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**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2023  
FOR  
LITE LIMITED**

**LITE LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2023**

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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30 JUNE 2023**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 June 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The charity's objects and principal activity continues to be to advance the education and training of young persons, in particular students who are working in, or hope to find employment in the fields of veterinary nursing and animal care, recreation and related leisure industries by providing vocational training. There have been no material changes in the objects or policies during the year.

In planning our activities for the year we kept in mind the Charity Commissioner's guidance on public benefit and the Trustees consider that this is met, given the main purposes of the charity as set out above.

## **ACHIEVEMENT AND PERFORMANCE**

### **Achievements and performance**

During the 2022/23 Education and Skills Funding Agency Contract year, the charity maintained their number of apprentices in learning, due to a high proportion from the previous intake continuing on to veterinary nursing apprenticeships. Our occupancy remains high, and apprenticeship overall success rate increased to 89%, exceeding our annual target of 80%. This has impacted positively on income as we receive 20% of funding on achievement. Numbers on animal care and welfare have reduced. We are continuing a small cohort of level 2 dog grooming apprentices and will monitor success of this programme.

## **FINANCIAL REVIEW**

### **Unrestricted Funds**

Apprentices are on apprenticeship standards which has resulted in maintaining the level of income from the ESFA, and maintaining the level of Examination and assessment costs incurred. Our expenditure on salaries has increased following a pay review. Most apprentices are now working with large employers who fund the apprenticeship through their apprenticeship levy, this results in us being much less dependent on ESFA contracts. We have renewed outdated resources at the training centre including a replacement photocopier, replacement Interactive Whiteboards, and developing library resources to meet the requirements of the awarding body.

### **Investment powers and policy**

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

### **Reserves policy**

The trustees have reviewed the Charity's need for reserves in line with guidance issued by the Charities Commission and have issued a detailed reserves policy. Reserves are needed to bridge the funding gaps between spending on training and administration and receiving funding from the Education and Skills Funding Agency. Reserves are also held to cover possible emergency repairs and renewals. The trustees believe that in addition to known commitments, there is a need to hold at least two months running costs in reserve. Having regard to the liquidity requirements of operating the organisation the trustees have operated a policy of keeping available funds in an interest bearing deposit account and seek to achieve a rate of deposit interest which matches or exceeds inflation as measured by the retail prices index. The invested funds held on deposit achieve just the low interest rates currently available.

The reserves policy statement provides that the trustees will produce annually a detailed analysis of reserves, both restricted and unrestricted based on the accounts indicating the trustees intentions with regard to the use of those reserves.

For the year ended 30 June 2023, this analysis reveals that of total reserves of £127,362, £17,706 was held as tangible fixed assets leaving £109,656 as unrestricted funds. The Trustees will continue to maintain their objective of four months running costs.

## **FUTURE PLANS**

We will continue to strive for high apprenticeship success rates and promote our services to new employers. We plan to continue to update our learning resources over the coming year.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The company is limited by guarantee and has no share capital. Under the terms of the Memorandum every member of the company undertakes to contribute to the assets of the company, in the event of being wound up while they are a member, or within one year after they cease to be a member, for payment of debts and liabilities of the company contracted before they ceased to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributors amongst themselves such amount as may be required not exceeding £10.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30 JUNE 2023**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Recruitment and appointment of new trustees**

As set out in the Articles of Association the trustees are appointed by the members of the charitable company attending the Annual General Meeting. The chair of the board of trustees is elected by the trustees. All members are circulated with invitations to nominate trustees prior to the AGM advising them of retiring trustees and requesting nominations for the AGM.

**Induction and training of new trustees**

New trustees undergo an induction to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee, and decision-making process, the business plan and recent financial performance of the charity. During the induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of the role.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

01828125 (England and Wales)

**Registered Charity number**

700171

**Registered office**

3a Church Street  
St Helens  
Merseyside  
WA10 1BA

**Trustees**

Mr R D Shopland-Reed

**Company Secretary**

Mrs J Shopland-Reed

**Independent Examiner**

Mr David Hudd BA FCA  
Livesey Spottiswood Ltd  
Chartered Accountants  
17 George Street  
St Helens  
Merseyside  
WA10 1DB

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 29 February 2024 and signed on its behalf by:

Mrs J Shopland-Reed - Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
LITE LIMITED**

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**Independent examiner's report to the trustees of Lite Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2023.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr David Hudd BA FCA

Livesey Spottiswood Ltd  
Chartered Accountants  
17 George Street  
St Helens  
Merseyside  
WA10 1DB

Date: .....

**LITE LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 JUNE 2023**

		2023 Unrestricted fund £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>	Notes		
<b>Charitable activities</b>	4		
Learning and skills		361,464	341,387
Training fees		16,556	30,258
Investment income	3	234	11
Other income	5	2,662	2,662
<b>Total</b>		<u>380,916</u>	<u>374,318</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>	6		
Learning and skills		<u>374,745</u>	<u>336,375</u>
<b>NET INCOME</b>		6,171	37,943
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		121,191	83,248
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>127,362</u></u>	<u><u>121,191</u></u>

The notes form part of these financial statements

**LITE LIMITED**

**BALANCE SHEET**  
**30 JUNE 2023**

		2023 Unrestricted fund £	2022 Total funds £
	Notes		
<b>FIXED ASSETS</b>			
Tangible assets	10	17,706	11,516
<b>CURRENT ASSETS</b>			
Debtors	11	44,225	35,615
Cash at bank and in hand		73,750	116,005
		<u>117,975</u>	<u>151,620</u>
<b>CREDITORS</b>			
Amounts falling due within one year	12	(8,319)	(41,945)
		<u>109,656</u>	<u>109,675</u>
<b>NET CURRENT ASSETS</b>			
		<u>127,362</u>	<u>121,191</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>127,362</u>	<u>121,191</u>
<b>NET ASSETS</b>		<u>127,362</u>	<u>121,191</u>
<b>FUNDS</b>	14		
Unrestricted funds		127,362	121,191
<b>TOTAL FUNDS</b>		<u>127,362</u>	<u>121,191</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29 February 2024 and were signed on its behalf by:

Mr R D Shopland-Reed - Trustee



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2023**

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**1. STATUTORY INFORMATION**

Lite Limited is a charitable company, limited by guarantee and has no share capital and is registered in England and Wales. The company's registered number and registered office address can be found in the Report of the Trustees.

The presentation currency of the financial statements is in the Pound Sterling (£).

**2. ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Income**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amounts can be measured reliably and it is probable that the income will be received.

Incoming resources arise primarily from the provision of learning and training.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably.

Interest on deposit account funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Allocation and apportionment of costs**

Costs are allocated according to the nature of the cost. Where items involved more than one category they are apportioned between the categories according to the nature of the cost.

Detailed analysis of the allocation of costs is given in note 6 of the accounts.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 20% on cost

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

All funds for the current and previous year were unrestricted.

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**2. ACCOUNTING POLICIES - continued**

**Fund accounting**

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

When employees have rendered service to the company, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The company operates defined contribution plans for the benefit of its employees. Contributions are expensed as they become payable.

**Debtors/creditors**

Both Debtors and Creditors are included in the financial statements at transactional value.

**Going concern**

The trustees consider that there are no material uncertainties about the ability of Lite Limited to continue as a going concern.

**3. INVESTMENT INCOME**

	2023	2022
	£	£
Deposit account interest	234	11
	<u>234</u>	<u>11</u>

All the investment income in the previous year related to unrestricted funds.

**4. INCOME FROM CHARITABLE ACTIVITIES**

		2023	2022
	Activity	£	£
Skills Funding Agency	Learning and skills	361,464	341,387
Other income	Training fees	16,556	30,258
		<u>378,020</u>	<u>371,645</u>

All the charitable activities in the previous year related to unrestricted funds.

**5. OTHER INCOME**

	2023	2022
	£	£
St Helens MBC	2,662	2,662
	<u>2,662</u>	<u>2,662</u>

The income from St Helens MBC relates to 80% Mandatory Charitable Relief. This value has also been included in rent and rates in order to comply with the Statement of Recommended Practice on Accounting by Charities.

All the other income in the previous year related to unrestricted funds.

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs £	Totals £
Learning and skills	309,709	65,036	374,745
	<u>309,709</u>	<u>65,036</u>	<u>374,745</u>

Trainee allowances and training expenses totalling £76,166 (2022 - £104,998) included above are considered to be wholly attributable to charitable activities.

Wages and salaries set out in note 9 include support costs of £55,483 (2022 - £41,626).

Governance costs of £3,626 (2022 - £3,786) are included within support costs. Of the remaining expenses, broadly 10% are considered to be support costs.

All expenditure in relation to charitable activities in the previous year was unrestricted.

**7. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2023 £	2022 £
Depreciation - owned assets	3,750	3,107
Other operating leases	510	252
	<u>3,750</u>	<u>3,107</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 30 June 2023 nor for the year ended 30 June 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 30 June 2023 nor for the year ended 30 June 2022.

**9. STAFF COSTS**

	2023 £	2022 £
Wages and salaries	208,211	159,695
Social security costs	14,689	9,963
Other pension costs	9,205	8,706
	<u>232,105</u>	<u>178,364</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Learning and skills	9	7
	<u>9</u>	<u>7</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2023	2022
£60,001 - £70,000	-	1
£70,001 - £80,000	1	-
	<u>1</u>	<u>1</u>

The total remuneration paid in respect of the charity's key management personnel, who is also the Company Secretary, was £71,548 (2022 - £63,164).

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**10. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 July 2022	29,046	43,459	72,505
Additions	3,399	6,541	9,940
	<u>32,445</u>	<u>50,000</u>	<u>82,445</u>
At 30 June 2023			
<b>DEPRECIATION</b>			
At 1 July 2022	28,511	32,478	60,989
Charge for year	165	3,585	3,750
	<u>28,676</u>	<u>36,063</u>	<u>64,739</u>
At 30 June 2023			
<b>NET BOOK VALUE</b>			
At 30 June 2023	<u>3,769</u>	<u>13,937</u>	<u>17,706</u>
At 30 June 2022	<u>535</u>	<u>10,981</u>	<u>11,516</u>

**11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Trade debtors	24,680	24,115
Social security and other taxes	-	1,620
Prepayments and accrued income	19,545	9,880
	<u>44,225</u>	<u>35,615</u>

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Social security and other taxes	2,526	-
Accruals and deferred income	5,793	41,945
	<u>8,319</u>	<u>41,945</u>

**13. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023 £	2022 £
Within one year	2,540	-
Between one and five years	-	7,620
	<u>2,540</u>	<u>7,620</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**14. MOVEMENT IN FUNDS**

	At 1/7/22 £	Net movement in funds £	At 30/6/23 £
<b>Unrestricted funds</b>			
General fund	121,191	6,171	127,362
<b>TOTAL FUNDS</b>	<u>121,191</u>	<u>6,171</u>	<u>127,362</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	380,916	(374,745)	6,171
<b>TOTAL FUNDS</b>	<u>380,916</u>	<u>(374,745)</u>	<u>6,171</u>

**Comparatives for movement in funds**

	At 1/7/21 £	Net movement in funds £	At 30/6/22 £
<b>Unrestricted funds</b>			
General fund	83,248	37,943	121,191
<b>TOTAL FUNDS</b>	<u>83,248</u>	<u>37,943</u>	<u>121,191</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	374,318	(336,375)	37,943
<b>TOTAL FUNDS</b>	<u>374,318</u>	<u>(336,375)</u>	<u>37,943</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30 JUNE 2023**

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**15. EMPLOYEE BENEFIT OBLIGATIONS**

The company operates defined contribution pension schemes on behalf of certain employees and directors. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions for the year amounted to £9,205 (2022 - £8,706).

**16. RELATED PARTY DISCLOSURES**

The charity is related to Lite (Stockport) Limited, a company incorporated in England, by virtue of a controlling interest held by the charity's director and company secretary who are connected by a family relationship.

The charity and limited company have made a joint tender to the Skills Funding Agency and note 4 of the financial statements includes the charity's income arising from this tender.

**17. COMPANY LIMITED BY GUARANTEE**

The Charity is a company Limited by Guarantee and has no share capital.

**LITE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 JUNE 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Investment income</b>		
Deposit account interest	234	11
<b>Charitable activities</b>		
Skills Funding Agency	361,464	341,387
Other income	16,556	30,258
	<hr/> 378,020	<hr/> 371,645
<b>Other income</b>		
St Helens MBC	2,662	2,662
	<hr/>	<hr/>
<b>Total incoming resources</b>	380,916	374,318
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	158,018	122,238
Social security	10,319	7,067
Pension contributions	8,285	7,433
Equipment rental	459	227
Rent and rates	10,456	11,190
Insurance	426	430
Light and heat	2,964	2,632
Telephone	5,193	4,681
Postage and stationery	2,413	1,751
Sundry expenses	5,054	2,496
Training expenses	76,166	104,998
Motor expenses	6,666	4,490
Computer support	12,438	8,210
Book-keeping charges	380	160
Repairs and renewals	2,339	1,778
Travel costs	252	432
Bank charges	1,309	1,158
Bad debts	3,197	2,098
Depreciation	3,375	2,796
	<hr/> 309,709	<hr/> 286,265
<b>Support costs</b>		
<b>Management</b>		
Wages	50,193	37,457
Social security	4,370	2,896
Pension contributions	920	1,273
Equipment rental	51	25
Rent and rates	1,162	1,243
Insurance	47	48
Light and heat	329	292
Telephone	577	520
Postage and stationery	268	195
Sundry expenses	562	278
Motor expenses	741	499
Carried forward	59,220	44,726

This page does not form part of the statutory financial statements

**LITE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 JUNE 2023**

	2023	2022
	£	£
<b>Management</b>		
Brought forward	59,220	44,726
Computer support	1,382	912
Repairs and renewals	260	198
Travel costs	28	48
Bank charges	145	129
Depreciation	375	311
	<u>61,410</u>	<u>46,324</u>
<b>Governance costs</b>		
Accountancy fees	3,626	3,786
	<u>374,745</u>	<u>336,375</u>
Total resources expended		
	<u>374,745</u>	<u>336,375</u>
<b>Net income</b>	<u>6,171</u>	<u>37,943</u>

This page does not form part of the statutory financial statements