

Charity No: 1088019  
Company No: 3883721

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE**

**(A COMPANY LIMITED BY GUARANTEE)**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED**

**31 MARCH 2009**

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE**

**CONTENTS**

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	<b>Page</b>
Company Information	1
Report of the Directors and Trustees	2-4
Independent Examiners Report	5
Statement of Financial Activities	6
Profit and Loss Account	7
Balance Sheet	8-9
Notes to the Financial Statements	10-13
Profit and Loss Account – General Fund	14-15
Profit and Loss Account – Capacity Builders	16
Profit and Loss Account – Equality & Human Rights Commission	17
Profit and Loss Account – Gateway Project	18
Profit and Loss Account – RIG Fund	19
Profit and Loss Account Change Up – BME Community Development Project	20
Profit and Loss Account Change Up – Gypsy and Traveller Network	21
Profit and Loss Account Cheshire Gypsy and Travellers Voice	22

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
COMPANY INFORMATION  
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2009**

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**Page 1**

**DIRECTORS AND  
TRUSTEES:**

T K Al-Jorani	Resigned 31 July 2008
E M Bott MBE	
A Noor	
A Jilani	
R Darigala	Resigned 22 February 2009
S Naidu	
E Bowers	
N Bawa	Resigned 22 February 2009
R Bisset	
Geraldine Lee Treweek	Appointed 26 February 2009

**SECRETARY:** E Bowers

**REGISTERED  
OFFICE:** 92 Watergate Street  
Chester  
CH1 2LF

**REGISTERED  
NUMBER:** 3883721

**CHARITY  
NUMBER:** 1088019

**INDEPENDENT  
EXAMINERS:** Hargreaves & Woods  
Chartered Accountants  
Richmond Place  
127 Boughton  
Chester CH3 5BH

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2009**

Page 2

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The Directors present their report together with the financial statements of the company for the year ended 31 March 2009

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of working towards the elimination of racial discrimination. The company is limited by guarantee and became a registered charity on 14 August 2001, number 1088019.

**DIRECTORS**

The Directors in the year under review were:

T K Al-Jorani (resigned 31 July 2008), E M Bott MBE, A Noor, A Jilani, R Darigala (resigned 22 February 2009), S Naidu, E Bowers, N Bawa (resigned 22 February 2009), R Bisset, Geraldine Lee Treweek (appointed 26 February 2009).

**REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 MARCH 2009**

**Objectives and Activities**

The company is a charity and exists to eliminate racial discrimination and promote equality of opportunity and good relations between persons of different racial groups. To achieve its objectives the company operates core services of race discrimination casework, policy development, community development and public awareness. It also operates a number of specialist projects that are consistent with the aims of the company.

In setting these objectives, the Directors have given due consideration to guidance published by the Charity Commission on public benefit.

**Achievements and Performance**

The REC is based at a central office in Chester but its area of benefit is that of 'old Cheshire' which includes Halton and Warrington unitary authority areas.

In order to progress the work, the company employs 4 core members of staff – a chief of staff (director), a caseworker, and an administrator. It also employs staff to undertake specific projects, and this year has employed an additional 3 community development workers and two part time admin to undertake the community development project funded through Capacity Builders.

The REC launched the new community development service in October of 2008 and has since then been working with a number of BME groups and public sector to enhance the capacity of the BME Voluntary, Community and Faith Sector in the area. This has involved providing training for groups, helping to set up new groups and securing funding on their behalf.

The casework service has continued to operate effectively, with 115 enquiries being dealt with under Relations legislation and 7 cases being settled for a total of £51, 548. The REC also successfully appealed 2 cases for clients to the Employment Appeal Tribunal in London.

Funding has been a key issue for the REC this year, and it has managed to secure additional funding through consultation and training, carrying out a large piece of work for Cheshire Housing Alliance and regular equality training for Vale Royal Voluntary Action and others.

### **Reserves Policy**

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The charity has no endowments and is entirely dependent on grant income allocated on an annual basis. This income is subject to fluctuation and the charity requires protection against the withdrawal of funding to enable it to continue to operate whilst alternative sources of income are found and to meet its contractual liabilities.

At the end of the financial year 2008/09 the unrestricted reserves stood at £31,827. The trustees believe that the level of reserves needed to protect the charity should be the equivalent of 3 months running costs and the costs of meeting ongoing contractual liabilities that cannot be terminated within this period of time. The level of reserves required is approximately £69,898.

The level of reserves are below the amount the trustees believe are required and efforts will be made to build up the reserves to the required level in accordance with this policy.

### **Risk Review**

The Executive Committee has conducted its own review of the risks that the company is exposed to. The major risk identified by the Committee was the continuing dependence of the company on grant funding from a limited range of funders, ie primarily the local authorities and Equality and Human Rights Commission. This funding is only agreed on an annual basis, which has also made it difficult to plan on a long term basis. The REC has developed a funding strategy to mitigate this risk.

**Statement of Directors' Responsibilities**

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors of a company must, in determining how amounts are presented within items in the profit and loss account and balance sheet, have regard to the substance of the reported transaction or arrangement, in accordance with generally accepted accounting principles and practice.

**Independent Examiners and Reporting Accountants**

Hargreaves & Woods, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**ON BEHALF OF THE BOARD:**

.....  
Eric Bowers – Company Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHESHIRE, HALTON AND WARRINGTON RACE AND EQUALITY CENTRE**

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I report on the accounts of the charity for the year ended 31 March 2009 which are set out on pages 6 to 13.

**Respective responsibilities of trustees and examiner**

The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act), and that an examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a qualified member of the ICAEW.

It is my responsibility to:

- examine the accounts (under section 43 of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended); and
- state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

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 I do not express an audit opinion on 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, the trustees have not met the requirements to ensure that:

- proper accounting records are kept in accordance with section 41 of the Act; and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Hargreaves & Woods  
Chartered Accountants  
Richmond Place  
127 Boughton  
Chester CH3 5BH

Date...!... December ... 2009.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2009**

Page 6

	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
<b>INCOMING RESOURCES:</b>				
Grants receivable	43,491	191,564	235,055	88,870
Membership fees	333	-	333	126
Donations	57	-	57	64
Other income	36,636	-	36,636	38,386
Interest receivable	620	-	620	958
Rents receivable	2,252	-	2,252	1,907
	-----	-----	-----	-----
<b>Total incoming resources</b>	<b>83,389</b>	<b>191,564</b>	<b>274,953</b>	<b>130,311</b>
	=====	=====	=====	=====
<b>RESOURCES EXPENDED:</b>				
Costs of charitable activities	90,506	129,913	220,419	127,190
Governance Costs	(1,480)	46,294	44,814	23,027
Finance costs	-	-	-	112
Depreciation & loss on removed assets	<u>509</u>	-	<u>509</u>	<u>678</u>
	-----	-----	-----	-----
<b>Total resources expended</b>	<b>89,535</b>	<b>176,207</b>	<b>265,742</b>	<b>151,007</b>
	=====	=====	=====	=====
<b>NET INCOMING/(OUTGOING) RESOURCES</b>	<b>(6,146)</b>	<b>15,357</b>	<b>9,211</b>	<b>(20,696)</b>
<b>Fund balances brought forward at 1 April 2008</b>	<b>25,768</b>	<b>3,088</b>	<b>28,856</b>	<b>49,552</b>
<b>Transfers between funds</b>	<b>12,205</b>	<b>(12,205)</b>	<b>-</b>	<b>-</b>
	-----	-----	-----	-----
<b>Fund balances carried forward at 31 March 2009</b>	<b><u>31,827</u></b>	<b><u>6,240</u></b>	<b><u>38,067</u></b>	<b><u>28,856</u></b>

The notes on pages 9 to 12 form part of these financial statements.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
PROFIT AND LOSS ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2009**

**Page 7**

	Notes	2009 £	2008 £
Turnover		274,333	129,353
Administration expenses		265,742	150,895
<b>Operating (Loss)/Profit</b>	2	8,591	(21,542)
Interest receivable and similar income		620	958
Interest payable and similar charges		9,211	(20,584)
		-	112
<b>Profit on ordinary activities before taxation</b>		9,211	(20,696)
Tax on profit on ordinary activities	3	-	-
<b>Profit on ordinary activities after taxation</b>		9,211	(20,696)
Retained Profit brought forward		28,856	49,552
Retained Profit carried forward		38,067	28,856

The notes on pages 9 to 12 form part of these financial statements.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
BALANCE SHEET AS AT 31 MARCH 2009**

Page 8

	Notes	2009 £	2008 £
<b>FIXED ASSETS</b>			
Tangible assets	4	1,526	2,035
<b>CURRENT ASSETS</b>			
Debtors	5	12,531	21,661
Cash at bank and in hand		59,892	13,544
		<u>72,423</u>	<u>35,205</u>
<b>CREDITORS: Amounts falling due within one year</b>			
Creditors and accruals	6	35,882	8,384
		<u>36,541</u>	<u>26,821</u>
<b>NET CURRENT ASSETS</b>			
		<u>38,067</u>	<u>28,856</u>
<b>RESERVES</b>			
Restricted		6240	3,088
Unrestricted		31,827	25,768
		<u>38,067</u>	<u>28,856</u>

The directors statements required by Section 249B(4) are shown on the following page which forms part of the balance sheet.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
DIRECTORS STATEMENTS REQUIRED BY SECTION 249b(4)  
FOR THE YEAR ENDED 31 MARCH 2009**

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In approving these financial statements as directors of the company we hereby confirm:

- (a) that for the year stated above the company was entitled to the exemption conferred by Section 249 A (1) of the Companies Act 1985;
- (b) that no notice has been deposited at the registered office of the company pursuant to Section 249B(2) requesting that an audit be conducted for the year ended 31 March 2009; and
- (c) that we acknowledge our responsibilities for:
  - (1) ensuring that the company keeps accounting records which comply with Section 221; and
  - (2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Section 226 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007)

The financial statements were approved by the board on .....29/10/2009.....and signed on its behalf by

..........

Registration Number 3883721

The notes on pages 11 to 13 form an integral part of these financial statements.

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**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (Effective January 2007) and the Charities SORP.

**Turnover**

Turnover represents grants received.

**Tangible Fixed Assets**

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

Plant and machinery - 25% per annum reducing balance basis

**Deferred taxation**

Provision is made at current rates for taxation deferred in respect of all material timing differences except to the extent that, in the opinion of the directors, there is a reasonable probability that the liability will not arise in the foreseeable future.

**Leasing**

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

**2. OPERATING PROFIT/(LOSS)**

The operating loss is stated after charging:

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Depreciation	509	678
Independent examiners remuneration	1,000	925
	<hr/>	<hr/>

**3. TAXATION**

No liability to UK corporation tax arose on ordinary activities for the year ended 31 March 2009 nor for the year ended 31 March 2008.

4. TANGIBLE FIXED ASSETS

	Connecting Communities Computer & Equipment	General Fund Plant and Machinery	Total
	£	£	£
<b>COST</b>			
At 1 April 2008	4,008	11,343	15,351
Additions	-	-	-
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2009	4,008	11,343	15,351
	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>			
At 1 April 2008	3,242	10,074	13,316
Charge for year	192	317	509
Elimination on disposal	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2009	3,434	10,391	13,825
	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUES</b>			
At 31 March 2009	574	952	1,526
	<hr/>	<hr/>	<hr/>
At 31 March 2008	766	1,269	2,035
	<hr/>	<hr/>	<hr/>

5. DEBTORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR

	2009 £	2008 £
Prepayments	4,083	-
Trade debtors	8,448	19,786
PAYE	-	1,875
	<hr/>	<hr/>
	12,531	21,661
	<hr/>	<hr/>



**11. Trustee Expenses**

Expenses were reimbursed to trustees as follows:-

	2009	2008
	£	£
Number of Trustees who were paid expenses	<u>3</u>	<u>2</u>
Total amount paid	<u>1,020</u>	<u>855</u>

**12. Financial Commitments**

At 31 March 2009 the company had annual commitments under non-cancellable operating leases as follows:-

	Land & Buildings		Other	
	2009	2008	2009	2008
Expiry date between one and Five years	<u>11,000</u>	<u>11,000</u>	<u>2,878</u>	<u>713</u>

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009**

Page 14

Unrestricted Fund

Income and expenditure account

	2009		2008	
	£	£	£	£
<b>Income:</b>				
Grants	43,491		43,945	
Membership fees	333		126	
Donations	57		64	
Other income	36,636		38,386	
Rent received	2,252		1,907	
		82,769		84,428
<b>Other income:</b>				
Deposit account interest		620		958
		83,389		85,386
<b>Expenditure:</b>				
Wages and salaries	66,547		56,064	
Recruitment costs	-		-	
Computer costs	466		973	
Telephone	2,911		2,253	
Printing, postage & stationery	2,544		3,612	
Books and subscriptions	458		586	
Travel, conferences & meetings	6,230		3,174	
Equipment hire	3,880		3,446	
Repairs and renewals	236		530	
Sundry expenses	793		1,293	
Accountancy	1,605		1,986	
Rent and rates	5,628		7,301	
Insurance	1,474		896	
Gas, electricity and water	1,627		1,078	
Legal fees	-		430	
Training	30		678	
Bank charges	58		383	
Donations	-		-	
Consultants	15,685		7,557	
Removal costs	-		1,116	
Management fees	(21,146)		-	
		89,026		93,356
Carried forward		(5,637)		(7,970)

This page does not form part of the statutory financial statements.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009**

Page 15

Unrestricted Fund

Income and expenditure account

	£	2009 £	£	2008 £
Brought forward		(5,637)		(7,970)
<b>Finance costs:</b>				
Bank interest		-		112
<b>Depreciation:</b>				
Fixtures and fittings	210		422	
Computer equipment	299		256	
	-----	509	-----	678
Net profit/(loss) for the year		(6,146)		(8,760)
		=====		=====
Fund opening balance		25,768		41,128
Movement in the year		(6,146)		(8,760)
Transfer between funds		12,205		(6,600)
		-----		-----
Fund closing balance		31,827		25,768
		=====		=====

This page does not form part of the statutory financial statements.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009**

<u>Restricted Fund</u>				
<u>Capacity Builders</u>				
	2009		2008	
	£	£	£	£
Grants received		139,589		-
<b>Expenses:</b>				
Salaries	47,118		-	
Recruitment	6,484		-	
Project activities	16,360		-	
Postage, printing & Stationery	15,063		-	
Books & subscriptions	2,420		-	
Sundry expenses	44		-	
Marketing	7,634		-	
Training	145		-	
Expensed equipment	5,223		-	
Rent	18,231		-	
Telephone	854		-	
Travel	359		-	
Management fee	<u>13,958</u>		-	
		<u>133,893</u>		-
		<u>5,696</u>		-
Fund opening balance		-		-
Movement in year		5,696		-
Transfer between funds		-		-
Fund Closing balance		<u>5,696</u>		-

This page does not form part of the statutory financial statements.

CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009

Restricted Fund

Equality and Human Rights Commission

Income and expenditure account

	2009		2008	
	£	£	£	£
Grants received		51,975		44,925
<b>Expenses:</b>				
Salaries	31,492		43,564	
Telephone and postage	-		370	
Printing & stationery	200		1,571	
General expenses	284		124	
Training	-		1,268	
Travel	261		1,108	
Speakers & venues	1,423		500	
Books & subscriptions	977		1,190	
Management fee	7,188		-	
Insurance	488		-	
Rent	-		<u>1,519</u>	
		<u>42,313</u>		<u>51,214</u>
		<u>9,662</u>		<u>(6,289)</u>
Funds Opening Balance		2,543		-
Movement in year		9,662		(6,289)
Transfer between funds		(12,205)		8,832
Fund Closing Balance		-		<u>2,543</u>

This page does not form part of the statutory financial statements.

CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009

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Restricted Fund  
Gateway Project  
Income and expenditure account

	2009		2008	
	£	£	£	£
Fund opening balance		543		543
Movement in the year		-		-
Fund closing balance		<u>543</u>		<u>543</u>

This page does not form part of the statutory financial statements.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009**

Restricted Fund

RIG Fund

Income and expenditure account

	2009		2008	
	£	£	£	£
Fund opening balance		-		2,010
Movement in the year		-		(2,010)
Fund closing balance		-		-
		<u>          </u>		<u>          </u>
		<u>          </u>		<u>          </u>

This page does not form part of the statutory financial statements.

CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009

Restricted Fund

Change Up – BME Community Development Project  
Income and expenditure account

	2009		2008	
	£	£	£	£
Grants received		-		-
Other income		-		-
		<u>-</u>		<u>-</u>
<b>Expenses:</b>				
Management & admin	-		500	
Printing and stationery	-		416	
Travel expenses	-		50	
Consultant Trainer	-		-	
Telephone	-		-	
General expenses	-		425	
		<u>-</u>	<u>1,391</u>	
Net Loss for the year		<u>-</u>	<u>(1,391)</u>	
Fund opening balance		-	5,353	
Movement in the year		-	(1,391)	
Transfer between funds		-	(3,962)	
Fund closing balance		<u>-</u>	<u>-</u>	

This page does not form part of the statutory financial statements.

**CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009**

Restricted Fund

Change Up – Gypsy & Traveller Network

Income and expenditure account

	2009		2008	
	£	£	£	£
Grants received		-		-
		<u>-</u>		<u>-</u>
<b>Expenses:</b>				
Consultancy fees	-		2,640	
Consultation expenses	-		-	
Hire of facilities	-		1,366	
Interviews	-		-	
Post, printing & stationery	-		-	
Training	-		-	
Travel	-		-	
Telephone	-		-	
Admin costs	-		-	
Publicity	-		-	
Computer costs	-		-	
		-		4,006
Net loss for the year		<u>-</u>		<u>(4,006)</u>
Fund opening balance		-		-
Movement in the year		-		(4,006)
Transfer between funds		-		4,006
Fund closing balance		<u>-</u>		<u>-</u>

This page does not form part of the statutory financial statements.

CHESHIRE, HALTON AND WARRINGTON  
RACE AND EQUALITY CENTRE  
NOTES TO THE FINANCIAL STATEMENTS (CONT.D)  
FOR THE YEAR ENDED 31 MARCH 2009

Restricted Fund

Cheshire Gypsy & Traveller Voice

	2009		2008	
	£	£	£	£
Grants received		-		-
		<u>-</u>		<u>-</u>
<b>Expenses:</b>				
Hire of facilities	-		-	
Travel	-		-	
Misc	-		250	
		-		250
Net loss/profit for the year		<u>-</u>		<u>(250)</u>
Fund opening balance		-		516
Movement in the year		-		(250)
Transfer between funds		-		(266)
Fund closing balance		<u>-</u>		<u>-</u>

This page does not form part of the statutory financial statements.