

**THE JAZZ CENTRE (UK)**  
**UNAUDITED**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

**THE JAZZ CENTRE (UK)**

**UNAUDITED**

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**THE JAZZ CENTRE (UK)**

**UNAUDITED**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 JUNE 2018**

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**Trustees**

R Campbell-Carr  
P Richards  
A Green  
A J Barrett (resigned 4 August 2018)  
D Fairweather  
R Michalski  
S West (resigned 12 March 2018)  
M R Fisher  
M S Foster (appointed 4 October 2017)  
S Spillett (appointed 17 January 2018)  
J P Wilson (appointed 21 April 2018)

**Charity registered number**

1167421

**Principal office**

129 Westborough Road, Westcliff-on-Sea, Essex, SS0 9JG

**Accountants**

Venthams, Millhouse, 32 - 38 East Street, Rochford, Essex, SS4 1DB

## THE JAZZ CENTRE (UK)

### UNAUDITED

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2018

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The Trustees present their annual report together with the financial statements for the 1 July 2017 to 30 June 2018.

### Objectives and Activities

#### a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The object of the charity is to advance the arts for the public benefit by the promotion, preservation and celebration of jazz music in all its forms.

#### b. Activities for achieving objectives

Archive research, showing jazz related films, art exhibitions, heritage celebrations via museum, jazz and java cafe, display of jazz performers' memorabilia, on line personal study facilities, jazz workshops (four by Laura Jurd, Elliot Galvin, Dominic Ashworth, Karen Sharp), schools related jazz activities including two exhibitions, in-house live performances by Trevor Watts, Veryan Weston, Alan Skidmore, Mick Foster and others..

#### c. Main activities undertaken to further the charity's purposes for the public benefit

Engaged Spires Heritage as fundraisers, weekly film programme, charity presentation by Sir Michael Parkinson, Chas and Dave and others, two month exhibition at Metal headquarters celebrating our services, school workshops and exhibitions, records recitals, specialist enquiry services, public tours of The Jazz Centre (UK), assembly of specialist film collection for public showing.

### Achievements and performance

#### a. Review of activities

From May 2017 following receipt of an HLF Grant amounting to £62,800 we (greatly) increased our educational outreach including the first four of six workshops for young musicians and mounted the first of three public exhibitions: 'Jazz Women' at The Jazz Centre. From January 2018 we opened a monthly jazz club presenting premier international performers and continued to acquire objects for our Heritage Room opened in October 2017 as well as new specialist collections from collector/critics Peter Vacher, Daniel Simms and others; these to join our Lyttelton Collection (including awards), the first piano of Sir John Dankworth, the trumpets of Louis Armstrong, Nat Gonella and others and further acquired artefacts. Fundraising concerts were also mounted by pop duo Chas and Dave and musicians including Alan Skidmore, Dominic Ashworth, Len Skeat, Harrison Dolphin a.o. Following the extension of our opening hours to two full days (as well as the official opening of our multi-media Heritage Room in October 2017) we began planning for our occupation of a further 3,500 square feet (in three departments) scheduled (and achieved) in October 2018.

### Financial review

#### a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

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**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 30 JUNE 2018**

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**Structure, governance and management**

**a. Constitution**

The charity was established as a Charitable Incorporated Organisation by a Constitution on 2 June 2016.

**b. Method of appointment or election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Constitution.

**c. Organisational structure and decision making**

Trustees are elected who have specialist skills including publicity, digital media, accountancy, IT, musical outreach, strategic and business planning and charitable research. They meet monthly to discuss ongoing issues and reach conclusions for action under the chairmanship of Digby Fairweather. Full documentation of organisational/managerial structure (with defined responsibilities for duties) has been drawn up by Trustees in addition to developmental strategic plan covering years 2016-18/2018-2021 specifying goals and objectives, followed up by action plans.

**Plans for future periods**

**a. Future developments**

It is planned to extend the space occupied at The Beecroft Gallery by establishing a media centre (500 square feet) in February 2018 and extend the area currently occupied by the heritage museum by a further 1,000 square feet at the end of 2018. Plans are currently being considered also to cover in the external area of the lower ground floor comprising approximately 1,200 square feet to be used as a performance/rehearsal area.

**THE JAZZ CENTRE (UK)**

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**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 30 JUNE 2018**

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**Trustees' responsibilities statement**

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

This report was approved by the Trustees, on 17 January 2019 and signed on their behalf by:

**D Fairweather**  
Trustee

**THE JAZZ CENTRE (UK)**

**UNAUDITED**

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 30 JUNE 2018**

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**Independent examiner's report to the Trustees of The Jazz Centre (UK) (the 'charity')**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 30 June 2018.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

**Responsibilities and basis of report**

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**THE JAZZ CENTRE (UK)**

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**INDEPENDENT EXAMINER'S REPORT (continued)  
FOR THE YEAR ENDED 30 JUNE 2018**

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**Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

Dated: 29 January 2019

Stuart Harrison FCA

**Venthams**

Chartered Accountants

Millhouse  
32 - 38 East Street  
Rochford  
Essex  
SS4 1DB



THE JAZZ CENTRE (UK)

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STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 JUNE 2018

	Note	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
<b>Income from:</b>					
Donations and legacies	2	17,807	25,120	42,927	42,205
Charitable activities	3	4,524	-	4,524	6,954
<b>Total income</b>		<b>22,331</b>	<b>25,120</b>	<b>47,451</b>	<b>49,159</b>
<b>Expenditure on:</b>					
Charitable activities	6	9,051	21,146	30,197	23,458
<b>Total expenditure</b>	7	<b>9,051</b>	<b>21,146</b>	<b>30,197</b>	<b>23,458</b>
<b>Net income before transfers</b>		<b>13,280</b>	<b>3,974</b>	<b>17,254</b>	<b>25,701</b>
Transfers between Funds	12	11,625	(11,625)	-	-
<b>Net income / (expenditure) before other recognised gains and losses</b>		<b>24,905</b>	<b>(7,651)</b>	<b>17,254</b>	<b>25,701</b>
<b>Net movement in funds</b>		<b>24,905</b>	<b>(7,651)</b>	<b>17,254</b>	<b>25,701</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		11,061	14,640	25,701	-
<b>Total funds carried forward</b>		<b>35,966</b>	<b>6,989</b>	<b>42,955</b>	<b>25,701</b>

THE JAZZ CENTRE (UK)

UNAUDITED

BALANCE SHEET

AS AT 30 JUNE 2018

	Note	£	2018 £	£	2017 £
<b>Fixed assets</b>					
Tangible assets	10		14,555		5,226
<b>Current assets</b>					
Cash at bank and in hand		28,999		21,575	
<b>Creditors:</b> amounts falling due within one year	11	(599)		(1,100)	
<b>Net current assets</b>			<b>28,400</b>		<b>20,475</b>
<b>Net assets</b>			<b>42,955</b>		<b>25,701</b>
<b>Charity Funds</b>					
Restricted funds	12		6,989		14,640
Unrestricted funds	12		35,966		11,061
<b>Total funds</b>			<b>42,955</b>		<b>25,701</b>

The financial statements were approved by the Trustees on 17 January 2019 and signed on their behalf, by:

**D Fairweather**

**THE JAZZ CENTRE (UK)**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018**

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**1. Accounting policies**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

The Jazz Centre (UK) constitutes a public benefit entity as defined by FRS 102.

**1.2 Income**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

THE JAZZ CENTRE (UK)

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018

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**1. Accounting policies (continued)**

**1.3 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charity's educational operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

**1.4 Tangible fixed assets and depreciation**

All assets costing more than £500 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	-	25% Reduced balance method
Computer equipment	-	33% Reduced balance method

**1.5 Interest receivable**

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

**1.6 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018

1. Accounting policies (continued)

1.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.8 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Income from donations and legacies

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Donations	17,807	-	17,807	10,305
Grants	-	25,120	25,120	31,900
	<hr/>	<hr/>	<hr/>	<hr/>
Total donations and legacies	17,807	25,120	42,927	42,205
	<hr/>	<hr/>	<hr/>	<hr/>
Total 2017	10,805	31,400	42,205	
	<hr/>	<hr/>	<hr/>	

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018

3. Income from charitable activities

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Preservation of Jazz Music	4,524	-	4,524	6,954
<i>Total 2017</i>	6,954	-	6,954	

4. Direct costs

	Preservation of Jazz Music £	Total 2018 £	Total 2017 £
Fundraising fees	-	-	7,000
Advertising	3,539	3,539	844
Bank charges	2	2	7
Equipment	6,003	6,003	-
Insurance	598	598	374
Event expenses and volunteer sundries	2,657	2,657	1,014
Postage and stationery	536	536	182
Raffles	-	-	185
Sundries	713	713	315
Professional fees	6,800	6,800	12,150
Repairs and maintenance	1,664	1,664	506
Musicians	3,075	3,075	180
Travel	793	793	45
Website	386	386	-
	26,766	26,766	22,802
<i>Total 2017</i>	22,802	22,802	

5. Support costs

	Preservation of Jazz Music £	Total 2018 £	Total 2017 £
Depreciation	2,831	2,831	56
<i>Total 2017</i>	56	56	

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NOTES TO THE FINANCIAL STATEMENTS  
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6. Governance costs

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Governance - Independent Examiner's remuneration	600	-	600	600

7. Analysis of Expenditure by expenditure type

	Depreciation 2018 £	Other costs 2018 £	Total 2018 £	Total 2017 £
Preservation of Jazz Music	2,831	26,766	29,597	22,858
Expenditure on governance	-	600	600	600
	<u>2,831</u>	<u>27,366</u>	<u>30,197</u>	<u>23,458</u>
<i>Total 2017</i>	<u>56</u>	<u>23,402</u>	<u>23,458</u>	

8. Net income/(expenditure)

This is stated after charging:

	30 June 2018 £	Period ended 30 June 2017 £
Depreciation of tangible fixed assets:		
- owned by the charity	2,831	56
Independent Examiner's fee	600	600

During the year, no Trustees received any benefits in kind (2017 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2017 - £NIL).

9. Independent Examiner's remuneration

The Independent Examiner's remuneration amounts to an Independent Examination fee of £ 600 (2017 - £ 600).

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10. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost</b>			
At 1 July 2017	3,693	1,589	5,282
Additions	11,625	535	12,160
At 30 June 2018	15,318	2,124	17,442
<b>Depreciation</b>			
At 1 July 2017	28	28	56
Charge for the year	2,278	553	2,831
At 30 June 2018	2,306	581	2,887
<b>Net book value</b>			
At 30 June 2018	13,012	1,543	14,555
At 30 June 2017	3,665	1,561	5,226

11. Creditors: Amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	599	1,100

12. Statement of funds

Statement of funds - current year

	Balance at 1 July 2017 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 June 2018 £
<b>Unrestricted funds</b>					
General Fund	11,061	22,331	(9,051)	11,625	35,966
<b>Restricted funds</b>					
Heritage lottery grant fund	14,640	25,120	(21,146)	(11,625)	6,989
Total of funds	25,701	47,451	(30,197)	-	42,955

The heritage lottery grant fund relates specifically to a grant received towards project costs for a project with the purpose of exploring the heritage of jazz music in the UK through volunteer-led research groups, exhibitions and events.



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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018

12. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 2 June 2016</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 30 June 2017</i>
	£	£	£	£	£
<b>General funds</b>					
General Fund	-	17,759	(10,882)	4,184	11,061
<b>Restricted funds</b>					
Heritage lottery grant fund	-	31,400	(12,576)	(4,184)	14,640
Total of funds	-	49,159	(23,458)	-	25,701

Summary of funds - current year

	<b>Balance at 1 July 2017</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers in/out</b>	<b>Balance at 30 June 2018</b>
	£	£	£	£	£
General funds	11,061	22,331	(9,051)	11,625	35,966
Restricted funds	14,640	25,120	(21,146)	(11,625)	6,989
	<b>25,701</b>	<b>47,451</b>	<b>(30,197)</b>	<b>-</b>	<b>42,955</b>

Summary of funds - prior year

	<i>Balance at 2 June 2016</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 30 June 2017</i>
	£	£	£	£	£
General funds	-	17,759	(10,882)	4,184	11,061
Restricted funds	-	31,400	(12,576)	(4,184)	14,640
	-	49,159	(23,458)	-	25,701

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13. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	14,555	-	14,555
Current assets	22,010	6,989	28,999
Creditors due within one year	(599)	-	(599)
	<u>35,966</u>	<u>6,989</u>	<u>42,955</u>

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2017 £</i>	<i>Restricted funds 2017 £</i>	<i>Total funds 2017 £</i>
Tangible fixed assets	5,226	-	5,226
Current assets	6,935	14,640	21,575
Creditors due within one year	(1,100)	-	(1,100)
	<u>11,061</u>	<u>14,640</u>	<u>25,701</u>

14. Related party transactions

During the year, R Michalski a Trustee, received £3,200 (2017: £4,000) for services supplied. D Fairweather, a Trustee, received £3,600 (2017: £4,500) for services supplied. Charity Commission consent to pay these sums has been received.