

# **CROUCH VALLEY DISTRICT SCOUT COUNCIL**

## **ANNUAL REPORT 2022/2023**



**CROUCH VALLEY**  
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CROUCH VALLEY DISTRICT SCOUT COUNCIL  
ANNUAL REPORT 2022/2023

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## CROUCH VALLEY DISTRICT SCOUT COUNCIL ANNUAL REPORT 2022/2023

### ANNUAL REPORT OF THE TRUSTEES

Legal name: Crouch Valley District Scout Council

Registered number: 280514

Trustees:	A Austin	District Chair
	P Stafford	District Commissioner (DC)
	D Offord	District Secretary
	Z Ager	District Treasurer
	S Blundell	Elected Officer
	M Gibson	District Explorer Scout Commissioner
	H Bell	District Network Scout Commissioner
	H Kalloo	Chairman Appointments Committee

Contact address: 48a Woodlands Road, Hockley, Essex, SS5 4PY

#### **Objectives and activities**

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Crouch Valley District Scout Council ('the District') exists to guide and support the 14 individual Scout groups within the lower River Crouch valley. Accordingly its principal activities are to provide District wide access to various support services and to provide District wide events for the benefit of those Scouts. The District is a managerial and support function for the activities of the various Scout groups operating underneath it in the local area.

#### **Structure, governance and management**

The District is a charity registered in the United Kingdom and a sub-unit of the Scout Association. It is therefore governed by Royal Charter granted in 1912 and operates as required by the stipulations and instructions of the Scout Association.

The District is managed by the District Executive under the leadership of the District Commissioner and the Chairman. The Executive meet regularly throughout the year to discuss and decide upon the operation of the District. The Executive is also assisted by number of sub-committees who are responsible for specific affairs within the District and are appointed on an ad-hoc basis either permanently or temporarily as needs arise.

The recruitment and appointment of any leadership role within the District (including its officials) is the responsibility of the Appointments Committee. Whilst the final decision rests with the District Commissioner, they are guided by the advice and opinions of the Appointments Committee who also consider and suggest the training requirements of the new appointment.

In accordance with Scouting regulations, Explorer Scout units and Scout Network organisations within the local geographical area are also under the remit of the District itself (unlike individual Scout groups which are separate entities in their own right). Led by the District Explorer and Network Scout Commissioners, Explorers and Network maintain their own management executive independent from (but reportable to) the District itself.

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### **ANNUAL REPORT OF THE TRUSTEES**

#### **Structure, governance and management (cont'd)**

The annexed accounts for the District therefore include the activities of District as a body plus the District Explorer units and the District Network units included therein.

#### **Public benefit**

The trustees confirm that they have complied with the duty of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

#### **Achievements and performance**

The District continues to maintain its active and broad profile of Scouting activities within the local community. Intra-District competition remains both popular and competitive.

As explained elsewhere, the new District and 5th Rayleigh Headquarters was formally opened and named 'The Birches'. This represents a fantastic achievement by the 5th Rayleigh Scout Group and an impressive new facility in Crouch Valley for use by the district and the wider community.

The District's core Scouting calendar remains generally unchanged with most intra-District events well attended by most groups. Well refined deliveries mean certain events remain hugely popular (such as the Beaver swimming gala or the Cub hike) and meanwhile the District's ADCs continue to test new waters to bring fresh ideas to the table, whether as new activities at Renewal of Promise or as stand alone events. On a whole District level, the all section Renewal of Promise weekend runs each April and has been welcomed back since covid and well attended over the last 2 years.

The District Executive have continued to make its minibus available to all groups in the District on a fuel only basis. The Executive are encouraged by its continuing, and increasing use. This remains a valuable District asset which helps groups control the cost of transportation.

As the annexed notes demonstrate, the amount of young people benefiting directly from local Scouting remains as strong as ever. Unfortunately recruiting and retaining adult volunteers to facilitate this delivery continues to remain a problem across the District (and indeed wider Scouting) with many adults therefore holding multiple roles. As always, further volunteer recruitment remains a key strategic focus for the Executive.

During this year the District has seen a significant reduction in its cash reserves following a large amount of refurbishment being done to Ark Lane to do various repairs that were overdue, including replacing all the fencing around the site. Due to the reserves held by the district this has enabled the District to offer the services of its minibus at no charge to scout groups which has already proved useful to a number of groups.

The appointment of an Explorer Administrator and the consolidation of all records onto OSM has helped improve the collection of subscriptions and the monitoring of this continues.



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**Achievements and performance (cont'd)**

The financial statements for the year indicate that the District has incurred a profit which is caused by the grants received during the early part of the year when we were not operating as such due to covid. The executive would like to see this money re-invested into activities and improvement to benefit the district in the future. The costs incurred for Ark lane have increased and will be increasing further in the next 12 months due to ongoing capital improvement works.

The District cannot ignore the effect that the Covid-19 pandemic had on scouting, Although our numbers have bounced back we are down on leader support and this is something that we as a district are working to bring back up. The District has provided a large amount of investment into Ark Lane to enhance district facilities and we are aware that we may need to provide financial support to Belchamps to ensure that the site returns to full functionality in the future.

Finally, the Executive would like to offer their thanks to all those volunteers who give so much so freely for the benefit of the Scouts within the District's remit. Like all Scouting the District is highly dependent on the fantastic work all its adult volunteers undertake, always far beyond what is expected of them and usually freely given without proper recognition. On behalf of those Scouts who benefit - thank you.

**Financial review**

The District strives to keep sufficient reserves to service its current financial requirements and realistic potential liabilities without cumulating large surpluses which would be better used for Scouting purposes. It maintains £5,000 of cash deposits in a Scout Association short-term investment deposit which is considered by the District Executive to be sufficient to safeguard the District against unexpected events and liabilities.

When setting the District's annual subscriptions, the Executive has due regard for the District's current level of reserves and therefore attempts to balance the next year's funding requirements with the existing funds available.

At the 31st March 2023 the District had the following reserves:

	£
District reserves	399,827
Explorer reserves	10,224
Network reserves	853
	<hr/> 410,904
Of which restricted	(568)
Unrestricted reserves	<hr/> <hr/> 410,336

Although the above reserves show a very strong overall financial position, the Executive are mindful that this is principally due to the £410,000 of exceptional proceeds received from the sale of Love Lane, which has been mostly been spent on the reinvestment within the district and therefore majority of the reserves held are actually held in property rather than cash. Furthermore, the consolidated District figures include not only the District's activities themselves but also the District's Ark Lane site, four active Explorer units (including a young leader unit) and the local Network.

  
Zoe Ager

District Treasurer  
**01 September 2023**

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**STATEMENT OF FINANCIAL ACTIVITIES**

	<b>YEAR ENDED 31ST MARCH 2023</b>			<b>2022</b>
	Unrestricted	Restricted	Total	
	£	£	£	£
<b>INCOMING RESOURCES</b>				
Incoming resources from generated funds				
Voluntary income	7,108	-	7,108	8,617
Activities for generating funds	2,219	-	2,219	3,484
Investment income	-	-	-	3
Incoming resources from charitable activities	22,317	-	22,317	5,600
Other incoming resources	2,000	-	2,000	30,100
<b>Total incoming resources</b>	<b>33,644</b>	<b>-</b>	<b>33,644</b>	<b>47,804</b>
<b>RESOURCES EXPENDED</b>				
Cost of generating funds	(5,585)	-	(5,585)	(3,179)
Fundraising trading costs	-	-	-	-
Investment management costs	-	-	-	-
Charitable activities	(59,709)	-	(59,709)	(30,439)
Other resources expended	(5,366)	-	(5,366)	-
<b>Total expenditure</b>	<b>(70,660)</b>	<b>-</b>	<b>(70,660)</b>	<b>(33,618)</b>
Net incoming resources before transfers	(37,016)	-	(37,016)	14,186
Gross transfers between funds	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>	<b>(37,016)</b>	<b>-</b>	<b>(37,016)</b>	<b>14,186</b>
<b>NET MOVEMENT IN FUNDS</b>				
District	(33,665)	-	(33,665)	10,370
Explorers	(3,313)	-	(3,313)	3,816
Network	(38)	-	(38)	-
<b>Total movement</b>	<b>(37,016)</b>	<b>-</b>	<b>(37,016)</b>	<b>14,186</b>
<b>FUNDS</b>				
Total funds brought forward	449,949	4,300	447,909	433,733
Restatement from previous periods	-	-	-	-
Net movement in funds	(37,016)	-	(37,016)	14,176
<b>Total funds carried forward</b>	<b>412,933</b>	<b>4,300</b>	<b>410,893</b>	<b>447,909</b>

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**BALANCE SHEET**

	<b>31ST MARCH 2023</b>			<b>2022</b>
	Unrestricted £	Restricted £	Total £	£
<b>FIXED ASSETS</b>				
Tangible assets	297,184	-	297,184	305,222
<b>Total fixed assets</b>	<u>297,184</u>	<u>-</u>	<u>297,184</u>	<u>305,222</u>
<b>CURRENT ASSETS</b>				
Badge stocks	586	-	586	337
Debtors				
Income receivable	-	-	-	-
Prepayments	1,743	-	1,743	1,438
Other debtors	280	-	280	14
Total debtors	<u>2,023</u>	<u>-</u>	<u>2,023</u>	<u>1,452</u>
Cash at bank and in hand				
Scout investment service	5,000	-	5,000	5,000
District main account	80,012	568	80,580	98,881
Ark Lane account	27,122	-	27,122	37,734
District cash	142	-	142	65
Explorer main account	286	-	286	70
Explorer subs account	1,404	-	1,404	1,648
Explorer D of E account	915	-	915	462
Network main account	701	-	701	778
Network cash	145	-	145	145
Total cash at bank and in hand	<u>115,727</u>	<u>568</u>	<u>116,295</u>	<u>144,783</u>
<b>Total current assets</b>	<u>118,336</u>	<u>568</u>	<u>118,904</u>	<u>146,572</u>
<b>CURRENT LIABILITIES</b>				
Accrued expenses	-	-	-	(50)
Deferred income	(5,184)	-	(5,184)	(3,825)
Other creditors	-	-	-	-
<b>Total current liabilities</b>	<u>(5,184)</u>	<u>-</u>	<u>(5,184)</u>	<u>(3,875)</u>
<b>NET ASSETS</b>	<u><b>410,336</b></u>	<u><b>568</b></u>	<u><b>410,904</b></u>	<u><b>447,919</b></u>
<b>FUNDS</b>				
District funds				
General	399,259	-	399,259	432,923
Outreach	-	568	568	568
Explorer funds				
General	10,224	-	10,224	13,537
Network funds				
General	853	-	853	891
<b>Total funds</b>	<u><b>410,336</b></u>	<u><b>568</b></u>	<u><b>410,904</b></u>	<u><b>447,919</b></u>

The financial statements were approved by the trustees on ..... and signed on their behalf by:

**Z Ager**  
District Treasurer



**CROUCH VALLEY DISTRICT SCOUT COUNCIL**  
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**NOTES TO THE ACCOUNTS**

**1 Statutory information**

The District is a registered charity in England with charity number 280514. The charity's full title is Crouch Valley District Scout Council and it is operated in accordance with the Policy, Organisation and Rules as set out by the Scout Association.

The District principally operates in the lower valley of the River Crouch, Essex, which encompasses Rochford, Hockley, Rayleigh, Hawkwell, Hullbridge and Canewdon.

**2 Accounting policies**

**a. Accounting convention**

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102); Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102 (Charities SORP (FRS 102)); and the Charities Act 2011.

The District meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**b. Going Concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements. This view is supported by the receipt of membership contributions from within the district and its level of reserves.

**c. Incoming resources**

Incoming resources are included in the statement of financial activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are reasonably certain they will receive the resources; and
- the monetary value can be measured with suitable reliability.

**Membership subscriptions:** Membership subscriptions are reported net of any amounts collected on behalf of and payable to other parts of the Scout Movement. The District's share of membership subscriptions received are recognised as income in the period to which the subscription is attributable. Subscriptions are typically collected immediately before the balance sheet date in respect of the subsequent accounting period - in this case the subscriptions are deferred to the later reporting period.

**Grants and donations:** Grants and donations are only recognised as income when the charity has unconditional entitlement to the resources.

**Donated services and facilities:** These are only included within incoming resources (with an equivalent expenditure included in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received. The value of voluntary help received is not recognised.



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**NOTES TO THE ACCOUNTS**

**2 Accounting policies (cont'd)**

**d. Allocation of income and expenditure**

The District's activities also include those of the District based Explorer and Network sections and the separately identifiable activities of its Ark Lane campsite. All income and expenditure is attributable directly to one of the District's core activities and separate bank accounts and management figures are maintained to ensure the District's activities are kept identifiable. Consequently, no income or expenditure requires general apportionment across the District's activities.

**e. Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources and the total amounts outstanding can be accurately identified.

**f. Tangible assets**

Land and buildings are carried at historical cost, less provision for depreciation over 50 years or the remainder of the lease period (whichever is the shorter). Depreciation is recognised only once assets under construction have been brought into use.

Other equipment additions are recognised as a fixed asset only where the individual cost exceeds £1,000 per item. Depreciation is charged at 15% reducing balance.

**g. Stocks**

Stocks of badges held for resale are recognised at the lower of cost and net sales value.

**3 Analysis of incoming resources**

	<b>2023</b>	<b>2022</b>
<b>Voluntary income</b>		
District capitation	36,914	36,253
Capitation paid on to UK / Essex County Scouts	(33,264)	(32,424)
Net District capitation retained	3,650	3,829
District Explorer subscriptions	3,458	4,788
District Network subscriptions	-	-
<b>Total voluntary income</b>	<b>7,108</b>	<b>8,617</b>
<b>Activities for generating funds</b>		
Badge sales	2,219	3,484
Minibus Hire	-	-
	<b>2,219</b>	<b>3,484</b>
<b>Investment income</b>		
Interest received	-	3
	<b>-</b>	<b>3</b>
<b>Incoming resources from charitable activities</b>		
Event income	5,499	-
Ark Lane camping fees and usage charges	8,780	3,332
District charitable activities	14,279	3,332
Explorer camp and event income	6,428	-
Duke of Edinburgh income	1,610	2,268
Explorer charitable activities	8,038	2,268
<b>Total charitable activity income</b>	<b>22,317</b>	<b>5,600</b>
<b>Other incoming resources</b>		
Local council grants	-	26,000
Donations received	-	-
Gift aid reclaims	-	-
Other income receivable	2,000	4,100
<b>Total other income receivable</b>	<b>2,000</b>	<b>30,100</b>
<b>Total incoming resources</b>	<b>33,644</b>	<b>47,804</b>

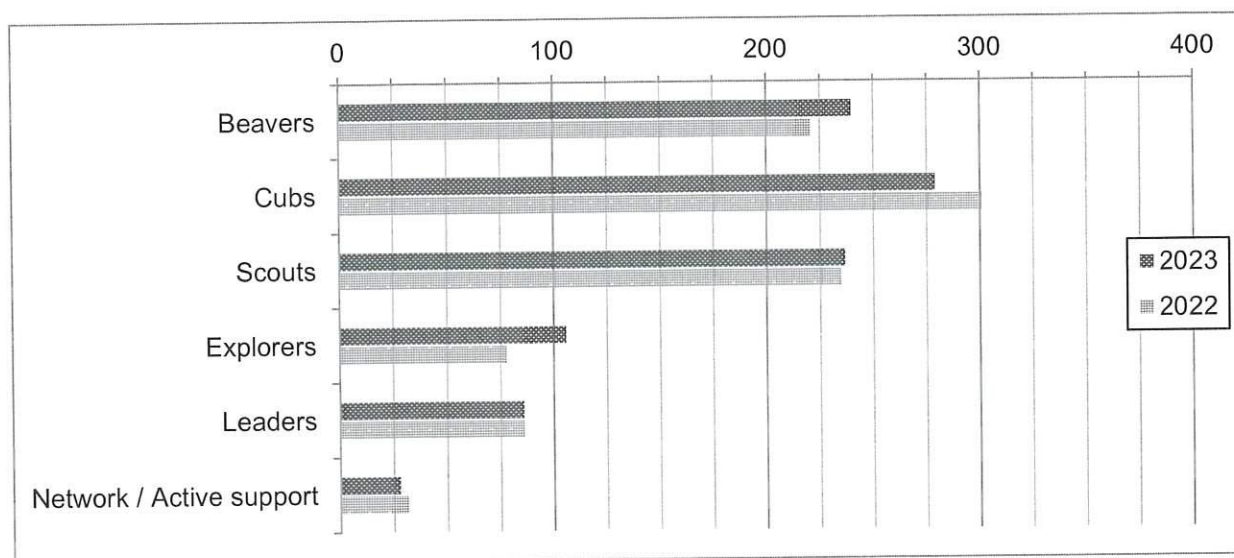
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**NOTES TO THE ACCOUNTS**

**3 Analysis of incoming resources (cont'd)**

In the February immediately preceding the balance sheet date, the District annual census reported the following total members:

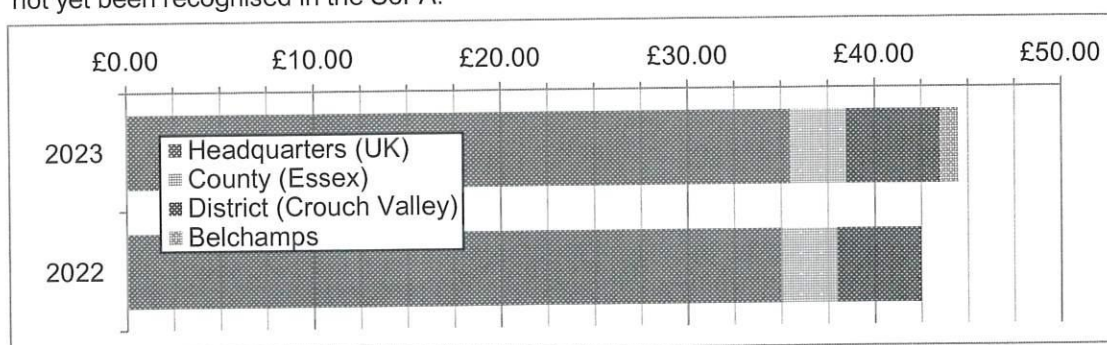
	2023	2022
Beavers	240	221
Cubs	279	301
Scouts	237	235
Explorers	106	78
Leaders	86	86
Network / Active support	28	32
<b>Total</b>	<b>976</b>	<b>953</b>



In February immediately preceding the year end, the annual subscriptions collected from each individual Scout were made up as follows:

	2023	2022
Headquarters (UK)	35.50	35.00
County (Essex)	3.00	3.00
District (Crouch Valley)	5.00	4.50
Belchamps	1.00	-
<b>Total</b>	<b>£44.50</b>	<b>£42.50</b>

The above amounts were collected in advance of the year ended 31st March 2024 and therefore have not yet been recognised in the SoFA.

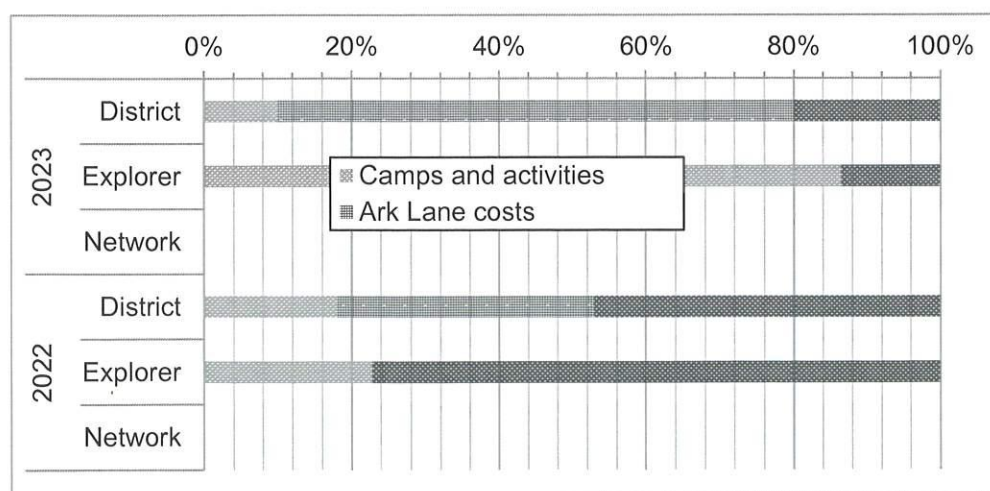


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**NOTES TO THE ACCOUNTS**

**4 Analysis of resources expended**

	2023	2022
<b>Charitable activities</b>		
Event expenditure	(4,420)	(4,860)
Camps	(2,201)	-
Ark Lane depreciation	(2,231)	(2,625)
Ark Lane refurbishment	(27,011)	-
Ark Lane utilities and running costs	(1,778)	(6,900)
The Birches depreciation	(5,807)	(5,926)
Administrative expenses	(707)	(3,357)
Hall rent	-	-
Leader training and development	(777)	(30)
Equipment replacement	-	-
Minibus expenses	(1,577)	(3,207)
Sundries	-	(293)
<b>District charitable activities</b>	<b>(46,509)</b>	<b>(27,198)</b>
Event expenditure	(7,762)	(135)
Camps	-	-
Hall rent	(1,209)	-
Unit meetings	(1,315)	-
Administrative expenses	(1,083)	(383)
Duke of Edinburgh expenses and fees	(1,098)	(578)
Equipment replacement	(695)	(2,025)
<b>Explorer charitable activities</b>	<b>(13,162)</b>	<b>(3,121)</b>
Hall rent	-	-
Unit meetings	-	-
<b>Network charitable activities</b>	<b>-</b>	<b>-</b>
<b>Total charitable activity expenditure</b>	<b>(59,671)</b>	<b>(30,319)</b>





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**NOTES TO THE ACCOUNTS**

**5 Remuneration and expenses**

Scouting operates on a volunteer basis and as such the trustees express their gratitude to the many adults who give up their time so willingly for the benefit of the Scouts both within and external to the District. Without their incredible commitment the District simply would not exist.

During the current and preceding period, there were no employees of the District nor remuneration payments, or expenses, payable to trustees.

**6 Tangible fixed assets**

	Ark Lane	The Birches	Total
<b>Land and buildings</b>			
Cost brought forward	26,937	312,941	339,878
Additions	-	-	-
Cost carried forward	26,937	312,941	339,878
 Depreciation brought forward	(12,064)	(22,592)	(34,656)
Provision for depreciation	(2,231)	(5,807)	(8,038)
Depreciation carried forward	(14,295)	(28,399)	(42,694)
 <b>Net book value carried forward</b>	<b>12,642</b>	<b>284,542</b>	<b>297,184</b>

**7 Contingent liabilities**

**a. Belchamps**

The District is responsible for one quarter of any liabilities that may arise from the management of Belchamps Scout Centre.

Belchamps is a 29 acre freehold campsite with ancillary buildings operated for the benefit of Scouts but is also used by other youth and educational organisations. It is owned, freehold, by the four Districts of South East Essex. Belchamps Scout Centre is also a registered charity - copies of its accounts may be obtained from the Charity Commission.

**b. Southend Scout and Guide Gang Show**

The District is responsible for a percentage of any liabilities that might arise from the production of the Southend Scout and Guide Gang Show.

The show is presented bi-annually and draws its cast from the four Scout Districts and three Guide Divisions of South East Essex. Any liability arising would be based on a per capita membership basis at the date of the latest membership census.



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**NOTES TO THE ACCOUNTS**

**8 Operating lease commitments**

The District holds an ongoing lease for the use of the land at Ark Lane from Rochford District Council which expires in November 2023 at a cost of £50 per annum.

The District holds a lease for the property known as The Birches for a rent of £1,500 per annum and it has been agreed that an equivalent sublease to 5th Rayleigh Scout group for principal use and management of the new facility.

Therefore, the District's total value of future minimum lease payments were made up as follows:

	<b>2023</b>	<b>2022</b>
Due within 1 year	1,550	1,550
Due within 2 - 5 years	6,030	6,030
Due in more than 5 years	47,950	49,500
	<u>55,530</u>	<u>57,080</u>

**9 Related party disclosures**

There were no reportable related party transactions during the period (2022 - £nil).

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**NOTES TO THE ACCOUNTS**

**10 Funds and reserves**

		<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Movement</b>
General (District)	Unrestricted	22,148	(55,813)	-	(33,665)
Outreach fund	Restricted	-	-	-	-
		<u>22,148</u>	<u>(55,813)</u>	<u>-</u>	<u>(33,665)</u>
General (Explorers)	Unrestricted	11,496	(14,809)	-	(3,313)
Cerberus grant	Restricted	-	-	-	-
Gryphon grant	Restricted	-	-	-	-
		<u>11,496</u>	<u>(14,809)</u>	<u>-</u>	<u>(3,313)</u>
General (Network)	Unrestricted	-	(38)	-	(38)
Total		<u>33,644</u>	<u>(70,660)</u>	<u>-</u>	<u>(37,016)</u>

		<b>1st April 22</b>	<b>Movement</b>	<b>31st March 23</b>
General (District)	Unrestricted	432,924	(33,665)	399,259
Outreach fund	Restricted	568	-	568
		<u>423,121</u>	<u>(33,665)</u>	<u>399,827</u>
General (Explorers)	Unrestricted	13,537	(3,313)	10,224
		<u>13,537</u>	<u>(3,313)</u>	<u>10,224</u>
General (Network)	Unrestricted	891	(38)	853
Total		<u>433,733</u>	<u>(37,016)</u>	<u>410,904</u>

The District's reserves at 31st March 2023 include the following funds:

Outreach fund: This fund exists to provide financial support and assistance to District Scouts where necessary. Scouting is open to all regardless of financial circumstances so the Outreach fund was originally established to ensure funds were always available to assist those who need it.

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**REPORT OF THE INDEPENDENT EXAMINER**

I report on the accounts of the District for the year ended 31st March 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 4 to 12.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

**Respective responsibilities of the trustees and examiner**

The District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under Section 145 of the Charities Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the Charities 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 District and a comparison of the accounts 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - a. to keep accounting records in accordance with Section 130 of the Charities Act; and
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Wendy Shorey ACA**



**05 March 2024**