

THE REHEARSAL ORCHESTRA

(A company limited by guarantee
having no share capital)

ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 30 SEPTEMBER 2020

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(A company limited by guarantee having no share capital – number 0809134)

CONTENTS

	<u>Page</u>
Officers and advisers	1
Council of Management Report	2 – 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7 – 8
Notes to the Financial Statements	9 – 13

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ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 30 SEPTEMBER 2020

(A company limited by guarantee having no share capital – number 0809134)

OFFICERS AND PROFESSIONAL ADVISERS 2019-2020

Council of Management – the following have served between 1 October 2019 and 9 February 2021:

Adrian Charlesworth (re-elected 5 May 2020)
Paul Coleman (re-elected 5 May 2020)
Edward Kershaw (appointed 1 June 2020)
Timothy King (elected 22 May 2019; died 12 January 2021)
Hugh Macdonald (re-elected 8 May 2018) – Chairman
Zoë McMillan (appointed 1 June 2020)
Christine Muskett (re-elected 22 May 2019) – Hon Secretary
Elizabeth Rantzen (elected 8 May 2018)
Robert Spivey (elected 22 May 2019) – Hon Treasurer
Eric von Ibler (retired 5 May 2020)

Hon Company Secretary: Christine Muskett

Administrator: Anne-Marie Norman
The Rehearsal Orchestra, 60 – 62 Clapham Road, London SW9 0JJ
Tel: 07483 924338
e-mail: admin@rehearsal-orchestra.org
Website: www.rehearsal-orchestra.org

Registered Office: 4 – 6 Church Road, Burgess Hill, West Sussex RH15 9AE

Registered Number: 0809134

Registered Charity
Number: 237816

Accountants: Keymer Haslam & Co, 4 – 6 Church Rd, Burgess Hill, RH15 9AE

Bankers: National Westminster Bank Plc
PO Box 158, 214 High Holborn, London WC1V 7BX

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

COUNCIL OF MANAGEMENT REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020**FINANCIAL STATEMENTS**

The Council of Management presents its Report and Financial Statements for the year ended 30 September 2020.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, 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) (effective 1 January 2015).

PRINCIPAL ACTIVITIES

The main objective of the charity remains: “to further the education of mankind in the art of Music, and especially to promote the study of orchestral music”.

Since its foundation in 1957, the Rehearsal Orchestra has promoted an annual residential orchestral course during the Edinburgh International Festival, and arranged a series of weekend courses in London and other parts of the UK aimed at providing an orchestral training resource for talented players of all ages and from all parts of the UK and abroad.

Public Benefit

While the direct beneficiaries are the 1,500 or so players who have taken part in the orchestral courses in recent years, the training and experience they receive benefits their pupils, the orchestras (both professional and community) in which they perform, and the public who enjoy their enhanced performing abilities. Members of the public are also welcome at the open rehearsals which conclude each orchestral course. The orchestral courses are widely advertised, and applications to play are welcomed from all proficient players. Care is taken to keep charges to an affordable level and every place (especially in the case of students) is subsidized through our fund-raising activities. The Trustees believe, therefore, that the charity is providing public benefit in accordance with charity law requirements.

Management and control

The organization is controlled by the Council of Management, which meets three times a year to discuss policies and strategies, and to authorize plans for all orchestral courses. Detailed management is delegated to administrators engaged on a freelance basis. Artistic Direction is the responsibility of conductor Levon Parikian.

The Council of Management takes care to ensure that all the Company's activities come within the scope of its Objects as approved by the Charity Commission.

WEEKEND COURSES

The normal pattern of weekend courses was disrupted this year by restrictions on gathering and movement because of the COVID-19 pandemic. Before the restrictions were imposed, three courses were held in London:

Saturday 19 and Sunday 20 October 2019 – Opera Weekend with Mastersingers Ltd

Conductor: Anthony Legge
Act III of Wagner's opera *Siegfried*

Sunday 19 January 2020

Conductor: Stephen Bell
Rachmaninov *Symphony No 2*

Saturday 15 and Sunday 16 February 2020

Conductor: Levon Parikian
Rautavaara Cantus Arcticus, *Saariaho Ciel d'hiver* and *Sibelius Symphony No 5*

Courses that were planned for March and June 2020 were cancelled in compliance with Government restrictions on large gatherings. These were to have been held on 15 March, Britten *Four Sea Interludes* from *Peter Grimes*, Bridge *The Sea* and Smyth *On the Cliffs of Cornwall*, conducted by Levon Parikian, and on 14 June, Bartók *Concerto for Orchestra*, conducted by Timothy Redmond. It is hoped to be able to run these during 2021.

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

Feedback from players continues to show that players continue to appreciate the opportunity to play major works under professional conditions.

ANNUAL RESIDENTIAL COURSE – Edinburgh Festival

Sadly, the normal annual residential course in Edinburgh during the Edinburgh Festival, scheduled for 8 to 15 August, was also cancelled because of the pandemic.

2020-2021 PROGRAMME

On 25 October 2020 we were pleased to be able to put on a one-day course for strings only, under fully COVID-secure conditions, at The Warehouse near Waterloo, on Bartók *Divertimento for Strings*.

Further plans for 2021 are under consideration and will be subject to prevailing Government guidance on gathering for music-making.

FINANCIAL REVIEW OF THE YEAR

This year the financial result on Unrestricted Funds was a deficit of £7,626. This compares with a deficit of £8,445 in 2018-19. Course fees and donations were heavily impacted by the cancellation of courses although many players generously donated fees in lieu of a refund.

As the Edinburgh course was cancelled this year the restricted funds held for bursaries were not drawn on. The balance held in this fund, from the generous legacy of £7,000 from the estate of the late Harold Taylor in 2014-15 and the grant of £2,000 received in 2018-19 from the Angus Allnatt Charitable Foundation, stands at £1,732.

Fund-raising, to bridge the gap between costs and the subsidized fees paid by players, continues to be difficult and we are very grateful to the charitable trusts who remain loyal to the Rehearsal Orchestra and have this year contributed a total of £4,765. As always, it will be important to maintain our fund-raising efforts in the coming year.

We are also exceedingly grateful for the generosity of individual supporters, and especially those who have responded to our "Friends & Angels" scheme.

The Directors would like to record their thanks to the Musicians' Union who have for many years provided us with practical support.

RESERVES POLICY

It remains the policy of the Council of Management to build a reserve equivalent to half our annual costs in order that they may plan and develop future orchestral activities with confidence. The target level of free reserves is £36,000 which is dependent on the levels of funds that can be raised through Grants and Donations. With the pandemic this number will be under pressure.

As of 30 September 2020, total unrestricted funds held stand at £41,799, including a proportion of the two exceptional one-off grants received in the prior year. The Trustees have determined that as these were received from trusts which were being wound up and which have previously supported on a regular basis, they should be held as designated funds for use on special projects over future years, drawn down as required in the context of levels of income from other fundraising activities. Where deemed appropriate the Trustees will use this money to support the Charity during the pandemic.

EQUAL OPPORTUNITIES

The Rehearsal Orchestra operates an equal opportunities policy and welcomes talented players of any age, gender, religion, sexual orientation, disability, ethnicity and legal or marital status.

RISK MANAGEMENT

The Trustees consider there are three particular risks, regularly reviewed and managed as follows:

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

Financial Risk

Accounting records are held by the Hon Treasurer and detailed reports presented to each meeting of the Board of Trustees. COVID has of course severely curtailed the Charity's activities. Generally the charity makes small losses on courses which are normally covered by grants and donations, so perversely not running courses helps maintain cash. However, the charity still needs to carry out reduced admin activities and continue with fund-raising activities. Cash balances are enough to continue for the foreseeable future under COVID levels of activity.

Safeguarding

Participants in Rehearsal Orchestra courses are primarily adults aged 18 and over. However, the Orchestra will accept applications from players under the age of 18 as long as they are accompanied by a parent or guardian who undertakes to be responsible for the young person/s.

Health and Safety

The Rehearsal Orchestra is committed to the safety of all participants on its courses and ensuring a safe environment within which rehearsals take place.

In the context of the COVID-19 pandemic, a full risk assessment was undertaken in preparation for the strings-only course on 25 October, using the template materials provided by Making Music, of which Rehearsal Orchestra is a member. This covered all practical arrangements including social distancing, sanitizing and prevention of social mingling on arrival, during breaks and on departure.

DIRECTORS

Members of the Council of Management (who are also the Directors) who have served during the year are disclosed on page 1. We record here our appreciation of the many years of service from Eric von Ibler, who has helped over many years with the Edinburgh courses. We also record our sadness at the death of Tim King in January 2021 after only a brief period of service on the Board, in which his friendly and supportive contributions have been greatly valued. We are delighted to welcome Ned Kershaw and Zoë McMillan to the Board.

The following members of the Council of Management are due to retire in 2021: Hugh Macdonald, Liz Rantzen and Robert Spivey, all of whom are eligible for re-election. Hugh Macdonald will be stepping down as Chairman after six years of service in that capacity.

The Directors would like to record their appreciation to Levon Parikian (Artistic Director), Anne-Marie Norman (Administrator), and Outi Jokiharju (Development Officer) for their expertise and commitment to ensuring the organization is run efficiently, effectively and provides a quality experience for all participants.

GOVERNANCE

Following the thorough review of governance in May 2018, the Board continued to review its practices and to implement improvements.

A full review of financial arrangements was undertaken, bank mandates refreshed, and all banking moved online, with immediate impact on efficiency. During the year the Board reviewed the Board membership and recruited two new Trustees, provided the induction programme for them, undertook a review of the Board meetings held during the year, held a meeting focussing exclusively on long-term planning and undertook an audit of gender balance relating to composers, conductors, string Principals, Trustees, and staff. Actions will be taken to follow up the findings of the audit. In the light of the COVID-19 pandemic a resolution was passed to enable Board meetings to be held remotely, and the Board continued to meet as scheduled.

SMALL COMPANY PROVISIONS

The Directors' Report has been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

On behalf of the Board

C. J. Muskett
Christine Muskett, Hon Secretary

9 February 2021

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

Independent Examiner's Report to the Trustees of The Rehearsal Orchestra

I report on the financial statements of the charity for the year ended 30 September 2020, which are set out on pages 6 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for the period (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

- Examine the accounts under section 145 of the 2011 Act
- To follow procedures laid down in the General Directions given by the Charity Commissioners (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 Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations 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 I do not express an opinion as to whether the financial statements present a "true and fair view", and the report is limited to those matters set out in the statement below.

Opinion

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

- 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 financial statements which accord with the accounting records and to 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
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

A Burgess ACA
Keymer Haslam & Co
Chartered Accountants
4/6 Church Road
Burgess Hill
West Sussex
RH15 9AE

7 March 2021

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2020

	<u>Notes</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u> <u>2020</u>	<u>Total Funds</u> <u>2019</u>
		£	£	£	£
<u>INCOME</u>					
Grants and donations	2	18,434	-	18,424	24,542
Course fees		8,235	-	8,235	49,409
Sundry income		61	-	61	1,432
Bank and other interest		163	-	163	175
		<hr/>	<hr/>	<hr/>	<hr/>
<u>TOTAL INCOME</u>		26,893	-	26,893	75,558
		<hr/>	<hr/>	<hr/>	<hr/>
<u>EXPENDITURE</u>					
Direct charitable expenditure	3	24,379	-	24,379	67,235
Fund raising and publicity	4	6,985	-	6,985	8,947
Management and administration	5	3,155	-	3,155	5,821
		<hr/>	<hr/>	<hr/>	<hr/>
<u>TOTAL EXPENDITURE</u>		34,519	-	34,519	82,003
		<hr/>	<hr/>	<hr/>	<hr/>
<u>NET INCOME/(EXPENDITURE)</u>		(7,626)	-	(7,626)	(6,445)
<u>NET MOVEMENT IN FUNDS</u>					
Transfer between funds		-	-	-	-
Fund balances brought forward		49,425	1,732	51,157	57,602
		<hr/>	<hr/>	<hr/>	<hr/>
<u>FUND BALANCES CARRIED FORWARD</u>		41,799	1,732	43,531	51,157
		<hr/>	<hr/>	<hr/>	<hr/>

The company's income and expenses all relate to continuing operations.

There are no recognised gains or losses other than the surplus/(deficit) for the financial year shown above.

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

BALANCE SHEET AT 30 SEPTEMBER 2020

	<u>Notes</u>	£	<u>2020</u>	£	£	<u>2019</u>	£
<u>FIXED ASSETS</u>							
Tangible assets	6			-			221
<u>CURRENT ASSETS</u>							
Debtors and prepayments	7	2,257				1,800	
Bank deposit accounts		40,748				40,746	
Cash at bank and in hand		5,106				13,916	
		48,111				56,462	
<u>CREDITORS</u>							
Amounts falling due within one year	8	(4,580)				(5,526)	
<u>NET CURRENT ASSETS</u>				43,531		50,936	
<u>NET ASSETS</u>				43,531		51,157	
<u>INCOME FUNDS</u>							
Unrestricted General fund	10		3,799			11,425	
Unrestricted Designated fund	10		38,000			38,000	
Restricted fund	10		1,732			1,732	
			43,531			51,157	

The directors' statements required by Sections 475 (2) and (3) are shown on the following page which forms part of this Balance Sheet.

THE REHEARSAL ORCHESTRA

ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 30 SEPTEMBER 2020

(A company limited by guarantee having no share capital – number 0809134)

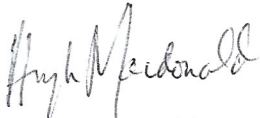
COUNCIL OF MANAGEMENT REPORT ON THE BALANCE SHEET AT 30 SEPTEMBER 2020

The Council of Management are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies and no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The Council of Management acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective January 2015) relating to smaller entities.

On behalf of the Board



Hugh Macdonald
Chairman



Robert Spivey
Hon Treasurer

9 February 2021

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2020**1 ACCOUNTING POLICIES****Accounting convention**

The Financial Statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Acts 2006.

The Rehearsal Orchestra meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost of transaction value unless otherwise stated in the relevant accounting policy note(s).

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that a settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs relating to the category.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are funds which the donor has specified are to be used solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Depreciation

Depreciation has been provided to write off tangible fixed assets over their estimated useful lives on a straight line basis at the following rate:

Musical equipment – 15% per annum

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

	<u>2020</u>	<u>2019</u>
	£	£
2 <u>INCOME</u>		
Voluntary grants and donations	18,434	24,542
	<u>18,434</u>	<u>24,542</u>
3 <u>DIRECT CHARITABLE EXPENDITURE</u>	£	£
Conductors and principals: fees and expenses	9,439	17,170
Hire of hall and accommodation	4,377	33,720
Hire of music and instruments	1,285	2,442
Management costs	9,278	12,507
Motor expenses and transport	-	338
Edinburgh refreshments and other costs	-	1,508
	<u>24,379</u>	<u>67,235</u>
This includes the direct costs of orchestral courses and ancillary activity.		
4 <u>FUNDRAISING AND PUBLICITY</u>	£	£
Fund raising	3,986	5,757
Publicity	2,999	3,190
	<u>6,985</u>	<u>8,947</u>
5 <u>MANAGEMENT AND ADMINISTRATION</u>	£	£
Office and sundry expenses	1,430	1,334
Professional fees	1,315	2,853
Bank charges	189	270
Depreciation	221	39
Sundry costs	-	1,325
	<u>3,155</u>	<u>5,821</u>

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

6 TANGIBLE FIXED ASSETS**Musical equipment****Cost**

At 1 October 2019

£

3,478

Additions

-

At 30 September 2020

3,478

Depreciation

At 1 October 2019

3,257

Provision for the year

221

At 30 September 2020

3,478

Net book value

At 30 September 2020

-

At 30 September 2019

221

20202019

£

£

7 DEBTORS

Income tax recoverable on Gift Aided donations

2,257

1,800

8 CREDITORS**Amounts falling due within one year:**

£

£

Sundry creditors

1,901

4,827

Donations and course fees received in advance

2,679

1,746

4,580

6,573

9 ANALYSIS OF NET ASSETS BETWEEN FUNDSTangible fixed
assetsNet current
assets

Total

£

£

£

Unrestricted funds

-

41,799

41,799

Restricted funds

-

1,732

1,732

-

43,531

43,531

THE REHEARSAL ORCHESTRA**ANNUAL REPORT AND ACCOUNTS****YEAR ENDED 30 SEPTEMBER 2020**

(A company limited by guarantee having no share capital – number 0809134)

10 FUND MOVEMENTS

Fund	1 Oct 2019 £	Incoming £	Outgoing £	Transfers £	30 Sept 2020 £
Unrestricted General funds	11,425	26,893	34,519	-	3,799
Unrestricted Designated funds	38,000	-	-	-	38,000
Restricted Funds – Edinburgh Bursaries	1,732	-	-	-	1,732
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	51,157	26,893	34,519	-	43,531
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

11 RELATED PARTY TRANSACTIONS

No Trustee was paid for their services as a Trustee. Trustees donated a total of £351 (2019: £879).

12 STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2019 – for comparatives of all items on the SOFA

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u> <u>2019</u>	<u>Total Funds</u> <u>2018</u>
	£	£	£	£
<u>INCOME</u>				
Exceptional grants	-	-	-	40,000
Grants and donations	22,542	2,000	24,542	24,026
Course fees	49,409	-	49,409	38,670
Sundry income	1,432	-	1,432	854
Bank and other interest	175	-	175	14
	<hr/>	<hr/>	<hr/>	<hr/>
<u>TOTAL INCOME</u>	73,558	2,000	75,558	103,564
	<hr/>	<hr/>	<hr/>	<hr/>
<u>EXPENDITURE</u>				
Direct charitable expenditure	67,235	-	67,235	58,420
Fund raising and publicity	8,947	-	8,947	8,157
Management and administration	5,821	-	5,821	6,433
	<hr/>	<hr/>	<hr/>	<hr/>
<u>TOTAL EXPENDITURE</u>	82,003	-	82,003	73,010
	<hr/>	<hr/>	<hr/>	<hr/>
<u>NET INCOME/(EXPENDITURE)</u>	(8,445)	2,000	(6,445)	30,554
<u>NET MOVEMENT IN FUNDS</u>				
Transfer between funds	1,575	(1,575)	-	-
Fund balances brought forward	56,295	1,307	57,602	27,048
	<hr/>	<hr/>	<hr/>	<hr/>
<u>FUND BALANCES CARRIED FORWARD</u>	49,425	1,732	51,157	57,602
	<hr/>	<hr/>	<hr/>	<hr/>

THE REHEARSAL ORCHESTRA

ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 30 SEPTEMBER 2020

(A company limited by guarantee having no share capital – number 0809134)

13 **BALANCE SHEET AT 30 SEPTEMBER 2019 – for comparatives of all items on the Balance Sheet**

	£	2019	£	2018	£
<u>FIXED ASSETS</u>					
Tangible assets			221		260
<u>CURRENT ASSETS</u>					
Debtors and prepayments	1,800			1,000	
Bank deposit accounts	40,746			30,745	
Cash at bank and in hand	13,916			29,167	
	<hr/>			<hr/>	
	56,462			60,912	
<u>CREDITORS</u>					
Amounts falling due within one year	(5,526)			(3,570)	
	<hr/>			<hr/>	
<u>NET CURRENT ASSETS</u>			50,936		57,342
			<hr/>		<hr/>
<u>NET ASSETS</u>			51,157		57,602
			<hr/>		<hr/>
<u>INCOME FUNDS</u>					
Unrestricted General fund			11,425		18,295
Unrestricted Designated fund			38,000		38,000
Restricted fund			1,732		1,307
			<hr/>		<hr/>
			51,157		57,602
			<hr/>		<hr/>