

REGISTERED COMPANY NUMBER: 01114273 (England and Wales)
REGISTERED CHARITY NUMBER: 0266038

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
BATH ARTS WORKSHOP LIMITED**

**Berkeley Hall Marshall Limited
6 Charlotte Street
Bath
BA1 2NE**

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FOR THE YEAR ENDED 31 MARCH 2021**

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. 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 principal objective of the company is to promote, encourage and increase the appreciation and understanding by the general public of the arts generally, and promote education in all sections of the community of both cultural and creative arts. This is achieved primarily through the performances of The Natural Theatre Company (a trading name) and educational workshops.

Significant activities

This financial year was severely affected by the COVID pandemic and the associated lockdowns. Between April 2020 and July 2020 no performances were allowed to take place. Again in November 2020 and January to March 2021. This means activities were drastically reduced

- Provided reduced, socially distanced costumed interpretation at the Roman Baths between July and October 2020, and in December 2020
- Created two information films for DHI
- We were awarded a National Lottery Heritage fund grant for "Hidden Heroes" participation project. The research element was conducted online.
- Some online workshops for our Theatre School and Falmouth University
- Several Gigs including a Christmas Shopping Event in Bath
- Staff changes: The pandemic forced two redundancies of our Bookkeeper and Marketing Administrator. All staff were put on Furlough or part-furlough throughout the year
- Procedural changes - we changed to Xero online accounting enabling bookkeeping to be undertaken by the Administrator and the Director
- There was significant reductions in building usage and therefore in the associated costs.

Public benefit

The charity objectives and aims are performed with regard to the Charity Commission guidance on public benefit.

Social investments

These were received from:

- performance fees
- Government & BNES COVID Business Support Grants
- the Government furlough scheme
- donations from local business and trusts
- building hire.

Strategies

Strategies employed to achieve the objectives:

- continued support of several community and education projects, including youth theatres and work experience weeks for young people
- the hire of the studio, workshop and office space
- increased Twitter, Facebook and Instagram activity
- because of the chaos of the UK's exit from the EU, corporate bookings have all but disappeared, so we refocused to heritage and tourism clients.

Future plans

Our future plans are:

- to respond to the easing of COVID lockdowns with performances as legally permitted
- to increase the diversity and inclusion of the company
- develop new performances
- continue to develop education/participation strands
- create projects to sell directly to the general public.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

RESERVES

The trustees have decided that £70,000 should be kept in reserve at all times as a contingency. This figure breaks down as follows; £45,000 to cover maintenance of essential services, £10,000 to support the cash flow of the charity and £15,000 for unplanned closure, to meet pay and redundancy costs. This Reserves Policy have been reviewed for the next financial year.

At the end of the year, the charity had unrestricted net current assets of £64,990.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, memorandum and articles of association, and constitutes a limited company, limited by guarantee, as defined by the Companies House Act 2006.

Trustees and organisational structure

Trustees are appointed by the board of trustees and normally serve for a period of three years, at the end of which time they may seek re-appointment. The minimum number of trustees (a quorum) is three and the maximum thirty. Trustees agree the broad strategy for the company and delegate day to day administration and implementation to the artistic director. The trustees keep the skill requirements of the board under review. New trustees may be sought by open advertisement or through dialogue with candidates with relevant expertise. Selection of new members is a matter for the existing board. On appointment, new members are given an introduction to the work of the company and provided with information about their role and charity law.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01114273 (England and Wales)

Registered Charity number

0266038

Registered office

Widcombe Institute
Widcombe Hill
BATH
BA2 6AA

Trustees

M R Fineman
S A Mccluskey (resigned 1.1.21)
O J Norton
D J Looman
V F Hitchman (resigned 1.2.21)
P B Eccleson
G D Stobart

Company Secretary

A P Burden

Independent Examiner

Berkeley Hall Marshall Limited
6 Charlotte Street
Bath
BA1 2NE

INVESTMENT POLICY AND OBJECTIVES

The charity has limited reserves and these are generally held in accounts which are readily accessible. The trustees are, however, mindful of their responsibilities and seek to obtain the best returns available within the context of such a policy.

The charity owns the freehold of the building from which it operates. The building is shown as a designated fund in the accounts to distinguish it from readily available funds.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

FINANCIAL REVIEW

The financial statements of the charity for the year ended 31 March 2021 show a deficit of £45,211. After taking into account all sources of income, and not including the depreciation of the building, the deficit was £31,512.

During the year, the company received £17,995 in grants and donations from the general public, which was used during the year to meet the running costs of the company. The trustees continue to actively review and consider all funding options and the Board has implemented strategies to match income to costs to secure the long term future of the Company.

Approved by order of the board of trustees on 19 Oct 2021 and signed on its behalf by:



.....
D.J. Loeman - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BATH ARTS WORKSHOP LIMITED (REGISTERED NUMBER: 01114273)**

Independent examiner's report to the trustees of Bath Arts Workshop Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Matthew Small FCA
ICAEW
Berkeley Hall Marshall Limited
6 Charlotte Street
Bath
BA1 2NE

Date: 9/11/2021

BATH ARTS WORKSHOP LIMITED**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		14,939	3,056	17,995	225
Charitable activities					
Touring expenses		71,350	-	71,350	289,586
Other trading activities	2	44,713	-	44,713	46,465
Investment income	3	15	-	15	148
Total		131,017	3,056	134,073	336,424
EXPENDITURE ON					
Raising funds		12,447	-	12,447	14,209
Charitable activities					
Production expenses		117,931	3,037	120,968	211,185
Touring expenses		3,573	-	3,573	13,668
Administration		3,231	-	3,231	111,627
Overheads		35,548	2,404	37,952	20,327
Other	4	1,113	-	1,113	1,113
Total		173,843	5,441	179,284	372,129
NET INCOME/(EXPENDITURE)		(42,826)	(2,385)	(45,211)	(35,705)
RECONCILIATION OF FUNDS					
Total funds brought forward		778,985	118,267	897,252	932,957
TOTAL FUNDS CARRIED FORWARD		736,159	115,882	852,041	897,252

The notes form part of these financial statements

BALANCE SHEET
31 MARCH 2021

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	9	671,169	92,091	763,260	780,409
CURRENT ASSETS					
Debtors	10	5,498	-	5,498	35,332
Cash at bank and in hand		68,205	47,837	116,042	93,343
		<u>73,703</u>	<u>47,837</u>	<u>121,540</u>	<u>128,675</u>
CREDITORS					
Amounts falling due within one year	11	(8,713)	(24,046)	(32,759)	(11,832)
NET CURRENT ASSETS		<u>64,990</u>	<u>23,791</u>	<u>88,781</u>	<u>116,843</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>736,159</u>	<u>115,882</u>	<u>852,041</u>	<u>897,252</u>
NET ASSETS		<u>736,159</u>	<u>115,882</u>	<u>852,041</u>	<u>897,252</u>
FUNDS	12				
Unrestricted funds:					
General fund				111,624	143,816
Designated fund				624,535	635,169
				<u>736,159</u>	<u>778,985</u>
Restricted funds				115,882	118,267
TOTAL FUNDS				<u>852,041</u>	<u>897,252</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

BALANCE SHEET - continued
31 MARCH 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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


.....
D J Looman - Trustee

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

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.

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.

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	- 2% on cost
Motor vehicles	- 15% on reducing balance
Equipment	- 25% on reducing balance

Freehold property is to be depreciated over 50 years, holding a residual value of £200,000.

Taxation

The charity is exempt from corporation 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.

The restricted fund represents funds received towards the capital building costs to be carried out to transform the premises into more practical workable areas, together with grants from the Arts Council and Bath and North Somerset Council specifically to maintain the artistic programme.

The designated fund consists of funds raised towards the purchase of freehold premises.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

BATH ARTS WORKSHOP LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

2. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Sundry income	<u>44,713</u>	<u>46,465</u>

3. INVESTMENT INCOME

	2021 £	2020 £
Bank interest received	<u>15</u>	<u>148</u>

4. OTHER

	2021 £	2020 £
Accountancy	613	613
Independent examination	500	500
	<u>1,113</u>	<u>1,113</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	<u>17,149</u>	<u>17,915</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

7. STAFF COSTS

Staff costs :

	2021 £	2020 £
Salaries and fees	129,493	280,105
Social security costs	3,026	4,736
Total	132,519	284,841

The average weekly number of employees during the year, including the services of performers who retained reserved self-employed status, was 47 part time and 2 full time (2020 - 47 part time and 2 full time)

No employee received emoluments of more than £60,000 during the year.

BATH ARTS WORKSHOP LIMITED**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021****7. STAFF COSTS - continued**

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

	2021	2020
Administration	2	2
Performers	47	47
	<u>49</u>	<u>49</u>

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

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	225	-	225
Charitable activities			
Touring expenses	289,586	-	289,586
Other trading activities	46,465	-	46,465
Investment income	148	-	148
Total	<u>336,424</u>	<u>-</u>	<u>336,424</u>
EXPENDITURE ON			
Raising funds	14,209	-	14,209
Charitable activities			
Production expenses	211,185	-	211,185
Touring expenses	13,668	-	13,668
Administration	109,223	2,404	111,627
Overheads	20,327	-	20,327
Other	1,113	-	1,113
Total	<u>369,725</u>	<u>2,404</u>	<u>372,129</u>
NET INCOME/(EXPENDITURE)	<u>(33,301)</u>	<u>(2,404)</u>	<u>(35,705)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	812,286	120,671	932,957
TOTAL FUNDS CARRIED FORWARD	<u>778,985</u>	<u>118,267</u>	<u>897,252</u>

BATH ARTS WORKSHOP LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

9. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Motor vehicles £	Equipment £	Totals £
COST					
At 1 April 2020 and 31 March 2021	<u>650,000</u>	<u>234,908</u>	<u>25,321</u>	<u>123,245</u>	<u>1,033,474</u>
DEPRECIATION					
At 1 April 2020	90,000	34,861	8,930	119,274	253,065
Charge for year	<u>9,000</u>	<u>4,698</u>	<u>2,459</u>	<u>992</u>	<u>17,149</u>
At 31 March 2021	<u>99,000</u>	<u>39,559</u>	<u>11,389</u>	<u>120,266</u>	<u>270,214</u>
NET BOOK VALUE					
At 31 March 2021	<u>551,000</u>	<u>195,349</u>	<u>13,932</u>	<u>2,979</u>	<u>763,260</u>
At 31 March 2020	<u>560,000</u>	<u>200,047</u>	<u>16,391</u>	<u>3,971</u>	<u>780,409</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	-	25,144
VAT	1,029	-
Prepayments	<u>4,469</u>	<u>10,188</u>
	<u>5,498</u>	<u>35,332</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	99	800
Social security and other taxes	1,306	1,702
VAT	-	7,973
Other creditors	31	-
Accrued expenses	1,357	1,357
Deferred income	<u>29,966</u>	<u>-</u>
	<u>32,759</u>	<u>11,832</u>

BATH ARTS WORKSHOP LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

12. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	143,816	(32,192)	111,624
Designated fund	635,169	(10,634)	624,535
	<u>778,985</u>	<u>(42,826)</u>	<u>736,159</u>
Restricted funds			
Restricted funds	118,267	(2,385)	115,882
	<u>118,267</u>	<u>(2,385)</u>	<u>115,882</u>
TOTAL FUNDS	<u><u>897,252</u></u>	<u><u>(45,211)</u></u>	<u><u>852,041</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	131,017	(163,209)	(32,192)
Designated fund	-	(10,634)	(10,634)
	<u>131,017</u>	<u>(173,843)</u>	<u>(42,826)</u>
Restricted funds			
Restricted funds	3,056	(5,441)	(2,385)
	<u>3,056</u>	<u>(5,441)</u>	<u>(2,385)</u>
TOTAL FUNDS	<u><u>134,073</u></u>	<u><u>(179,284)</u></u>	<u><u>(45,211)</u></u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	166,483	(22,667)	143,816
Designated fund	645,803	(10,634)	635,169
	<u>812,286</u>	<u>(33,301)</u>	<u>778,985</u>
Restricted funds			
Restricted funds	120,671	(2,404)	118,267
	<u>120,671</u>	<u>(2,404)</u>	<u>118,267</u>
TOTAL FUNDS	<u><u>932,957</u></u>	<u><u>(35,705)</u></u>	<u><u>897,252</u></u>

BATH ARTS WORKSHOP LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

12. 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			
General fund	336,424	(359,091)	(22,667)
Designated fund	-	(10,634)	(10,634)
	<u>336,424</u>	<u>(369,725)</u>	<u>(33,301)</u>
Restricted funds			
Restricted funds	-	(2,404)	(2,404)
	<u>-</u>	<u>(2,404)</u>	<u>(2,404)</u>
TOTAL FUNDS	<u>336,424</u>	<u>(372,129)</u>	<u>(35,705)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	166,483	(54,859)	111,624
Designated fund	645,803	(21,268)	624,535
	<u>812,286</u>	<u>(76,127)</u>	<u>736,159</u>
Restricted funds			
Restricted funds	120,671	(4,789)	115,882
	<u>120,671</u>	<u>(4,789)</u>	<u>115,882</u>
TOTAL FUNDS	<u>932,957</u>	<u>(80,916)</u>	<u>852,041</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	467,441	(522,300)	(54,859)
Designated fund	-	(21,268)	(21,268)
	<u>467,441</u>	<u>(543,568)</u>	<u>(76,127)</u>
Restricted funds			
Restricted funds	3,056	(7,845)	(4,789)
	<u>3,056</u>	<u>(7,845)</u>	<u>(4,789)</u>
TOTAL FUNDS	<u>470,497</u>	<u>(551,413)</u>	<u>(80,916)</u>

BATH ARTS WORKSHOP LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

BATH ARTS WORKSHOP LIMITED**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	225	225
Grants	17,770	-
	<u>17,995</u>	<u>225</u>
Other trading activities		
Sundry income	44,713	46,465
Investment income		
Bank interest received	15	148
Charitable activities		
Performance fees	71,350	289,586
	<u>134,073</u>	<u>336,424</u>
Total incoming resources		
EXPENDITURE		
Raising donations and legacies		
Administration staff fees	12,447	14,209
Charitable activities		
Administration staff fee	70,533	79,708
Social security	3,026	4,736
Pensions	2,154	1,552
Rates and water	1,074	619
Insurance	10,907	7,307
Light and heat	3,179	4,615
Telephone	1,611	1,563
Stationery and printing	902	1,303
General publicity	182	1,466
Performer fees	44,360	184,636
Other production fees	1,871	16,411
Costume and props	3,638	9,367
Misc running costs	(145)	2,219
Travelling	1,326	7,805
Accommodation	-	2,326
Subsistence	-	2,059
Vehicle maintenance	774	335
Vehicle insurance	1,473	1,143
Subscriptions	43	28
Sundries	80	2,060
Cleaning	980	3,444
Repairs and renewals	192	3,041
Freehold property	9,000	9,000
Improvements to property	4,699	4,699
Carried forward	161,859	351,442

This page does not form part of the statutory financial statements

BATH ARTS WORKSHOP LIMITED**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
Charitable activities		
Brought forward	161,859	351,442
Depreciation	993	1,324
Motor vehicles	2,459	2,892
Bank charges	413	1,149
	165,724	356,807
Other		
Accountancy	613	613
Independent examination	500	500
	1,113	1,113
Total resources expended	179,284	372,129
Net expenditure	(45,211)	(35,705)

This page does not form part of the statutory financial statements