

LEONARD STANLEY VILLAGE HALL

England & Wales · Charity number 284371

Details

Status Registered

Legal form Other

Registered 1982-05-06

Register [View on the Charity Commission register](#)

Contact

Address Leonard Stanley Village Hall
Marsh Road
Leonard Stanley
GL10 3NH

Phone 07849644324

Email lsvillagehall@gmail.com

Website www.lsvillagehall.co.uk

Activities

Objects: A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF LEONARD STANLEY WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Running & maintaining the village hall for the benefit of the village as a whole. Letting rooms to villagers & village societies/clubs to provide income.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People, Elderly/old People, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** PARISH OF LEONARD STANLEY
- Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£46,992	£34,700	-	-
2024-03-31	£28,056	£27,161	-	-
2023-03-31	£36,986	£23,122	-	-
2022-03-31	£24,648	£23,880	-	-
2021-03-31	£23,530	£15,859	-	-

Trustees

Name	Role	Appointed
Jan Bogdiukiewicz		2019-07-09
NADINE PHILLIPS		2024-09-10
Paul Edward Mukasa		2025-07-15
Phillip Ian Henry Herbert		2021-06-27
Richard Mark Hubble		2022-06-28

LEONARD STANLEY VILLAGE HALL

England & Wales - Charity number 284371

Accounts

Trustees' Annual Report for the year ended March 31st 2025

Charity Name: LEONARD STANLEY VILLAGE HALL

Registration Number: 284371 Date of Registration: 06 May 1982

Governing Document: Conveyance dated 10th November 1981

Charity Address: Marsh Road Leonard Stanley Stonehouse Gloucestershire GL10 3NH
The Village Hall was until 1981 the Village School.

Web Address: www.lsvillagehall.co.uk. Also on Facebook lsvillagehall@gmail.com

The Charity currently comprises 5 Trustees:

- 1 David Pearson (Official Charity Trustee Contact) The Cedars Church Road Leonard Stanley GL10 3NP
- 2 Richard Mark Hubble (LSVH Chairman) 21 Lyndon Morgan Way Leonard Stanley Stonehouse Gloucestershire GL10 3GF
- 3 Jan Bogdiukiewicz 3 Withy Lea The Street Leonard Stanley Stonehouse Gloucestershire GL10 3NS
- 4 Phillip Ian Henry Herbert Old Quoins The Street Leonard Stanley Stonehouse Gloucestershire GL10 3NR
- 5 Nadine Rebecca Phillips Cotswold Cottage Church Road Leonard Stanley Stonehouse Gloucestershire GL10 3NX

(Note: As of August 2025 David Pearson has resigned, Paul Mukasa has been added as a Trustee and Nadine Phillips has been appointed as the official Charity Contact)

Paul Mukasa Elmend, 4 Seven Waters Leonard Stanley Stonehouse Gloucestershire GL10 3NY

Charitable Purpose

The primary objective of the Charity is to provide a hall for the use of the inhabitants of Leonard Stanley Parish without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants. The hall is available to individuals or group hirers on a regular or occasional basis. The Village Hall has its own alcohol licence.

Principal funding sources

Our principal source of funds are income from regular hall hirers who include local community groups and businesses, casual hires for family celebrations and fundraising events organized by the village hall committee.

We also receive a rental income provided by our tenant, Leonard Stanley Social Club, which operates adjacent to the Hall, this income was substantially increased last year. LSSC has become much more successful in recent years as there are now no public houses in the two Stanleys' villages. It was, in fact, established when the Village Hall was created to provide an income to help sustain the Hall.

It was not then considered to be a charitable activity as it supplies alcohol so it is run separately, with its own management team, and lately more professionally. It shares our toilet facilities and occasional use of the kitchen. As it is much busier, with very regular opening hours, it now employs staff and a cleaner who also ensures the toilets are clean for all users.

We still intend to arrange events for younger people, probably in association with Social Club. As one of our major financial supporters we are pleased to hear about their forward plans and we have a generally very good working relationship with them. We are grateful for their regular monthly rent and have established a further income stream from a share of their profits.

Trustees

Two trustees retired in September 2024 and October 2024. The Parish Council is Custodian Trustee of the charity. As a CT it would have care of Trust documents and investments, if any, but it does not have administrative or management powers. It does not hold funds on behalf of the Village Hall and it does not own the property. In the event of the Trust failing the ownership of the hall reverts to the Parish Council which would have to hold a public meeting and get a two thirds majority to allow it to sell the property. The Parish Council makes occasional grants to the Village Hall and sends a representative to meetings. Trustees meet together as and when necessary to oversee the smooth and safe running of the Hall.

Trustees do wish to update the Conveyance, which is the original governing document that transferred the old School to a managing committee of Trustees. It has served reasonably well until now but it is well out of date and very much in need of a thorough overhaul to make it fit for purpose into the future.

The current Trustees are content to remain in their roles but would consider recruiting more in future, if the situation demands.

New Trustees are provided with a copy of conveyance document and Trustees roles and responsibilities document as part of their induction and to ensure they understand their duty of care and obligations.

The Secretary currently files the Charity's Annual Returns online, with financial information supplied by the Treasurer and guidance from the Trustees.

Management Committee Meetings

Committee Meetings are publicised and open to the public. All Hall users are invited to Committee Meetings and form part of the Committee of Management according to the terms of the Conveyance. Minutes are circulated and published on the Village Hall website.

Running the Hall

Day to day running and bookings are dealt with by our Manager who reports issues/problems to Trustees. Cleaners are engaged to clean the main hall, kitchen and toilets. A Caretaker is also appointed to check the Hall regularly to deal with minor issues, reporting to the Manager.

Our Manager and others work hard to secure new and regular hirers to maximise use and income.

Roof Fund

A major objective for the past several years has been fundraising for a new roof and insulation, as the old School roof is well past its prime. This will continue to achieve a target in the region of £60,000+ and regular community events will also aim to incorporate fund-raising into the future.

Fundraising events include Quiz & Bingo Nights, Christmas & Summer indoor events and an occasional concert. A larger outdoor fete took place in July 2024 (and 2025) in conjunction with our regular hirer who ran a Dog Show & brought in stall holders. Joint VH/LS Social Club events are likely to continue as the community building ethos is common to both bodies.

The ROOF REPLACEMENT FUND stands at £32,699 as of 16.05.2025

Our Chairman still intends to secure a substantial grant from local government sources, to get the roof work done but meeting the requirements and impractical deadlines means this has not yet happened. The current financial climate is not helpful either, so local fundraising efforts will continue and other sources are being explored. Recent discussions intend that the roof work should commence on the rear portion of the hall.

Investment policy & objectives

At present we do not hold any 'Invested' funds. Instead, we have chosen to hold our funds on reserve in a charity business bank account. This has the benefit of ensuring we have readily available liquid assets to draw on as required.

Going concern

The trustees feel that the Hall is on a sustainable footing, despite rising energy costs. The public benefit is that the Village Hall is available at very reasonable hire prices. Prices were reviewed and modest increases put in place – and accepted by our hirers.

Internal & external factors – principal risks facing the charity

As Trustees we regard our principal risks as :

- 1 Meeting the expectations of our hall users and the delivery of our aims and objectives.
- 2 Financial risk through insufficient hall hirers, the risk of a major regular hirer ending their regular bookings, failure of the social club and loss of rental income.
- 3 Safeguarding and child protection as the hall is used both by community groups and for children's parties.
- 4 Failure of the roof before replacement/repair work can be undertaken rendering the hall un-hirable.
- 5 Reputational risk and an increasingly litigious society.

As Trustees we aim to identify risks, consider and assess the potential impact and probability of a risk and take preventative action.

Reserves policy

Comprise restricted funds (roof fund) and a contingency fund of two quarters worth of operating costs.

Profit and Loss

Leonard Stanley Village Hall Management Committee

For the year ended 31 March 2025

	2025	2024	2023
Turnover			
Donations	2,971.71	1,126.50	11,011.30
Fund Raising	8,460.40	1,759.36	2,417.49
Hall Hire (occasional bookings)	3,997.50	2,423.00	2,267.50
Hall Hire (regular)	12,107.46	11,094.00	9,235.00
Interest income	254.46	152.65	13.38
LS Parish Council Grant	-	-	1,741.00
SDC Grant	-	-	200.00
Social Club	19,200.00	11,500.00	10,100.00
Total Turnover	46,991.53	28,055.51	36,985.67
Gross Profit	46,991.53	28,055.51	36,985.67
Administrative Costs			
Advertising & Marketing	65.00	65.00	65.00
Audit & Accountancy Fees	50.00	-	-
Charitable Donations	4,226.05	-	-
Cleaning	5,500.56	4,294.35	5,252.78
Contract services/licences	726.03	1,135.20	751.27
General Expenses	371.93	602.84	973.28
Insurance	1,289.95	1,245.20	1,142.55
Postage, Freight & Courier	2.10	-	-
Printing & Stationery	143.00	64.63	11.99
Repairs & Maintenance	5,750.67	4,008.14	3,217.19
Salaries	5,370.00	4,320.00	3,780.00
Subscriptions	1,244.20	1,614.00	464.16
Telephone & Internet	170.76	260.03	341.10
Utilities	9,789.11	9,551.71	5,384.01
Total Administrative Costs	34,699.96	27,161.10	21,383.33
Operating Profit	12,291.57	894.41	15,602.34
Profit on Ordinary Activities Before Taxation	12,291.57	894.41	15,602.34
Profit after Taxation	12,291.57	894.41	15,602.34

(copied from a print version filed in Minutes by Secretary 29.9.25)

LEONARD STANLEY VILLAGE HALL MANAGEMENT COMMITTEE
RECEIPTS AND EXPENDITURE ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2025

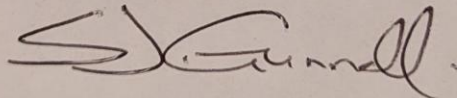
Independent Examiner's Statement

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 requirement to keep proper accounting records has not been met.
- 2 To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stewart Gunnell
20 Borough Close
Kings Stanley
Stonehouse
Glos
GL10 3LJ

Signed:



Date:

19th May 2025.

LEONARD STANLEY VILLAGE HALL

England & Wales - Charity number 284371

Accounts

Trustees' Annual Report JULY/SEPTEMBER/NOVEMBER 2024

Charity Name: LEONARD STANLEY VILLAGE HALL

Registration Number: 284371 Date of Registration: 06 May 1982

Governing Document: Conveyance dated 10th November 1981

Charity Address: Marsh Road Leonard Stanley Stonehouse Gloucestershire GL10 3NH
The Village Hall was until 1981 the Village School.

Web Address: www.lsvillagehall.co.uk. Also on Facebook lsvillagehall@gmail.com

The Charity currently comprises 5 Trustees:

- 1 David Pearson (Official Charity Trustee Contact) The Cedars Church Road Leonard Stanley GL10 3NP
- 2 Richard Mark Hubble (LSVH Chairman) 21 Lyndon Morgan Way Leonard Stanley Stonehouse Gloucestershire GL10 3GF
- 3 Jan Bogdiukiewicz 3 Withy Lea The Street Leonard Stanley Stonehouse Gloucestershire GL10 3NS
- 4 Phillip Ian Henry Herbert Old Quoins The Street Leonard Stanley Stonehouse Gloucestershire GL10 3NR
- 5 Nadine Rebecca Phillips Cotswold Cottage Church Road Leonard Stanley Stonehouse Gloucestershire GL10 3NX

John Webb retired as Trustee in September 2024 and Bobbie Ireland retired in October 2024. Three new potential Trustees were identified for discussion at the AGM (rescheduled to September 10th 2024). One new trustee was elected, one later reconsidered and withdrew, and one is now serving on the Committee considering whether to offer himself as a Trustee.

The Parish Council is Custodian Trustee of the charity. As a CT it would have care of Trust documents and investments, if any, but it does not have administrative or management powers. It does not hold funds on behalf of the Village Hall and it does not own the property. In the event of the Trust failing the ownership of the hall reverts to the Parish Council which would have to hold a public meeting and get a two thirds majority to allow it to sell the property. The Parish Council makes occasional grants to the Village Hall and sends a representative to meetings.

Trustees meet together approx. 6 times a year to oversee the smooth and safe running of the Hall. Meetings are publicised and open to the public. All Hall users are invited to Committee Meetings and form part of the Committee of Management according to the terms of the Conveyance. Minutes are circulated and published on the Village Hall website.

Trustees now wish to update the Conveyance, the original governing document which transferred the old School to a managing committee of trustees. It has served reasonably well until now but is well out of date and very much in need of a thorough overhaul to make it fit for purpose into the future.

The current Trustees are content to remain in their roles but would consider recruiting more in future, if the situation demands. Trustees must be recruited from within Leonard Stanley Parish.

Day to day running and bookings are dealt with by a Manager who reports issues/problems to Trustees. A Cleaner is appointed to clean the main hall, kitchen and toilets. A Caretaker is also appointed to check the Hall regularly to deal with minor issues, reporting to the Manager.

The Secretary currently files the Charity Annual Returns with financial information supplied by the Treasurer and guidance from the Trustees.

The primary objective of the Charity is to provide a hall for the use of the inhabitants of Leonard Stanley Parish without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants. The hall is available to individuals or group hirers on a regular or occasional basis. The Village Hall has its own alcohol licence.

The main objective for the past several years has been fundraising for a new roof and insulation, as the old School roof is well past its prime. This will continue to achieve a target in the region of £40,000 – and regular community events will also aim to incorporate fund-raising into the future.

Fundraising events include Quiz & Bingo Nights, Christmas & Summer indoor events and an occasional concert. A larger outdoor fete took place in July 2024 in conjunction with our regular hirer ran a Dog Show & brought in stall holders. A joint VH/LS Social Club Promises/Goods Auction event is also happening in November and further joint events are likely as part of their community building ethos.

The ROOF REPLACEMENT FUND stands at £22,433.36 as of 09.09.24 2024.

Trustees feel that the Hall is on a sustainable footing, despite rising energy costs. Our Manager works hard to secure new and regular hirers to maximise use and income. The public benefit is that the Village Hall is available at very reasonable hire prices. Prices were reviewed and modest increases put in place – and accepted by our hirers.

Rental income provided by our tenant, Leonard Stanley Social Club, which operates adjacent to the Hall, was substantially increased this year. LSSC became much more successful in recent years as there are now no public houses in the two Stanleys' villages. It was, in fact, established when the Village Hall was created to provide an income to help sustain the Hall, although it was not considered to be a charitable activity as it sold alcohol. It is run separately, with its own management team, and lately more professionally, but shares our toilet facilities and occasional use of the kitchen. As it is much busier it now employs staff and a cleaner who also ensures the toilets are clean for all users.

We still intend to arrange events for younger people, probably in association with our Social Club partners. As one of our major financial supporters we are pleased to hear about their forward plans and we have a generally very good working relationship with them. We are grateful for their regular monthly rent and have established a further income stream from a share of their profits.

Our Chairman is now working on securing a substantial grant from local government sources, with the aim of getting the roof work done. However, this is not a given in the current financial climate, so the local fundraising work will continue and other sources explored.

Profit and Loss - Final year end report

Leonard Stanley Village Hall Management Committee
For the year ended 31 March 2024

2024

Turnover

Donations	1,126.50
Fund Raising	1,759.36
Hall Hire (occasional bookings)	2,423.00
Hall Hire (regular)	11,094.00
Interest Income	152.65
Social Club	11,500.00
Total Turnover	28,055.51

Gross Profit

28,055.51

Administrative Costs

Advertising & Marketing	65.00
Cleaning	4,294.35
Contract services/licences	1,135.20
General Expenses	602.84
Insurance	1,245.20
Printing & Stationery	64.63
Repairs & Maintenance	4,008.14
Salaries	4,320.00
Subscriptions	1,614.00
Telephone & Internet	260.03
Utilities	9,551.71
Total Administrative Costs	27,161.10

Operating Profit

894.41

Profit on Ordinary Activities Before Taxation

894.41

Profit after Taxation

894.41

**LEONARD STANLEY VILLAGE HALL MANAGEMENT COMMITTEE
RECEIPTS AND EXPENDITURE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024**

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 requirement to keep proper accounting records has not been met.
- 2 To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stewart Gunnell
20 Borough Close
Kings Stanley
Stonehouse
Glos
GL10 3LJ

Signed:



Date:

8th September 2024.

Stewart Gunnell
20 Borough Close
Kings Stanley
Stonehouse
Glos
GL10 3LJ

Invoice to:

Leonard Stanley Village Hall Management Committee
Leonard Stanley
Stonehouse
Glos

Date	Description	Amount
8th September 2024	Independent examination of Leonard Stanley Village Hall's Accounts for the year ended 31/03/2024	£50.00

Bank Details;
Sort Code: 30-98-29
Account No.: 00713545

LEONARD STANLEY VILLAGE HALL

England & Wales - Charity number 284371

Accounts

Trustees' Annual Report – Information required for Trustees and others, and to send to the Charity Commission when annual income exceeds £25,000.

Extract from the Charity Commission Website:

“ Reports for small non-company charities

If your charity's income is under £500,000 (and providing it doesn't have assets worth more than £3.26million), prepare a simple report including:

- your charity's name, registration number, address and trustee names
- its structure and details of how it is managed, including how it recruits trustees
- its activities and objectives in the year
- its achievements and performance, including reporting on its public benefit
- details of any funds held as a custodian trustee
- a financial review including any debts and details of your reserves policy (if applicable)

You can put more detail into your trustees' annual report if you want to. You only have to send a copy to the commission with **your annual return** if your income is more than £25,000. But you need to send the commission a copy if it asks for it. End of extract.

Trustees' Annual Report JULY 2023

Charity Name: LEONARD STANLEY VILLAGE HALL

Registration Number: 284371 Date of Registration: 06 May 1982

Governing Document: Conveyance dated 10th November 1981

Charity Address: Marsh Road Leonard Stanley Stonehouse Gloucestershire GL10 3NH
The Village Hall was until 1981 the Village School.

The Charity currently comprises 6 Trustees:

- 1 David Pearson (Official Charity Trustee Contact) The Cedars Church Road
Leonard Stanley GL10 3NP
- 2 Richard Mark Hubble (LSVH Chairman) 21 Lyndon Morgan Way Leonard Stanley
Stonehouse Gloucestershire GL10 3GF
- 3 Bobbie Ireland (Roberta) (Treasurer) 10 St Swithins Marsh Road Leonard
Stanley Stonehouse Gloucestershire GL10 3NF
- 4 Jan Bogdiukiewicz 3 Withy Lea The Street Leonard Stanley Stonehouse
Gloucestershire GL10 3NS
- 5 Phillip Ian Henry Herbert Old Quoins The Street Leonard Stanley Stonehouse
Gloucestershire GL10 3NR
- 6 John William Webb 13 Dozule Close Leonard Stanley Stonehouse Gloucestershire
GL10 3NL

Trustees meet as a body approx. 6 times a year in the Hall to oversee the smooth and safe running of the hall. Meetings are publicised and open to the public. All users of the hall are invited to meetings and form part of the Committee of Management according to the terms of the Conveyance. Minutes are circulated and published on the Hall website.

Day to day running and bookings are dealt with by a Manager who reports problems to Trustees. A Cleaner is also appointed. Recently a Caretaker was appointed to check the Hall regularly to deal with minor issues. He reports to the Manager.

Two additional Trustees were recruited within the last two years following changes in the management when the then Chairman, Secretary and Treasurer retired. Fortunately, these vital posts were filled and the Chairman and Treasurer are both Trustees. The Secretary currently files the Charity Annual Returns.

There have been no particular campaigns to recruit additional Trustees but the current Trustees would consider that if the situation demands. Trustees must be recruited from within the Parish of Leonard Stanley.

The primary objective of the Charity is to provide a hall for the use of the inhabitants of the Parish of Leonard Stanley without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants. The hall is available to individuals or group hirers on a regular or occasional basis.

The main activity and objective for the past two years has been fundraising for a new roof as the old School roof is well past its prime. Whilst it is not in a dangerous state the bell tower had to be removed as that was becoming an unsafe structure. This activity will continue until a target in the region of £40,000 is achieved.

Fundraising is a regular feature of our years now, eg Quiz Nights, Christmas and summer indoor events and the occasional concert. A larger outdoor fete is in the offing for summer 2024. It is intended to reach a target of £15,000 to qualify for a substantial government grant, having successfully met the first stage criteria. Current total funds raised (23.5.23) is £13,308.66.

Trustees believe that the Hall is on a fairly sustainable footing, despite rising energy costs. The Manager works hard to secure new and regular hirers to maximise use and income. The Trustees' aim is to keep the Hall financially viable and to that end the current balance sheet shows a credit of £26,766.96.

Leonard Stanley Social Club is a tenant of one section of the Hall. It was established when the Village Hall was created to provide an income to help sustain the Hall. It is run separately but shares toilet facilities and occasional use of the kitchen. It has recently made a grant towards the new roof fund.

The public benefit is that the Village Hall is available at very reasonable hire prices, which are currently under review.

The Parish Council is the custodian trustee of the charity. The Parish Council does not hold funds on behalf of the Village Hall, although it has in the past made grants to the Village Hall. It sends a representative to meetings.

Profit and Loss

Leonard Stanley Village Hall Management Committee For the year ended 31 March 2023

	2023	2022	2021
Turnover			
Cinema Club	-	328.00	-
Coffee Morning	-	70.00	-
Donations	-	245.00	190.00
Fund Raising	5,428.80	605.00	-
Hall Hire (occasional bookings)	2,267.50	3,542.00	(1.42)
Hall Hire (regular)	9,235.00	6,148.50	772.00
Interest Income	13.37	-	-
LS Parish Council grant	1,741.00	-	-
Other Revenue	-	410.58	1,000.00
SDC Grant	200.00	12,168.00	19,669.21
Social Club	18,100.00	6,580.00	1,900.00
Total Turnover	36,985.67	30,097.08	23,529.79
Gross Profit	36,985.67	30,097.08	23,529.79
Administrative Costs			
Advertising & Marketing	65.00	338.60	65.00
Cleaning	5,252.78	3,371.52	818.26
Contract services/licences	751.27	672.10	561.86
Employers National Insurance	-	22.00	-
General Expenses	973.28	779.23	1,045.97
Insurance	1,142.55	1,087.05	1,329.45
Printing & Stationery	11.99	40.49	-
Repairs & Maintenance	3,217.19	12,317.27	6,564.20
Salaries	3,780.00	3,930.00	3,140.00
Subscriptions	464.16	410.40	538.28
Telephone & Internet	341.10	291.77	111.00
Utilities	7,122.32	3,115.26	1,684.95
Total Administrative Costs	23,121.64	26,375.69	15,858.97
Operating Profit	13,864.03	3,721.39	7,670.82
Profit on Ordinary Activities Before Taxation	13,864.03	3,721.39	7,670.82
Profit after Taxation	13,864.03	3,721.39	7,670.82

Independent Examiner's Report on the Accounts (Accruals Accounts)

Report to the members of Leonard Stanley Village Hall

Re accounts for the year ended 31st March 2023

Respective responsibilities of trustees and examiner:

The charity's trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

Basis of the Independent Examiner's Statement:

The examination includes a review of the accounting records kept by the charity 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 the 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 audit opinion on the accounts.

Independent Examiner's statement:

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

- a) which gives me reasonable cause to believe that in any material respect the requirements to keep proper account records have not been met.
- b) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date

Name

Address