

EYKE VILLAGE HALL

England & Wales · Charity number 1185249

Details

Status Registered

Legal form CIO

Registered 2019-09-10

Register [View on the Charity Commission register](#)

Contact

Address Eyke Village Hall
Church Lane
Eyke
Woodbridge
Suffolk
IP12 2QS

Phone 01394461275

Email clerk@eyke-pc.gov.uk

Website www.eyke.onesuffolk.net

Activities

Objects: THE OBJECTS OF THE CIO ARE TO OPERATE AND MANAGE THE VILLAGE HALL IN EYKE AND TO PROMOTE THE VILLAGE HALL FOR THE BENEFIT OF THE INHABITANTS OF EYKE AND THE NEIGHBOURHOOD ("AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS. IN PARTICULAR, THE VILLAGE HALL IS FOR USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: To promote the use of the village hall for recreational and social purposes for the residents of Eyke and the surrounding area.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation

Geography

- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£40,945	£13,223	-	-
2024-03-31	£12,252	£7,764	-	-
2023-03-31	£9,922	£55,074	-	-
2022-03-31	£32,868	£28,152	-	-
2021-03-31	£34,761	£529	-	-

Trustees

Name	Role	Appointed
John William Fleming	Chair	2019-11-18
EYKE PARISH COUNCIL		2019-11-18
Lee M Weavers		2023-11-13
Neil Smith		2023-07-10
Susan Lorraine Clark		2019-11-18

EYKE VILLAGE HALL

England & Wales - Charity number 1185249

Accounts



Trustees' Annual Report for the period

From 1.4.24
end date

Period start date to 31.3.25

Period

Charity name: **Eyke Village Hall**

Charity registration number: **1185249**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Operate and Manage the Hall for the benefit of Eyke Parish and Surrounds
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Hall Hiring – Education, Exercise, Social Events, Arts & Crafts, Births, Marriages, Anniversaries and Deaths
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees confirm knowledge of Charity Commission Guidance

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Strong voluntary participation at many levels
Other		N/A

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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ol style="list-style-type: none"> 1) The extensive refurbishment continued with further works undertaken by both volunteers and contractors. 2) Funding secured from Rural Business Community Hub Fund for phase 2.1 3) Programme of regular social, educational and physical events continues to grow alongside an increase in private hirings.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Positive Financial Position maintained through fund raising and small grants
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	% of cash holding kept as strategic reserve for village hall
Amount of reserves held	Para 1.22	£5000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	C10 Foundation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	C10
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Parish Council is Sole Trustee. Village Hall Committee with two parish councillors as Chair and Vice Chair have delegated authority.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Eyke Village Hall
Other name the charity uses	
Registered charity number	1185249
Charity's principal address	Eyke Village Hall Church Lane Eyke Woodbridge Suffolk IP12 2QT

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	Eyke Parish Council	Above	1.4.23 – 31.3.24	
2	Susan Clark	Chair		
3	Neil Smith	Trustee		
4	Lee M Weavers	Trustee		
5	John W Flemming	Trustee		
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Eyke Parish Council	2023/24	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Village Hall, Contents and Land making up the site.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	To refurbish the hall and create a versatile hub for the community's use following the loss of its pub and shop.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Village Hall Bank Accounts, its Funds and Financial Management are entirely sperate to that of the Parish Council.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Susan L Clark	
Position (eg Secretary, Chair, etc)	Chair	
Date	19.1.26	



CHARITY COMMISSION FOR ENGLAND AND WALES

Eyke Village Hall 1185429

Receipts and payments accounts

CC16a

For the period from 01/04/2024 To 31/03/2025

Section A Receipts and payments

Table with columns: Unrestricted funds, Restricted funds, Endowment funds, Total funds, Last year. Rows include A1 Receipts (Hire of Hall, Donations, etc.), A2 Asset and investment sales, A3 Payments (Repairs, Heating, etc.), A4 Asset and investment purchases, and summary rows for Net of receipts, Transfers, and Cash funds.

Accounts examined and found to be in order.

Signature of Michael J. Fisher

07/01/2026

9/1/2026



CHARITY COMMISSION FOR ENGLAND AND WALES

Eyke Village Hall 1185429

Receipts and payments accounts

CC16a

For the period from 01/04/2024 To 31/03/2025

Section A Receipts and payments

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Accounts examined and found to be in order.

Signature of Michael J Fisher

07/01/2026

9/1/2026

EYKE VILLAGE HALL

England & Wales - Charity number 1185249

Accounts



Trustees' Annual Report for the period

From 1.4.23 Period start date to 31.3.24 Period
end date

Charity name: **Eyke Village Hall**

Charity registration number: **1185249**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Operate and Manage the Hall for the benefit of Eyke Parish and Surrounds
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Hall Hiring – Education, Exercise, Social Events, Arts & Crafts, Births, Marriages, Anniversaries and Deaths
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees confirm knowledge of Charity Commission Guidance

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Strong voluntary participation at many levels
Other		N/A

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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ol style="list-style-type: none"> 1) The extensive refurbishment continued with further works undertaken by both volunteers and contractors. 2) Lottery Funding being sought for additional £130K for phase three including a new roof 3) Programme of regular social, educational and physical events being built alongside private hirings.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Positive Financial Position maintained through fund raising and small grants
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	% of cash holding kept as strategic reserve for village hall
Amount of reserves held	Para 1.22	£5000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	C10 Foundation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	C10
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Parish Council is Sole Trustee. Village Hall Committee with two parish councillors as Chair and Vice Chair have delegated authority.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Eyke Village Hall
Other name the charity uses	
Registered charity number	1185249
Charity's principal address	Eyke Village Hall Church Lane Eyke Woodbridge Suffolk IP12 2QT

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	Eyke Parish Council	Above	1.4.23 – 31.3.24	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Eyke Parish Council	2023/24	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Village Hall, Contents and Land making up the site.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	To refurbish the hall and create a versatile hub for the community's use following the loss of its pub and shop.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Village Hall Bank Accounts, its Funds and Financial Management are entirely sperate to that of the Parish Council.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Susan L Clark	
Position (eg Secretary, Chair, etc)	Chair	
Date	31.12.24	

Proforma Invoice

Annual (Retention) Fee for MCA SCV Certificate

Boat Name: **ALCHEMY**
RYA ID Number: **8828**
Amount Due ***: **£90.00** Inc VAT

Cheques should be made payable to: RYA

If you require a VAT receipt please tick this box

MCA SCV Owner's / Agent's Annual Inspection Declaration

Boat Name: **ALCHEMY**
RYA ID Number: **8828**

I confirm that I have carried out the annual examination of the above vessel as required by the MCA Small Commercial Vessel Code of Practice section 27.6.3.1. I confirm that the arrangement, fitting and equipment provided on board remain as documented in the vessels SCV2 form with the following alterations which, in my opinion, do not effect the vessels compliance with the Code.

Code Section	Alteration
	NO ALTERATIONS

I further declare that the vessel's equipment, machinery and fittings are in a good and well maintained condition and also that I have checked to ensure that all gas detection systems, if fitted, are in good working order. I have signed the SCV2 form to this effect.

Signed Lee Weaver Name in Capitals LEE WEAVER Date 7.14.19

*** A 10% discount is applicable for RYA Training Centres. Fee inc VAT = : £81.00

paid 29/3/19.

Please return the above invoiced amount and this Annual Declaration to:-

The RYA Technical Unit

RYA House

Ensign Way

Hamble

Southampton SO31 4YA

If you have any queries please contact the Technical Unit: Direct Line: 0845 345 0383 E-mail: scvcerts@rya.org.uk

EYKE VILLAGE HALL

England & Wales - Charity number 1185249

Accounts



Trustees' Annual Report for the period

From 1.4.22
end date

Period start date To 31.3.23

Period

Charity name: **Eyke Village Hall**

Charity registration number: **1185249**

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Other name the charity uses	
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Names of the charity trustees who manage the charity

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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Eyke Parish Council	2022/23	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Village Hall, Contents and Land making up the site.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	To refurbish the hall and create a versatile hub for the community's use following the loss of its pub and shop.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Village Hall Bank Accounts, its Funds and Financial Management are entirely sperate to that of the Parish Council.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Susan L Clark	
Position (eg Secretary, Chair, etc)	Chair	
Date	31.12.23	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Eyke Village Hall

1185249

Receipts and payments accounts

CC16a

For the period from	01/04/2022	To	31/03/2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire of Hall & Equipment	140	-	-	140	-
Grants & Donations	5,531	-	-	5,531	-
Fund Raising	4,251	-	-	4,251	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	9,922	-	-	9,922	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	9,922	-	-	9,922	-
A3 Payments					
Repairs & Maintenance	53,788	-	-	53,788	-
Heating Oil	-	-	-	-	-
Water & Sewerage	291	-	-	291	-
Electric	369	-	-	369	-
Cost of Fundraising Events	626	-	-	626	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	55,074	-	-	55,074	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	55,074	-	-	55,074	-
Net of receipts/(payments)	- 45,152	-	-	- 45,152	-
A5 Transfers between funds					
A6 Cash funds last year end	52,984	-	-	52,984	-
Cash funds this year end	7,832	-	-	7,832	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Community Account	7,831	-	-
		-	-	-
		-	-	-
	Total cash funds	7,831	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval

EYKE VILLAGE HALL

England & Wales - Charity number 1185249

Accounts

EYKE VILLAGE HALL ANNUAL TRUSTEES REPORT 2021

2021 was the first full year of operation of the Village Hall as a charity set up under the auspices of Eyke Parish Council who are the legal trustees of the hall.

The village hall, built in the 1950's has been extensively used for many years but has become very tired and in need a major modernisation and maintenance to ensure its survival and use into the future. This has become an essential move following the closure of both the local pub and shop leaving the village with only the nearby church as its remaining focus.

Following extensive investigation and community consultation during 2020 work started in 2021 on an ambitious programme of both fund raising and essential works on the fabric of the building.

To date for this period a total some of £34,700 has been raised through both local activities and grants from various organisations. In parallel Phase 1 major works on the structure, drainage, fresh water supply, electrical and plumbing services will be undertaken with a view to ensuring the integrity of utility services. In addition, during phase 1 the existing kitchen will be stripped, new ceiling structure and insulation upgraded and new kitchen units, appliances and new front, windows, doors and porch, alarm system will be installed.

In the year ahead Phases 2 & 3 are planned which will involve refurbishment of lavatories, a new roof and upgraded insulation and LED lighting to the main hall, a redesign of the back of the structure to create a meeting/ small event room for smaller functions and a new heating system.

Fundraising will continue in parallel and it is hoped that by the time of the next report the hall will be operational albeit with some works will still be progressed alongside activities intended to create a vibrant village hub.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Eyke Village Hall

1185249

Receipts and payments accounts

CC16a

For the period from	01/04/2020	To	31/03/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire of Hall & Equipment	82	-	-	82	-
Grants & Donations	34,529	-	-	34,529	-
Fund Raising	150	-	-	150	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	34,761	-	-	34,761	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,761	-	-	34,761	-
A3 Payments					
Repairs & Maintenance	323	-	-	323	-
Heating Oil	-	-	-	-	-
Water & Sewerage	64	-	-	64	-
Electric	122	-	-	122	-
Cost of Fundraising Events	20	-	-	20	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	529	-	-	529	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	529	-	-	529	-
Net of receipts/(payments)	34,232	-	-	34,232	-
A5 Transfers between funds	744	-	-	744	-
A6 Cash funds last year end	13,291	-	-	13,291	-
Cash funds this year end	48,267	-	-	48,267	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Community Account	48,267	-	-
		-	-	-
		-	-	-
	Total cash funds	48,267	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	J.R. POOLEY	31-1-22

CLERK TO EYKE PARISH COUNCIL
"The Trustee"



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

EYKE VILLAGE HALL

On accounts for the year
ended

31st March 2021

Charity no
(if any)

1185249

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

27th January 2022

Name:

CLIVE EDWARD MANN

Relevant professional
qualification(s) or body

(if any):

Address:

ACORNS, The street,
EYKE,
WOODBIDGE IP12 2QH

Section B

Disclosure

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.

