



Mission EmployAble

Charitable Incorporated Organisation
Annual Report and Financial Statements

For the year ended 31 March 2022

Charity No: 1181597

Company Registration No: CE016224 (England and Wales)

Mission EmployAble

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Mission EmployAble

Reference and Administrative Details

Trustees:	Katharine Weston (Chair) Mark Douglas Philip Garner Donald Reid (Secretary) Neil Twogood (Treasurer) Richard Walton Richard Bloomfield (appointed 1 February 2022) Gordon Hails (appointed 1 February 2022)
Charity Number:	1181597
(Company Number:	CE016224)
Registered and Principal Office:	Moore Kingston Smith LLP The Shipping Building The Old Vinyl Factory Blyth Road Hayes, London UB3 1HA
Accountants	Moore Kingston Smith LLP The Shipping Building The Old Vinyl Factory Blyth Road Hayes, London UB3 1HA
Bankers	Lloyds Bank Blackheath London Ariel House 2138 Coventry Road Sheldon B26 3JW

Mission EmployAble

Chair's Review

For the year ended 31 March 2022

Mission EmployAble's mission is to help young people with learning disabilities gain skills that will allow them to find useful, long-term paid employment. We are continuing to work closely in partnership with Chorleywood Cricket Club to build a new cricket pavilion that will incorporate the commercial café & kitchen within which we can train up to 20 young adults each year to develop useful and employable skills such as; working within a team; listening to and following instructions; being a great work colleague; setting high standards. These will be learned together with specific skills suitable for a catering & hospitality setting and sufficient Maths and English knowledge to satisfy most potential employers. Success will be establishing a regular inflow of interns for our course with successful graduation for most students and helping them find long-term paid employment.

2021 proved to be an important year for Mission EmployAble in which we were able to make significant progress thanks to the generosity and commitment of so many people.

In August 2020, DEFRA granted permission for a new Mission EmployAble training café for young adults with learning disabilities to be located within Chorleywood Cricket Club's new pavilion on The Common, Chorleywood. We are delighted to report that following a competitive tender process we appointed Boom Construction Limited as our contractors and, after the successful conclusion of a legal process involving the agreement of leases between the Chorleywood Parish Council, Chorleywood Cricket Club and Mission EmployAble, the build started in early November 2021 with the demolition of the old cricket clubhouse and work starting on the new pavilion. The build is proceeding well. It is on budget and on schedule to complete in September 2022. The foundations were laid before Christmas 2021 and by the end of May 2022 there was a steel and block structure with a completed roof; very visible proof of the new Pavilion/Café. Our target is to have the Mission EmployAble training café open in the autumn 2022 with interns able to train and work in it from January 2023.

Our focus is now on finding suitable staff to help us operate the café & kitchen that will offer a high quality café offering and also be a wonderful training environment for our interns. We have recently recruited a general manager who not only has significant experience managing pubs, restaurants and cafes but also has first-hand experience people with a learning disability as he is helping one of his sons learn to cope with autism.

Our fund-raising team refused to be defeated by successive lockdowns and despite the many challenges posed by the pandemic, we managed to organise several well attended outdoor fund-raising events to suit all tastes, including a music quiz, a bluebell walk with a pop-up café in the woods and a golf day. In December, we organised a 'Santa Dash' on Chorleywood Common and ran stalls at several Christmas fairs where we sold our 'Keep Cups' and Christmas cards in two designs, one of which was created by one of our new interns. We also held a stunning dinner and auction hosted by the singer Ronan Keating who lives locally and very generously gave his time to the charity. In particular we are hugely appreciate of the fundraising activities organised and run by our local fundraising supremo, Erica Bendall, who has worked tirelessly with many other volunteers to help us raise funds. Their efforts have generated both significant funds and a high level of local interest in the development of the café. Supporting these local activities we have received really significant support from various Trusts & Foundations which meant that during the financial year we received a further £558,194 in donations and fundraising events. An amazing total for which we are extremely grateful.

We never forget why we are raising money, so it was a special day for us all when, on 6th September 2021, we welcomed our first six interns to our year-long Supported Internship programme, an accredited training scheme which we are running in partnership with Bucks College Group. While the Pavilion/Café is being built practical training for the interns is taking place at Chorleywood Beaumont Care Home, with Maths and English classes being held nearby in Chorleywood Christ Church's meeting-rooms. In addition each week the interns are receiving practical horticultural training in local garden allotments and a local community garden.

The scheme is run by an experienced and gifted Training Manager, helped by an assistant trainer and several volunteers who are generously giving us their time and expertise. Most gratifying of all, the young people are clearly enjoying both their on-the-job experience and their formal classes. The interns are stunning us with their skills, enthusiasm and commitment and we are delighted that already 3 of the interns

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Chair's Review (continued)

For the year ended 31 March 2022

have successfully passed their Level II exam in Food Hygiene. We are now actively helping the interns talk to local employers, find receive work experience and think about where they wish to find long-term paid employment.

We look forward to offering further Supported Internships to 12 more young adults with learning disabilities in September 2022 and from September 2023 when the Pavilion/Café will be fully operational we expect to be able to take on up to 20 young adults into our programme.

None of this would have been possible without the generosity and support of the many people, trusts & foundations who have supported Mission EmployAble, for which we, as trustees, are extremely grateful.



Katharine Weston
Chair, Mission EmployAble

Mission EmployAble

Trustees' Report

For the year ended 31 March 2022

The trustees are pleased to present their annual report which comprises the Trustees' Report and the financial statements of the charity for the year ended 31 March 2022. The Charitable Incorporated Organisation (CIO) was registered on 16 January 2019.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, 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).

Trustees

The trustees shown below have held office during the year and to the date of this report:

Mark Douglas
Philip Garner
Donald Reid
Katharine Weston
Richard Walton
Neil Twogood
Richard Bloomfield
Gordon Hails

The trustees are responsible for recruiting and appointing new trustees. All decision making is undertaken by the trustees. On or before appointment, trustees will be provided with relevant information.

Our purpose and objectives

The Charitable Incorporated Organisation operates under the name Mission EmployAble.

The purpose of the Charitable Incorporated Organisation as set out in its governing document is the promotion of social inclusion, particularly but not exclusively, amongst young people with learning difficulties by:

- Providing education and training including vocational and basic skills in order to prepare them for employment, work experience placements and encouraging independent living; and
- Promoting personal development by the provision of vocational activities.

The trustees have referred to the guidance of the Charity Commission on public benefit including the guidance 'public benefit: running a charity (PB2)', in undertaking their activities and in the planning of their future initiatives.

Principal achievements and performance

Mission EmployAble's mission is to help young people with learning disabilities gain skills that will allow them to find useful, long-term paid employment. We are continuing to work closely in partnership with Chorleywood Cricket Club to build a new cricket pavilion that will incorporate the commercial cafe & kitchen within which we can train up to 20 young adults each year to develop useful and employable skills such as; working within a team; listening to and following instructions; being a great work colleague; setting high standards. These will be learned together with specific skills suitable for a catering & hospitality setting and sufficient Maths and English knowledge to satisfy most potential employers. Success will be establishing a regular inflow of interns for our course with successful graduation for most students and helping them find long-term paid employment.

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Trustees' Report

For the year ended 31 March 2022

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Plans for the future

We look forward to offering further Supported Internships to 12 more young adults with learning disabilities in September 2022 and from September 2023 when the Pavilion/Café will be fully operational we expect to be able to take on up to 20 young adults into our programme.

Financial review

The financial statements show income of £614,194 (2021: £752,756), revenue expenditure of £76,534 (2021: £19,846), and capital expenditure of £292,471 (2021: £130,543). These results reflect the continued support for Mission EmployAble by many generous donors, amazing and tireless organising by our events team, the costs involved to attract funds, the costs needed to run out first academic year of training six young interns and substantial progress on the build of the new Pavillion/Café.

Reserves policy

Total reserves carried forward at 31 March 2022 of £1,389,247 (2021: £851,587) include £25,000 (2021: £40,000) restricted funds for future use, and £1,364,247 (2021: £811,587) unrestricted funds.

Our focus is to build up reserves to allow us to realise our mission in a sustainable way. We have built reserves to cover the successful build of the new pavilion (due to be completed in September/October 2023), to fund the first 2-3 years of operation and allow us to retain a small surplus.

After the initial operating period our aim is to increase any reserves to cover Mission EmployAble's share of future anticipated capital repair and refurbishment costs on the Pavillion/Café (shared with Chorleywood Cricket Club), to cover three to six months of operating costs and build our reserves to enable us to do more to realise our mission.

Structure, Governance and Management

The charity is limited by guarantee and is governed by its memorandum and articles of association. Its board of trustees bring a deep and wide knowledge of both business, and specifically in the running of successful cafes, training young adults with learning disabilities and the charity sector.

Risk Management

The Trustees carried out an annual review of the major risks faced by the charity this year. We believe that the risk assessment provides a satisfactory mitigation of the risks facing the charity. Risk management is central to the ability of any charitable organisation to deliver its objectives. It is also a statutory requirement for trustees to demonstrate how they are identifying and managing risks being faced by their charity.

Statement of Trustees' Responsibilities

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), including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland.

Charity law requires trustees to prepare financial statements for each financial year in accordance with United Kingdom Accounting Standards and applicable law.

Under charity law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

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Trustees' Report

For the year ended 31 March 2022

- 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 UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable Incorporated Organisation will continue in business.

The trustees are responsible for keeping proper 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 Charity's Constitution. They are also responsible for safeguarding the assets of the Charitable Incorporated Organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant information of which the charity's accountants are unaware;
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the accountants are aware of that information;
- they have had due regard to guidance by the Charity Commission in respect of public benefit.

On behalf of the board:



Katharine Weston
Trustee (Chair)

Date: 26/09/22

Mission EmployAble

Independent Examiner's Report to the Board of Trustees For the year ended 31 March 2022

I report on the accounts of Mission Employable (the Charitable Incorporated Organisation, the 'CIO') for the period ended 31 March 2022, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and related notes.

Respective Responsibilities of Trustees and Examiner

The CIO's trustees are responsible for the preparation of the accounts. The CIO's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the CIO is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the CIO and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In accordance with my examination, no matter has come to my attention:

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

have not been met: or

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



Luke Holt

For and on behalf of Moore Kingston Smith LLP
Chartered Accountants

27/09/2022

The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes, London
UB3 1HA

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Statement of Financial Activities For the year ended 31 March 2022

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Income and endowments from:					
Grants		500	-	500	-
Donations		435,874	-	435,874	748,873
Fundraising		118,736	-	118,736	3,883
Charitable activities: Café and training		56,000	-	56,000	-
Trading		3,084	-	3,084	-
Total		614,194	-	614,194	752,756
Expenditure on:					
Raising funds		33,378	-	33,378	15,418
Charitable activities	2	28,156	15,000	43,156	4,428
Total		61,534	15,000	76,534	19,846
Surplus for the year/period		552,660	(15,000)	537,660	732,910
Total funds brought forward	9	811,587	40,000	851,587	118,677
Total funds carried forward	9	1,364,247	25,000	1,389,247	851,587

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

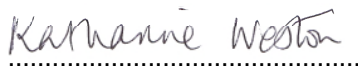
The notes on pages 11 to 15 form part of these financial statements.

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Balance Sheet At 31 March 2022

	Notes	2022	2021
		£	£
FIXED ASSETS			
Tangible assets	4	423,014	130,543
CURRENT ASSETS			
Debtors	5	35,793	2,180
Cash at bank and in hand		1,541,116	744,980
		<u>1,576,909</u>	<u>747,160</u>
LIABILITIES			
Creditors: Amounts falling due within one year	6	<u>(604,323)</u>	<u>(26,116)</u>
NET CURRENT ASSETS		<u>972,586</u>	<u>721,044</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,395,600	851,587
Creditors: Amounts falling due after more than one year	7	(6,353)	-
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>1,389,247</u></u>	<u><u>851,587</u></u>
FUNDS			
Unrestricted funds	9	1,364,247	811,587
Restricted funds	9	25,000	40,000
TOTAL FUNDS		<u><u>1,389,247</u></u>	<u><u>851,587</u></u>

These financial statements were approved by the members of the Trustee Board on 26/09/22.... and signed on their behalf by:



Katharine Weston (Chair)
Trustee



Neil Twogood (Treasurer)
Trustee

Company No. CE016224 (England and Wales)

The notes on pages 11 to 15 form part of these financial statements.

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Statement of Cash Flows

At 31 March 2022

	Notes	2022	2021
		£	£
Cash flows from operating activities:			
<i>Net cash provided by/(used in) operating activities</i>	10	1,088,607	751,051
Cash flows from investing activities:			
Purchase of property, plant and equipment	4	(292,471)	(109,407)
<i>Net cash provided by/(used in) operating activities</i>		(292,471)	(109,407)
Change in cash and cash equivalents in the reporting period		796,136	641,644
Change in cash and cash equivalents at the beginning of the reporting period		744,980	103,336
Cash and cash equivalents at the end of the reporting period		1,541,116	744,980

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Notes to the Financial Statements For the year ended 31 March 2022

1 Accounting policies

1.1 Basis of Preparation

A summary of the principal accounting policies adopted, judgements and key sources of estimation uncertainty, is set out below.

The financial statements have been prepared in accordance with Section 1A of the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a Charitable Incorporated Organisation and therefore has also prepared its financial statements in accordance with the 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), the Companies Act 2006 and Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the Charitable Incorporated Organisation. Monetary amounts in these financial statements are rounded to the nearest pound.

1.2 Going concern

The trustees have considered the potential impact of the coronavirus, and the various measures taken to contain it, together with rising staff and supply costs on the operations of the charity in the near future. The charity has few committed long-term costs and will emerge from the building project with a significant level of cash on the balance sheet. As a result the trustees believe that the charity will be able to continue in business and meet its liabilities as they fall due for a period of at least twelve months from the date of approval of the financial statements and therefore have prepared the financial statements on a going concern basis.

1.3 Income

Voluntary income comprises donations received from individuals and institutions. All income is recognised when the Charitable Incorporated Organisation is entitled to the income, there is certainty of receipt and the monetary value can be measured with reasonable accuracy.

Donations and grants are recognised in the Statement of Financial Activities when receivable. Where income is received in advance of meeting any performance-related conditions there is no unconditional entitlement to the income and its recognition is deferred.

1.4 Expenditure

Expenditure is accounted for on an accruals basis. Overhead and other costs not directly attributable to particular financial activity categories are apportioned over the relevant categories on the basis of management estimates of the amount attributable to that activity in the year.

Expenditure on raising funds comprise the costs incurred in obtaining donations from individuals and organisations to contribute financially to the Charitable Incorporated Organisation's work. This includes the cost of running special fundraising events.

The irrecoverable element of VAT is included with the term of expense to which it relates. Governance costs comprise the costs associated with meeting the constitutional and strategic aims of the Charitable Incorporated Organisation and the independent examination fees and costs linked to strategic management of the charity.

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Notes to the Financial Statements For the year ended 31 March 2022

1 Accounting policies (continued)

1.5 Allocation and apportionment of costs

All costs are allocated between the expenditure categories of the SOFA on a basis designated to reflect the use of the resources. Cost relating to a particular activity are allocated directly and others are apportioned on an appropriate staff basis.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Assets under construction represents costs incurred in relation to a building project. These costs are not depreciated until the accounting period in which the building is brought into use.

1.7 Taxation

The Charitable Incorporated Organisation is exempt from corporation tax on its charitable activities.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash at banks and in hand, and short term deposits with a maturity date of three months or less.

1.9 Financial instruments

The Charitable Incorporated Organisation only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.10 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds are held for specific purposes outlined by the donor.

1.11 Critical accounting estimates and areas of judgement

In the view of the trustees, in their application of the Charitable Incorporated Organisation's accounting policies, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

2 Expenditure on charitable activities

	2022 £	2021 £
Support costs		
Bank and card charges	589	352
Governance	4,056	3,648
Legal and professional fees	-	-
Office costs	1,616	428
Wages and salaries	31,077	-
Pension costs	168	-
Other staff costs	5,650	-
Total expenditure on charitable activities	43,156	4,428

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Notes to the Financial Statements For the year ended 31 March 2022

2 Expenditure on charitable activities (continued)	2022 £	2021 £
Net income is stated after charging:		
Independent Examiner's remuneration for:		
Accountancy and Independent Examination	4,056	3,648

3 Staff Costs

	2022 £	2021 £
Wages and salaries	25,776	-
Employer's contribution to defined contribution pension schemes	878	-
Other staff benefits	4,423	-
	<u>26,654</u>	<u>-</u>

There were no staff earning in excess of £60,000 in the current or comparative year.

4 Tangible fixed assets

	Assets under construction £	Total £
Cost		
At beginning of the year	130,543	130,543
Additions	292,471	292,471
At 31 March 2022	<u>423,014</u>	<u>423,014</u>
Depreciation		
At beginning of the year	-	-
Depreciation charge in period	-	-
At 31 March 2022	<u>-</u>	<u>-</u>
Net book value		
At 31 March 2022	<u>423,014</u>	<u>423,014</u>
At 31 March 2021	<u>130,543</u>	<u>130,543</u>

5 Debtors	2022 £	2021 £
Trade debtors	17,186	72
Other debtors	18,607	2,108
	<u>35,793</u>	<u>2,180</u>

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Notes to the Financial Statements For the year ended 31 March 2022

6 Creditors due within one year	2022	2021
	£	£
Trade creditors	3,148	12,145
Taxation and social security	721	-
Loan	590,000	-
Other creditors	6,586	251
Accruals and deferred income	3,868	13,720
	<u>604,323</u>	<u>26,116</u>
Deferred income brought forward	10,072	-
Resources deferred in the year	(10,072)	10,072
Deferred income at 31 March 2022	<u>-</u>	<u>10,072</u>
7 Creditors due after more than one year	2022	2021
	£	£
Other creditors	6,353	-
	<u>6,353</u>	<u>-</u>

8 Trustees and employees

Key management personnel comprise the trustees, who received no remuneration nor expenses during the year.

The average number of persons employed by the Charitable Incorporated Organisation during the period was 1 (2021: nil).

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Notes to the Financial Statements For the year ended 31 March 2022

9 Reserves

	Brought Forward £	Income £	Expenditure £	Carried Forward £
Unrestricted general funds	811,587	614,194	(61,534)	1,364,247
Restricted funds				
Kitchen Equipment	10,000	-	-	10,000
Pilot Costs	30,000	-	(15,000)	15,000
Total restricted funds	40,000	-	(15,000)	25,000
Total funds	851,587	614,194	(76,534)	1,389,247

Kitchen Equipment

A donation received from Savoy Educational Trust is for spend on kitchen equipment for the café.

Pilot Costs

Donations received to fund the pilot costs starting with the hiring of staff for the café.

10 Reconciliation of net income to net cash flow from operating activities

	2022 £	2021 £
Net income/(expenditure) for the year	537,660	732,910
Adjustments for:		
Increase in debtors	(33,613)	(2,177)
Increase in creditors	584,560	20,318
Net cash provided by operating activities	1,088,607	751,051

11 Related party transactions

The charity received total donations from related parties without conditions amounting to £295 (2021: £502,600) in the year.

A close relative to the Chair is a trustee of The Garfield Weston Foundation. In the year £250,000 was received from the Foundation included within donation income, and a loan of £590,000 is included within Creditors as at the Balance Sheet date. As at the end of July 2022, £400,000 of the loan has been repaid with the remaining balance due to be fully repaid by October 2022.