

# **Chatterbus CIO**

Charity Number 1173907

### Financial Statements for the year to 31<sup>st</sup> March 2020

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### **Chatterbus CIO**

#### Charity Number 1173907

### Chairman's Statement and Trustee Report for the year to 31st March 2020

The Chatterbus has been operating the C1 and the C2 services for five years in and around Cobham and we have continued to make good progress on all fronts.

Passenger numbers are broadly similar to last year while passenger fare income at  $\pounds$ 33,969 was slightly higher as we had a fare increase for longer journeys during the year. Our numbers were impacted by the train strike in the 3rd quarter reducing our commuter traffic and the start of the coronavirus pandemic in March. We took the decision to suspend the bus service from March 26th, 2020. In the financial year to the end of March 2020 our net income at £12,016 has enabled us to increase our reserves which will help towards the difficult times ahead due to this coronavirus impact. Our reserves remain small at £32,430 having regard to the nature of our operation and we shall continue to try and build these up year by year as opportunities arise, but this will not be easy.

Our drivers continue to provide excellent customer service and as the public face of the Chatterbus they are key to the Chatterbus' friendly and punctual service and I should like to take this opportunity to thank them for their commitment to our service and our values. Inevitability the reliability of our service is impacted by roadworks which crop up on all our routes, however the introduction of electronic indicators at the main bus stops has at least given information to customers when the bus is delayed.

A major enhancement in 2020 was the introduction of contactless ticket machines in our main and replacement bus, although this was in operation for only a few weeks before the bus operation was suspended we had very positive feedback and we hope this initiative will make the bus more attractive to existing and new customers in a post Covid 19 environment. We were able to provide the new machines thanks to the support of Elmbridge Borough Council, our local Surrey County Councillor and business supporters. These machines, apart from providing real time information to the electronic indicators in the bus shelters, also give us information of where our passengers board the bus. This will be invaluable for route planning in the future.

As a charity we are very conscious of our commitment to the local community and in 2019 we launched our own Chatterbus Concession card. This is for those passengers who wish to use the bus but cannot afford the fares and who are not eligible for existing Government or local authority concessions. We have given out around 30 concession cards in 2019 and 2020 and I should like to thank the Cobham Foodbank for their help in this initiative.

Support from local community organisations is especially important to us, St Mary's Church at Stoke D'Abernon donated half their Christmas collections, Cobham and Downside and the Stoke Residents Association, Cobham Conservation and Heritage Trust and The Cobham Garden Club were also generous and we thank them all. Contributions from these organisations and others went to fund the bus and the concession scheme. The energetic fund-raising activities by our own "Friends of Chatterbus" arm included a gin tasting and a quiz which raised over £2,500. The

Chatterbus is also partaking in the Elmbridge lottery which gives us another avenue to raise funds.

This bus service could not run without the generous support of our founding sponsors, Elmbridge Borough Council, Surrey County Council and Chelsea Football Club Foundation whose support has been steadfast from the outset.

I should also like to thank all our business supporters whether they advertise inside or outside the bus or just give us donations to "keep the wheels of the bus going round".

I should like to thank all the volunteers, and all those generous friends and members of the public who have donated to the charity throughout the year. I should also like to thank all our Board of Directors who give of their time selflessly to make this Bus service so successful.

As well as our drivers, I should like to thank the team at East Surrey Rural Transport Partnership, for the excellent service they provide for us and for reacting so quickly to the rare occasions when unforeseen problems have occurred

The need to always find new sponsors and advertisers and our other risks including operational risks are considered regularly by our Risk Committee which reports to our Board at its appropriate quarterly meetings.

Although our bus service has been operating for five years, we believe there is still room for further growth. Getting the bus back into operation following the pandemic lock down will be challenging in the short term. However, looking further forward we are currently considering the feasibility of introducing a second bus for the service. With the impact of Climate Change, likely changes in working patterns and the need for everyone to be living in a more sustainable way that is kinder to the environment, we believe that the Chatterbus continues to have a role to play although the residual impact of Covid 19 may mean we have to look to a slightly longer timescale to achieve our ambitions.

Finally, I should like to thank our Board of Trustees for all their hard work and support and, in particular, our Vice Chair Cllr Mary Lewis who has been so helpful on many fronts opening many doors for us.

Sir Gerald Acher CBE LVO Chairman

Constitution and governance

The Charity is set up as a Charitable Incorporated Organisation (CIO) under a CIO Foundation Trust Deed registered on 24 July 2017.

The purpose of the charity is to provide transport facilities in North Surrey and surrounding area for people who have special need of such facilities because they

are elderly, poor or disabled, people with young children or those living in isolated areas where there are no adequate public transport facilities.

The Chatterbus CIO is aiming to build up reserves to maintain an uninterrupted service for its beneficiaries and has net assets at the 31st March 2020 of £32,430. Supporters of the Chatterbus have committed funds for several years. However, the charity is also reliant on fundraising and short-term grants from sponsors.

The Trustee Board members are all volunteers and new Trustee Board members are approved by the existing Board. The Board are aware of and have due regard to the guidance issued by the Charity Commission on public benefit. The Board and other volunteers contribute to the marketing, timetables and general administration of the Chatterbus including oversight of the bus operator.

#### **Trustee Board**

Sir Gerald Acher CBE LVO Ian Nelson FCA David Bellchamber Mary Lewis Susan Graves Lady Joyce Acher Andrew Burley Jeremy Taylor Fiona Briscoe

Charity's principal address

18, Lockhart Road. Cobham KT11 2AX

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's Trustee Board

Signature

all follow

Full name

Sir Gerald Acher CBE LVO Chairman

David Bellchamber Secretary to the Trustees

22rd July 2020.

Date

22. July 2020



CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Report to the trustees/ members of	Chatterbus CIO			
On accounts for the year ended	31 March 2020	Charity no	1173907	
Set out on pages	6	5 to 18		
	l report to the trustees on my examinat ("the Trust") for the year ended <b>31 / 0</b> 3		the above charity	
Responsibilities and basis of report	As the charity's trustees, 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 o section 145 of the 2011 Act and in carry the applicable Directions given by the C of the Act.	ying out my examinatio	n, I have followed all	
Independent examiner's statement	<ul> <li>I have completed my examination. I conto my attention in connection with the believe that in, any material respect: <ul> <li>the accounting records were noto Charities Act; or</li> <li>the accounts did not accord with</li> <li>the accounts did not comply with the form and content of account Reports) Regulations 2008 other give a 'true and fair' view which independent examination.</li> </ul> </li> <li>I have no concerns and have come and the second sec</li></ul>	examination which give t kept in accordance wi h the accounting record th the applicable require ts set out in the Charitie r than any requirement is not a matter conside	es me cause to th section 130 of the s; or ements concerning es (Accounts and that the accounts red as part of an	
	the examination to which attention enable a proper understanding of th	should be drawn in this	report in order to	
Signed:	5-	Date:	stAugustZ020	
Name: (	David Hulf			
Relevant professional qualification(s) or body):	Chartered Accountant - ICAEW			
Address:	24. Ferndown Gardens, Cobham KT11 2	BH		

	Chatterb	1173907			
FOR ENGLAND AND WALES					
	Period start	-Apr-19	to <b>31-Mar-20</b>		
Ι.	date 01	Арг-тэ		01-Mai-20	
Section A	Statement of	of financia	l activitie	S	
Recommended categories by activity	Guidance	2 Unrestricted funds £	Total funds £	Prior Year to 31/03/2019 £	
Incoming resources (Note 3)		L	Ľ	Ľ	
Income and endowments from:					
Donations and legacies	S01	79,399	79,399	73,807	
Charitable activities	S02	33,945	33,945	33,375	
Other trading activities	<b>S0</b> 3	2,672	2,672	1,833	
Total	S07	116,016	116,016	109,015	
Resources expended (Note 6)					
Expenditure on:					
Charitable activities	S09	104,000	104,000	94,432	
Total	S12	104,000	104,000	94,432	
Net income/(expenditure) before gains/(losses)	<b>e investment</b> S13	12,016	12,016	14,583	
Net gains/(losses) on investments	S14		-	- -	
Net income/(expenditure)	S15	12,016	12,016	14,583	
Extraordinary items	S16		-	-	
Net movement in funds	S20	12,016	12,016	14,583	
Reconciliation of funds:					
Total funds brought forward	S21	20,414	20,414	5,831	
Total funds carried forward	S22	32,430	32,430	20,414	

Section B Bala	nce sł	neet		
	Guidance Notes	Unrestricted funds £	Total this year £	Prior Year to 31/03/2019 £
Fixed assets			-	-
Total fixed assets	B05	-	-	-
Current assets Debtors (Note 19)	B07	23,059	23,059	15,434
Cash at bank and in hand (Note 24)	B09	39,880	39,880	20,509
Total current assets	B10	62,939	62,939	35,943
Creditors: amounts falling due within one year (Note 20)	B11	30,509	30,509	15,529
Net current assets/(liabilities)	B12	32,430	32,430	20,414
Total assets less current liabilities	B13	32,430	32,430	20,414
Creditors: amounts falling due after one year				
(Note 20) Brovisions for list little	B14	-	-	-
Provisions for liabilities	B15	-	-	-
Total net assets or liabilities	B16	32,430	32,430	20,414

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

Signature	Name	Date of approval
Condi Holur	Sir Gerald Acher	22/7/20
Sell charles.	David Bellchamber	22/7/20

#### Note 1 Basis of preparation

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This section should be completed by all charities.

#### 1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

<ul> <li>and with*</li> </ul>	~	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
<ul> <li>and with*</li> </ul>	*	the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

• and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.  $\ensuremath{^{\star}}$ 

✓	

\* -Tick as appropriate

#### 1.2 Going concern

## If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

Disclosure of any uncertainties that make the going concern assumption doubtful;

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern. The Charity has a surplus at the end of the year and also deferred income supporting activities into the next financial year.

Not Applicable

Not Applicable

#### 1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes*	~	
No*		* -Tick as appropriate

#### 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes*	~	* -Tick as appropriate	
No*			

#### 1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes*	~	* -Tick as appropriate
No*		

N/a

N/a

N/a

N/a

N/a

~

N/a

#### Note 2 Accounting policies

2.2 INCOME

This standard list of accounting policies has been applied by the charity except for
those ticked "No" or "N/a". Where a different or additional policy has been
adopted then this is detailed in the box below.

Recognition of income	These are included in the Statement of Financial Activities (SoFA) when:		
	<ul> <li>the charity becomes entitled to the resources;</li> </ul>		
	<ul> <li>it is more likely than not that the trustees will receive the resources; and</li> </ul>	Yes	No
	<ul> <li>the monetary value can be measured with sufficient reliability.</li> </ul>	~	
	There has been no offsetting of assets and liabilities, or income	Yes	No
Offsetting	and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.	✓	
Grants and	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to	Yes	No
donations	5.12 FRS102 SORP).		
	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).	Yes ✓	No
Legacies	Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	Yes	No
		Yes	No
Government grants	The charity has received government grants in the reporting period		NU
	· · · · · · · · · · · · · · · · · · ·		

Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	Yes	No	N/a
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes ✓	No	N/a
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.	Yes	No	N/a ✓
	The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.	Yes	No	N/a ✓
	Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from	Yes	No	N/2
	other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.	Tes	No	N/a ✓
	Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.	Yes	No	N/a ✓
	Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	Yes ✓	No	N/a
Donated services and facilities	Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.	Yes ✓	No	N/a
	Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.	Yes ✓	No	N/a
Support costs	The charity has incurred expenditure on support costs.	Yes ✓	No	N/a
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes ✓	No	N/a

Income from				
interest,		Yes	No	N/a
royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.			✓
Income from membership	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.	Yes	No	N/a
subscriptions	are recognised in Donations and Legacies.			<ul> <li>✓</li> </ul>
	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes	No	N/a ✓
				•
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other	Yes	No	N/a
Cianna	income in the SoFA.	1		
Investment gains and	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting	Yes	No	N/a
losses	from revaluing investments to market value at the end of the year.			 ✓
2.3 EXPENDIT	URE AND LIABILITIES			
Liability				
recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with research a containty	Yes	No	N/a
	obligation can be measured with reasonable certainty.	1		
Governance and support	Support costs have been allocated between governance costs and other support. Governance costs comprise all	Yes	No	N/a
costs	costs involving public accountability of the charity and its compliance with regulation and good practice.		INO	
	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs	Vee	Na	N/-
	by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	Yes	No	N/a ✓
	•			•
Grants with performance	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA			
conditions	once the recipient of the grant has provided the specified service or output.	Yes	No	N/a ✓
Grants	Where there are no conditions attaching to the grant that			
payable without	enables the donor charity to realistically avoid the	Yes	No	N/a
performance conditions	commitment, a liability for the full funding obligation must be recognised.			~
Redundancy	The charity made no redundancy payments during the	Yes	No	N/a
cost	reporting period.			~
Deferred	No material item of deferred income has been included in	Yes	No	N/a
income	the accounts.			

Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	155	1169	N/S
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	Yes	Nico	l¥≩
	reporting data	-		
Basic financiai instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	Yes	No	tvia V
2.4 ASSETS				
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least			
	They are valued at cost.	Yes	No	Na
				1
	The depreciation rates and methods used are disclosed in note 9.2.			
Intangible fixed assets	The charity has intangible fixed assets, that is, non- monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5	Yes	No	N/a
	methods used are disclosed in hole 9.5			1
		Yes	No	Nie
	They are valued at cost.		NO	N/a ✓
Heritage assets	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as			
	disclosed in note 9.6.1.4.	Yes	No	N/a
				-
	They are valued at a st	Yes	No	N/a
-	They are valued at cost.			1
Investments	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less	Yes	No	N/a
	impairment.			~
	Investments held for resale or pending their sale and	Yes	No	N/a
Stocks and	cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments			✓
work in	Stocks held for sale as part of non-charitable trade are	Yes	No	N/a
progress	measured at the lower of cost or net realisable value.			~

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Debtors

**Current asset investments Current asset investments investment invest** 

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
		~
Yes	No	N/a

-	
	1

Yes	No	N/a
1		

Yes	No	N/a
		~
Yes	No	N/a
Yes	No	N/a ✓

## Note 3. Ar

#### Analysis of income

		Hnrestricted funde	Talal funda	Pilni Yem
	Analysis		£	£
Donations and	Donations and gifts	34,527	34,527	39 3AT
legacies:	Gift Aid	790	799	19994 1
	Legacies	180	13.1	
	General grants provided by government/other charities	43,187	49,187	MI (3897
	Membership subscriptions and sponsorships which are in substance donations	895	895	1,998
	Donated goods, facilities and services			
	Other	27	2	
	Total	79,399	79,399	73,807
Charitable	Bus Fares			References d'article star care l'art automotiva de
activities:		33,945	33,945	33,375
	Other	-	-	-
	Total	33,945	33,945	33,375
Other trading	Gin tasting and quiz			
activities:		2,672	2,672	1,833
	Other	-	-	-
	Total	2,672	2,672	1,833

TOTAL INCOME			
	116,016	116,016	109,015

#### Other information:

Donations in the current year include £500 for the Chatterbus Concession Card Programme

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

Bus fares collected by the Bus Operator
(East Surrey Rural Transport
Partnership) of £33,969 (2019 £33,375)
and
Elmbridge Council grant £31,480 (2019
£27,000)
Surrey County Council £11,207 (2019
£15,000)

Analysis of recei	pts of government grants
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		This year	<b>Prior Year</b>
	Description	£	£
Government grant 1	Elmbridge Borough Council		
		31,480	27,000
Government grant 2	Surrey County Council		
		11,207	15,000
Other	Cobham Conservation & Heritage Trust	500	
Other	Cobham Community Bus CIC		362
	Total		
		43,187	42,362

Donated goods, facilities and services

Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.

Please give details of other forms of government assistance from which the charity has directly benefited.

The Trustees of the Charity are unpaid volunteers, other services provided by unpaid volunteers include, legal, accounting and design services.

Analysis of expenditure

Please give details of other forms

of other donated goods and services not recognised in the

accounts, e.g. contribution of

unpaid volunteers.

	Analysis	Unrestricted funds £	Total funds £	Prior Year £
Expenditure on raising funds:	Total expenditure on raising funds	_	-	-
Expenditure on charitable	Bus Running Costs	101.001		
activities	Timetables, leaflets, displays etc	101,624	101,624	93,564
	Insurance	1,682	1,682	174
		694	694	694
	Total expenditure on charitable activities	104,000	104,000	94,432
	ITURE	104,000	104,000	94,432

Note 4

Note 5

Note 6

None

None

#### Details of certain items of expenditure Note 10

10.1 Fees for examination of the accounts

Independent examiner's fees

Assurance services other than audit or independent examination

Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner

19.1 Analysis of debtors

Trade debtors

Prepayments and accrued income Other debtors

Total

Analysis of debtors recoverable in more than 1 year (included in debtors above) 19.2

	This year £	Prior Year £
Trade debtors	-	-
Prepayments and accrued income	-	-
Other debtors	2,500	2,500
	-	-
То	tal 2,500	2,500

This year £	Prior Year £
0	0
0	0
0	0
0	0

**Prior Year** 

£

-

15,434.

-.

15,434

This year

£

-

-

23,059

23,059

### Note 20 Creditors and accruals

20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Prior Year £	This year £	Prior Year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	3,245	2,914	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	27,240	12,615	-	-
Taxation and social security	-	-	-	-
Other creditors	24	-	-	-
Total	30,509	15,529	-	-

#### 20.2 Deferred income

Income granted in relation to future accounting periods is shown as deferred within creditors

Movement in d	ovement in deferred income account		Prior Year
		£	£
period	start of the reporting	12,615	31,066
Amounts adde	d in current period	27,240	12,615
Amounts released to income from previous periods		12,615	-
Balance at the end of the reporting period		27,240	12,615
Note 24	Cash at bank and in hand		

This year £	Prior Period £
39,880	20,509
39;880	20,509

Cash at bank and on hand

Total

#### Note 28 Transactions with trustees and related parties

#### 28.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

28.2 Trustees' expenses

No trustee expenses have been incurred (True or False)

#### 28.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (True or False)

TRUE

TRUE