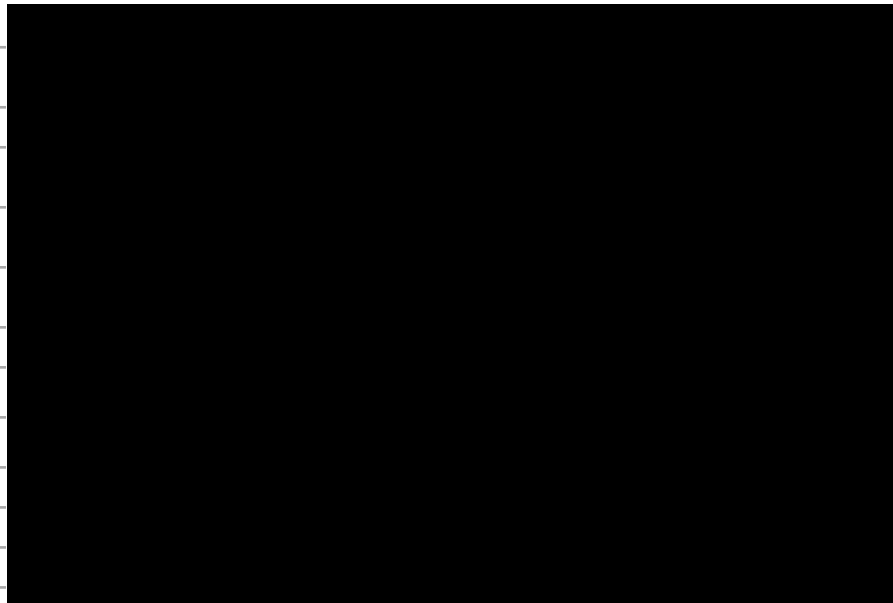


**St. Gerardine's High Church of Scotland
Lossiemouth**

**CONGREGATIONAL REPORT
Year Ended 31 December 2022**



RECEIPTS AND PAYMENTS ACCOUNTS

Congregation No: 352088

Registered Scottish Charity No: SC009793

Trustees' Annual Report							
Year ended 31 December 2022							
The Trustees' present the annual report and accounts for St Gerardine's High Church (Church of Scotland) Lossiemouth for the year ended 31 December 2022							
Reference and Administrative Information							
Charity Name:							
Charity Registration Number:							
Congregation Reference No:							
Contact Address:							
Trustees							
Kirk Session Members (Elders)							
Congregational Board Members							
Principal Office-Bearers							
Minister:							
Session Clerk:							
Clerk to the Board:							
Church Treasurer:							
Fabric Convenor							
Independent Examiner							
Bankers							
Royal Bank of Scotland,							
209 High Street							
Elgin IV30 1DL							

Trustees' Annual Report							
Year ended 31 December 2022							
Structure, Governance and Management							
Governing Document							
The Church is administered in accordance with the terms of the Model Deed of Constitution.							
Recruitment and Appointment of Trustees							
Trustees are members of the Congregational Board, drawing on elders of the Kirk Session who are also considered to have the appropriate gifts and skills. The minister, who is a member of the Kirk Session is called by the congregation and sustained by Presbytery. The Congregational Board is appointed from within the congregation and members of the congregation are invited to nominate individuals who are believed to have the skills and commitment to contribute to the management affairs of the Church, to become members of the of the Board. Board Members are then appointed at the Stated Annual Meeting and serve for a period of three years after which they must seek re-election at the next Stated Annual Meeting.							
Organisational Structure							
The Congregational Board is chaired by the minister and meets nine times in a year. Certain responsibilities are delegated to Board Members as appropriate. The Kirk Session which also meets nine times a year is responsible for spiritual affairs within the church.							
Objectives and Activities							
The Church of Scotland is Trinitarian in doctrine, reformed in tradition and Presbyterian in polity. It exists to glorify God and to work for the advancement of Christ's Kingdom throughout the world. As a national Church, it acknowledges a distinctive call and duty to bring the ordinances of religion to the people in every parish of Scotland through a territorial ministry. It co-operates with other Churches in various ecumenical bodies in Scotland and beyond.							
Linkage							
It is anticipated that this will be the last Congregational Report for St Gerardine's High Church Lossiemouth as a separate entity as deferred linkage with St James Church Lossiemouth will likely conclude with union later in 2023.							

Trustees’ Annual Report										
Year ended 31 December 2022										
Achievements and Performance										
Once again, activities were disrupted in 2022 due to Government regulations and Church guidelines with respect to the ongoing global Coronavirus pandemic at the time.										
❖	The organisations that come under our charitable status within the Church are the Bible Study Group, The Sunday School School, the Guild and the Friendship Group.									
Bible Study Group:										
❖	The Bible Study Group again held Wednesday meetings through ZOOM as a means of communication which proved very successful and well attended by members of both St Gerardine's High Church and St James Churches.									
Sunday School:										
❖	Although the Sunday School no longer has children attending, the Sunday School Bank Account remains open in order to send donations out to other children's charities whilst funds last.									
The Guild:										
❖	The Guild of St Gerardine's has wound up since the time of the last Congregational Report in preparation for the Union with St James'. A monetary gift was transferred to the General Account of St Gerardine's at this time.									
The Friendship Group:										
❖	Limited activities have taken place during 2022.									
The Coffee Morning Group										
❖	This group was also wound up in 2022 with a closing monetary gift to the General Account of St Gerardine's.									

Trustees' Annual Report									
Year ended 31 December 2022									
Financial Review									
The Church continues to be required to make its financial report in the form stipulated under charities legislation which has been approved by the Church of Scotland.									
General Account									
The General Account is used for normal unrestricted funds to manage the operating costs involved in running the church. The principal source of income is through weekly offerings by the congregation.									
Fabric Account									
The Fabric account is a restricted account which is used to fund ongoing repairs and maintenance of Church and Manse properties.									
Sunday School Account									
The Sunday School account is a restricted account used for Sunday School purposes.									
Guild Account									
The Guild account, for unrestricted funds to manage the activities of the Guild, was closed as the group was wound up ahead of church union. Opening balance £65, Receipts £1228, Payments £1293, account closed (balance nil) .									
Friendship Group									
The Friendship Group Account for unrestricted funds to manage the activities of the Friendship Group. Opening balance £1,325, Receipts £543, Payments £504, balance carried forward £1,364.									
Reserves Policy									
It is the Trustees' policy to endeavour to hold reserves of a minimum of one month's expenditure including restricted funds, as and when able.									
Shared Costs									
Contributions for costs agreed to be shared between churches in deferred linkage are to be recovered in 2023.									
Financial Status									
As at time of preparing this report, the church remains in arrears only in respect of 2022 Ministry and Mission dues. Details of all Church accounts were as follows:									
Minister's Stipend									
All Church of Scotland congregations contribute to the National Stipend Fund. Through this, our Minister is remunerated at the appropriate increment of stipend via the Ministeries Council Payroll.									

Trustees' Annual Report

Year ended 31 December 2022

Statement of Trustees' Responsibilities

The members of the Kirk Session / Congregational Board must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year. The members of the Kirk Session / Congregational Board are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Church at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Regulations Anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007. They are also responsible for safeguarding the assets of the Church and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf,

Session Clerk.....

Date

St Gerardine's High Church: Lossiemouth**Scottish Registered Charity No.009793****Independent Examiner's Report to
the Trustees of St Gerardine's High Church**

I report on the accounts for the year ended 31 December 2022 which are set out on pages 8 to 12.

Respective responsibilities of trustees and examiner

The charity trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulation 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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 view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect:

to keep accounting records in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts and

to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations 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.

			RBS FRIENDSHIP GROUP ACC NO 00127136 INCOME & EXPENDITURE								
										Friendship Group	
Income										Income	
	Receipt	Donations								Balance 1.1.22	1324.52
		543									
Group Sept		133								Group Don	543
Group Oct		58									
Group	57	22									
Xmas Meal	56	330									
										Total	1867.52
Expenditure											
	Cheque	Total	Miscell	Donation	Stationary					Expenditure	
		503.77	396	10	97.77						
										Stationary	97.77
Stamps		25.08			25.08					Charity Don	10
Stamps		15.84			15.84					Miscellaneous	396
Blythswood		10		10							503.77
Samps		20.4			20.4						
Copy Shop		25.71			25.71					Bank Bal 31.12.22	1363.75
Stationary	98	10.74			10.74						
1629 Lunch	99	396	396								1867.52
			BANK OF SCOTLAND GUILD ACCOUNT INCOME AND EXPENDITURE								
										Income	
Income										Balance 1.1.22	202.16
	Receipt	Donations								Donations	1090.7
		1090.7									1090.7
Guild Coll	123	174.4									
Guild Coll	124	69.8									
Guild Coll	125	13.3									
Arts Soc Ukraine		60								Total	1292.86
Charity Sho	126	610									
Rag Bag		163.2									
										Expenditure	
Expenditure				Charity		To RBS					
	Cheque	Total	Miscell	Donation	Capitation	General acc				Miscellaneous	31.6
		1292.86	31.6	681.6	169	410.66				Charity Don	681.6
CofScotland	10524	169			169					Capitation	169
Fish Supper	10523	31.6	31.6							To RBS Gen	410.66
Rag Bag	10525	81.6		81.6							1292.86
Guild Proj	10526	600		600							
To RBS Gen Transfer		410.66				410.66				Bank Bal 31.12.22	0
											1292.86

	Balances at 01.01.22	Incoming Resources	Transfers	Outgoing Costs	Balance at 31.12.22			General 2022		Restricted 2022			Income	RBS	Virgin	Guild	Friendship	Unrestricted Totals	Sunday School	Fabric Account	Restricted Totals	Total Restrict and Un
General Acc	12649.21	29,941.66		35,940.79	6,650.08			Offerings Non Gift Aid	3,667.20			Offerings N	3,192.20	475.00				3,667.20			0.00	3,667.20
Virgin 0006	1,205.53	16,776.12		16,763.54	1,218.11			Open Plate	3,384.23			Open Plate	3,384.23					3,384.23			0.00	3,384.23
Guild	202.16	1,090.70		1,292.86	0.00			Offerings Gift Aid	3,463.00			Offerings G	3,463.00					3,463.00			0.00	3,463.00
Friendship	1,324.52	543.00		503.77	1,363.75			Offerings D/D or S/O	15,832.00			Offerings D/D or S/O	15,832.00	15,832.00				15,832.00			0.00	15,832.00
	15,381.42	48,351.48	0.00	54,500.96	9,231.94	-6,149.48		Donations	5,348.56	20.30		Donations	3,585.74	129.12		543.00		5,348.56	20.30		20.30	5,368.86
								Funerals/Weddings	1,390.00	1,852.36		Funerals/W	1,050.00	340.00				1,390.00		1,852.36	1,852.36	3,242.36
								Misc Income	2,760.66			Misc Incom	2,760.66					2,760.66			0.00	2,760.66
								Transferred from Virgin Ban	12,500.00			Transferred	12,500.00					12,500.00			0.00	12,500.00
								Interest	5.83	4.34		Interest	5.83					5.83	0.26	4.08	4.34	10.17
								Insurance recovered on damage to Church Wall		2,910.00		Insurance Recovered for wall damage								2910.00	2,910.00	2,910.00
								Total Receipts	48,351.48	4,787.00												
													29,941.66	16,776.12	1,090.70	543.00		48,351.48	20.56	4,766.44	4,787.00	53,138.48
										</												

	RBS FABRIC ACCOUNT 00170902 RESTRICTED											SUNDAY SCHOOL TREASURER ACC RESTRICTED			
Income	Receipt	Totals	Funeral/ Wedding	Donation	Interest	Church Wall		INCOME					Balance at 1st January 2022		540.35
		4766.44	1852.36	0.00	4.08	2910.00							Interest to 16th Dec	0.07	
	230	55.00		55.00				Bal at 1st Jan 2022	3793.19				Interest to 16th March	0.07	
	296	-55.00		-55.00				Funeral	1852.36				Interest to 16th June	0.12	0.26
	Direct	1540.86	1540.86					Interest	4.08						
	To 31st March	0.36			0.36			Ins Claim	2910.00	4766.44					
	to 31st June	0.56			0.56					8559.63					
KK Funerals	Direct	311.50	311.50												
	to 31st Sept	0.43			0.43			Expenditure				Donation			20.30
Aviva	BACs	2910.00	Claim from insurance for damage			2910.00		Church Mnt	1150.32						560.91
	to 31st Dec	2.73			2.73			Manse Mnt	3806.00	4956.32					
Expenditure	Chq No	Totals	Church Maintenance	Manse Manintenance									Bank Balance at 31st Dec 2022		560.91
		4859.60	1150.32	3806.00				Bal at 31st Dec 2022	3603.31						
MCE Service Ltd	292	96.72	96.72							8559.63					
Boilercare	287	114.00	57.00	57.00											
Decora	294	35.36	35.36												
Miscellaneous	293	276.99		276.99											
Thompson plum	298	301.72		301.72											
Building Supplie	297	229.99		229.99											
Tom Sinclair Gar	300	450.00		450.00											
Miscellaneous	295	90.00		90.00											
Neil Hadden Plu	303	42.00		42.00											
ITG Gutters	305	400.00	400.00												
Access Platform	302	357.60	357.60												
Decora	304	13.75	13.75												
Decora	306	80.45	80.45												
J Thompson	307	1470.71		1470.71											
Miscellaneous	308	104.88	52.44	52.44											
Rattray (Wall Re	309	778.15		778.15											
Boilercare	310	114.00	57.00	57.00											

	Enter charity name below								Enter SC No. below		
									SC009793		
	Receipts and payments accounts										
	For the period from		Period start date			to	Period end date				
1/1/22			12/31/22								
Section A Statement of receipts and payments											
	Unrestricted funds		Restricted funds		Expendable endowment funds		Permanent endowment funds		Total funds current period		Total funds last period
	to nearest £		to nearest £		to nearest £		to nearest £		to nearest £		to nearest £
A1 Receipts											
Offerings and Donations	31,695		20						31,715		39,723
Bank adjustments	- 0								- 0		2,250
Weddings and Funerals	1,390		1,852						3,242		3,510
Miscellaneous Income	2,761								2,761		126
Transferred from RBS to Virgin	12,500								12,500		17,450
Interest on Bank	6		4						10		39
Insurance recovered for damage to Church wall			2,910						2,910		
Activities for generating funds									- 0		1,487
A1 Sub total	48,351		4,787		- 0		- 0		53,138		64,585
A2 Receipts from asset & investment sales											

Proceeds from sale of fixed assets								- 0		
Proceeds from sale of investments								- 0		
A2 Sub total	- 0		- 0		- 0		- 0	- 0		- 0
Total receipts	48,351		4,787		- 0		- 0	53,138		64,585
A3 Payments										
Expenses for fundraising activities								- 0		135
Gross trading payments								- 0		
Investment management costs								- 0		
Payments relating directly to charitable activities										
	54,501		4,956					59,457		62,233
Grants and donations								- 0		
Governance costs:								- 0		
Audit / independent examination								- 0		
Preparation of annual accounts								- 0		
Legal costs								- 0		
Other								- 0		
								- 0		

A3 Sub total	54,501	4,956	- 0	- 0	59,457	62,368
A4 Payment s relating to asset and investme nt moveme nts						
Purchase s of fixed assets					- 0	
Purchase of investme nts					- 0	
A4 Sub total	- 0	- 0	- 0	- 0	- 0	- 0
ayments	54,501	4,956	- 0	- 0	59,457	62,368
ayments)	(6,149)	(169)	-	-	(6,319)	2,217
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	(6,149)	(169)	-	-	(6,319)	2,217

	- 0										SC009793		
Section B Statement of balances													
Categori es	Details			Unrestrict ed funds	Restrict ed funds	Expendab le endowme nt funds			Permane nt endowme nt funds			Total current period	Total last period
				to nearest £	to nearest £	to nearest £			to nearest £			to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year			15,381	4,334							19,715	17,498
	Surplus / (deficit) shown on receipts and payments account			(6,149)	(169)							(6,319)	2,217
												-	
												-	
	Cash and bank balances at			9,232	4,164	-			-			13,396	19,715
	(Agree balances with receipts and payments account(s))			0	-	-			-			0	-
	Details					Fund to which asset belongs					Market valuation to nearest £	Last year to nearest £	
B2 Investm ents	Session Benevolent Fund					Deposit Fund					1,377	1,359	
	Sunday Schol					Growth Fund					-	1,618	
						Total					1,377	2,977	
	Details					Fund to which asset belongs					Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets													
						Total					-	-	-
	Details					Fund to which liability relates					Amount due to nearest £	Last year to nearest £	
B4 Liabiliti es													
						Total					- 0	- 0	- 0
	Details					Fund to which liability relates					Amount due (estimate) to nearest £	Last year to nearest £	
B5 Conting ent													
						Total					-	-	-
Signed by one or two trustees on behalf of all the trustees	Signature				Print Name							Date of approval	

trustees and connect ed persons							
C6 Other							

									- 0			SC009793	
Additional analysis (1)													
Analysis of receipts and payments													
1 Donations													
		Unrestricted funds		Restricted funds		Expendable endowment funds		Permanent endowment funds		Total current period		Total last period	
		to nearest £		to nearest £		to nearest £		to nearest £		to nearest £		to nearest £	
Offerings and Donations		31,695		20						31,715		39,723	
										- 0			
										- 0			
										- 0			
										- 0			
										- 0			
Total		31,695		20		- 0		- 0		31,715		39,723	
		-		-		-		-		-		-	
2 Grants													
		Unrestricted funds		Restricted funds						Total current period		Total last period	
		to nearest £		to nearest £						to nearest £		to nearest £	
										- 0			
										- 0			
										- 0			
Total		- 0		- 0						- 0		- 0	
		-		-		-		-		-		-	
3 Gross receipts from other charitable activities													
		Unrestricted funds		Restricted funds		Expendable endowment funds		Permanent endowment funds		Total current period		Total last period	
		to nearest £		to nearest £		to nearest £		to nearest £		to nearest £		to nearest £	
										- 0			
										- 0			
										- 0			
										- 0			
										- 0			
										- 0			
										- 0			
Total		- 0		- 0		- 0		- 0		- 0		- 0	
		- 0		- 0		- 0		- 0		- 0		- 0	
4 Payments relating directly to charitable activities													
		Unrestricted funds		Restricted funds		Expendable endowment funds		Permanent endowment funds		Total current period		Total last period	
		to nearest £		to nearest £		to nearest £		to nearest £		to nearest £		to nearest £	
Ministers Phone		367								367		443	
Mission & Ministry		21,931								21,931		22,551	

Donations to Other Charities		1,560								1,560		2,441	
Organist and other staffing costs		2,640								2,640		825	
Ministers Council Tax		2,367								2,367		2,298	
Church Insurance		2,623								2,623		2,808	
Pulpit Supply		270								270		243	
Ministers Travel		590								590		960	
Miscellaneous Expenses		3,658								3,658		5,356	
Electric Charges		2,694								2,694		4,518	
Photocopier		899								899			
Virgin Bank and Bank of Scotland to RBS		13,894								13,894		17,450	
Presbyter y Dues		537								537		469	
Guild Capitatio n Fees		169								169			
From Bank of Scotland to RBS										- 0			
Church Insurance		302								302			
Church and Manse Maintenance				4,956						4,956		1,871	
										- 0			
										- 0			
Total		54,501		4,956		- 0		- 0		59,457		62,233	

													SC009793
Additional analysis (2)													
5 Breakdown of unrestricted funds													
		Unrestrict ed fund 1 - enter name of fund below		Unrestrict ed fund 2 - enter name of fund below		Unrestrict ed fund 3 - enter name of fund below		Unrestrict ed fund 4 - enter name of fund below					
		General Account								Total unrestrict ed funds		Total unrestrict ed funds last period	
Receipts													
Offerings and Donation s		31,695								31,695		37,962	
Activities for generatin g funds										- 0		1,487	
Wedding s and Funerals		1,390								1,390		3,510	
Transfer from Virgin to RBS		12,500								12,500		17,450	
Miscellan eous Income		2,761								2,761		2,376	
Intrest on bank account		6								6		2	
Fundraisi ng										- 0			
Sub total		48,351		- 0		- 0		- 0		48,351		62,787	
										- 0			
Receipts from asset & investme nt sales													
Proceeds from sale of fixed assets										- 0			
Proceeds from sale of investme nts										- 0			
Sub total		- 0		- 0		- 0		- 0		- 0		- 0	
receipts		48,351		- 0		- 0		- 0		48,351		62,787	
										-			
Payments													
Expense s for fundraisin g activities										- 0			
Gross trading payments										- 0			

Investment management costs										- 0			
Payments relating directly to charitable activities		54,501								54,501		60,497	
Grants and donations										- 0			
Governance costs:										- 0			
Audit / independent examination										- 0			
Preparation of annual accounts										- 0			
Legal costs										- 0			
										- 0			
										- 0			
Sub total		54,501		- 0		- 0		- 0		54,501		60,497	
										-			
Payments relating to asset and investment movements													
Purchases of fixed assets										- 0			
Purchase of investments										- 0			
Sub total		- 0		- 0		- 0		- 0		- 0		- 0	
										-			
Payments		54,501		- 0		- 0		- 0		54,501		60,497	
										-			
Payments)		(6,149)		-		-		-		(6,149)		2,290	
Transfers to / (from) funds										-			
Surplus / (deficit) for year		(6,149)		-		-		-		(6,149)		2,290	
										-			
Nature and purpose of funds													
All funds are unrestricted for the general use of the congregation													

Trustees' Annual Report
Year ended 31 December 2022

Statement of Trustees' Responsibilities

The members of the Kirk Session / Congregational Board must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year. The members of the Kirk Session / Congregational Board are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Church at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Regulations Anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007. They are also responsible for safeguarding the assets of the Church and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf,


Session Clerk, 

Date ...28/3/2023.....

Amount due (estimate)

Fund to which liability relates

Details

to nearest £

-

Total

B5
Contingent liabilities

Signed by one or two trustees on behalf of all the trustees


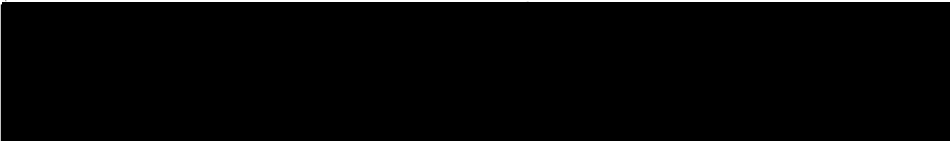
Print Name

(SESSION CLERK)
(CLERK TO BOARD)
(TREASURER)

16 APRIL 2023

OSCr

Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts v2					
Report to the trustees/members of	Charity name	St Gerardine's High Church of Scotland, Lossiemouth					
	Registered charity number	SC009793					
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	January	2022	To	31st	December	2022
Set out on pages	01-12					(remember to include the page numbers of additional sheets)	
Respective responsibilities of trustees and examiner	The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.						
Basis of independent examiner's statement	My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 						
Signed:				Date:	31 - 07 - 2023		
Name:							
Relevant professional qualification(s) or body (if any):							
Address:							

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.