THE FRIENDS OF WELLS CATHEDRAL REPORT AND UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019 REGISTERED CHARITY NUMBER: 208797

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THE FRIENDS OF WELLS CATHEDRAL CHARITY INFORMATION

Patron

The Right Reverend Peter Hancock, Bishop of Bath and Wells

President

The Very Reverend Dr John Davies, Dean of Wells

Vice-Presidents

Lord Carey of Clifton Lady Gass Mrs A Maw Mrs A Currie Dr R Dunning Mr R Duys

Honorary Editors

Mr Dougal Mackay and Mr William Newton Newey

Friends' Council (who are Trustees of the Charity)

Mr Michael Hopkins** – Chairman

Mr Geoffrey Egan – Honorary Treasurer***

Mr Colin Rees – Membership Secretary**

Mr Clive Edney – Elected Member***

The Very Reverend Dr John Davies - Chapter Nominee

Mrs Nancy McGiveron – (resigned 27 February 2019)

Mrs Barbara Calverley - Elected Member **

Ms Maureen Boylan - Elected Member**

Mr Stan Gibby – Elected Member** (appointed 8 June 2019)

Reverend Doris Goddard*** (appointed 8 June 2019)

Friends' Secretary

Mr William Newton Newey

Independent Examiner

Alexandra Shore FCA DChA, A C Mole & Sons, Stafford House, Blackbrook Park Avenue, Taunton, Somerset, TA1 2PX

Bankers

National Westminster Bank Plc, 7 High Street, Wells, Somerset BA5 2AD

Investment Managers

CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET

Registered Office

West Cloister, Wells, Somerset BA5 2PA

Registered Number

208797

^{*}to serve until 2020 / **to serve until 2021 / ***to serve until 2022

THE FRIENDS OF WELLS CATHEDRAL THE REPORT OF THE TRUSTEES

The trustees present their annual report and financial statements for the year ended 31 December 2019. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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) and Update Bulletins 1 and 2.

Objects

The objects of the Friends of Wells Cathedral are to seek to co-operate with the Cathedral Chapter and to further the mission and Christian purpose and to maintain the worship of the cathedral.

Public benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning future activities.

Achievements and performance

The charity continued to raise funds and co-operate with the Cathedral Chapter to finance a range of projects in the year.

It is the policy of the charity not to commit the charity to any major new programme or work until sufficient funds are accumulated in the reserves to support the Chapter in their development.

At 31 December 2019 the charity had approved grants of £Nil (2018: £129,175) which had not yet been formally communicated to the recipients. Therefore, in accordance with the Statement of Recommended Practice, a liability for these grants has not been recognised within these financial statements but the funds to make the grant payments have been set aside within designated funds.

Financial review and investment policy

The board of trustees are satisfied with the performance of the charity during the year and the position at 31 December 2019 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations. At 31 December 2019 the charity had reserves of £345,995 (2018: £377,606).

There are no restrictions on the charity's power to invest.

Reserves policy

Trustees are aware of the need to retain funding for future endeavors and developments. It is the policy of the charity that reserves should provide adequate financial stability and means for the charity to meet its charitable objectives for the foreseeable future. The charity's long-term objective is to maximise and retain reserves to sufficiently generate a return which can then be used to meet its charitable objects. Unrestricted reserves at 31st December 2019 are £323,831 of which £269,911 are held as fixed asset investments. This leaves £53,920 of free reserves. The trustees feel these reserves are at an appropriate level to meet its day to day objects whilst focusing on increasing the overall reserves.

THE FRIENDS OF WELLS CATHEDRAL THE REPORT OF THE TRUSTEES

Structure, governance and management

The charity is governed by a written constitution. Its registered charity number is 208797.

The trustees who have served during the year and since the year ended are set out on page 1.

The **Friends' Council** consists of the Chairman, the Honorary Treasurer, the Membership Secretary, a maximum of two individuals from the Chapter to be appointed by the Chapter and a maximum of seven individuals who shall not be members of the Chapter. The maximum number on the Council shall be twelve and each member of the Council shall be a Member of the Friends. The board of trustees meets regularly as a full board.

All questions at any meeting are determined by simple majority votes cast by members present, with each member having one vote. In the event of an equality of votes, the Chair may exercise a second vote as a casting vote.

Members

Any individual or association (whether corporate or unincorporated) shall be entitled to annual membership who shall have paid a first subscription of such minimum sum as shall be fixed from time to time by the Friends' Council, and whose subscription shall have been accepted and acknowledged by the Friends.

All matters concerning the organisation, business, policies and finance of the Friends shall be dealt with by the Friends' Council.

Risk management

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Key management remuneration

The trustees are considered to be the key management of the charity. No remuneration is paid to any trustee (2018: £nil).

THE FRIENDS OF WELLS CATHEDRAL THE REPORT OF THE TRUSTEES

Statement of trustees' responsibilities

The charity trustees are responsible for preparing the trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity 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 income and expenditure 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 judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which 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 constitution. 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.

Michael Hopkins Chairman Geoffrey Egan Treasurer

Approved for signature by the Friends' Council on

THE FRIENDS OF WELLS CATHEDRAL INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FRIENDS OF WELLS CATHEDRAL

I report to the trustees on my examination of the accounts of The Friends of Wells Cathedral for the year ended 31 December 2019.

Responsibilities and basis of report

As the charity trustees of The Friends of Wells Cathedral you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 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 Act.

Independent examiner's statement

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

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- 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.

Alexandra Shore FCA DChA A C Mole & Sons Chartered Accountants Stafford House Blackbrook Park Avenue Taunton TA1 2PX

Date:

THE FRIENDS OF WELLS CATHEDRAL STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	Unrestricted £	Designated £	Restricted £	2019 £	2018 £
INCOME		~	~	~	~	~
Donations and legacies	2 3	73,427	-	-	73,427	82,194
Other trading activities Investment income	4	4,695 1,021	-	-	4,695 1,021	2,671 1,325
Other income	5	54	-	-	54	78,605
TOTAL INCOME	-	79,197	-	-	79,197	164,795
EXPENDITURE						
Costs of raising funds		24,220	107.544	-	24,220	14,143
Charitable activities	_	7,450	137,544	-	144,994	157,643
TOTAL EXPENDITURE	6	31,670	137,544	-	169,214	171,786
NET GAINS ON INVESTMENTS	-	58,406	-		58,406	6,540
NET INCOME/(EXPENDITURE)		105,933	(137,544)	-	(31,611)	(451)
Transfers between funds		(8,073)	8,073	-	-	-
NET MOVEMENT IN FUNDS	-	97,860	(129,471)	-	(31,611)	(451)
TOTAL FUNDS BROUGHT FORWARD	-	225,971	148,541	3,094	377,606	378,057
TOTAL FUNDS CARRIED FORWARD	15	323,831	19,070	3,094	345,995	377,606

The notes on pages 9 to 18 form part of the financial statements.

THE FRIENDS OF WELLS CATHEDRAL **BALANCE SHEET** AS AT 31 DECEMBER 2019

		20	19	20	18
	Note	£	£	£	£
FIXED ASSETS	1.1				
Tangible assets Investments	11 12		318,981		335,575
investments	12		310,961		333,373
CURRENT ASSETS					
Debtors	13	4,200		6,319	
Cash at bank and in hand		55,208		42,452	
	_	59,408		48,771	
CURRENT LIABILITIES					
Creditors: Amounts falling due within one year	14	32,394		6,740	
	_				
NET CURRENT ASSETS			27,014		42,031
		-		_	
TOTAL NET ASSETS			345,995		377,606
		=	<u> </u>	=	
THE FUNDS OF THE CHARITY					
Unrestricted revenue funds			323,831		225,971
Designated funds			19,070		148,541
		-		-	
Unrestricted funds			342,901		374,512
Restricted revenue funds			3,094		3,094
		-	· 	-	
TOTAL CHARITY FUNDS	15		345,995		377,606
	13	Ē	213,773	=	377,000

Approved for signature by the Friends' Council on

Mr Michael Hopkins

Chairman

The notes on pages 9 to 18 form part of the financial statements.

Mr Geoffrey Egan

Treasurer

THE FRIENDS OF WELLS CATHEDRAL STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2019

	Note	Total 2019 £	Total 2018 £
Net cash (used in) operating activities	16	(63,265)	(13,842)
Cash flows from investing activities:		1.001	1 22 5
Interest from investments Proceeds from disposal of investments		1,021 75,000	1,325 40,000
Net cash provided by investing activities		76,021	41,325
Change in cash and cash equivalents in the year		12,756	27,483
Cash and cash equivalents brought forward		42,452	14,969
Cash and cash equivalents carried forward	17	55,208	42,452

The notes on pages 9 to 18 form part of the financial statements

1 Accounting Policies

Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated below. 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) (effective 1 January 2019) Update Bulletins 1 and 2, and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income recognition

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.

Life membership subscriptions

As life memberships are not for a predetermined number of years, an exact apportionment of the income over the period of membership is not practicable. Therefore, we have adopted the policy of taking one-eighth of the balance in the fund in an attempt to recognise the subscription income over the period of life membership.

Legacy income

Legacy income is recognised in the financial statements in the period in which it is received or when there is sufficient evidence that the legacy will be received, and the legacy can be measured reliably.

Investment income

Bank interest is recognised when receivable.

Expenditure recognition

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Charitable expenditure

Charitable expenditure includes grants and support costs.

Grants payable in furtherance of the charity's objectives

The charity receives grant applications from the Chapter of Wells Cathedral and every application is considered by the board of trustees in relation to pre-agreed parameters. The board may accept or reject the application or accept the application subject to conditions. At 31 December 2019 the charity had approved grants of £Nil (2018: £129,175) which had not yet been formally communicated to the recipients. Therefore, in accordance with the Statement of Recommended Practice, a liability for these grants has not been recognised within these financial statements but the funds to make the grant payments have been set aside within designated funds.

Taxation

As a registered charity, the organisation is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the organisation, and is therefore included in the relevant costs in the Statement of Financial Activities.

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance working capital.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy on the allocation of funds to designated funds.

There is no formal policy of transfer between funds, other than that described under the Life Membership Subscriptions policy above. Any proposed transfer between funds would be considered on the particular circumstances.

Fixed assets

Fixed assets are capitalised if the value exceeds £1,000. Fixed assets are initially recognised at cost. Depreciation is provided on office equipment at the following annual rates in order to write off each asset over its estimated useful life:

Computer 33 1/3% pa on cost

Investments

Investments are stated at market value as at the balance sheet date. Any gain or loss on revaluation is taken to the statement of financial activities.

Cash and cash equivalents

Cash and cash equivalents represents cash in hand and in instant access bank account.

10

Financial instruments

The charity only has financial assets and liabilities that qualify as basic financial instruments. Basic financial instruments are recognised at transaction price and subsequently measured at their fair value.

Critical accounting judgements and estimation uncertainty

The preparation of the financial statements in conformity with FRS 102 requires the trustees to make judgements, estimates and assumptions that affect the application of policies and the amounts recognised in the financial statements. The trustees are of the opinion that there were no critical accounting judgements or key sources of estimation uncertainty in the current year.

2	Donations and legacies	2019	2018
		£	£
	Legacies	24,962	35,528
	Subscriptions	45,670	41,310
	Donations and appeals	2,795	5,356
	<u>-</u>		
	<u>-</u>	73,427	82,194
	In 2019 donations of £nil were restricted (2018 - £3,094).		
3	Other trading activities - unrestricted	2019	2018
	outer visualing west visuals and controlled	£	£
	Fund-raising events	4,695	2,671
4	Investment income - unrestricted	2019	2018
•	investment income - unitestricted	£	£
	Interest received	1,021	1,325
5	Other income - unrestricted	2019	2018
		£	£
	Miscellaneous income	54	78,605
	Wilsechaneous meome		70,003

Last year, miscellaneous income included £78,328 of monies returned from Wells Cathedral in respect of the Nave roof repair that was no longer required.

6	Expenditure			
		Support		Total
		Costs	Grants	2019
		£	£	£

Costs of raising funds	24,220	142,360	24,220	14,143
Charitable activities	2,634		144,994	157,643
	26,854	142,360	169,214	171,786

Total 2018 £

Expenditure in the year consisted of £31,670 unrestricted (2018: £27,966), designated £137,544 (2018: £143,102) and restricted £Nil (2018: £718).

Analysis of support costs Total	Total
2019	2018
${\bf \mathfrak{t}}$	£
General office	10,921
Independent Examination 2,634	1,800
Computer/website costs 5,546	732
Event costs 5,527	2,490
26,854	15,943

7 Grants

	Total	Total
	2019	2018
	£	£
Unrestricted		
Flowers	1,500	1,500
Voluntary Choir	2,250	2,500
Mary Mitchell Garden	464	1,308
Cassocks and Robes	602	1,915
Wellsprings	-	150
Bells Muffles	-	650
LED Bulbs for Nave Triforium		4,000
	4,816	12,023

Designated

Quinguennial Inspection	9,843	-
High Parts – Health & Safety work	40	134,483
North Trancrest	18,627	-
Boilers	79,034	-
Friends Building	-	6,750
Stained Glass booklet	-	1,869
Sound System	30,000	
	137,544	143,102

7 Grants (continued)

,	Restricted Stained Glass Booklet	Total 2019 £	Total 2018 £ 718 718
		142,360	155,843
8	Net expenditure before transfers	2019 £	2018 £
	This is stated after charging:		
	Independent examination	2,634	1,800

9 Trustee remuneration and related party transactions

No remuneration was paid to trustees during the year (2018 – £nil).

Expenses of £134 (2018: £135) were paid to Mr G Egan in respect of his role as treasurer.

During the year Mr G Egan, a trustee, donated £nil towards the Friends' Building Fund appeal (2018 - £50).

Indemnity insurance has been taken out on behalf of the trustees.

No member of the board or other persons related to the charity had any personal interest in any transaction entered into by the charity during the current or previous year.

10 Staff Costs

There are no employees (2018 - nil).

11	Fixed Assets	$\begin{matrix} \text{Computers} \\ \pounds \end{matrix}$
	Cost	
	At 1 January and 31 December 2019	14,579
	Depreciation	
	At 1 January and 31 December 2019	14,579
	Net Book Value	
	At 1 January and 31 December 2019	

12	Investments	Listed investments £	Term deposit £	Total £
	Market value as at 1 January 2019	260,575	75,000	335,575
	Disposals	-	(75,000)	(75,000)
	Increase in market value	58,406	-	58,406
	Market value as at 31 December 2019	318,981	-	318,981
	Fixed asset investments have been stated at current market value as at 31	December 2019		
13	Debtors		2019	2018
			£	£
	Gift aid tax recoverable		4,200	3,600
	Interest receivable		-	2,719
			4,200	6,319
14	Creditors: Amounts falling due within one year		2019	2018
			£	£
	Accruals for grants payable		30,000	5,000
	Other accruals		2,394	1,740
			32,394	6,740

15 Statement of funds

Analysis of movements in funds

	Opening		Investment			Closing
	Balances	Income	Expenditure	Gain	Transfers	Balances
	£	£	£	£	£	£
Unrestricted funds						
General	225,971	79,197	(31,670)	58,406	(8,073)	323,831
Designated funds						
Life Fund	14,366	-	-	-	(1,796)	12,570
High Parts Health &						
Safety Work	5,517	-	(40)	-	(5,477)	-
Choristers Trust	5,000	-	-	-	(5,000)	-
Boilers	80,000	-	(79,034)	-	(966)	-
North Transept	32,500	-	(18,627)	-	(13,873)	-
Quinquennial Inspection	10,000	-	(9,843)	-	(157)	-
Book-Calling the Changes	1,158	-	-	-	(1,158)	-
Sound System	-	-	(30,000)	-	30,000	-
Friends' Weekend	-	-	-	-	3,000	3,000
Advertising	-	-	-	-	1,500	1,500
Computer	-	-	-	-	2,000	2,000
-	148,541	-	(137,544)	-	8,073	19,070
Restricted income funds						
Friends Building	3,094	_	_	-	-	3,094
_	3,094	-	-	-	-	3,094
Total Charity Funds	377,606	79,197	(169,214)	58,406	-	345,995

The transfers from unrestricted funds to designated funds represents monies for specific projects that have been agreed by the trustees.

The transfer from the life fund to the unrestricted fund represents the release of life membership as stated below.

Purpose of funds

Life Fund: To defray life membership income over a period of 8 years.

High Parts Health & Safety Work: To facilitate visitor access to the central tower and certain roof spaces.

Choristers Trust: A grant given of £5,000 per annum for five years to support the work of the choristers trust.

Boilers: Monies towards replacing the central heating boilers and ancillary works.

North Transept: Monies to allow the completion of preliminary works in relation to the conservation and repair of the north elevation of the north transept of the Cathedral.

Quinquennial Inspection: Monies of up to £10,000 as a contribution towards costs including hiring a cherry picker.

15 **Statement of funds (continued)**

Book-Calling the Changes: Monies to acquire 250 copies of "The Bells of Wells Cathedral" books to be sold through the Cathedral shops.

Sound System: A new sound installation for the main body of the Cathedral.

Friends' Weekend: An allowance for the expenditure over the Friends' three-day weekend.

Advertising: Advertising allowance for 2020.

Computer: An allowance for computer equipment in 2020.

Friends' Building: Monies towards the costs of maintaining the Friends' building.

Summary of net assets by fund

Summing of new dispets by runu	Unrestricted £	Designated £	Restricted £	2019 Total £	2018 Total		
Fixed assets	∠	£	£	£	£		
Investments	269,911	49,070	-	318,981	335,575		
Current assets							
Debtors	4,200	-	-	4,200	6,319		
Bank	52,114	-	3,094	55,208	42,452		
<u>Liabilities</u>							
Creditors: due within one year	(2,394)	(30,000)	-	(32,394)	(6,740)		
	323,831	19,070	3,094	345,995	377,606		
Reconciliation of net movement in funds to net cash flow from operating activities							
		•		2019	2018		
				£	f		

16

	£	£
Net movement in funds	(31,611)	(451)
Adjustments for:		
Interest from investments	(1,021)	(1,325)
Gains on investments	(58,406)	(6,540)
Decrease/(increase) in debtors	2,119	(526)
Increase(decrease) in creditors	25,654	(5,000)
		
Net cash (used in) operating activities	(63,265)	(13,842)

17 Analysis of cash and cash equivalents

Analysis of cush and cush equivalents	2019 £	2018 £
Cash at bank	55,208	42,452
Total cash and cash equivalents	55,208	42,452

18 Comparative Statement of funds and Summary of net assets for the year to 31 December 2018

Analysis of movements in funds

	Opening			Investment		Closing
	Balances	Income	Expenditure	Gain	Transfers	Balances
	£	£	£	£	£	£
Unrestricted funds						
General	222,921	161,701	(27,966)	6,540	(137,225)	225,971
Designated funds						
Life Fund	16,418	-	-	-	(2,052)	14,366
High Parts Health & Safety						
Work	124,000	-	(134,483)	-	16,000	5,517
Friends Building	-	-	(6,750)	-	6,750	-
Stained Glass Booklet	4,000	-	(1,869)	-	(2,131)	-
Choristers Trust	10,000	-	-	-	(5,000)	5,000
Boilers	-	-	-	-	80,000	80,000
North Transept	-	-	-	-	32,500	32,500
Quinquennial Inspection	-	-	-	-	10,000	10,000
Book-Calling the changes	-	-	-	-	1,158	1,158
	154,418	-	(143,102)	-	137,225	148,541
Restricted income funds						
Friends Building	-	3,094	-	-	-	3,094
Stained Glass Booklet	718	-	(718)	_		
	718	3,094	(718)	-		3,094
Total Charity Funds	378,057	164,795	(171,786)	6,540	-	377,606

Comparative Statement of funds and Summary of net assets for the year to 31 December 2018 (continued)

Summary of net assets by fund

				2018
	Unrestricted	Designated	Restricted	Total
	${\mathfrak L}$	£	£	£
Fixed assets				
Investments	182,034	153,541	-	335,575
<u>Current assets</u>				
Debtors	6,319	-	-	6,319
Bank	39,358	-	3,094	42,452
<u>Liabilities</u>				
Creditors: due within one year	(1,740)	(5,000)	-	(6,740)
	225,971	148,541	3,094	377,606
	·			