

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2023
for
Parish Church House**

Parish Church House

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for the Year Ended 31 December 2023**

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Parish Church House

**Reference and Administrative Details
for the Year Ended 31 December 2023**

BOARD OF MANAGEMENT

TRUSTEES

Michael West (Chairman)
Diane De Naeyer (Vice-Chair)
Lynn Oldham
Vivien Stringer

EX-OFFICIOS

Sue Yates
Fr. Tristan Chapman
Fr. Samuel Rossiter-Peters
Stewart Cracknell (Church Warden)
Bruce Stringer (Church Warden)

CHURCH HOUSE MANAGER

Elaine Nicholson

PRINCIPAL ADDRESS

2 Wood Street
Barnet
HERTS
EN5 4BW

REGISTERED CHARITY NUMBER 212825

INDEPENDENT EXAMINER

Cartwrights
Chartered Accountants and Business Advisors
Regency House
33 Wood Street
Barnet
Hertfordshire
EN5 4BE

ACCOUNTANTS

Re:Accounts Limited
Chartered Accountants
12 Stanmore Road
Stevenage
SG1 3QF

Parish Church House

**Reference and Administrative Details
for the Year Ended 31 December 2023**

ADVISERS

Bankers:
Natwest Bank plc
120 High Street Barnet
Herts
EN5 5FF

Investment Managers:
CCLA Investment Management Ltd
1 Angel Lane
London
EC4R 3AB

**Report of the Trustees
for the Year Ended 31 December 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity was established under a trust deed which defines the charity's objects as being the use of the charity's building for the following activities:

1. Sunday school classes;
2. Lectures in connection with the Church of England;
3. Clerical meetings or conferences; and
4. Such other lectures and meetings and social or other functions as the trustees may from time to time determine.

Significant activities

The halls continued to be used for a wide variety of church activities and community events. When the halls were not used for fulfilling the charity objectives they were rented out to groups, classes and occasional parties to allow the charity to obtain the funds to maintain the halls. All income generated is reinvested in the up keep of the halls.

Public benefit

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the trust's aims and objectives, in planning future activities, and setting the grant making policy for the year.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year, the charity carried out maintenance of the Church House including tree cutting services to the rear of the Church. As well as repairs to kitchen appliances, the water boiler and upgrades of the toilet facilities.

Investment performance

Investment income, largely from property rental, is in line with expectations and is consistent with previous years. Income from cash deposits has continued to fall as interest rates remain low. The trustees are satisfied with the performance of investments during the year.

FINANCIAL REVIEW

Financial position

The charity had a surplus of income over expenditure of £7,964 in the year (2022: deficit of £25,198). The noteworthy enhancement in surplus for the financial year can be attributed to an upsurge in rental income and hall lettings, coupled with a reduction in fundraising expenditures, notably insurance and property maintenance costs, as fewer extensive property repair projects were undertaken in 2023.

During the year the charity spent £19,240 (2022: £32,656) on fulfilling the charity's objects.

At the end of the year the charity had reserves of £176,316 (2022: £168,352). All the reserves are unrestricted.

Reserves policy

The trustees aim to maintain reserves in order to provide for the on-going maintenance of the halls, and any necessary modernisation.

Parish Church House

Report of the Trustees for the Year Ended 31 December 2023

FUTURE PLANS

In 2024, Parish Church House is committed to enhancing the safety and functionality of their facilities. Their objectives include the replacement of fire exit doors to meet updated safety standards. Additionally, they aim to replace cast iron downpipes, conduct thorough flushing of drains for proper functionality, and install stair grips on back stairwells to prevent slips and falls. Furthermore, their plans involve the replacement of false ceilings in storerooms to maintain structural integrity and create a conducive environment for storage purposes. Through these initiatives, they aim to uphold the highest standards of safety, accessibility, and operational efficiency, ensuring that their facilities continue to serve our community effectively for years to come.

There is also a possibility of a refurbishment on the flat, if the current tenants vacate as they have indicated.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Charity constitution

Parish Church House is an Association with unincorporated status governed by a constitution adopted by the trustees on 17th September 1920 and amended on 18th January 2017. The Charity Commissioners registration number is 212825. There are three ex-officio trustees who are the Rector and the two Churchwardens of the Parish of Chipping Barnet. There are six representative trustees who are appointed by the DCC of the parish. Trustees meetings are held at least four times a year. Decisions are made by majority vote.

Recruitment and appointment of new trustees

Trustees are appointed by St John the Baptist District Church Council.

Ex-officios are clergy and church wardens. Their role within the charity is to act as trustees of Church House.

The chair of the trustees is responsible for the training of any new trustees which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and objectives of the charity. A new trustee would also receive copies of the previous year's annual report and accounts.

Changes to trustees and ex-officios in the year

Dr Corinna Illingworth resigned as a trustee on 16 January 2023.

Laurence Little resigned as a trustee on 16 January 2023.

Bruce Stringer was appointed as a Church Warden on 15 May 2023.

Robert Burstow resigned on 23 November 2023.

Vivien Stringer was appointed as a new trustee on 18 September 2023.

Changes to trustees and ex-officios after the year-end

No significant changes.

The charity recognises that people are its most important assets, and induction and training is provided for all trustees, staff and volunteers.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**Report of the Trustees
for the Year Ended 31 December 2023**

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which 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 Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on08/07/2024..... and signed on its behalf by:

.....
M West (chairman) - Trustee

**Independent Examiner's Report to the Trustees of
Parish Church House**

Independent examiner's report to the trustees of Parish Church House

I report to the charity trustees on my examination of the accounts of Parish Church House (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



Andrew Hill FCA
The Institute of Chartered Accountants in England and Wales

Cartwrights
Chartered Accountants and Business Advisors
Regency House
33 Wood Street
Barnet
Hertfordshire
EN5 4BE

Date: 09/07/24

Parish Church House

**Statement of Financial Activities
for the Year Ended 31 December 2023**

		31/12/23 Unrestricted funds £	31/12/22 Total funds £
	Notes		
INCOME AND ENDOWMENTS FROM			
Charitable activities	4		
Charitable activities		100	100
Other trading activities	2	50,311	46,823
Investment income	3	45,474	42,963
Total		<u>95,885</u>	<u>89,886</u>
EXPENDITURE ON			
Raising funds			
Other trading activities	5	57,100	71,211
Investment management costs	6	7,910	7,431
		<u>65,010</u>	<u>78,642</u>
Charitable activities	7		
Charitable activities		19,240	32,656
Governance Costs		3,671	3,786
Total		<u>87,921</u>	<u>115,084</u>
NET INCOME/(EXPENDITURE)		7,964	(25,198)
RECONCILIATION OF FUNDS			
Total funds brought forward		168,352	193,550
TOTAL FUNDS CARRIED FORWARD		<u><u>176,316</u></u>	<u><u>168,352</u></u>

The notes form part of these financial statements

Parish Church House

**Balance Sheet
31 December 2023**

	Notes	31/12/23 Unrestricted funds £	31/12/22 Total funds £
FIXED ASSETS			
Tangible assets	12	139,936	149,919
CURRENT ASSETS			
Debtors	13	14,868	14,051
Cash at bank and in hand		34,526	17,653
		49,394	31,704
CREDITORS			
Amounts falling due within one year	14	(13,014)	(13,271)
NET CURRENT ASSETS		36,380	18,433
TOTAL ASSETS LESS CURRENT LIABILITIES		176,316	168,352
NET ASSETS		176,316	168,352
FUNDS	15		
Unrestricted funds		176,316	168,352
TOTAL FUNDS		176,316	168,352

The financial statements were approved by the Board of Trustees and authorised for issue on 2.7.2024
and were signed on its behalf by:

..... M W
M West (chairman) - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 December 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For donations to be recognised, the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the Charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the Charity's right to receive payment is established.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Raising funds

Costs of raising funds includes fundraising, trading and investment management costs.

Charitable activities

Expenditure on charitable activities includes costs relating to maintaining the hall for use by the church.

Governance costs

Other expenditure represents those items not falling into the categories above

Allocation and apportionment of costs

Support costs are those that assist the work of the Charity but do not directly represent charitable activities and include office costs, governance costs, and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the Charity. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

Parish Church House

Notes to the Financial Statements - continued for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES - continued

Allocation and apportionment of costs

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

The analysis of these costs is included later in the notes to these financial statements.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 10% on cost, 4% Straight line basis and 2% on cost
Plant and machinery	- at varying rates on cost

The lift is depreciated 6.67% on cost. Security equipment is depreciated 25% on cost.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is therefore exempt from tax on its charitable activities.

Fund accounting

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

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Donated goods

There are no donated facilities or donated professional services, nor are there any fixed asset gifts in kind.

2. OTHER TRADING ACTIVITIES

	31/12/23	31/12/22
	£	£
Hall lettings	28,481	24,993
Car parking fees	20,280	20,280
Use of trustee's room	1,550	1,550
	<u>50,311</u>	<u>46,823</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

3. INVESTMENT INCOME

	31/12/23	31/12/22
	£	£
Rents received	42,650	40,820
Right of way income - Garage	2,000	2,000
Deposit account interest	824	143
	<u>45,474</u>	<u>42,963</u>

Rents received include £37,650 (2022: £26,820) in relation to 3 Church Passage and £15,800 (2022: £14,000) in relation to the flat.

4. INCOME FROM CHARITABLE ACTIVITIES

	31/12/23	31/12/22
	Charitable activities	Total activities
	£	£
Ground rent from Scouts	<u>100</u>	<u>100</u>

5. OTHER TRADING ACTIVITIES

	31/12/23	31/12/22
	£	£
Licensing	199	312
Legal and professional fees	-	2,737
Subscriptions	42	29
Insurance	1,699	5,321
Light and heat	6,584	5,342
Telephone	865	776
Post and stationery	73	224
Sundry costs	45	66
Computer costs	-	66
Waste disposal	847	876
Cleaning costs	1,590	1,204
Property repairs	116	12,909
General repairs	8,449	5,310
Flat repairs	776	934
Fire safety	266	313
Subsistence	-	40
Support costs	35,549	34,752
	<u>57,100</u>	<u>71,211</u>

Parish Church House

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

6. INVESTMENT MANAGEMENT COSTS

	31/12/23	31/12/22
	£	£
Lettings fees	3,168	3,099
Sundry costs	16	23
Support costs	4,726	4,309
	<u>7,910</u>	<u>7,431</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Charitable activities	4,495	14,745	19,240
Governance Costs	-	3,671	3,671
	<u>4,495</u>	<u>18,416</u>	<u>22,911</u>

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Other trading activities	35,549	-	35,549
Investment management costs	4,726	-	4,726
Charitable activities	14,745	-	14,745
Governance Costs	1,289	2,382	3,671
	<u>56,309</u>	<u>2,382</u>	<u>58,691</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

8. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

	Other trading activities £	Investment management costs £	Charitable activities £
Wages	26,209	4,726	10,742
Depreciation of tangible and heritage assets	9,340	-	4,003
Auditors' remuneration	-	-	-
Postage and stationery	-	-	-
Sundries	-	-	-
Accountancy and legal fees	-	-	-
	<u>35,549</u>	<u>4,726</u>	<u>14,745</u>
	Governance Costs	31/12/23 Total activities	31/12/22 Total activities
	£	£	£
Wages	1,289	42,966	39,170
Depreciation of tangible and heritage assets	-	13,343	15,512
Auditors' remuneration	1,139	1,139	1,357
Postage and stationery	18	18	56
Sundries	4	4	6
Accountancy and legal fees	1,221	1,221	1,192
	<u>3,671</u>	<u>58,691</u>	<u>57,293</u>

9. INDEPENDENT EXAMINERS' REMUNERATION

	31/12/23 £	31/12/22 £
Fees payable to the charity's auditors for the audit of the charity's financial statements	<u>1,139</u>	<u>1,357</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Parish Church House

Notes to the Financial Statements - continued for the Year Ended 31 December 2023

10. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

During the year £2,198 (2022: £485) was paid to Michael West for reimbursement of repairs and maintenance expenses paid on behalf of the charity.

11. STAFF COSTS

	31/12/23	31/12/22
	£	£
Wages and salaries	42,966	39,170
	<u>42,966</u>	<u>39,170</u>

The average monthly number of employees during the year was as follows:

	31/12/23	31/12/22
	2	2
Administration	<u>2</u>	<u>2</u>

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

12. TANGIBLE FIXED ASSETS

	Improvements to property £	Plant and machinery £	Totals £
COST			
At 1 January 2023	328,244	17,826	346,070
Additions	3,360	-	3,360
	<u>331,604</u>	<u>17,826</u>	<u>349,430</u>
At 31 December 2023			
DEPRECIATION			
At 1 January 2023	178,325	17,826	196,151
Charge for year	13,343	-	13,343
	<u>191,668</u>	<u>17,826</u>	<u>209,494</u>
At 31 December 2023			
NET BOOK VALUE			
At 31 December 2023	<u>139,936</u>	<u>-</u>	<u>139,936</u>
At 31 December 2022	<u>149,919</u>	<u>-</u>	<u>149,919</u>

Improvements to freehold property represent improvements made to Church House which is used for direct charitable purposes and fundraising.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/12/23	31/12/22
	£	£
Trade debtors	10,968	9,425
Other debtors	-	3,360
Prepayments	3,900	1,266
	<u>14,868</u>	<u>14,051</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/12/23	31/12/22
	£	£
Other creditors	<u>13,014</u>	<u>13,271</u>

15. MOVEMENT IN FUNDS

	At 1/1/23	Net movement in funds	At 31/12/23
	£	£	£
Unrestricted funds			
Unrestricted fund	168,352	7,964	176,316
	<u>168,352</u>	<u>7,964</u>	<u>176,316</u>
TOTAL FUNDS			
	<u>168,352</u>	<u>7,964</u>	<u>176,316</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	95,885	(87,921)	7,964
	<u>95,885</u>	<u>(87,921)</u>	<u>7,964</u>
TOTAL FUNDS			
	<u>95,885</u>	<u>(87,921)</u>	<u>7,964</u>

Comparatives for movement in funds

	At 1/1/22	Net movement in funds	At 31/12/22
	£	£	£
Unrestricted funds			
Unrestricted fund	193,550	(25,198)	168,352
	<u>193,550</u>	<u>(25,198)</u>	<u>168,352</u>
TOTAL FUNDS			
	<u>193,550</u>	<u>(25,198)</u>	<u>168,352</u>

Parish Church House

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted fund	89,886	(115,084)	(25,198)
TOTAL FUNDS	<u>89,886</u>	<u>(115,084)</u>	<u>(25,198)</u>

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

Parish Church House

Detailed Statement of Financial Activities for the Year Ended 31 December 2023

	31/12/23 £	31/12/22 £
INCOME AND ENDOWMENTS		
Other trading activities		
Hall lettings	28,481	24,993
Car parking fees	20,280	20,280
Use of trustee's room	1,550	1,550
	<hr/> 50,311	<hr/> 46,823
Investment income		
Rents received	42,650	40,820
Right of way income - Garage	2,000	2,000
Deposit account interest	824	143
	<hr/> 45,474	<hr/> 42,963
Charitable activities		
Ground rent from Scouts	100	100
	<hr/> 95,885	<hr/> 89,886
Total incoming resources		
EXPENDITURE		
Other trading activities		
Licensing	199	312
Legal and professional fees	-	2,737
Subscriptions	42	29
Insurance	1,699	5,321
Light and heat	6,584	5,342
Telephone	865	776
Post and stationery	73	224
Sundry costs	45	66
Computer costs	-	66
Waste disposal	847	876
Cleaning costs	1,590	1,204
Property repairs	116	12,909
General repairs	8,449	5,310
Flat repairs	776	934
Fire safety	266	313
Subsistence	-	40
	<hr/> 21,551	<hr/> 36,459
Investment management costs		
Lettings fees	3,168	3,099
Carried forward	3,168	3,099

This page does not form part of the statutory financial statements

Parish Church House

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2023**

	31/12/23 £	31/12/22 £
Investment management costs		
Brought forward	3,168	3,099
Sundry costs	16	23
	<u>3,184</u>	<u>3,122</u>
Charitable activities		
Insurance	728	2,280
Light and heat	2,822	2,290
Sundries	16	23
Computer costs	-	28
Subscriptions	18	13
Building repairs	116	12,909
Cleaning costs	681	516
Fire safety costs	114	134
Subsistence	-	17
	<u>4,495</u>	<u>18,210</u>
Support costs		
Management		
Wages	42,966	39,170
Improvements to property	13,343	15,512
	<u>56,309</u>	<u>54,682</u>
Governance costs		
Auditors' remuneration	1,139	1,357
Postage and stationery	18	56
Sundries	4	6
Accountancy and legal fees	1,221	1,192
	<u>2,382</u>	<u>2,611</u>
Total resources expended	<u>87,921</u>	<u>115,084</u>
Net income/(expenditure)	<u>7,964</u>	<u>(25,198)</u>

This page does not form part of the statutory financial statements