

CHEVINGTON CHEDBURGH DEPDEN AND REDE COMMUNITY COUNCIL

England & Wales · Charity number 273914

Details

Other names	ERSKINE CENTRE
Status	Registered
Legal form	Other
Registered	1977-08-10
Register	View on the Charity Commission register

Contact

Address	Erskine Community Centre Chevington Road Chedburgh Bury St. Edmunds Suffolk IP29 4UL
Phone	01284 850439
Email	erskinecentreenquiries@gmail.com
Website	www.erskinecentre.org.uk

Activities

Objects: A COMMUNITY CENTRE FOR THE USE OF THE INHABITANTS OF THE PARISHES OF CHEVINGTON DEPDEN AND REDE IN THE COUNTY OF SUFFOLK WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS INCLUDING USE FOR MEETINGS LECTURES AND OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Administration of a community centre, the Erskine Centre, used by residents of the community, the villages of Chevington, Chedburgh, Depden & Rede, and by non-residents for dances, meetings, wedding celebrations etc. Administration of an annexe for the care and education of a pre-school organisation.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science, Amateur Sport
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** CHEVINGTON, CHEDBURGH, DEPDEN AND REDE
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£20,027	£15,652	-	-
2024-08-31	£32,833	£47,111	-	-
2023-08-31	£28,932	£12,919	-	-
2022-08-31	£17,912	£19,658	-	-
2021-08-31	£28,047	£26,629	-	-
2020-08-31	£23,948	£28,746	-	-

Trustees

Name	Role	Appointed
Dr Gary Patrick Dillon	Chair	2017-07-13
ANGIE BARNETSON		2014-02-25
Ali Cengiz		2025-11-06
Andrew Barnetson		2020-11-12
Julia Groves		2025-01-01
Lucy Cengiz		2025-01-01
Sam Colman		2017-01-12
Vanessa Jane Smith		2021-11-11

Accounts

TREASURERS REPORT FOR STATEMENT OF ACCOUNTS

1st SEPTEMBER 2023 to 31st AUGUST 2024

Monies as of 31st August 2024

No 1 Account - £17,199.20

No 2 Account - £10,165.68

Petty Cash - £282.24

Loss - £14,277.93

INCOME

Little Teapots regular monthly rent was increased from £243 to £263 per month commencing from 1 January 2024. An increase of about 8.25%. This has to be done so we can continue to bring them up to the current market rate, which we are doing in gradual steps in order for them to be able to survive. They continue to pay their utility bills on a termly basis.

Lettings are our major source of income; however, lettings were down by around £550 this year. Although we have regular hirers on every weekday, there were more cancellations this year and fewer adult parties. The CCDRCC Committee have put on more events this year with increased profit from last year, however donations were down.

Recycling continues to supply a welcome income, we receive a percentage of West Suffolk Councils overall recycling pot, based on our share of all collections made. This happens twice a year in January and August.

Our Bacon Sandwich Saturday event remains popular so we will continue with this for as long as the CCDRCC Committee enjoy doing it and the local community are keen to attend.

Chedburgh Fete organised by our Chair, Gary Dillon was again a success, another smaller set up was enjoyed by all and brought a very good return, this year at just under £750.

Our biggest success this year was the refurbishment of the kitchen. The improvement of the facilities has made a huge difference to what we can offer prospective hirers, this should bring in more hirers and in turn increase our revenue.

EXPENSES

This year, one of our committee members Pete Neal started the Film Club, an idea we are keen to help and support. We have funded the purchase of the necessary licence and the required equipment. It's been running a year now and we are getting a reasonable turn out for the event. However, a bit more enthusiasm from the local community would be very welcome and really give this the extra boost it needs.

I was able to obtain a very reasonable fixed rate with EDF for the electricity supply for the next 2 years. Energy prices have increased again this year but there should only be a slight increase in our energy payments with the package that was negotiated.

Water payments increased to £58 per month from February 2024 but as the cost had remained the same for many years it was not unexpected. A smart water meter was installed which now means usage can be monitored and any leaks detected early.

Insurance remains with Hiscox. We increased the cover this year to reflect all the refurbishments we've done over the past 2 years. The policy has therefore increased slightly but is still very reasonable for the amount of cover we get.

Cleaning costs have increased this year as we increased the hourly rate when Natasha our cleaner unfortunately left us as she moved into BSE. We have now replaced her with a very enthusiastic lady who is doing a first-rate job and is a welcome addition to our team.

Sundry payments decreased from last year. However, expenditure on events almost doubled from last year but we also increased the income from the events and with the donations, even though less than last year, we still managed to have a healthy return. The most important thing for us is that we put on interesting and enjoyable events for the community in order to bring people out of their homes and socialise.

To Summarise

Although initial appearance of the accounts looks daunting. Making a comparison of net income and net expenses (taking out siteworks and grants) shows a continued underlying profit, although smaller in this financial year of £3,039.

le.	<u>2023/24</u>	<u>2022/23</u>
Income	30,669 (2,134)	28,355 (10,527)
Expenses	27,660 (19,450)	22,869
Profit	3,039	5,486

Hence, a one-off grant and siteworks aside, after taking those into account, we are still in a healthy position of making a profit to take us into the next financial year. We are able to progress with maintaining, improving and preserving the hall for the foreseeable future.

Angela Barnettson
CCDRCC Treasurer
7th November 2024

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL

STATEMENT OF ACCOUNTS 1 SEPTEMBER 2023 TO 31 AUGUST 2024

INCOME	2023/24	2022/23
Little Teapots	£3,076.00	£2,812.00
Little Teapots Utilities	£2,794.58	£2,652.50
Coin meter	£256.00	£277.00
Lettings	£7,877.00	£8,423.50
Recycling	£1,621.51	£1,356.50
Grants	£2,134.00	£10,527.43
Donations	£484.68	£1,303.43
Events	£2,189.58	£1,579.33
No.1 to No.2 Acc	£10,000.00	£9,000.00
Petty cash to No.1	£1,600.00	£950.00
No.1 to Petty Cash		
Petty cash to No.2	£800.00	
Total	£32,833.35	£38,881.69

EXPENSES		
Water	£606.00	£480.00
Electricity	£4,115.52	£3,377.47
Site works	£19,450.60	
Fire Inspection	£620.28	£565.02
Insurance	£1,033.36	£945.73
Trade Waste	£153.25	£144.30
Mtce/repairs	£2,134.89	£3,503.00
Equipment	£2,488.13	
Events	£1,652.19	£865.14
Cleaning	£1,495.84	£994.69
Sundries	£910.02	£1,838.66
Post & Stationery	£51.20	
Donations		£205.00
No.1 to No.2 Acc	£10,000.00	£9,000.00
Petty cash to No.1	£1,600.00	£950.00
No.1 to Petty Cash		
Petty cash to No.2	£800.00	
Total	£47,111.28	£22,869.01

Income	£32,833.35	Bank 1	£17,199.20
Expenditure	£47,111.28	Bank 2	£10,165.68
Loss	-£14,277.93	Petty Cash	£282.24
Opening balance	£41,925.05		
Loss	-£14,277.93		
	£27,647.12	Closing balance	£27,647.12

Checked and agreed with
Accounts
[Signature]
17/10/2024

CHRISTINE FITZGERALD

4 Chevington Road Chedburgh BURY ST EDMUNDS IP29 4UP
Tel 01284 850098 cffitzgerald3876@gmail.com

10th October 2024

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL

My report for the Chevington, Chedburgh, Depden and Rede Community Council is for the accounts as set out in the Financial Statement for the year ended 31 August 2024.

Accounting records have been kept and bank records agreed with the documents. Documents supplied have been checked with the bank statements and entered into the accounts. Supplier invoices must be provided for all payments made via internet banking.

Where deposits are received in advance of bookings, invoices need to be raised to ensure that all bookings correspond with the diary. A few bookings have been paid in advance and no invoices raised.

Petty Cash vouchers must be checked by independent committee members before payments can be made. The Cleaner has been paid by cash but no signed receipts received to show she had been paid. I am concerned that a lot of cash is received but not banked immediately after fund raising events. Too much cash is collected and held to be used for future payments. Cash can be banked and payments made directly into bank accounts to cover expenses.

I have completed my examination of the accounting records and found nothing which gave any concern.



Christine Fitzgerald

Accounts

TREASURERS REPORT FOR STATEMENT OF ACCOUNTS

1st SEPTEMBER 2022 to 31st AUGUST 2023

Monies as of 31st August 2023

No 1 Account - £21,303.39

No 2 Account - £20,295.28

Petty Cash - £326.38

Profit - £16,012.68

INCOME

Little Teapots regular monthly rent was increased from £217 to £243 per month commencing from 1 January 2023. An increase of about 12%. This has to be done so we can continue to bring them up to the current market rate, which we are doing in gradual steps in order for them to be able to survive. They continue to pay their utility bills on a termly basis.

Lettings are now our major source of income; we are more popular than ever since the roof was replaced and the hall completely redecorated. We have regular hirers on every weekday. Strength & Balance, Chedburgh Community Choir, two different Yoga classes, Pilates, Tai Chi, Hobby Club, Coffee Club, and a dog training class. Private party bookings are on the increase, with two Diamond Wedding Anniversaries, a Golden Wedding Anniversary, and a Silver Wedding Anniversary. We still as yet haven't had a wedding event, but now the venue is more popular we hope that will happen in the future.

Recycling continues to supply a welcome income being paid as a percentage of West Suffolk Councils overall recycling pot, based on our share of all collections made. This happens twice a year in January and August. However, the August 2023 payment was again delayed and is due to be paid imminently, so will be included in next year's accounts.

Our Bacon Sandwich Saturday event remains popular, and donations have been on the increase again this year. We will continue with this popular event for as long as the CCDRCC Committee enjoy doing it and the local community are keen to attend.

Another successful event was Chedburgh Fete organised by our Chair, Gary Dillon and Ian Leggett, helped by volunteers from the CCDRCC Committee and local residents.

Our biggest success this year is the National Lottery Grant. Our Chair, Gary, applied for and successfully obtained a £10,000 grant to help pay for the refurbishment of the kitchen and improve the facilities we can provide. A huge thanks to Gary for all the time he puts into this and for his dogged determination to get the job done, while working full time too.

EXPENSES

January and February saw more repairs to the floor. The work was again carried out by Roger Hyde Ltd and cost a further £2,928. This came out of existing funds as we weren't able to obtain a grant because the work needed to be done urgently.

I was able to obtain a very reasonable fixed rate with Opus Energy for the electricity supply just before the energy suppliers increased their rates. Consequently, that meant we only had a slight increase in our energy payments. We paid £424 more than last year and that's not bad. The increase could have seen us paying about 3 times what we paid last year.

Water payments remain fixed at £40 per month and cover the water and sewerage costs.

Insurance remains with Hiscox as we were able to obtain another slight discount this year.

Cleaning costs increased with the increase in the usage of the hall. Natasha does a first-rate job, and we hope she will continue to be a part of our team.

Sundry payments increased from last year due to the events that took place and consequently expenses relating to those events needed to be reimbursed. However, no postage or equipment purchases this year.

In August, £9000 pounds was transferred from No.1 to No.2 account. As No.2 is mainly used for capital payments for equipment and major repairs. Its funds were somewhat depleted with payments for the floor repair, hence a rebalance was required.

To Summarise

This year has been a hugely successful one with increased bookings and new classes coming in to take regular slots. I believe this has been the busiest and most affluent year in the history of the Erskine Centre.

Tai Chi classes have increased to two days Friday and Sunday and so has the Pilates classes on Mondays and Tuesdays, and we have two different Yoga teachers. Strength & Balance continues to be popular, and the Choir is continuing to thrive, now into its 8th year.

Private party bookings are on the increase, we remain popular for children's parties, birthday parties and wedding anniversary parties. However, a wedding still eludes us.

Angela Barnetson
CCDRCC Treasurer
8th November 2023

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL

STATEMENT OF ACCOUNTS 1 SEPTEMBER 2022 TO 31 AUGUST 2023

INCOME	2022/23	2021/22
Little Teapots	£2,812.00	£2,544.00
Little Teapots Utilities	£2,652.50	£1,932.02
Coin meter	£277.00	£327.40
Lettings	£8,423.50	£4,606.50
Recycling	£1,356.50	£542.40
Grants	£10,527.43	£610.78
Donations	£1,303.43	£2,655.25
Events	£1,579.33	£693.35
No.1 to No.2 Acc	£9,000.00	£4,000.00
Petty cash to No.1	£950.00	
No.1 to Petty Cash		
Total	£38,881.69	£17,911.70

EXPENSES		
Water	£480.00	£480.00
Electricity	£3,377.47	£2,953.52
Fire Inspection	565.02	£653.22
Insurance	£945.73	£970.62
Trade Waste	£144.30	£137.60
Mtce/repairs	£3,503.00	£5,440.00
Equipment		£2,580.00
Events	£865.14	£679.24
Cleaning	£994.69	£858.00
Sundries	£1,838.66	£685.71
Post & Stationery		£20.07
Donations	£205.00	£200.00
No.1 to No.2 Acc	£9,000.00	£4,000.00
Petty Cash to No.1	£950.00	
No1 to Petty Cash		
Total	£22,869.01	£19,657.98

Income	£38,881.69	Bank 1	£21,303.39
Expenditure	£22,869.01	Bank 2	£20,295.28
Profit	£16,012.68	Petty Cash	£326.38
Opening balance	£25,912.37		
Profit	£16,012.68		
	£41,925.05	Closing balance	£41,925.05

CHRISTINE FITZGERALD

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24 September 2023

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL

My report for the Chevington, Chedburgh, Depden and Rede Community Council is for the accounts as set out in the Financial Statement for the year ended 31 August 2023.

Accounting records have been kept and bank records agreed with the documents. Documents supplied have been checked with the bank statements and entered into the accounts.

Payments are taken in advance of a private booking, a booking form has to be completed and returned by the hirer before the booking is confirmed. This then acts as written confirmation of the booking and also the amount paid.

Petty Cash vouchers must be checked by independent committee members before payments can be made.

I have completed my examination of the accounting records and found nothing which gave any concern.

Christine Fitzgerald

Accounts

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL

THE ERSKINE CENTRE

Registered Charity Number 273914

Trustees' annual report for Chevington, Chedburgh, Depden & Rede Community Council (CCDRCC)

For the year to 31 August 2021

1. OBJECTIVES AND ACTIVITIES

1.1 Summary of the purposes of the charity as set out in its governing document

Management of a village hall (community centre). The charity exists to run and maintain the Erskine Centre in Chedburgh, which runs successfully as a community centre for four local villages. The hall hosts a number of exercise & social clubs that typically run on a weekly basis; other occasional events are also organised. The hall is available for hire to local residents for private parties.

Our governing document is a Trust Deed, which states that "Trustees are the Custodians of the Chedburgh Community (Erskine) Centre; property to be administered for the use of the inhabitants of the Parishes of Chevington, Chedburgh, Depden and Rede in the County of Suffolk... Trustees shall cause all buildings and other property to be kept in repair and sufficiently insured."

1.2 Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

The Erskine Centre exists primarily as a community hub for local residents and hosts a number of regular exercise and social clubs and classes, including: Yoga, Strength & Balance exercise, Hobbies club, Dog Physio, and the 'Little Teacups' toddlers group. A community Choir meets weekly and holds public concerts from time to time.

The Hall is available for private and other casual bookings, which include the local Chedburgh Parish Council meetings and a range of children's and adults' parties. We have hosted Wine Tastings, Trivia quizzes and live music events.

Part of the hall is on a long term lease to 'Little Teapots', a local pre-school that provides a valuable service to residents with young children.

External services include a bottle bank for glass and paper recycling, as well as a clothing bank for the benefit of residents.

One positive outcome from the closure during lockdown was the opportunity to completely renovate the Hall roof, a major project that completed in December 2020. The work was jointly funded by the Bernard Sunley Trust, Community Chest, the ACRE Village Hall Improvement Fund, Sport England and the Parish Council. A copy of the Roof Replacement Project Report has been submitted as an Appendix.

We are grateful for a grant from West Suffolk Council and the Borough Councillor's locality budget, which enabled us to replace chairs in the hall. We have also replaced curtains throughout the hall with new blinds.

Plans are in place to assess and prioritise future projects, which are expected to include the Hall floor and a hardstanding path in the grounds outside. The kitchen would also benefit from refurbishment.

1.3 Summary of the main achievements of the charity

- Providing a property for Little Teapots to host their pre-school, acting as a responsible and considerate landlord
- Keeping the Hall in good repair, with complete replacement of the roof and internal redecoration throughout.
- Compliance with Government Guidelines on Covid, and all legal requirements including insurance and fire prevention measures
- Allowing the Hall to be used for a range of social clubs and exercise classes
- Provision of recycling facilities
- Pro-active organisation of community events, seeking to move the hall beyond a venue for social clubs, to a 'hub' to bring local residents together.

A new influx of Trustees brings the Committee up to our target of ten committee members for the first time in many years, which we take as an example of the positive level of enthusiasm that runs through the Community and the Committee.

1.4 Statement confirming with regard to the guidance issued on public benefit

We confirm that we have regard for the guidance issued by the Charity Commission on public benefit (<https://www.gov.uk/guidance/public-benefit-rules-for-charities>). To the best of our knowledge and understanding, all of the activities of the charity are for the public benefit and each of the Trustees carry out their actions solely for the public benefit.

We consider that the actions of the charity are beneficial in an identifiable manner and that this benefit is widely available to the public across the local community.

2. FINANCIAL REVIEW

2.1 Review of the charity's financial position at the end of the period

We are of the opinion that the charity is financially sound. We have come through the consequences of the pandemic in a strong position, with income exceeding expenditure. Moreover, we have been successful in fund raising for substantial capital projects (replacement of the roof) and for smaller projects (purchase of new chairs), exploring a range of sources.

Income for the year to 31 August 2021 amounted to £28,047. Principal sources comprised £2,484 rent and £2,048 reimbursement of utilities from Little Teapots pre-school; £1,821 from casual hall lettings; £1,306 for recycling. We also had grants amounting to £19,796.

Expenditure for the year was £26,629. Principal reasons were water and electricity utilities, £480 and £2,498 respectively; insurance at £1,135; maintenance/repairs at £998; and fire inspections £731. Exceptional site works (refurbishment following roof replacement) were conducted costing £19,417; a further one-off cost of £370 was incurred for new window blinds

Profit for the year was £1,417. At 31 August 2021, the charity had reserves amounting to £27,659.

In relation to the roof replacement we note that the majority of the funding was held by Chedburgh Parish Council and paid directly to the roofers, thus this does not form part of our report. A copy of the Roof Replacement Project Report has been submitted as an Appendix. The site works included in this report, at a cost of £19,417, are for the internal refurbishment and were paid by CCDRCC to a separate contractor.

2.2 Statement on the level of reserves and any uncertainties regarding the charity as a going concern

We consider that the level of reserves, relative to expenditure in an ordinary year, are appropriate, bringing security for the future of the Hall. (We note that the expenditure in this year is extraordinary).

It is our opinion that the Charity is in a sound financial position and there are no uncertainties about it as a going concern. We are satisfied that our reserves, and regular income, are such that we can continue to provide public benefit to the community for the foreseeable future.

3. STRUCTURE, GOVERNANCE AND MANAGEMENT

We are an unincorporated charity governed by a Trust Deed. Two Parish Councils (Chedburgh Parish Council and the Chevington Parish Council) hold the title to the Hall and the land, as Custodian Trustees.

Current Trustees stand down at the Annual General Meeting, typically held in November each year. At that same meeting, volunteers are sought to join the CCDRCC for the following year.

A normal meeting of CCDRCC takes place immediately after the AGM, at which volunteers that have agreed to join the committee confirm their willingness to stand as Trustees. Four Officer positions (Chairman, Treasurer, Secretary, Bookings Officer) are required; other positions may be filled (e.g. Fire Officer).

We do not have any specific procedures for the induction and training of trustees.

4. REFERENCE AND ADMINISTRATIVE DETAILS

Charity name:

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL
(CCDRCC)

otherwise informally known as the "Erskine Centre management committee"

Registered charity number

273914

Charity's address:

Erskine Centre, Chevington Rd, Chedburgh, Bury Saint Edmunds, Suffolk IP29 4UL

5. NAMES OF THE TRUSTEES WHO MANAGE THE CHARITY

Dr Gary Dillon	Chairman
Mr Andrew Barnetson	Secretary
Mrs Angela Barnetson	Treasurer
Mrs Jackie Chester	Bookings Secretary
Mr Paul Groves	Fire & Safety Officer
Mr Alastair McCormack	
Mr Sam Colman	
Mrs Kate Mitchell	
Mr Allan Mitchell	
Mrs Jacqui Crossman	

Signed on behalf of the charity's trustees



Full name

Andrew Barnetson

Position

Secretary

Date

26 April 2022

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL

STATEMENT OF ACCOUNTS 1st SEPTEMBER 2020 to 31st AUGUST 2021

<u>INCOME</u>	<u>2020/21</u>	<u>2019/20</u>
Little Teapots	2484.00	2484.00
Little Teapots Utilities	2048.17	1629.69
Lettings	1821.00	2796.00
Recycling	1306.20	810.57
Grants	19,796.30	15,000.00
Functions (Quiz Nights)	-----	514.45
Coin Meter	61.00	239.00
Banking Sundries	-----	0.47
Fete	-----	-----
Petty Cash to No1 account	-----	100.00
No1 to Petty Cash	500.00	200.00
Donations	30.00	173.50
	<u>28,046.67</u>	<u>23,947.68</u>

<u>EXPENSES</u>		
Water	480.00	390.00
Electricity	2,497.64	2,495.94
Site works	19,417.04	2,853.00
Fire Inspection	731.15	431.26
Insurance	1,135.40	1,050.43
Trade Waste	134.08	129.75
Hall Maintenance / Repairs	998.17	100.00
Equipment	400.99	210.00
Bar Refurbishment	-----	19,541.50
Cleaning	302.78	1,056.14
Function	-----	114.03
Website	-----	-----
Sundries	31.99	74.16
Petty Cash to No1	-----	100.00
No1 to Petty Cash	500.00	200.00
	<u>26,629.24</u>	<u>28,746.21</u>

2020-21

Income	28,046.67	Opening balance	26,241.22	Bank 1	15,615.26
Expenses	26,629.24	Profit	1417.43	Bank 2	11,369.45
Profit	1417.43			P Cash	363.94
				Debtors	310.00
				Creditors	

Accounts have been checked
and transactions agreed
with invoices and receipts

27,658.65

27,658.65

Stitfield
7/11/2021

CHRISTINE FITZGERALD

4 Chevington Road Chedburgh BURY ST EDMUNDS IP29 4UP
Tel 01284 850098 cffitzgerald3876@gmail.com

7 November 2021

CHEVINGTON, CHEDBURGH, DEPDEN AND REDE COMMUNITY COUNCIL

My report for the Chevington, Chedburgh, Depden and Rede Community Council is for the accounts as set out in the Financial Statement for the year ended 31 August 2021.

Accounting records have been kept and bank records agreed with the documents. All documents and accounts have been checked. During the year internet banking has been started and purchase payments have been paid direct from the bank to the supplier's bank account. All documents have been checked and there are no irregularities.

I believe 2 signatures are required on cheques but the new system is allowing one person to use the bank account without checks being in place during the year. Is this within the constitution of the Community Council? I wish to point out that in the future when a new treasurer takes over, no checks will be made on bank activity until the audit.

I have completed my examination of the accounting records and found nothing which gave any concern.



Christine Fitzgerald