffield Town Trust, Souter Charitable Trust.

We are also grateful to those who have held events to raise funds for our work, including 10k runners, walkers, birthday fundraisers, retirement

donation, those hosting Coffee, Cake, Chat events in their homes, organisations or churches, School bake-sales or Funeral collections.

## Section F

## Other optional information

We continue to develop our income streams so that we are not reliant on one stream, and have seen an increase in Partner Organisation contributions. However, it is fair to say that some of our income streams became more challenging. For the first time, this last year we saw a 15% reduction in income (previous years have seen continuous growth), which despite holding our expenditure at a mere 13% growth in expenditure meant putting some investment plans temporarily on hold. We will continue to submit funding applications, to encourage Partnership donations and fees, and have re-jigged office roles to ensure there is increased capacity for bid-writing and fundraising.


## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	Jan Hedge
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Full name(s)

Chris Booth	Jan Hedge
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Position (eg Secretary, Chair, etc)

Chair	Trustee
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Date

29/01/26

South Yorkshire Chaplaincy & Listening Service

Charity No. 1174021

Trustees' Report and Unaudited Accounts

31 March 2025

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The trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2025.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1174021

Trustees

The following trustees served during the year:

C. Booth

D. Hall

J. Hedge

K. Hobbs

R. Medina

A. Walker

Accountants

Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

S35 9TU

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees

C. Booth

Trustee

31 March 2025

Independent Examiner's Report to the trustees of South Yorkshire Chaplaincy & Listening Service

I report to the trustees on my examination of the financial statements of South Yorkshire Chaplaincy & Listening Service for the year ended 31 March 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements 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

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of F.M.A.A.T.

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

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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.

Mr Adam Claydon F.M.A.A.T

Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

S35 9TU

31 March 2025

South Yorkshire Chaplaincy & Listening Service  
Statement of Financial Activities  
for the year ended 31 March 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income and endowments from:					
Donations and legacies	3	58,268	37,050	95,318	126,573
Charitable activities	4	194,640	-	194,640	180,105
Other trading activities	5	-	-	-	-
Other	6	4,033	500	4,533	30,840
Total		256,941	37,550	294,491	337,518
Expenditure on:					
Raising funds	7	2,570	-	2,570	-
Other	8	311,502	30,673	342,175	303,990
Total		314,072	30,673	344,745	303,990
Net gains on investments		-	-	-	-
Net (expenditure)/income		(57,131)	6,877	(50,254)	33,528
Transfers between funds		26,085	(26,085)	-	-
Net (expenditure)/income before other gains/(losses)		(31,046)	(19,208)	(50,254)	33,528
Other gains and losses					
Net movement in funds		(31,046)	(19,208)	(50,254)	33,528
Reconciliation of funds:					
Total funds brought forward		44,933	36,110	81,043	47,515
Total funds carried forward		13,887	16,902	30,789	81,043

# South Yorkshire Chaplaincy & Listening Service

## Balance Sheet

at 31 March 2025

Charity No. 1174021

		2025 £	2024 £
Current assets			
Cash at bank and in hand		31,508	81,402
		<u>31,508</u>	<u>81,402</u>
Creditors: Amount falling due within one year	10	(720)	(359)
Net current assets		<u>30,788</u>	<u>81,043</u>
Total assets less current liabilities		<u>30,788</u>	<u>81,043</u>
Net assets excluding pension asset or liability		<u>30,788</u>	<u>81,043</u>
Total net assets		<u><u>30,788</u></u>	<u><u>81,043</u></u>
The funds of the charity			
Restricted funds	11		
Restricted income funds		16,902	36,110
		<u>16,902</u>	<u>36,110</u>
Unrestricted funds	11		
General funds		13,887	44,933
		<u>13,887</u>	<u>44,933</u>
Reserves	11		
Total funds		<u><u>30,789</u></u>	<u><u>81,043</u></u>

Approved by the trustees on 31 March 2025

And signed on their behalf by:

C. Booth

Trustee

31 March 2025

## 1 Accounting policies

### Basis of preparation

The financial statements have been prepared in accordance with 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 (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

### Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

### Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
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Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
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Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
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Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
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Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
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Volunteer help	The value of any volunteer help received is not included in the accounts.
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Investment income	This is included in the accounts when receivable.
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Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
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Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
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#### Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

#### Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Research and development

Expenditure on research and development is written off in the year in which it is incurred.

#### Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

#### Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

#### Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Income and endowments from:			
Donations and legacies	67,766	58,807	126,573
Other trading activities	180,105	-	180,105
Other	30,840	-	30,840
Total	<u>278,711</u>	<u>58,807</u>	<u>337,518</u>
Expenditure on:			
Other	268,575	35,415	303,990
Total	<u>268,575</u>	<u>35,415</u>	<u>303,990</u>
Net income	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Net income before other gains/(losses)	10,136	23,392	33,528
Other gains and losses:			
Net movement in funds	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Reconciliation of funds:			
Total funds brought forward	34,798	12,717	47,515
Total funds carried forward	<u><u>44,934</u></u>	<u><u>36,109</u></u>	<u><u>81,043</u></u>

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
The National Lottery Community Fund, RC Yorkshire and Humber Region	-	37,050	37,050	25,333
Regular Gifts	5,654	-	5,654	7,084
Funding	52,614	-	52,614	94,156
	<u>58,268</u>	<u>37,050</u>	<u>95,318</u>	<u>126,573</u>

4 Income from charitable activities

	Unrestricted £	Total 2025 £	Total 2024 £
Fundraising & Partnership	194,640	194,640	180,105
	<u>194,640</u>	<u>194,640</u>	<u>180,105</u>



5 Income from other trading activities

Unrestricted	Total 2025	Total 2024
£	£	£
-	-	-
-	-	-
-	-	-
-	-	-

6 Other income

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
PCN fees	-	-	-	16,779
	(500)	500	-	-
One Off Gifts	1,902	-	1,902	12,260
Gift Aid and Other	2,631	-	2,631	1,801
	<u>4,033</u>	<u>500</u>	<u>4,533</u>	<u>30,840</u>

7 Expenditure on raising funds

	Unrestricted	Total 2025	Total 2024
	£	£	£
<i>Fundraising trading costs</i>			
Training	2,570	2,570	-
	<u>2,570</u>	<u>2,570</u>	<u>-</u>

8 Other expenditure

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
Publicity	1,077	-	1,077	2,454
Memberships	761	-	761	726
Employee costs	267,556	23,576	291,132	252,591
Premises costs	20,125	-	20,125	18,274
General administrative costs	14,147	7,097	21,244	20,346
Legal and professional costs	7,836	-	7,836	9,599
	<u>311,502</u>	<u>30,673</u>	<u>342,175</u>	<u>303,990</u>

9 Staff costs

	2025	2024
Salaries and wages	281,626	240,702
	<u>281,626</u>	<u>240,702</u>

No employee received emoluments in excess of £60,000.

10 Creditors:  
amounts falling due within one year

	2025 £	2024 £
Accruals	720	359
	<u>720</u>	<u>359</u>

11 Movement in funds

	At 1 April 2024	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 31 March 2025 £
Restricted funds:					
Restricted income funds:					
	36,110	37,050	(23,576)	(26,085)	23,499
	-	500	-	-	500
	-	-	(6,597)	-	(6,597)
	-	-	(500)	-	(500)
<i>Total</i>	<u>36,110</u>	<u>37,550</u>	<u>(30,673)</u>	<u>(26,085)</u>	<u>16,902</u>
Unrestricted funds:					
General funds	44,933	256,941	(314,072)	26,085	13,887
Total funds	<u>81,043</u>	<u>294,491</u>	<u>(344,745)</u>	<u>-</u>	<u>30,789</u>

12 Analysis of net assets between funds

	Unrestricted funds £	Total £
Net current assets	30,788	30,788
	<u>30,788</u>	<u>30,788</u>

13 Reconciliation of net debt

	At 1 April 2024 £	Cash flows £	At 31 March 2025 £
Cash and cash equivalents	81,402	(49,894)	31,508
	<u>81,402</u>	<u>(49,894)</u>	<u>31,508</u>
Net debt	<u>81,402</u>	<u>(49,894)</u>	<u>31,508</u>

South Yorkshire Chaplaincy & Listening Service

Statement of Cash flows

for the year ended 31 March 2025

	2025 £	2024 £
Cash flows from operating activities		
Net (expenditure)/income per Statement of Financial Activities	(50,254)	33,528
Adjustments for:		
Dividends, interest and rents from investments	(4,533)	(30,840)
Increase in trade and other payables	361	359
Net cash (used in)/provided by operating activities	<u>(54,426)</u>	<u>3,047</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	4,533	30,840
Net cash from investing activities	<u>4,533</u>	<u>30,840</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net (decrease)/increase in cash and cash equivalents	(49,893)	33,887
Cash and cash equivalents at the beginning of the year	81,402	-
Cash and cash equivalents at the end of the year	<u>31,509</u>	<u>33,887</u>
Components of cash and cash equivalents		
Cash and bank balances	31,508	81,402
	<u>31,508</u>	<u>81,402</u>

South Yorkshire Chaplaincy & Listening Service  
Detailed Statement of Financial Activities  
for the year ended 31 March 2025

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income and endowments from:				
Donations and legacies				
The National Lottery Community Fund, RC Yorkshire and Humber Region	-	37,050	37,050	25,333
Regular Gifts	5,654	-	5,654	7,084
Funding	52,614	-	52,614	94,156
	<u>58,268</u>	<u>37,050</u>	<u>95,318</u>	<u>126,573</u>
Charitable activities				
Fundraising & Partnership	194,640	-	194,640	180,105
	<u>194,640</u>	<u>-</u>	<u>194,640</u>	<u>180,105</u>
Other trading activities				
	-	-	-	-
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other				
PCN fees	-	-	-	16,779
	(500)	500	-	-
One Off Gifts	1,902	-	1,902	12,260
Gift Aid and Other	2,631	-	2,631	1,801
	<u>4,033</u>	<u>500</u>	<u>4,533</u>	<u>30,840</u>
Total income and endowments	256,941	37,550	294,491	337,518
Expenditure on:				
Costs of other trading activities				
Training	2,570	-	2,570	-
	<u>2,570</u>	<u>-</u>	<u>2,570</u>	<u>-</u>
Total of expenditure on raising funds	2,570	-	2,570	-
Other expenditure				
Publicity	1,077	-	1,077	2,454
Memberships	761	-	761	726
	<u>1,838</u>	<u>-</u>	<u>1,838</u>	<u>3,180</u>
Employee costs				
Salaries/wages	258,050	23,576	281,626	240,702
Staff training	9,506	-	9,506	11,889
	<u>267,556</u>	<u>23,576</u>	<u>291,132</u>	<u>252,591</u>
Premises costs				
Rent	16,504	-	16,504	14,995
Rates	657	-	657	733

South Yorkshire Chaplaincy & Listening Service  
Detailed Statement of Financial Activities

Light, heat and power	2,964	-	2,964	2,546
	<u>20,125</u>	<u>-</u>	<u>20,125</u>	<u>18,274</u>
General administrative costs, including depreciation and amortisation				
Equipment repairs and maintenance	3,962	-	3,962	6,855
General insurances	2,630	-	2,630	1,933
Software, IT support and related costs	3,927	-	3,927	3,737
Stationery and printing	1,190	-	1,190	947
Sundry expenses	1,138	7,097	8,235	5,892
Telephone, fax and broadband	1,300	-	1,300	982
	<u>14,147</u>	<u>7,097</u>	<u>21,244</u>	<u>20,346</u>
Legal and professional costs				
Accountancy and bookkeeping	360	-	360	360
Other legal and professional costs	7,476	-	7,476	9,239
	<u>7,836</u>	<u>-</u>	<u>7,836</u>	<u>9,599</u>
Total of expenditure of other costs	<u>311,502</u>	<u>30,673</u>	<u>342,175</u>	<u>303,990</u>
Total expenditure	314,072	30,673	344,745	303,990
Net gains on investments	-	-	-	-
	<u>(57,131)</u>	<u>6,877</u>	<u>(50,254)</u>	<u>33,528</u>
Net (expenditure)/income				
Transfers between funds	26,085	(26,085)	-	-
Net (expenditure)/income before other gains/(losses)	<u>(31,046)</u>	<u>(19,208)</u>	<u>(50,254)</u>	<u>33,528</u>
Other Gains	-	-	-	-
	<u>(31,046)</u>	<u>(19,208)</u>	<u>(50,254)</u>	<u>33,528</u>
Net movement in funds				
Reconciliation of funds:				
Total funds brought forward	44,933	36,110	81,043	47,515
Total funds carried forward	<u>13,887</u>	<u>16,902</u>	<u>30,789</u>	<u>81,043</u>

South Yorkshire Chaplaincy & Listening Service

Charity No. 1174021

Trustees' Report and Unaudited Accounts

31 March 2025

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The trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2025.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1174021

Trustees

The following trustees served during the year:

C. Booth

D. Hall

J. Hedge

K. Hobbs

R. Medina

A. Walker

Accountants

Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

S35 9TU

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees

C. Booth

Trustee

31 March 2025



Independent Examiner's Report to the trustees of South Yorkshire Chaplaincy & Listening Service

I report to the trustees on my examination of the financial statements of South Yorkshire Chaplaincy & Listening Service for the year ended 31 March 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements 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

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of F.M.A.A.T.

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

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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.

Mr Adam Claydon F.M.A.A.T

Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

S35 9TU

31 March 2025

South Yorkshire Chaplaincy & Listening Service  
Statement of Financial Activities  
for the year ended 31 March 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
	Notes				
Income and endowments from:					
Donations and legacies	3	58,268	37,050	95,318	126,573
Charitable activities	4	194,640	-	194,640	180,105
Other trading activities	5	-	-	-	-
Other	6	4,033	500	4,533	30,840
Total		256,941	37,550	294,491	337,518
Expenditure on:					
Raising funds	7	2,570	-	2,570	-
Other	8	311,502	30,673	342,175	303,990
Total		314,072	30,673	344,745	303,990
Net gains on investments		-	-	-	-
Net (expenditure)/income		(57,131)	6,877	(50,254)	33,528
Transfers between funds		26,085	(26,085)	-	-
Net (expenditure)/income before other gains/(losses)		(31,046)	(19,208)	(50,254)	33,528
Other gains and losses					
Net movement in funds		(31,046)	(19,208)	(50,254)	33,528
Reconciliation of funds:					
Total funds brought forward		44,933	36,110	81,043	47,515
Total funds carried forward		13,887	16,902	30,789	81,043

# South Yorkshire Chaplaincy & Listening Service

## Balance Sheet

at 31 March 2025

Charity No. 1174021

		2025 £	2024 £
Current assets			
Cash at bank and in hand		31,508	81,402
		<u>31,508</u>	<u>81,402</u>
Creditors: Amount falling due within one year	10	(720)	(359)
Net current assets		<u>30,788</u>	<u>81,043</u>
Total assets less current liabilities		<u>30,788</u>	<u>81,043</u>
Net assets excluding pension asset or liability		<u>30,788</u>	<u>81,043</u>
Total net assets		<u><u>30,788</u></u>	<u><u>81,043</u></u>
The funds of the charity			
Restricted funds	11		
Restricted income funds		16,902	36,110
		<u>16,902</u>	<u>36,110</u>
Unrestricted funds	11		
General funds		13,887	44,933
		<u>13,887</u>	<u>44,933</u>
Reserves	11		
Total funds		<u><u>30,789</u></u>	<u><u>81,043</u></u>

Approved by the trustees on 31 March 2025

And signed on their behalf by:

C. Booth

Trustee

31 March 2025

for the year ended 31 March 2025

## 1 Accounting policies

### Basis of preparation

The financial statements have been prepared in accordance with 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 (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

### Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

### Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
-----------------------	---

Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
---------------------------------	--

Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
------------------------	--

Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
-------------------------------------	---

Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
---------------------------------	--

Volunteer help	The value of any volunteer help received is not included in the accounts.
----------------	---

Investment income	This is included in the accounts when receivable.
-------------------	---

Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
---	---

Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
-------------------------------------	--

#### Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

#### Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Research and development

Expenditure on research and development is written off in the year in which it is incurred.

#### Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

#### Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

#### Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Income and endowments from:			
Donations and legacies	67,766	58,807	126,573
Other trading activities	180,105	-	180,105
Other	30,840	-	30,840
Total	<u>278,711</u>	<u>58,807</u>	<u>337,518</u>
Expenditure on:			
Other	268,575	35,415	303,990
Total	<u>268,575</u>	<u>35,415</u>	<u>303,990</u>
Net income	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Net income before other gains/(losses)	10,136	23,392	33,528
Other gains and losses:			
Net movement in funds	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Reconciliation of funds:			
Total funds brought forward	34,798	12,717	47,515
Total funds carried forward	<u>44,934</u>	<u>36,109</u>	<u>81,043</u>

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
The National Lottery Community Fund, RC Yorkshire and Humber Region	-	37,050	37,050	25,333
Regular Gifts	5,654	-	5,654	7,084
Funding	52,614	-	52,614	94,156
	<u>58,268</u>	<u>37,050</u>	<u>95,318</u>	<u>126,573</u>

4 Income from charitable activities

	Unrestricted £	Total 2025 £	Total 2024 £
Fundraising & Partnership	194,640	194,640	180,105
	<u>194,640</u>	<u>194,640</u>	<u>180,105</u>

5 Income from other trading activities

Unrestricted	Total 2025	Total 2024
£	£	£
-	-	-
-	-	-
-	-	-
-	-	-

6 Other income

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
PCN fees	-	-	-	16,779
	(500)	500	-	-
One Off Gifts	1,902	-	1,902	12,260
Gift Aid and Other	2,631	-	2,631	1,801
	<u>4,033</u>	<u>500</u>	<u>4,533</u>	<u>30,840</u>

7 Expenditure on raising funds

	Unrestricted	Total 2025	Total 2024
	£	£	£
<i>Fundraising trading costs</i>			
Training	2,570	2,570	-
	<u>2,570</u>	<u>2,570</u>	<u>-</u>

8 Other expenditure

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
Publicity	1,077	-	1,077	2,454
Memberships	761	-	761	726
Employee costs	267,556	23,576	291,132	252,591
Premises costs	20,125	-	20,125	18,274
General administrative costs	14,147	7,097	21,244	20,346
Legal and professional costs	7,836	-	7,836	9,599
	<u>311,502</u>	<u>30,673</u>	<u>342,175</u>	<u>303,990</u>

9 Staff costs

	2025	2024
Salaries and wages	281,626	240,702
	<u>281,626</u>	<u>240,702</u>

No employee received emoluments in excess of £60,000.



10 Creditors:  
amounts falling due within one year

	2025 £	2024 £
Accruals	720	359
	<u>720</u>	<u>359</u>

11 Movement in funds

	At 1 April 2024	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 31 March 2025 £
Restricted funds:					
Restricted income funds:					
	36,110	37,050	(23,576)	(26,085)	23,499
	-	500	-	-	500
	-	-	(6,597)	-	(6,597)
	-	-	(500)	-	(500)
<i>Total</i>	<u>36,110</u>	<u>37,550</u>	<u>(30,673)</u>	<u>(26,085)</u>	<u>16,902</u>
Unrestricted funds:					
General funds	44,933	256,941	(314,072)	26,085	13,887
Total funds	<u>81,043</u>	<u>294,491</u>	<u>(344,745)</u>	<u>-</u>	<u>30,789</u>

12 Analysis of net assets between funds

	Unrestricted funds £	Total £
Net current assets	30,788	30,788
	<u>30,788</u>	<u>30,788</u>

13 Reconciliation of net debt

	At 1 April 2024 £	Cash flows £	At 31 March 2025 £
Cash and cash equivalents	81,402	(49,894)	31,508
	<u>81,402</u>	<u>(49,894)</u>	<u>31,508</u>
Net debt	<u>81,402</u>	<u>(49,894)</u>	<u>31,508</u>

South Yorkshire Chaplaincy & Listening Service

Statement of Cash flows

for the year ended 31 March 2025

	2025 £	2024 £
Cash flows from operating activities		
Net (expenditure)/income per Statement of Financial Activities	(50,254)	33,528
Adjustments for:		
Dividends, interest and rents from investments	(4,533)	(30,840)
Increase in trade and other payables	361	359
Net cash (used in)/provided by operating activities	<u>(54,426)</u>	<u>3,047</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	4,533	30,840
Net cash from investing activities	<u>4,533</u>	<u>30,840</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net (decrease)/increase in cash and cash equivalents	(49,893)	33,887
Cash and cash equivalents at the beginning of the year	81,402	-
Cash and cash equivalents at the end of the year	<u>31,509</u>	<u>33,887</u>
Components of cash and cash equivalents		
Cash and bank balances	31,508	81,402
	<u>31,508</u>	<u>81,402</u>

South Yorkshire Chaplaincy & Listening Service  
Detailed Statement of Financial Activities  
for the year ended 31 March 2025

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income and endowments from:				
Donations and legacies				
The National Lottery Community Fund, RC Yorkshire and Humber Region	-	37,050	37,050	25,333
Regular Gifts	5,654	-	5,654	7,084
Funding	52,614	-	52,614	94,156
	<u>58,268</u>	<u>37,050</u>	<u>95,318</u>	<u>126,573</u>
Charitable activities				
Fundraising & Partnership	194,640	-	194,640	180,105
	<u>194,640</u>	<u>-</u>	<u>194,640</u>	<u>180,105</u>
Other trading activities				
	-	-	-	-
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other				
PCN fees	-	-	-	16,779
	(500)	500	-	-
One Off Gifts	1,902	-	1,902	12,260
Gift Aid and Other	2,631	-	2,631	1,801
	<u>4,033</u>	<u>500</u>	<u>4,533</u>	<u>30,840</u>
Total income and endowments	256,941	37,550	294,491	337,518
Expenditure on:				
Costs of other trading activities				
Training	2,570	-	2,570	-
	<u>2,570</u>	<u>-</u>	<u>2,570</u>	<u>-</u>
Total of expenditure on raising funds	2,570	-	2,570	-
Other expenditure				
Publicity	1,077	-	1,077	2,454
Memberships	761	-	761	726
	<u>1,838</u>	<u>-</u>	<u>1,838</u>	<u>3,180</u>
Employee costs				
Salaries/wages	258,050	23,576	281,626	240,702
Staff training	9,506	-	9,506	11,889
	<u>267,556</u>	<u>23,576</u>	<u>291,132</u>	<u>252,591</u>
Premises costs				
Rent	16,504	-	16,504	14,995
Rates	657	-	657	733

South Yorkshire Chaplaincy & Listening Service  
Detailed Statement of Financial Activities

Light, heat and power	2,964	-	2,964	2,546
	<u>20,125</u>	<u>-</u>	<u>20,125</u>	<u>18,274</u>
General administrative costs, including depreciation and amortisation				
Equipment repairs and maintenance	3,962	-	3,962	6,855
General insurances	2,630	-	2,630	1,933
Software, IT support and related costs	3,927	-	3,927	3,737
Stationery and printing	1,190	-	1,190	947
Sundry expenses	1,138	7,097	8,235	5,892
Telephone, fax and broadband	1,300	-	1,300	982
	<u>14,147</u>	<u>7,097</u>	<u>21,244</u>	<u>20,346</u>
Legal and professional costs				
Accountancy and bookkeeping	360	-	360	360
Other legal and professional costs	7,476	-	7,476	9,239
	<u>7,836</u>	<u>-</u>	<u>7,836</u>	<u>9,599</u>
Total of expenditure of other costs	<u>311,502</u>	<u>30,673</u>	<u>342,175</u>	<u>303,990</u>
Total expenditure	314,072	30,673	344,745	303,990
Net gains on investments	-	-	-	-
	<u>(57,131)</u>	<u>6,877</u>	<u>(50,254)</u>	<u>33,528</u>
Net (expenditure)/income				
Transfers between funds	26,085	(26,085)	-	-
Net (expenditure)/income before other gains/(losses)	<u>(31,046)</u>	<u>(19,208)</u>	<u>(50,254)</u>	<u>33,528</u>
Other Gains	-	-	-	-
	<u>(31,046)</u>	<u>(19,208)</u>	<u>(50,254)</u>	<u>33,528</u>
Net movement in funds				
Reconciliation of funds:				
Total funds brought forward	44,933	36,110	81,043	47,515
Total funds carried forward	<u>13,887</u>	<u>16,902</u>	<u>30,789</u>	<u>81,043</u>