

THE GORDON ROWLEY FOUNDATION

England & Wales · Charity number 1195533

Details

Status Registered

Legal form CIO

Registered 2021-08-16

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

Contact

Address The Water Tower
Wing Road
Manton
Oakham
Rutland
LE15 8SZ

Phone 07814 624609

Email rowley.library@btinternet.com

Activities

Objects: THE OBJECT OF THE CIO IS:TO ADVANCE THE EDUCATION FOR THE PUBLIC BENEFIT IN THE SUBJECT OF CACTI AND OTHER SUCCULENT PLANTS, THEIR HISTORY, BOTANY AND CULTIVATION, IN PARTICULAR BY:A) IMPROVING KNOWLEDGE OF SUCCULENT PLANTS THROUGH THE CULTIVATION OF A COLLECTION OF DOCUMENTED PLANTS DESIGNED TO SUPPORT LEARNING, CONSERVATION ACTIVITIES AND THE TEACHING OF PRACTICAL HORTICULTURAL, CULTIVATION AND PROPAGATION SKILLS, TO BE MADE AVAILABLE TO INTERESTED MEMBERS OF THE PUBLIC;B) MAINTAINING A LIBRARY OF BOTANICAL BOOKS AND OTHER MATERIAL RELATING TO CACTI AND OTHER SUCCULENT PLANTS ACCUMULATED BY THE LATE BRITISH BOTANIST GORDON ROWLEY TO BE MADE AVAILABLE AS AN IN-PERSON AND ONLINE EDUCATIONAL RESOURCE;C) ESTABLISHING A BOTANICAL CENTRE TO HOUSE THE LIBRARY AND ACCOMMODATE OTHER EDUCATIONAL ACTIVITIES INCLUDING, BUT NOT LIMITED TO, LECTURES, PERMANENT AND TEMPORARY EXHIBITIONS, PLANT DISPLAYS, SHOWS AND STUDY MEETINGS.

Activities: We advance the education for the public benefit in the subject of cacti and other succulent plants, their history, botany and cultivation by maintaining a library of botanical books, teaching practical horticultural, cultivation and propagation skills and the maintenance of a documented collection of succulent plants.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-01	£7,796	£476,595	-	-
2024-04-01	£17,765	£11,308	-	-
2023-04-01	£4,752	£1,440	-	-
2022-04-01	£475	£9,217	-	-

Trustees

Name	Role	Appointed
Graham John Charles	Chair	2021-08-16
Dr Colin Walker		2021-08-16
Dr Martin Lowry		2024-06-02
Paul Hoxey		2021-08-16
Peter Arthurs		2021-08-16

Accounts

Annual Report of The Gordon Rowley Foundation

Charity number 1195533

Period 6th April 2024 to 5th April 2025

Address: The Water Tower, Wing Road, Manton, Rutland LE15 8SZ

Trustees

Graham John Charles (Chairman)

Colin Charles Walker (Secretary)

Peter Arthurs

Paul Hoxey

Martin Lowry

Structure of the Foundation

We are a Charitable Incorporated Organisation (CIO) and our object is to advance the education for the public benefit in the subject of cacti and other succulent plants, their history, botany and cultivation.

The affairs of the CIO are managed by its trustees who serve for 3 years and may stand for re-election by the other trustees. Additional trustees can be invited to join the management team so long as they have the skills, knowledge and experience needed for the effective administration of the CIO.

Activities and objectives for the period

The charity was registered on 16th August 2021.

Before the Foundation could start operations, a building was needed to house the library and the plant collection as well as to undertake the activities described above.

During this period, the recently purchased building was modified and furnished in preparation to start operations in 2026. The library was removed from storage and work commenced on creating a database and placing the books on the shelves.

Financial review

There was income from Bank interest and the sale of some donated books. The main expenditure was connected with modifying and equipping the building to suit our purposes. £200k was moved into fixed term investments with Redwood Bank and The Charity Bank together with a current account opened with Metro Bank.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
The Gordon Rowley Foundation

No (if any)
1195533

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	2nd April 2024		1st April 2025

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					
Bank Interest	7,558	-	-	7,558	17,660
Donated book sales	38	-	-	38	105
Donations	200	-	-	200	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	7,796	-	-	7,796	17,765
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	7,796	-	-	7,796	17,765
A3 Payments					
Council tax	1,371	-	-	1,371	1,728
Utilities: Electricity, Water, Broadband	2,102	-	-	2,102	5,300
Kitchen equipment	3,107	-	-	3,107	3,000
Security/Fire	8,026	-	-	8,026	1,200
Furniture and A/V	9,259	-	-	9,259	80
Book shelves and racking	41,023	-	-	41,023	-
Refurbishment of water tower	42,527	-	-	42,527	-
Library expenses	5,430	-	-	5,430	-
Labour	240	-	-	240	-
Curtains and blinds	6,987	-	-	6,987	-
Sub total	120,071	-	-	120,071	11,308
A4 Asset and investment purchases, (see table)					
Purchase of Water Tower	356,524	-	-	356,524	-
	-	-	-	-	-
Sub total	356,524	-	-	356,524	-
Total payments	476,595	-	-	476,595	11,308
Net of receipts/(payments)	- 468,799	-	-	- 468,799	6,457
A5 Transfers between funds		-	-		-
A6 Cash funds last year end	750,968	-	-	750,968	-
Cash funds this year end	282,169	-	-	282,169	6,457

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	HSBC bank account 31611682	78,841	-	-
	Metro bank account 31611682	3,327	-	-
	Charity Bank	100,000		
	Redwood Bank	100,000	-	-
	Total cash funds	282,168	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

Accounts

Annual Report of The Gordon Rowley Foundation

Charity number 1195533

Period 6th April 2023 to 5th April 2024

Address: The Water Tower, Wing Road, Manton, Rutland LE15 8SZ

Trustees

Graham John Charles (Chairman)

Colin Charles Walker (Secretary)

Peter Arthurs

Paul Hoxey

Martin Lowry

Structure of the Foundation

We are a Charitable Incorporated Organisation (CIO) and our object is to advance the education for the public benefit in the subject of cacti and other succulent plants, their history, botany and cultivation.

The affairs of the CIO are managed by its trustees who serve for 3 years and may stand for re-election by the other trustees. Additional trustees can be invited to join the management team so long as they have the skills, knowledge and experience needed for the effective administration of the CIO.

Activities and objectives for the period

The charity was registered on 16th August 2021.

Before the Foundation can start operations, a building was needed to house the library and the plant collection as well as to undertake the activities described above.

During this period, a suitable building was found and our offer was accepted by the vendor. The purchase was completed in the following financial year so only the initial costs of the purchase fall into this period.

Financial review

There was income from Bank interest and the sale of some donated books. The main expenditure was connected with the initial costs of purchasing the building for our operations. There was also the cost of storing donations since the main library was put into store. The main storage of the Rowley library is being funded by the British Cactus and Succulent Society.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
The Gordon Rowley Foundation

No (if any)
1195533

Receipts and payments accounts

CC16a

For the period
from

Period start date
6th April 2023

To

Period end date
5th April 2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Bank Interest	17,660	-	-	17,660	-
Donated book sales	105	-	-	105	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	17,765	-	-	17,765	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,765	-	-	17,765	-
A3 Payments					
Storage of books and materials	1,728	-	-	1,728	-
Planning consultant	5,300	-	-	5,300	-
Water Tower Survey	3,000	-	-	3,000	-
Solicitor disbursements	1,200	-	-	1,200	-
Pre-planning application	80	-	-	80	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	11,308	-	-	11,308	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	11,308	-	-	11,308	-
Net of receipts/(payments)	6,457	-	-	6,457	-
A5 Transfers between funds		-	-		-
A6 Cash funds last year end	744,511	-	-	744,511	-
Cash funds this year end	750,968	-	-	750,968	-

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	Held in bank account 31611682	750,968	-	-
		-	-	-
		-	-	-
	Total cash funds	750,968	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Library of books and associated material	unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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
			Graham Charles	31st January 2025

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	6th	April	2022		5th	April	2023

Section A

Reference and administration details

Charity name

The Gordon Rowley Foundation

Other names charity is known by

Registered charity number (if any) 1195533

Charity's principal address

c/o Rutland Nursery

Lyndon Road, Manton

Oakham

Postcode LE15 8RN

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	Graham John Charles	Chairman		
2	Colin Charles Walker			
3	Peter Arthurs			
4	Paul Hoxey			
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19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation 'Foundation' model constitution
Trustee selection methods (eg. appointed by, elected by)	Appointed by the trustees

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.

The affairs of the CIO are managed by its trustees who serve for 3 years and may stand for re-election by the other trustees. Additional trustees can be appointed to join the management team so long as they have the skills, knowledge and experience needed for the effective administration of the CIO.

Section C Objectives and activities

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

Our object is to advance the education for the public benefit in the subject of cacti and other succulent plants, their history, botany and cultivation.

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)

Improving knowledge of succulent plants through the cultivation of a collection of documented plants designed to support learning, conservation activities and the teaching of practical horticultural, cultivation and propagation skills, to be made available to interested members of the public;

Maintaining a library of botanical books and other material relating to cacti and other succulent plants accumulated by the late British botanist Gordon Rowley to be made available as an in-person and online educational resource;

Establishing a Botanical Centre to house the library and accommodate other educational activities including, but not limited to, lectures, permanent and temporary exhibitions, plant displays, shows and study meetings.

The trustees are fully conversant with the guidance issued by the Charity Commission on public benefit.

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.

Summary of the main achievements of the charity during the year

Before the Foundation can start operations, a building is needed to house the library and the plant collection as well as to undertake the activities described above.

During this period a suitable site was identified and a pre-planning application was made. The response meant that we had to find a different location which was done and the final planning application will be made in the next financial year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The majority of the cash assets will be used to buy land, build and equip the botanical centre.
We will only retain sufficient funds to keep the library up to date and run the charitable activities listed above.

Details of any funds materially in deficit

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.

Funds will be raised from some activities for which participants will pay a reasonable fee and also from the sale of surplus books and plants.
We will also invite donations from visitors and supporters.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Graham John Charles

Position (eg Secretary, Chair, etc)

Chair

Date

28th December 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
The Gordon Rowley Foundation

No (if any)
1195533

CC16a

Receipts and payments accounts

For the period
from

Period start date
6th April 2022

To

Period end date
5th April 2023

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					
Bank Interest	4,721	-	-	4,721	-
Donated book sales	31	-	-	31	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,752	-	-	4,752	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,752	-	-	4,752	-
A3 Payments					
Storage of books and materials	1,440	-	-	1,440	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,440	-	-	1,440	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,440	-	-	1,440	-
Net of receipts/(payments)	3,312	-	-	3,312	-
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end	741,199	-	-	741,199	-
Cash funds this year end	744,511	-	-	744,511	-

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	Held in bank account 31611682	744,511	-	-
		-	-	-
		-	-	-
	Total cash funds	744,511	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Library of books and associated material	unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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
			Graham Charles	28th Dec. 2023

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	16th	Aug	2021		5th	April	2022

Section A Reference and administration details

Charity name

The Gordon Rowley Foundation

Other names charity is known by

Registered charity number (if any) 1195533

Charity's principal address

c/o Rutland Nursery

Lyndon Road, Manton

Oakham

Postcode LE15 8RN

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	Graham John Charles	Chairman		
2	Colin Charles Walker			
3	Peter Arthurs			
4	Paul Hoxey			
5				
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20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation 'Foundation' model constitution
Trustee selection methods (eg. appointed by, elected by)	Appointed by the trustees

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.

The affairs of the CIO are managed by its trustees who serve for 3 years and may stand for re-election by the other trustees.
Additional trustees can be appointed to join the management team so long as they have the skills, knowledge and experience needed for the effective administration of the CIO.

Section C Objectives and activities

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

Our object is to advance the education for the public benefit in the subject of cacti and other succulent plants, their history, botany and cultivation.

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)

Improving knowledge of succulent plants through the cultivation of a collection of documented plants designed to support learning, conservation activities and the teaching of practical horticultural, cultivation and propagation skills, to be made available to interested members of the public;

Maintaining a library of botanical books and other material relating to cacti and other succulent plants accumulated by the late British botanist Gordon Rowley to be made available as an in-person and online educational resource;

Establishing a Botanical Centre to house the library and accommodate other educational activities including, but not limited to, lectures, permanent and temporary exhibitions, plant displays, shows and study meetings.

The trustees are fully conversant with the guidance issued by the Charity Commission on public benefit.

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.

Summary of the main achievements of the charity during the year

The charity was registered on 16th August 2021.

Before the Foundation could start operations, a building was needed to house the library and the plant collection as well as to undertake the activities described above.

During this period, a design was commissioned for the building and glasshouse and approved by the trustees.

A suitable site was identified and a pre-planning application was made. The response to this will be used in the final planning application hopefully during the next financial year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The majority of the cash assets will be used to buy land, build and equip the botanical centre.
We will only retain sufficient funds to keep the library up to date and run the charitable activities listed above.

Details of any funds materially in deficit

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.

Funds will be raised from some activities for which participants will pay a reasonable fee and also from the sale of surplus books and plants.
We will also invite donations from visitors and supporters.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Graham John Charles

Position (eg Secretary, Chair, etc)

Chair

Date

28th January 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
The Gordon Rowley Foundation

No (if any)
1195533

CC16a

Receipts and payments accounts

For the period
from

Period start date
16th August 2021

To

Period end date
5th April 2022

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					
Bank Interest	176	-	-	176	-
Donated book sales	299	-	-	299	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	475	-	-	475	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	475	-	-	475	-
A3 Payments					
Funeral expenses (last instalment)	1,492	-	-	1,492	-
Transport of donated materials	100	-	-	100	-
Storage of books and materials	960	-	-	960	-
Pre-planning fee	255	-	-	255	-
Design fees (for new building)	5,370	-	-	5,370	-
Solicitor's fees	1,040	-	-	1,040	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	9,217	-	-	9,217	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	9,217	-	-	9,217	-
Net of receipts/(payments)	- 8,742	-	-	- 8,742	-
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end	749,941	-	-	749,941	-
Cash funds this year end	741,199	-	-	741,199	-

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	Held in bank account	741,199	-	-
		-	-	-
		-	-	-
	Total cash funds	741,199	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Library of books and associated material	unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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
			Graham Charles	28th Jan. 2023