

## CHAIRMAN'S REPORT ON BEHALF OF THE TRUSTEES

Welcome all.

I would like to mention 3 members who have sadly passed away this year.

Ray Poole

Christine Jammerson

Melody Hurst

We also had to send our condolences to our President Lord Petre on the sad loss of his wife, earlier in the year.

Following the issue that arose from the last AGM meeting, in that members had not been made aware of the proposed changes to our Constitution, as required, at an emergency AGM held at Colchester, these changes were voted in by the majority of members.

The Officers being myself, the Vice Chair, the Secretary and our Treasurer agreed to meet each month to discuss key issues that may affect our Society, such as this, to ensure that we adhere to all legal and other requirements, which are often subject to change. We formed a rolling action plan to investigate all areas of our Society that might be vulnerable, or need to be changed or updated, to prevent as many as possible, of these issues arising in future.

Our Vice Chair Toni also set up a Risk Register to identify any areas where our Society may be vulnerable.

Our IT sub committee began discussions about getting a new website or improving our current one.

Our provider John Lodge informed us that he could make significant improvements to our existing website, at a relatively low price. Our Webmaster Paul worked with John to make these changes and our new refreshed Website was launched in the Spring. It looked much more user friendly and seemed to work well.

Having asked members attending live meetings to make a donation of £3, towards venue costs etc. I met with our Branch representatives to discuss, reconsidering this amount if they were prepared to try to reach out to more new members locally, to justify these costs. It was agreed that they would try to use local libraries to meet more potential members and use the libraries to advertise ESFH events where possible.

Our NE & WE branches were already providing 'Hybrid' meetings, which would be available for members who can't attend local meetings, however our SE Essex branch, didn't feel able to do this. We discussed recording those of their events

that were suitable, and they agreed to try this. This worked well, so that these recordings can now be viewed on our website.

Having agreed on these conditions, the executive committee agreed to drop the £3 charge for 6 months charge to see if there was any increase in attendance at local meetings.

I have to report that there has been no noticeable increase, and at a recent Executive Comm. Meeting this was discussed again, and the majority of the Comm. voted that a reduced donation of £1 should be asked of our members that attend live meetings after today's date. The cost of hall hire and any revenue brought in by donations will be kept under review.

We have not increased our subscriptions for members since 2017. Obviously, inflation has risen considerably and in recent years the cost of producing the hard copy of our magazine has been running at a loss. We were aware of this and though many other Societies had already increased their subscriptions, we chose not to.

The Executive Committee discussed this issue recently and the majority agreed that we should increase our subscriptions from April 2025.

Basic Membership	UK & Worldwide	£10	+£2
Hard copy of mag.	UK only	£22	+£6
Hard Copy Mag.	Worldwide	£35	£10

The usual renewal notice will go out in the December edition of our magazine, and we ask those of you who pay by standing order to contact your bank and alter your payment.

Perhaps it would be easier for me to tell you all what we haven't done this year, as we have been very busy, especially with our celebration plans for our 50<sup>th</sup> Anniversary.

Having got to grips with editing our magazine, our editor Jean Marc realised that as our magazine only comes out 3 times a year, we might want to remind members of events and family history matters, between editions, so he set-up a monthly online Newsletter.

This has been very well received by members.

In April, several volunteers visited a family history group at Chelmsford Library, and later that month 9 volunteers were at the Family History federation event at St. Ives, near Cambridge. At both events we were able to advise many visitors, and potential new members.

We were approached by St Mary's Church at Woodham Fererrs to see if we could support their latest project. They had obtained funding to carry out a geophysical

survey of their graveyard, photographic mapping, and making the parish records held by the ERO open to the public on their own website so that users can see gravestones and inscriptions. Future records can be added by the church, giving free access to more detailed and much more up to date information, than has been available in the past. As they are the first church in Essex to undertake this, we were happy to join them in their project. They have involved 100's of local school children to come to the church and many of us has visited these events and it was wonderful to see the excitement on so many faces as they tried to read 'old writing' and try it for themselves, and of course when the guy doing the geophysical survey, who looked a bit like an astronaut with his futuristic back-pack, was surveying the grounds. graveyard. I know I spotted many future historians at the many inspiring events!

The project, however needed some further funding to complete it, and having seen the interest that it was creating, we were happy to donate £3,217.44. We also liaised with The ERO who agreed to provide the relevant parish records to St Mary's free of charge. We look forward to seeing some of the results from the project soon, as Colleen and Tanya visited them yesterday for an update.

We held the first of our Branch Roadshows here at Galleywood in May, which was the first opportunity for members and visitors enter our free draw for Family history prizes such as DNA kits and subscriptions to various Family History Websites etc.

We launched our online Family history Genealogical Trail which proved extremely popular, and the winners of all prizes for this and all our other events will be drawn by Lord Petre at the close of this meeting.

Over the summer we took our 1970's Roadshow to our South East, North East and West Essex branches where it was great to meet other local societies and members of the public.

As a result of the Officers examining the risks to our Society, we decided to bring in some external professional assistance. Toni and I met with a recommended local cyber security company, and having been impressed with their apparent knowledge and experience, we invited them to 'visit' our website. Even with very cursory check they identified several issues. We discussed this, with the Executive committee and they agreed we should employ the company 'Thin Thread' to prepare us a full report.

In the meantime, our Events Team were present at the ERO for their Heritage Open Day and Hylands House, where again we met and advised many visitors and how we could help them with their family history research.

We held our final Anniversary Event with an interactive Murder Mystery Play at the Keene Hall Galleywood. This was written by our multi -talented Vice Chair, Toni and Kate, one of her friends.

It was very well attended and enjoyed by all.

Sadly, just before we received the Cyber Security report from ThinThread we became that our Website had been breached and that our members were receiving bogus messages, purporting to be from our Society. We followed Charity Commission advice and contacted the relevant authorities, and our federation. We also let our members know in every way possible that these messages were not from us and advised them accordingly.

The Officers in consultation with our IT group agreed that we needed to take the actions we had recently been advised to take by ThinThread as a matter of urgency. The Executive Committee members voted to take this action.

We set up a Security Sub Committee to commence this procedure, and I asked member Jeff Porter (who is standing as a potential member of the Executive Committee and seems to have the required knowledge) to Chair this group. He agreed with ThinThread that a company known to us because of their links to our Federation seemed to be the best company to approach for further information. This Company is called Beachshore.

We will be seeking the authority of the executive Committee to engage the services of Beachshore as soon as possible. Whilst we have done everything we could to protect our members data to date, it still remains vulnerable until Beachshore can take over and make our site as secure as possible.

Finally, Toni wearing yet another of her hat's launched a beginner's course for DNA using the Ancestry website, and this has proved to be extremely popular. Don't worry if you've missed it as you can catch up with the recordings (website permitting!!!!)

So, we've had a busy but productive year with challenges and good times too, so many members have worked so hard and given up so much of their own time to make all these things possible.

We all have times in our private lives when we can't give of our best and I'd particularly like to thank all those who always jump into the breach, when one of us is struggling. As long as we can keep supporting each other I know the future will be bright for the next 50years of our great Society.



**ESSEX SOCIETY FOR FAMILY HISTORY**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	<u>2024</u> £	<u>2023</u> £
<b>Incoming resources</b>			
Subscriptions		19,860	21,980
Sales	1	378	197
Services supplied	2	41	146
Donations		2,921	1,905
Meetings in Essex	3	-	61
Interest received	4	2,275	946
Investment income		942	1,400
Royalties	5	3,232	2,403
Miscellaneous	6	1,095	3
<b>TOTAL INCOMING RESOURCES</b>		<u>30,744</u>	<u>29,041</u>
<b>Resources expended</b>			
Insurance		639	-
Merchandising	7	59	5
Society payments	8	-	1,026
Search and certificates service		-	33
Depreciation	9	722	631
Meetings in Essex	10	1,834	1,352
Hire of accommodation		2,640	3,116
The Essex Family Historian	11	7,656	7,631
Postage, telephone, printing & stationery		466	2,847
Donations (Victoria CH – Essex)		3,967	900
ESFH Award		1,000	1,000
Projects		1,575	-
Credit card charge (PayPal)		410	428
Internet/computer maintenance		220	393
Bank charges		76	125
Miscellaneous expenses		509	193
Website development		3,425	2,624
Travel		261	344
Zoom		144	768
		<u>25,603</u>	<u>23,416</u>
Examiners fees		1,451	906
<b>TOTAL RESOURCES EXPENDED</b>		<u>27,054</u>	<u>24,322</u>
<b>Net income/(expenditure before gains &amp; losses on investments)</b>		<u>3,690</u>	<u>4,719</u>
Net gains/(losses) on investment		5,824	(2,425)
<b>NET SURPLUS FOR YEAR</b>		<u>9,514</u>	<u>2,294</u>
<b>CARRIED TO GENERAL FUND</b>			

The notes on pages 7 to 12 form part of these accounts

**ESSEX SOCIETY FOR FAMILY HISTORY****BALANCE SHEET – 31 MARCH 2024**

	Notes	<u>2024</u>	<u>2023</u>
		£	£
<b>FIXED ASSETS</b>	13	1,182	1,385
<b>CURRENT ASSETS</b>			
<b>STOCK</b>			
Library	12	2,568	2,995
Books/CDs	5	331	390
		<u>2,899</u>	<u>3,385</u>
Investments	16	70,166	64,342
Bank balances and cash in hand	14	62,480	61,305
Debits & Prepayments		906	
		<u>136,451</u>	<u>129,032</u>
<b>CREDITORS and ACCRUALS</b>			
Amounts falling due within one year			
Sundry creditors and accruals	15	11,779	(14,077)
		<u>          </u>	<u>          </u>
<b>NET CURRENT ASSETS</b>		124,672	114,955
<b>NET ASSETS</b>		<u>125,854</u>	<u>116,340</u>
<b>REPRESENTED BY:</b>			
<b>GENERAL FUND - UNRESTRICTED</b>			
Balance at 1 April 2023		116,340	114,046
Net Surplus for the year	17	9,514	2,294
Balance at 31 March 2024		<u>125,854</u>	<u>116,340</u>

Approved by the Committee of Trustees and signed on its behalf by:



Chair

Date of approval: 19.10.24

The notes on pages 7 to 12 form part of these accounts

**ESSEX SOCIETY FOR FAMILY HISTORY****NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****1 PRINCIPAL ACCOUNTING POLICIES****Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

**Fund accounting**

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

**Incoming resources**

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

**Resources expended**

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

**Tangible Fixed Assets**

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:

Equipment 20% of cost.

**Deferred Incoming Resources**

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

**Taxation**

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

**Stock**

Stock has been valued by the Trustees and it has not been subject to external examination.



**ESSEX SOCIETY FOR FAMILY HISTORY****NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****1 SALES**

	<b><u>2024</u></b>	<b><u>2023</u></b>
	<b>£</b>	<b>£</b>
Bookstall – books / cards	113	9
Postal – CDs	265	188
	<u>378</u>	<u>197</u>
	—	—

**2 SERVICES SUPPLIED**

Magazine advertising	41	108
ESFH courier & search service	-	38
	<u>41</u>	<u>146</u>
	—	—

**3 MEETINGS IN ESSEX**

Refreshments	-	61
	<u>-</u>	<u>61</u>
	—	—

**4 INTEREST RECEIVED**

Charity Aid Foundation	-	4
COIF Deposit	2,275	942
	<u>2,275</u>	<u>946</u>
	—	—

**5 ROYALTIES**

Find My Past	3,199	2,403
Parish Church	33	-
	<u>3,232</u>	<u>2,403</u>
	—	—

**6 MISCELLANEOUS INCOME**

Refreshments	406	-
Sundry Income	304	-
Entry – HQ	247	-
Entry – NE Branch	138	-
	<u>1,095</u>	<u>-</u>
	—	—

**7 MERCHANDISING**

Opening stock	390	395
Purchases	-	-
Closing stock at valuation	331	(390)
	<u>59</u>	<u>5</u>
	—	—

**ESSEX SOCIETY FOR FAMILY HISTORY****NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<b><u>2024</u></b> <b><u>£</u></b>	<b><u>2023</u></b> <b><u>£</u></b>
<b>8 SOCIETY PAYMENTS</b>		
Subscriptions payable - FFHS	-	847
Conference and fairs	-	179
	<u>-</u>	<u>1,026</u>
	<u>-</u>	<u>-</u>
<b>9 DEPRECIATION</b>		
Depreciation - equipment	395	204
Library	427	427
	<u>722</u>	<u>631</u>
	<u>-</u>	<u>-</u>
<b>10 MEETINGS IN ESSEX</b>		
Teas at meetings	-	130
Speakers at meetings	1,834	1,223
	<u>1,834</u>	<u>1,352</u>
	<u>-</u>	<u>-</u>
<b>11 THE ESSEX FAMILY HISTORIAN</b>		
Printing	4,909	4,367
Postage	2,747	3,264
	<u>7,656</u>	<u>7,631</u>
	<u>-</u>	<u>-</u>
<b>12 LIBRARY</b>		
Opening stock	2,995	3,414
Purchases	-	8
Depreciation of library stock	(427)	(427)
	<u>2,568</u>	<u>2,995</u>
Closing stock	<u>-</u>	<u>-</u>
<b>13 FIXED ASSETS</b>		
	<b>Equipment</b>	
	<b><u>£</u></b>	
<b>COST/VALUATION</b>		
At 1 April 2023	13,349	
Additions	92	
	<u>13,441</u>	
At 31 March 2024	<u>-</u>	

**ESSEX SOCIETY FOR FAMILY HISTORY****NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<b><u>2024</u></b>
	<b><u>£</u></b>
<b>DEPRECIATION</b>	
At 1 April 2023	11,964
Charge for the year	295
	<hr/>
At 31 March 2024	12,259
	<hr/>
<b>WRITTEN DOWN VALUE</b>	
At 31 March 2024	1,182
	<hr/>
At 31 March 2023	1,385
	<hr/>

**ESSEX SOCIETY FOR FAMILY HISTORY****NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****14 BANK BALANCES****CASH IN HAND**

	<b><u>2024</u></b>	<b><u>2023</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Branches: Bank and Building		
Society accounts	1,471	1,040
Cash in hand	140	66
CAF – Current Account	6,004	5,554
CAF – Savings	46,824	38,799
COIF fund deposit Account	-	11,477
Co-Operative Bank	2,578	3,154
Paypal	5,443	1,215
	<u>62,460</u>	<u>61,305</u>

**15 SUNDRY CREDITORS AND ACCRUALS**

Accruals	3,373	5,127
Subscriptions paid in advance	8,406	8,950
	<u>11,779</u>	<u>14,077</u>

**16 INVESTMENT**

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 2043.26 per unit)**	62,035	56,885
(397.99 Income Units @ 2043.26 per unit)**	8,131	7,457
	<u>70,166</u>	<u>64,342</u>

\*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

\*\* Selling price valuation at 31/03/2024

**17 NET SURPLUS (DEFICIT) FOR THE YEAR**

Headquarters		8,370	1,808
S.E. Branch	17	894	349
W. Branch	18	213	83
N.E. Branch	19	37	54
		<u>9,514</u>	<u>2,294</u>

**ESSEX SOCIETY FOR FAMILY HISTORY****NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<b><u>2024</u></b> <b><u>£</u></b>	<b><u>2023</u></b> <b><u>£</u></b>
<b>18 SOUTH EAST ESSEX BRANCH</b>		
INCOME		
Donations	464	745
Teas	324	-
Books	49	-
Raffles	255	-
Entrance Fees	344	-
Excess of income over expenditure	(893)	(349)
	<u>543</u>	<u>396</u>
	—	—
EXPENDITURE		
Meetings in Essex (refreshments)	40	27
Speakers	400	-
Postage & Stationery	65	1
Hire of accommodation	-	30
Bank Charges	15	-
Miscellaneous	23	95
Payments to Head Office	-	243
	<u>543</u>	<u>396</u>
	—	—
<b>19 WEST ESSEX BRANCH</b>		
INCOME		
Miscellaneous Income	-	15
Meetings in Essex	-	3
Entrance & Donations	344	131
Excess of income over expenditure	(213)	(83)
	<u>131</u>	<u>66</u>
	—	—
EXPENDITURE		
Speakers	-	63
Postage, stationery etc	5	3
Refreshments	126	
	<u>131</u>	<u>66</u>
	—	—
<b>20 NORTH EAST ESSEX BRANCH</b>		
INCOME		
Donations	1	17
Meetings in Essex (refreshments)	64	46
Excess of income over expenditure	(37)	(54)
	<u>28</u>	<u>9</u>

**ESSEX SOCIETY FOR FAMILY HISTORY****NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
EXPENDITURE		
Meetings in Essex (refreshments)	18	9
Speakers	10	-
Postage and stationery	-	-
Hire of accommodation	-	-
	<u>28</u>	<u>9</u>
	—	—

**ESSEX SOCIETY FOR  
FAMILY HISTORY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 MARCH 2024**

**Charity No: 290552**

**ESSEX SOCIETY FOR FAMILY HISTORY****TRUSTEES**

Andrea Hewitt – Chair  
 Toni Neobard – Vice Chair  
 Jean Marc Bazzoni – Secretary Appointed 16.05.23  
 Tanya Sewell – Treasurer  
 Elizabeth Cox  
 Meryl Rawlings  
 Paul Stirland  
 John Young  
 Heather Feather  
 Pauline Adlem  
 Colleen Devenish  
 Janice Sharpe  
 Denise Somers  
 Gillian Peregrine  
 Mary Ann Rix – Resigned 21.10.23  
 Trevor William Rix – Resigned 21.10.23  
 Barbara Harpin – Resigned 21.10.23  
 David Cooper – Resigned 21.10.23

**PRINCIPAL OFFICE**

ESFH Research Centre  
 C/O Essex Record Office  
 Wharf Road  
 Chelmsford  
 CM2 6YT

**CHARITY REGISTRATION**

290552

**INDEPENDENT EXAMINER**

P Kittle FFA FIPA FFTA  
 Financial Accountant  
 37 Fraser Close  
 Chelmsford  
 Essex CM2 0TD

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**ESSEX SOCIETY FOR FAMILY HISTORY**

**REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2024**

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

**Constitution and objects**

Essex Society for Family History is constituted under a trust deed dated 24th September 1994, revised in minor respects on 20/9/97, 20/2/99, 20/9/03, 27/9/08 and 27/10/20 and 10/02/2024.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

**Organisation**

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

**Related Parties**

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

**Reserves Policy**

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 2 years. At the year end, the charity had more than sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

**Risk Management**

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

**Public Benefit**

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

**ESSEX SOCIETY FOR FAMILY HISTORY**

**REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2024**

**Trustee's responsibilities in relation to the financial statements**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:



Chair of trustees  
Essex Society for Family History

**INDEPENDENT EXAMINER'S REPORT TO**  
**THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY**

This report on the accounts of the trustees for the year ended 31 March 2024, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

**Respective responsibilities of the 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 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with general directions given by the Charity Commission. An 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 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;
  - to keep accounting records in accordance with Section 130 of the Charities Act; and
  - 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.



P Kittle FFA FIPA FFTA  
 Financial Accountant  
 37 Fraser Close  
 Chelmsford  
 Essex CM2 0TD

Date: 23 October 2024