

## LINCOLN GARDENS COMMUNITY ASSOCIATION

### Minutes of an Annual General Meeting held on Friday the 12<sup>th</sup> of December 2025.

#### 1. Apologies.

There were no apologies.

#### 2. Minutes of the last Annual General Meeting.

The minutes were past as a true record.

#### 3. Matters Arising.

The resolution from the last meeting in reference to engaging another accountant, the Secretary talked to several but was unable to come to any conclusion as many in the area did not do charity work. However the search goes on.

#### 4. Chairpersons Report.

Mr. Hopkins spoke about the lease, or lack of, as we have been waiting for three years for North Lincolnshire Council (NLC) to get their act together. Despite repeated approaches to them, nothing has happened. Any development plans we had have been put on hold because of this situation.

One of our major suppliers has gone into liquidation, which is causing problems trying to find an alternative.

The lighting survey that was carried out last year, has proved fruitless. Where we thought NLC might just fit LED lighting, again it has come to nought. This also applies to the energy survey that was carried out on behalf of NLC that was of no benefit to us.

Fly tipping on the car park is a big problem around the recycling containers belong to NLC. The Salvation Army have removed theirs because of its misuse and vandalism.

The kitchen shutter which should have been changed by NLC is another item conveniently forgotten by NLC.

The total lack of interest in what we are about, the benefit to the community and the delays in any repairs and maintenance gives us the impression that the Council might have plans for the land the Centre stands on, given what is going on in the town.

#### 5. Secretary's Report.

Although membership remains fairly constant, the footfall through the doors has increased reports the Secretary, Mrs. Hopkins. All our sections attendance has varied over the year, with some increasing while other decrease. All have been advertised on North Lincolnshire's Livewell web site.

Table Top Sales vary dependent upon the season and other sites in the town.

All regular bookings are doing well, but one-off party bookings have fallen off.

All long term hire agreements are being updated and renewed.

Internal maintenance and improvements continue to keep the Centre clean and tidy.

Decorating the Centre for Christmas gives a lot of pleasure, especially to the Preschool, but does require a lot of time and energy.

#### 6. Treasurer's Report and the presentation of the Balance Sheet.

Lloyds Bank have informed us that in future they will now charge for cash and cheque transactions.

Energy costs continue to rise. We have extended our contracts with the same supplies.

Our accountants give cause for concern over the time they take to audit our finances and with the mistakes that our being made, along with demands for payments that have already been paid.

The Caretakers hours have been cut in an effort to reduce the overheads.

A new contract with PlusNet now that the lines are now fibre cable.

We applied for a grant to the National Lottery to run a 'warm space' prior to bingo. This was successful and we were given £13000 to run for two years.

#### 7. Section Reports.

There were no section reports.

#### 8. Resolutions presented to the meeting.

There were no resolutions.

#### 9. Election of the 2025/26 Management Committee.

Nominations were received from;

Mrs. Jane Eggitt

Mrs. Heather Bowers

Mrs. Jane Hopkins

Mr. Michael Hopkins

All were elected 'on bloc'.

#### 10. Closure of the meeting.

The Chairman thanked those in attendance for turning out in the evening.

LINCOLN GARDENS COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS

YEAR ENDED

31 MARCH 2025

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For the year ended 31 March 2025**

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**Trustees Annual Report  
For the year ending 31 March 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025.

**Reference and Administrative Details of the Charity, its Trustees and Advisers**

Name of charity: Lincoln Gardens Community Association

Working Name: Lincoln Gardens Community Centre

Charity Registration Number: 510285

Principal Address: Stow Road  
Scunthorpe  
North Lincolnshire  
DN16 2DY

Trustees:

Names of trustees who served during the year and since the year end up to the signing of this report were as follows:

Michael Hopkins	Chairperson
Sarah Day	
Heather Bowers	
Jane Hopkins	
Jane Eggitt	

There have been no changes during the year or since the year end.

Accountant: Katie Sauvage FCCA  
Chartered Certified Accountant  
Phoenix Accountancy and Business Consultancy Limited  
4 – 6 Robert Street  
Scunthorpe  
North Lincolnshire  
DN15 6NG

Bankers: Lloyds Bank  
Scunthorpe Branch  
106 High Street  
Scunthorpe  
DN15 6HG

## **Trustees Annual Report For the year ending 31 March 2025**

### **Structure, Governance and Management**

#### Governing Document:

The charity was established under a deed of declaration of trust dated 12 May 1969 as amended on 18/5/90, 28/5/99, 31/5/02, and 25/5/07, and is a registered Charity.

#### Governing body

The responsibility to ensure appropriate governance and management of the charity is vested in the Trustees.

#### Recruitment and appointment of Trustees:

The appointment of trustees is in accordance with the Constitution.

The Constitution states that there must be at least 4 charity trustees and the maximum number of charity trustees is 14.

The members of the Management Committee are elected at the Annual General Meeting and usually serve for a one-year term retiring at the following AGM. All current members of the committee, along with organisations who are eligible to send a representative, are circulated with invitations to nominate trustees in advance of the AGM. The number of members who shall form a quorum at meetings of the committee shall never be less than one-third of the total number of the members for the time being.

#### Trustee Induction and Training:

New trustees undergo induction training provided by the other trustees including the activities, aims and objectives of the charity, the structure of the organisation, and general procedures of the organisation. New trustees are introduced to members of staff and other trustees. They are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution, the latest statutory financial statements, Annual Report and financial reports. New trustees are also offered to partake in Induction Training- Roles and Responsibilities.

Any additional training required by the new trustees will be identified during induction, and may be requested at any point by new and existing trustees, where it is considered useful to their role as trustee.

#### Organisational Structure:

The trustees are responsible for the overall management and control of the Charity. Trustees are aware that any conflict of interest is declared and minuted, at one of its regular monthly meetings. Meetings are usually held monthly.

**Trustees Annual Report  
For the year ending 31 March 2025**Risk Management:

The major risks, to which the Charity is exposed, as identified by the Trustees, are reviewed, annually, along with all policies and procedures, and systems have been established to mitigate those risks.

Objectives and Activities

The object of the Charity is:

"To promote the benefit of the inhabitants of Lincoln Garden and the neighbourhood (hereinafter called the area of benefit) without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants."

Public benefit

The Trustees confirm that they have complied with the duty, contained in Section 4 of the Charities Act 2011, to have due regard to the guidance on public benefit issued by the Charity Commission. The charitable purpose of the charity within the meaning of the act is contained within its objects stated above.

**Achievements and performance**Review of the financial period

During this period the charity has endeavoured to resume normal activities.

Most activities are running at their previous capacity.

We have seen an increase in income from room hire this year.

Management continues to seek ways to communicate with the inhabitants of the catchment area and to offer them the use of the facilities for their enjoyment.

## **Trustees Annual Report For the year ending 31 March 2025**

### **Financial review**

#### Financial regulations

The financial statements have been prepared in accordance with the accounting policies set out on page 10, comply with the constitution and applicable accounting standards.

#### Financial results

The finances of the charity continue to be satisfactory. Total incoming resources were £38,867, which include Hall Hire £12,484, Grant Income £13,000 & Fundraising £10,215. Total resources expended were £24,306. The surplus for the period was £14,561, £7,878 of this is restricted funding relating to the Warmer Space grant, which was received this year.

#### Policy on reserves

The Trustees' policy on reserves is that monetary reserves shall be maintained equivalent to 6 months' average routine revenue expenditure. At the financial year-end cash balances amounted to £35,019 which significantly exceeded the amount required by the policy.

### **Statement of disclosure of information to Independent Examiner**

We, the trustees of the Charity who held office at the date of approval of these financial statements, each confirm so far as we are aware, that:

- ⊗ there is no relevant information of which the Charity's Independent Examiner is unaware; and
- ⊗ we have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the Charity's Independent Examiner is aware of that information.

The Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statement of account comply with the requirements of the Charity (Accounts and Reports) Regulation 2008. 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.

### **Independent Examiner**

A resolution to appoint Independent Examiner's, Phoenix Accountancy and Business Consultancy Limited.

By order of the Trustees

**Michael Hopkins**  
**Chairperson**

**Date .....**



**Independent Examiner's Report to the Members of  
Lincoln Gardens Community Association**

I report on the accounts of Lincoln Gardens Community Association for the year ended 31 March 2025, which are set out on pages 8 to 12.

**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 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)(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 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 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 I do not express an audit opinion on the view given by the accounts.

**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 and 131 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.

**Katie Sauvage, FCCA**

Chartered Certified Accountant

Phoenix Accountancy and Business Consultancy Limited

4-6 Roberts Street

Scunthorpe, North Lincolnshire

DN16 5NG

Date:

**Receipts and Payments Account**  
**For the year ended 31 March 2025**

	Notes	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total Funds £	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total Funds £
<b>RECEIPTS</b>	1						
Membership		250	-	250	279	-	279
Grants & Donations	2	-	13,000	13,000	-	-	-
Room Hire		12,484	-	12,484	9,740	-	9,740
Shop and Car Boot Sales	3	2,918	-	2,918	2,833	-	2,833
Fundraising	4	10,215	-	10,215	10,002	-	10,002
Bank Interest		-	-	-	-	-	-
		<b>25,867</b>	<b>13,000</b>	<b>38,867</b>	<b>22,854</b>	<b>-</b>	<b>22,854</b>
<b>PAYMENTS</b>							
Operating Costs	5	13,691	5,122	18,813	21,349	-	21,349
New Equipment	6	25	-	25	51	-	51
Shop and Car Boot Sales	7	2,110	-	2,110	2,180	-	2,180
Fundraising Activities Costs	4	2,036	-	2,036	3,702	-	3,702
Miscellaneous	9	1,322	-	1,322	1,181	-	1,181
		<b>19,184</b>	<b>5,122</b>	<b>24,306</b>	<b>28,463</b>	<b>-</b>	<b>28,463</b>
Net Surplus/(Deficit) for the period before transfers		6,683	7,878	14,561	(5,609)	-	(5,609)
Transfers between funds							
<b>Net Surplus/(Deficit) for the period</b>		<b>6,683</b>	<b>7,878</b>	<b>14,561</b>	<b>(5,609)</b>	<b>-</b>	<b>(5,609)</b>
Cash & Bank Balances brought forward		20,458	-	20,458	26,067	-	26,067
<b>Cash and Bank Balances carried forward</b>		<b>27,141</b>	<b>7,878</b>	<b>35,019</b>	<b>20,458</b>	<b>-</b>	<b>20,458</b>

**Statement of Assets and Liabilities**  
**As at 31 March 2025**

	Notes	2025 £	2024 £
<b>Monetary Assets</b>			
Current Account		33,044	18,964
Petty Cash		1,975	1,494
<b>Total Monetary Assets</b>		<b>35,019</b>	<b>20,458</b>
Comprising:			
Unrestricted Funds		27,141	20,458
Restricted Funds		7,878	-
		<b>35,019</b>	<b>20,458</b>
<b>Non-Monetary Assets and Liabilities</b>			
<b>Fixed Assets for the Charity's use</b>			
The Charity occupies premises owned by North Lincolnshire Council under a lease agreement.			
Miscellaneous Equipment, Fixtures and Fittings			
<b>Current Assets</b>			
Stock		674	615
Debtors		-	-
		<b>674</b>	<b>615</b>
<b>Creditors</b>			
Accountancy		336	336

These financial statements were approved by the committee on \_\_\_\_\_  
and signed on its behalf by:

\_\_\_\_\_ M Hopkins, Chairperson

The notes on pages 10 to 12 form part of these financial statements.

## Notes to the Financial Statements

### For the year ended 31 March 2025

#### Notes

#### 1 Basis of Preparation

These accounts have been prepared on a receipts and payments (R&P) basis in line with charity commission guidance for a charity of this size.

The comparative figures in this year's accounts are for the year ending 31 March 2024.

#### 2 Grants & Donations

	Unrestricted 2025 £	Restricted 2025 £	Total 2025 £	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £
National Lottery – Warm Space	-	13,000	13,000	-	-	-
	-	13,000	13,000	-	-	-

#### 3 Shop and Car Boot Sales

	Unrestricted 2025 £	Restricted 2025 £	Total 2025 £	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £
Shop/Canteen	2,694	-	2,694	2,610	-	2,610
Car Boot Sales	224	-	224	223	-	223
	2,918	-	2,918	2,833	-	2,833

## Notes to the Financial Statements For the year ended 31 March 2025

### 4 Sections and Fundraising

All fundraising was unrestricted.

	Total 2025 £	Total 2024 £
Boards	-	930
Raffles	15	1,860
Tombola	-	417
Bingo	1,811	1,439
Tote	-	465
Kurling	-	660
Charity Bottle	50	-
Crafts & Hobbies	-	1,350
Whist	-	765
Football Card	-	706
Exercise Class	-	420
Sundry Income	-	88
Christmas Raffle	107	472
Easter Raffle	53	430
	<hr/> 2,036	<hr/> 10,002

### 4 Operating Costs

	Total 2025 £	Total 2024 £
Gas and Electric – Unrestricted	2,340	9,758
Gas and Electric – Restricted	5,122	-
Water and Sewerage	1,150	924
Insurance	503	486
Maintenance and Waste	683	827
Cleaning and Caretaking	445	706
Wages and Salaries	8,227	8,309
Telephone and Internet	343	339
	<hr/> 18,813	<hr/> 21,349

### 5 New Equipment

### 6

	Total 2025 £	Total 2024 £
Small items	25	51
Large items	-	-
	<hr/> 25	<hr/> 51

**Shop and Car Boot Costs**

	Total 2025 £	Total 2024 £
Shop and Canteen	1,964	1,876
Car Boot Sales	146	304
	<u>2,110</u>	<u>2,180</u>

**7 Fundraising Costs**

	Total 2025 £	Total 2024 £
Raffles	15	-
Tombola	-	16
Bingo	1,811	3,514
Football Cards	-	-
Kurling	-	-
Christmas Raffle	107	119
Easter Raffle	53	53
Charity Bottle	50	-
	<u>2,036</u>	<u>3,702</u>

**8 Miscellaneous Costs**

	Total 2025 £	Total 2024 £
Independent Examination	336	336
Sundries	100	145
Portable Equipment testing	78	48
Affiliations and Licenses	-	-
Administration expense	555	558
Payroll Fees	151	94
Intruder Alarm	102	-
	<u>1,322</u>	<u>1,181</u>

**7 Taxation**

Lincoln Gardens Community Association is a registered charity. All the charity's income is applied to its charitable objectives and the association is therefore exempt under current legislation from most forms of taxation.

The charity is not VAT registered and all expenditure includes irrecoverable VAT.

**8 Trustee Remuneration**

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any Trustee.

There was no reimbursement of travel expenses during the year.

LINCOLN GARDENS COMMUNITY ASSOCIATION

FINANCIAL STATEMENTS

YEAR ENDED

31 MARCH 2025

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**Achievements and performance**Review of the financial period

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### **Statement of disclosure of information to Independent Examiner**

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- ⊗ there is no relevant information of which the Charity's Independent Examiner is unaware; and
- ⊗ we have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the Charity's Independent Examiner is aware of that information.

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By order of the Trustees

**Michael Hopkins**  
**Chairperson**

**Date .....**

**Independent Examiner's Report to the Members of  
Lincoln Gardens Community Association**

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**Respective responsibilities of trustees and examiner**

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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)(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 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 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 I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

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

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- to keep accounting records in accordance with section 130 and 131 of the Charities Act; and
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**Katie Sauvage, FCCA**

Chartered Certified Accountant

Phoenix Accountancy and Business Consultancy Limited

4-6 Roberts Street

Scunthorpe, North Lincolnshire

DN16 5NG

Date:

**Receipts and Payments Account**  
**For the year ended 31 March 2025**

	Notes	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total Funds £	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total Funds £
<b>RECEIPTS</b>	1						
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Fundraising	4	10,215	-	10,215	10,002	-	10,002
Bank Interest		-	-	-	-	-	-
		<b>25,867</b>	<b>13,000</b>	<b>38,867</b>	<b>22,854</b>	<b>-</b>	<b>22,854</b>
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<b>Cash and Bank Balances carried forward</b>		<b>27,141</b>	<b>7,878</b>	<b>35,019</b>	<b>20,458</b>	<b>-</b>	<b>20,458</b>

**Statement of Assets and Liabilities**  
**As at 31 March 2025**

	Notes	2025 £	2024 £
<b>Monetary Assets</b>			
Current Account		33,044	18,964
Petty Cash		1,975	1,494
<b>Total Monetary Assets</b>		<b>35,019</b>	<b>20,458</b>
Comprising:			
Unrestricted Funds		27,141	20,458
Restricted Funds		7,878	-
		<b>35,019</b>	<b>20,458</b>
<b>Non-Monetary Assets and Liabilities</b>			
<b>Fixed Assets for the Charity's use</b>			
The Charity occupies premises owned by North Lincolnshire Council under a lease agreement.			
Miscellaneous Equipment, Fixtures and Fittings			
<b>Current Assets</b>			
Stock		674	615
Debtors		-	-
		<b>674</b>	<b>615</b>
<b>Creditors</b>			
Accountancy		336	336

These financial statements were approved by the committee on \_\_\_\_\_  
and signed on its behalf by:

\_\_\_\_\_ M Hopkins, Chairperson

The notes on pages 10 to 12 form part of these financial statements.

## Notes to the Financial Statements

### For the year ended 31 March 2025

#### Notes

#### 1 Basis of Preparation

These accounts have been prepared on a receipts and payments (R&P) basis in line with charity commission guidance for a charity of this size.

The comparative figures in this year's accounts are for the year ending 31 March 2024.

#### 2 Grants & Donations

	Unrestricted 2025 £	Restricted 2025 £	Total 2025 £	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £
National Lottery – Warm Space	-	13,000	13,000	-	-	-
	-	13,000	13,000	-	-	-

#### 3 Shop and Car Boot Sales

	Unrestricted 2025 £	Restricted 2025 £	Total 2025 £	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £
Shop/Canteen	2,694	-	2,694	2,610	-	2,610
Car Boot Sales	224	-	224	223	-	223
	2,918	-	2,918	2,833	-	2,833



## Notes to the Financial Statements For the year ended 31 March 2025

### 4 Sections and Fundraising

All fundraising was unrestricted.

	Total 2025 £	Total 2024 £
Boards	-	930
Raffles	15	1,860
Tombola	-	417
Bingo	1,811	1,439
Tote	-	465
Kurling	-	660
Charity Bottle	50	-
Crafts & Hobbies	-	1,350
Whist	-	765
Football Card	-	706
Exercise Class	-	420
Sundry Income	-	88
Christmas Raffle	107	472
Easter Raffle	53	430
	<hr/> 2,036	<hr/> 10,002

### 4 Operating Costs

	Total 2025 £	Total 2024 £
Gas and Electric – Unrestricted	2,340	9,758
Gas and Electric – Restricted	5,122	-
Water and Sewerage	1,150	924
Insurance	503	486
Maintenance and Waste	683	827
Cleaning and Caretaking	445	706
Wages and Salaries	8,227	8,309
Telephone and Internet	343	339
	<hr/> 18,813	<hr/> 21,349

### 5 New Equipment

### 6

	Total 2025 £	Total 2024 £
Small items	25	51
Large items	-	-
	<hr/> 25	<hr/> 51

**Shop and Car Boot Costs**

	Total 2025 £	Total 2024 £
Shop and Canteen	1,964	1,876
Car Boot Sales	146	304
	<u>2,110</u>	<u>2,180</u>

**7 Fundraising Costs**

	Total 2025 £	Total 2024 £
Raffles	15	-
Tombola	-	16
Bingo	1,811	3,514
Football Cards	-	-
Kurling	-	-
Christmas Raffle	107	119
Easter Raffle	53	53
Charity Bottle	50	-
	<u>2,036</u>	<u>3,702</u>

**8 Miscellaneous Costs**

	Total 2025 £	Total 2024 £
Independent Examination	336	336
Sundries	100	145
Portable Equipment testing	78	48
Affiliations and Licenses	-	-
Administration expense	555	558
Payroll Fees	151	94
Intruder Alarm	102	-
	<u>1,322</u>	<u>1,181</u>

**7 Taxation**

Lincoln Gardens Community Association is a registered charity. All the charity's income is applied to its charitable objectives and the association is therefore exempt under current legislation from most forms of taxation.

The charity is not VAT registered and all expenditure includes irrecoverable VAT.

**8 Trustee Remuneration**

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any Trustee.

There was no reimbursement of travel expenses during the year.