COMPANY REGISTRATION NUMBER: 5644439 CHARITY REGISTRATION NUMBER: 1119468

# PLIAS RESETTLEMENT LTD Company Limited by Guarantee Unaudited Financial Statements 31 December 2019

**PEARLMAN ROSE** 

Chartered accountants 39-40 Skylines Village Limeharbour, Docklands London E14 9TS

# **Company Limited by Guarantee**

# **Financial Statements**

# Year ended 31 December 2019

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#### **Company Limited by Guarantee**

#### Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 December 2019

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 December 2019.

#### Reference and administrative details

Registered charity name PLIAS RESETTLEMENT LTD

Charity registration number 1119468

Company registration number 5644439

Principal office and registered Unit 12, Bridge Park Complex

office

Harrow Road Brentfield **NW10 0RG** London

#### **The Management Committee**

The Management Committee who served the charity during the period were as follows:

Mr David Truswell (Chair) Mrs Noreen Muir (Treasurer) Mr Michael Lazarus (Trustee) Mrs Carol Harrison Read

Mr Tajean Hutton

Ms Norma Hoyte (Company Secretary & Director) **Senior Management Team** 

Mr Tom Chandler (Director)

Pearlman Rose **Accountants** 

> **Chartered Accountants** 39-40 Skylines Village Limeharbour, Docklands

London E14 9TS

**Bankers HSBC Bank Plc** 

122 Wembley Park Drive

Middlesex **HA9 8HT** 

#### **Company Limited by Guarantee**

# Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 December 2019

#### **Our Vision**

Our vision remains to work collaboratively and constructively through a partnership approach to help make neighbourhoods a safer place for the community. We work towards combating crime, reducing the risks of reoffending, reducing the fear of crime and supporting alternative choices for individuals who may be at risk of committing crime.

#### **Our Mission**

Our mission is to support the resettlement and integration of offenders back into the community, thereby improving their life chances and future prospects.

#### Principal activity and review of the business:

PLIAS Resettlement is a third sector organisation specialising in offender/ex-offender rehabilitation. Our overall aim is to reduce the risks of re-offending as defined by the National Offender Management Pathways to increase the confidence of our beneficiaries and help them to make positive and lasting change in their lives.

#### PLIAS services meet 5 strategic objectives:

- To reduce the risks of re-offending
- · To support ex-offender community reintegration/rehabilitation/resettlement
- · To support ex-offenders suffering labour market exclusion
- · To provide education/training for unemployed ex-prisoners
- · To develop/support alternatives to crime/offending for youths identified as 'at risk'

#### The range of PLIAS services includes:

- · Personal development workshops
- · Employment information, advice and guidance
- · Employer engagement and job search support
- Job application and CV writing workshops
- Interview techniques, motivation and confidence building
- · Skills assessment and development including functional skills (literacy, numeracy and IT)
- · Housing and benefits advice, guidance and signposting to additional support
- 1:1 mentoring support and advocacy support
- · Assistance with mental health issues and alcohol/drug misuse
- · Prisoner pre-release support careers information, advice and guidance

PLIAS has been able to make important headway over the last few years, not only in consolidating its financial position in an era of high uncertainty across the voluntary sector, but also its approach to service development and delivery with a focus on quality, innovation and effective support for staff and volunteers as well as the clients the organisation serves. While we cannot be complacent, as the volatile climate that the voluntary sector continues to struggle with shows no signs of abating, this past year has seen some remarkable achievements by PLIAS that have built on the steady focus on development and quality provision. Everyone involved with PLIAS at the staff and voluntary levels are commended for the efforts they have put in.

#### **Company Limited by Guarantee**

#### Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 December 2019

We have continued to provide support to those using our services and to build on our reputation as a significant voice in the criminal justice field. Trustees, Directors and staff members have worked together to deliver our services in the midst of tremendous changes with housing and the new welfare benefit system. We thank all our funders for the financial support provided during 2019.

We have developed our employment and training programmes to take into account the realities of today's labour market. In the continuing economic downturn, many of our clients need longer term support to address the difficulties they faced during a time when they lacked the most basic skills.

This year we held our second Community Award Ceremony to celebrate and recognise the contribution of the unsung heroes who volunteer their time to support our service users. Thank you for the time and commitment you put in on a weekly basis to help our clients navigate their way through various forms and helping them to find suitable training and employment. Your support has not gone unnoticed.

We are also looking seriously at expanding the PLIAS service outside of London to Luton in the next few years after a detailed feasibility study undertaken last year, approved by the PLIAS board. We want to take the strengths of the PLIAS model forward in this new area where we believe there are gaps in existing provision.

A new government will no doubt bring new changes to criminal justice policy and funding and we have yet to understand what impacts leaving the EU will have on the criminal justice field. So, lots to look forward to in the coming year with no doubt new challenges to meet and overcome. Thanks to all for their continuing efforts to shine in their involvement with PLIAS and let's advance in this spirit into the future.

#### **Company Limited by Guarantee**

# Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 December 2019

#### 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 and Wales requires the charity trustees to prepare financial statements for each 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 applicable 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 business.

The trustees are responsible for keeping adequate 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 applicable Charities (Accounts and Reports) Regulations, 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.

#### Reserve statement

The trustees have been keen to ensure that PLIAS Resettlement have been able to take advantage of appropriate funding opportunities to undertake its work.

The trustees will continue to maintain levels of reserves sufficiently to cover the charity's obligations in the event of winding up.

#### Independent examiner

Mohammad Jilani has been re-appointed as independent examiner for the ensuing year.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

D Truswell

Chair of the Board of Trustees

#### **Company Limited by Guarantee**

#### Independent Examiner's Report to the Trustees of PLIAS RESETTLEMENT LTD

#### Year ended 31 December 2019

I report to the trustees on my examination of the financial statements of PLIAS RESETTLEMENT LTD ('the charity') for the year ended 31 December 2019.

#### Responsibilities and basis of report

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

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

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

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

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

Mohammad Jilani Independent Examiner 26 10 (20 Date

Pearlman Rose Chartered Accountants 39-40 Skylines Village Limeharbour, Docklands London E14 9TS

# **Company Limited by Guarantee**

# Statement of Financial Activities (including income and expenditure account)

#### Year ended 31 December 2019

		Uprostricted	2019		2018
	Note	Unrestricted funds	Restricted funds	Total funds	Total funds
Income and endowments Charitable activities	5	567,050	49,920	616,970	507,037
Investment income	6	394		394	231
Total income		567,444	49,920	617,364	507,268
Expenditure Expenditure on charitable activities	7	564,998	27,919	592,917	591,077
Total expenditure		564,998	27,919	592,917	591,077
Net income/(expenditure) and net		-			
movement in funds		2,446	22,001	24,447	(83,809)
Reconciliation of funds Total funds brought forward		258,215	6,249	264,464	348,273
Total funds carried forward		260,661	28,250	288,911	264,464

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# **Company Limited by Guarantee**

#### Statement of Financial Position

#### 31 December 2019

	0040		
	2019		2018
ote	£	£	£
13		37,736	20,011
14	88,985		51,534
	178,496		205,852
	267,481		257,386
15	16,306		12,933
	·	251,175	244,453
		288,911	264,464
		288,911	264,464
		28 250	6,249
		260,661	258,215
17		288,911	264,464
	ote 13 14 15	ote £  13  14  88,985  178,496  267,481  15  16,306	13 37,736  14 88,985 178,496 267,481  15 16,306  251,175 288,911 288,911 289,250 260,661

For the year ending 31 December 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on ....22.1.10.1.2020..., and are signed on behalf of the board by:

D Truswell Trustee

# **Company Limited by Guarantee**

# **Statement of Cash Flows**

#### Year ended 31 December 2019

	2019 £	2018 £
Cash flows from operating activities Net income/(expenditure)	24,447	(83,809)
Adjustments for: Depreciation of tangible fixed assets Other interest receivable and similar income Interest payable and similar charges Accrued expenses	6,659 (394) 577 1,150	3,532 (231) 286 25
Changes in: Trade and other debtors Trade and other creditors	(37,451) 2,223	(3,601) (5,445)
Cash generated from operations	(2,789)	(89,243)
Interest paid Interest received	(577) 394	(286) 231
Net cash used in operating activities	(2,972)	(89,298)
Cash flows from investing activities Purchase of tangible assets	(24,384)	(17,666)
Net cash used in investing activities	(24,384)	(17,666)
Net decrease in cash and cash equivalents Cash and cash equivalents at beginning of year	(27,356) 205,852	(106,964) 312,816
Cash and cash equivalents at end of year	178,496	205,852

#### **Company Limited by Guarantee**

#### **Notes to the Financial Statements**

#### Year ended 31 December 2019

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Unit 12, Bridge Park Complex, Harrow Road, Brentfield, NW10 0RG, London.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

#### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Going concern

There are no material uncertainties about the charity's ability to continue.

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 December 2019

#### 3. Accounting policies (continued)

#### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the
  contracted service. This is classified as unrestricted funds unless there is a contractual
  requirement for it to be spent on a particular purpose and returned if unspent, in which case
  it may be regarded as restricted.

#### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking
  activities that further its charitable aims for the benefit of its beneficiaries, including those
  support costs and costs relating to the governance of the charity apportioned to charitable
  activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### **Tangible assets**

All fixed assets are initially recorded at cost and are subsequently stated at cost less any accumulated depreciation. Any fixed assets carried at revalued amounts are recorded at the market value at the balance sheet date.

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 December 2019

#### 3. Accounting policies (continued)

#### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment

15 - 20% on cost

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### **Financial instruments**

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 December 2019

#### 3. Accounting policies (continued)

#### Financial instruments (continued)

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

#### **Defined contribution plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The charity is a company limited by guarantee and has no share capital.

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

# Year ended 31 December 2019

#### 5. Charitable activities

	Unrestricted	Restricted	<b>Total Funds</b>
	Funds	Funds	2019
	£	£	£
Prospects Information & Support	312,557	_	312,557
G4S Family Works	170,783	_	170,783
Other income	2,525	_	2,525
London Community Foundation	_	18,545	18,545
Lloyds Bank Foundation	<del>_</del>	25,000	25,000
Paddington Development Trust	20,000	_	20,000
Gla Young London	36,700	_	36,700
Brunel University	2,800	_	2,800
Brent Council - Breaking Barriers Project	<del>-</del>	6,375	6,375
Action West London	15,000	-	15,000
Wormwoods Scrubs	3,960	-	3,960
Gift aid	2,725		2,725
	567,050	49,920	616,970

	Unrestricted	Restricted	<b>Total Funds</b>
	Funds	Funds	2018
	£	£	£
Prospects Information & Support	336,395	_	336,395
G4S Family Works	88,613	_	88,613
A De Mont Legacy	=	10,360	10,360
Other income	2,952		2,952
Lloyds Bank Foundation	-	25,000	25,000
Brunel University	2,800	_	2,800
Brent Council - Breaking Barriers Project	-	28,400	28,400
Gift aid	12,517	-	12,517
	443,277	63,760	507,037

#### 6. Investment income

	Unrestricted	<b>Total Funds</b>	Unrestricted	<b>Total Funds</b>
	Funds	2019	Funds	2018
	£	£	£	£
Interest receivable	394	394	231	231
			-	

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

# Year ended 31 December 2019

# 7. Expenditure on charitable activities by activity type

8.

9.

	Unrestricted funds £	Restricted funds	Total funds 2019 £	Total funds 2018 £
Wages & Salaries	253,231	25,642	278,873	256,773
Directors remuneration	112,990	-	112,990	101,737
Employer's NI	9,947	277	10,224	30,033
Rent payable	28,701	=	28,701	22,295
Repairs & maintenance Insurance	992 1,585	-	992	1,118 3,116
Printing, postage & stationary	14,410	-	1,585 14,410	13,726
Telephone & fax	4,694		4,694	4,847
Education training & Project costs	76,313	2,000	78,313	96,072
Travel & subsistence	8,112		8,112	10,261
Volunteer expenses	3,210	=	3,210	8,887
Staff welfare	14,321	-	14,321	8,531
Governance costs	36,492		36,492	33,681
	564,998	27,919	592,917	591,077
Governance costs				
			2019 £	2018 £
Accountancy fees			5,200	5,200
Consultancy fees			20,919	15,723
Professional fees			3,138	8,940
Bank charges Depreciation			576 6,659	286
Depreciation			0,039	3,532
			36,492	33,681
Net expenditure				
Net expenditure is stated after charging/(	(crediting):		2019	2018
			£	£
Depreciation of tangible fixed assets			6,659	3,532
Independent examination fees				
			2019	2018
Fees payable to the independent examin	er for		£	£
Independent examination of the financial			3,000	3,000

#### **Company Limited by Guarantee**

#### Notes to the Financial Statements (continued)

#### Year ended 31 December 2019

#### 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2019	2018
	£	£
Wages and salaries	380,392	348,715
Social security costs	10,224	30,033
Employer contributions to pension plans	11,471	9,795
	402,087	388,543

The average head count of employees during the year was 11 (2018: 11). The average number of full-time equivalent employees during the year is analysed as follows:

	2019	2018
	No.	No.
Number of staff - Administration	9	9
Number of staff - Management	2	2
	· · · · · · · · · · · · · · · · · · ·	
	11	11

No employee received employee benefits of more than £60,000 during the year (2018: Nil).

#### 11. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 12. Tangible fixed assets

	Equipment £	Total £
Cost At 1 January 2019 Additions	153,618 24,384	153,618 24,384
At 31 December 2019	178,002	178,002
<b>Depreciation</b> At 1 January 2019 Charge for the year	133,607 6,659	133,607 6,659
At 31 December 2019	140,266	140,266
Carrying amount At 31 December 2019	37,736	37,736
At 31 December 2018	20,011	20,011

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

#### Year ended 31 December 2019

13.	Debtors		
	Trade debtors Other debtors	2019 £ 84,259 4,726	2018 £ 46,864 4,670
4.4	Creditore, emercate felling due within and year	88,985	51,534
14.	Creditors: amounts falling due within one year		
		2019 £	2018 £
	Trade creditors Accruals and deferred income	216 2,500	187 1,350
	Social security and other taxes Other creditors	10,453 3,137	9,398 1,998
		16,306	12,933

#### 15. Pensions and other post retirement benefits

#### **Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £11,471 (2018: £9,795).

#### 16. Analysis of charitable funds

#### Unrestricted funds

General funds	At 1 January 2019 £ 258,215	Income £ 567,444	Expenditure £ (564,998)	At 1 December 2019 £ 260,661
General funds	At 1 January 2018 £ 282,551	Income £ 443,508	Expenditure £ (467,844)	At 31 December 2018 £ 258,215

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

# Year ended 31 December 2019

	Restricted funds	At			At
	Restricted Funds	1 January 2019 £ 6,249	Income £ 49,920	Expenditure £ (27,919)	2019 £ 28,250
	Restricted Funds	At 1 January 2018 £ 65,722	Income £ 63,760	Expenditure £ (123,233)	At 1 December 2018 £ 6,249
17.	Analysis of changes in net debt				
	Cash at bank and in hand	At	1 Jan 2019 £ 205,852	Cash flows 3 £ (27,356)	At 1 Dec 2019 £ 178,496