REGISTERED COMPANY NUMBER: 02970375 (England and Wales) REGISTERED CHARITY NUMBER: 1056875

# Wallington Christian Outreach Limited (A company limited by guarantee)

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**Report of the Trustees and** 

Unaudited Financial Statements for the Year Ended 31 August 2021

Harmer Slater Limited Salatin House 19 Cedar Road Sutton Surrey SM2 5DA

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## Report of the Trustees for the year ended 31 August 2021

The Trustees (who are also directors of the Company for the purposes of the Companies Act) submit their report and the financial statements of Wallington Christian Outreach Limited (the "Company") for the year ended 31 August 2021. The Trustees confirm that the annual report and financial statements of the Company comply with current statutory requirements, the requirements of the Company's governing document and the provisions of 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) ("SORP (FRS 102)").

The Company also trades under the name The Oasis.

### OBJECTIVES AND ACTIVITIES Objectives and aims a. Policies and objectives

The Company was formed to obtain charitable status and acquire the charitable activities of Wallington Christian Outreach, itself a registered charity. Charitable status was granted on 17 July 1996 and it acquired the charitable activities, assets and liabilities with effect from 1 September 1997 when it commenced trading as The Oasis.

## b. Activities for achieving objectives

The principal way in which the work is carried out is by means of a Christian Bookshop-operating at 39 Woodcote Road and known as The Oasis. From 1 May 2018 the shop has been managed by Anna Woodman with assistance from a team of volunteers.

The work of the shop is overseen by the Trustees mainly through regular meetings. They bring a wealth of relevant experience, e.g. accountancy and business, to the job which they can do without further formal training. However, should formal training prove appropriate, this will be arranged.

### **Public benefit**

In planning the activities of the Company, the Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

The shop is open to the public and this, in our view, means that it is for the benefit of the public as required by charity law.

# Wallington Christian Outreach Limited (A company limited by guarantee) Report of the Trustees for the year ended 31 August 2021

#### ACHIEVEMENT AND PERFORMANCE Review of activities

The sales for the year decreased by 18% largely due to the continuing reduction in trade caused by COVID-19 and competition from online outlets. The Trustees believe that the presence of a splendid range of cards and giftware, coupled with the welcoming environment still encourages many into the shop.

We did not have the same level of benefit of government grant as the previous year to compensate for lost sales, although we did receive substantial donations amounting to £16, 375 including Gift Aid, which have had the effect of reducing our loss for the year, £10,758 (2020: profit of £2,986).

Whilst we have seen an increase in our volunteer workforce, staffing of the shop remains challenging from time to time and new members are actively being sought.

The lease came to an end in May 2014 and the Trustees have been holding over since that time. In May 2017, the Trustees received from the landlord an offer of a new 10-year lease, at an increased rental, but felt unable to take matters forward until a new manager had been appointed. Following the appointment of a new manager in 2018, the Trustees re-commenced negotiations with the landlord's agent. These were again put on hold at the commencement of the COVID-19 lockdown and have been postponed until December 2022. In the meantime, we have received confirmation from the landlord's agent that the rent will be held at the current figure until the end of March 2023, on the basis that negotiations will be taken forward as envisaged.

Considering the Company's healthy cash position and the lease situation, the financial statements have been prepared on the going concern basis as in the opinion of the Trustees there are no material uncertainties about the Company's ability to continue for the foreseeable future, being 12 months from the date of signing these financial statements.

### **Fundraising activities**

The company does not actively participate in voluntary fund raising and relies on sales from its bookshop to raise funds to finance its charitable activities.

#### FINANCIAL REVIEW

#### **Reserves policy**

The Trustees ensure the Company retains such funds to meet at least four months' running expenditure.

### **FUTURE PLANS**

The Company plans to continue to operate in its existing markets.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Constitution

The Company is a charitable company limited by guarantee and was set up by a Memorandum of Association on 7 September 1994. The Company is constituted under a Memorandum of Association dated 7 September 1994 and is a registered charity number 1056875.

The principal object of the Company is to provide opportunities for outreach through the operation of a Christian bookshop known as The Oasis at 39 Woodcote Road, Wallington, Surrey, SM6 0LH.

#### Recruitment and appointment of new trustees

New trustees are elected by the existing Trustees. One third of the Trustees retire from office at each Annual General Meeting and if they choose to offer themselves for re-election are deemed to have been re-elected unless there is any express resolution otherwise.

#### Organisational structure

The Trustees meet regularly and administer the charity by majority decision.

## Report of the Trustees for the year ended 31 August 2021

## STRUCTURE, GOVERNANCE AND MANAGEMENT

## Key management remuneration

The remuneration of the key management is shown in Note 7 to the financial statements.

### **Risk management**

The Trustees have a duty to identify and review the risks to which the Company is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

## REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02970375 (England and Wales)

#### **Registered Charity number** 1056875

### **Registered office**

39 Woodcote Road Wallington Surrey SM6 0LH

### Trustees

H S Cole Director J G Hawkins Director J K Hawkins Director P Hawkins Director M G Rowlands Director (appointed 15 December 2020) A J P French Director (appointed 15 December 2020)

### **Company Secretary**

J G Hawkins

## Independent Examiner

Ransford Agyei-Boamah Associate of the Institute of Chartered Accountants Fellow Chartered and Certified Accountant Harmer Slater Limited Salatin House 19 Cedar Road Sutton Surrey SM2 5DA

Report of the Trustees for the year ended 31 August 2021

# REFERENCE AND ADMINISTRATIVE DETAILS

Bankers HSBC Bank Plc 54 Woodcote Road Wallington Surrey SM6 0NF

Scottish Widows Bank Plc 67 Morrison Street Edinburgh EH3 8YJ

This report has been prepared in accordance with the special provisions of Part 15 of Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 19 May 2022 and signed on its behalf by:

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J G Hawkins - Secretary

Independent examiner's report to the trustees of Wallington Christian Outreach Limited ('the Company') I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2021.

#### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts 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 your 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

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:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts 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 accounts 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.

Ransford Agyei-Boamah Associate of the Institute of Chartered Accountants Fellow Chartered and Certified Accountant Harmer Slater Limited Salatin House 19 Cedar Road Sutton Surrey SM2 5DA

Date: 19 May 2022

# Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the year ended 31 August 2021

INCOME AND ENDOWMENTS FROM	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
Donations and legacies	2	16,375	200	16,375	200
Other trading activities Investment income Government Grant	3 4 4	81,003 13 641		81,003 13 641	98,526 75 25,000
Total		98,032	-	98,032	123,801
EXPENDITURE ON Raising funds	5	51,079	-	51,079	63,287
Charitable activities Support costs	6	57,711		57,711	57,528
Total		108,790	_	 108,790	120,815
NET INCOME/(EXPENDITURE)		(10,758)	-	(10,758)	2,986
RECONCILIATION OF FUNDS					
Total funds brought forward		118,856		118,856	115,870
TOTAL FUNDS CARRIED FORWARD		108,098		108,098	118,856

The notes form part of these financial statements

# Wallington Christian Outreach Limited (Registered number: 02970375) (A company limited by guarantee)

				2021	2020
		Unrestricted	Restricted	Total	Total
		fund	fund	funds	funds
	Notes	£	£	£	£
FIXED ASSETS	NOLES	L	L	L	L
Tangible assets	12	3,540	7 <u>2</u> /(	3,540	7,136
Talibile assets		3,340		3,540	7,130
CURRENT ASSETS					
Stocks	13	62,408	-	62,408	60,725
Debtors	14	2,856	-	2,856	2,795
Cash at bank		47,303	-	47,303	54,867
		112,567	-	112,567	118,387
CREDITORS					
Amounts falling due within one year	15	(8,009)	-	(8,009)	(6,667)
Amounts failing due within one year	13	(8,003)	100	(8,005)	(0,007)
			( <b></b> ()		
NET CURRENT ASSETS		108,098	-	108,098	111,720
			( <del>************</del> *))		
TOTAL ASSETS LESS CURRENT LIABILITIES		108,098	-	108,098	118,856
			<u> </u>		
NET ASSETS		108,098		108,098	118,856
FUNDS	16			100.000	110.056
Unrestricted funds				108,098	118,856
TOTAL FUNDS				108,098	118,856
				100,090	110,030

# Statement of Financial Position 31 August 2021

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

# Wallington Christian Outreach Limited (Registered number: 02970375) (A company limited by guarantee)

# Statement of Financial Position - continued 31 August 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 19 May 2022 and were signed on its behalf by:

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J G Hawkins - Trustee

The notes form part of these financial statements

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Notes to the Financial Statements for the year ended 31 August 2021

## 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

the requirements of Section 7 Statement of Cash Flows.

#### Income

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

Income from Other trading activities relates to sale of books and other goods, exclusive of value added tax and any discounts.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party and where the value cannot be determined with reasonable accuracy.

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.

#### Expenditure

Expenditure is recognised as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

## Notes to the Financial Statements - continued for the year ended 31 August 2021

#### 1. ACCOUNTING POLICIES - continued

#### Tangible fixed assets

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

Long leasehold	- The period of the lease
Plant and machinery	<ul> <li>- 33.3% on cost</li> </ul>
Fixtures and fittings	- 25% on cost

### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### Taxation

The charity is exempt from corporation tax on its charitable activities.

### **Fund accounting**

The funds held by the charitable company fall into one of the following categories.

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

Restricted funds which are to be used in accordance with specific restrictions imposed by the donors which have been raised by the company for particular purposes. The cost 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.

Investment income, gains and losses are allocated to the appropriate fund.

### Debtors

Debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost, less provision for impairment. A provision for the impairment of debtors is established when there is objective evidence that the charitable company will not be able to collect all amounts due according to the original terms of the debt.

### Creditors

Creditors are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

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## Notes to the Financial Statements - continued for the year ended 31 August 2021

### 1. ACCOUNTING POLICIES - continued

#### Currency

The Company's functional and presentational currency is pounds Sterling (GBP).

### 2. DONATIONS AND LEGACIES

	Donations	2021 £ 1 <u>6,375</u>	2020 £ 
3.	OTHER TRADING ACTIVITIES	2021	2020
	Sale of books, cards, gifts, music etc	£ 81,003	£ 98,526
4.	INVESTMENT INCOME	2021	2020
	Deposit account interest Exceptional items Government Grant	£ 13 	£ 75 2 <u>5,000</u>
	Ъ.	654	25,075
5.	RAISING FUNDS		
5.	RAISING FUNDS Raising donations and legacies	2021	2020 f
5.		2021 £	2020 £ 440
5.	Raising donations and legacies		£
5.	Raising donations and legacies Advertising	£	£ 440
5.	Raising donations and legacies         Advertising         Other trading activities         Costs of books	£  2021 £ 20,986	£  2020 £ 26,913

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Notes to the Financial Statements - continued for the year ended 31 August 2020

### 6. CHARITABLE ACTIVITIES COSTS

	Support Costs ( see note 7 )	2021 £ 57,711	<b>2020</b> £ 57,528
7.	SUPPORT COSTS		
	Support costs were as follows:		
	Other	2021 £	2020 £
	Wages and salaries	21,525	21,000
	Pensions	1,076	1,050
	Rent, rates & service charges	18,210	17,335
	Insurance	2,098	2,020
	Light and heat	1,499	1,596
	Telephone	1,572	1,544
	Printing, postage & stationery	405	632
	Sundries	1,418	1,404
	Bank charges	546	633
	Office equipment, repairs & maintenance	2,339	2,939
	Computer software	2,327	2,400
	Disposal of fixed assets	(180)	-
	Depreciation of tangible fixed assets	3,476	3,675
		56,311	56,228
	Governance costs		
		2021	2020
		£	£
	Independent examiners fees	1,400	1,300

## 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging:

	2021	2020
	£	£
Depreciation - owned assets	3,476	3,675
Independent examiners fees	1,400	1,300

## Notes to the Financial Statements - continued for the year ended 31 August 2021

### 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2021 nor for the year ended 31 August 2020.

### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2021 nor for the year ended 31 August 2020.

### 10. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	21,525	21,000
Other pension costs	1,076	
	22,601	22,050

The average monthly number of employees during the year was as follows:

	2021	2020
Administration	1	1
Unpaid volunteers	13	13
	14	14

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements - continued for the year ended 31 August 2021

### 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES WITH THE PREVIOUS PERIOD ENDED 31 AUGUST 2020

INCOME AND ENDOWMENTS FROM	Unrestricted fund £	Restricted fund £	Total funds £
Donations and legacies	200	-	200
Other trading activities Investment income Government grant	98,526 75 25,000	:	98,526 75 25,000
Total	123,801		123,801
EXPENDITURE ON Raising funds Charitable activities	63,287	-	63,287
Support costs	57,528	-	57,528
Total	120,815		120,815
NET INCOME/(EXPENDITURE)	2,986	-	2,986
RECONCILIATION OF FUNDS			
Total funds brought forward	115,870	-	115,870
TOTAL FUNDS CARRIED FORWARD	118,856		118,856

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# Notes to the Financial Statements - continued for the year ended 31 August 2021

### 12. TANGIBLE FIXED ASSETS

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	Long leasehold £	Plant and machinery £	Fixtures and fittings £	Totals £
COST				
At 1 September 2020	50,808	17,247	33,640	101,695
Additions	•	60	-	60
Disposals		(95)	(360)	(455)
At 31 August 2021	50,808	17,212	33,280	101,300
DEPRECIATION				
At 1 September 2020	50,806	17,095	26,658	94,559
Charge for year		175	3,301	3,476
Eliminated on disposal		(95)	(180)	(275)
At 31 August 2021	50,806	17,175	29,779	97,760
NET BOOK VALUE				
At 31 August 2021	2	37	3,501	3,540
At 31 August 2020	2	152	6,982	7,136
STOCKS				
			2021 £	2020 £
Finished goods			62,408	60,725
DEBTORS: AMOUNTS FALLING DUE	WITHIN ONE YEAR			
			2021	2020
			£	£
Trade debtors			947	872
Prepayments			1,909	1,923
			2,856	2,795

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## Notes to the Financial Statements - continued for the year ended 31 August 2021

15.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		12
		2021	2020
		£	£
	Trade creditors	5,119	3,582
	Social security and other taxes	712	793
	VAT	647	438
	Accrued expenditure	1,531	1,854
		8,009	6,667

### 16. MOVEMENT IN FUNDS

	Net	
	movement	At
At 1/9/20	in funds	31/8/21
£	£	£
118,856	(10,758)	108,098
118,856	(10,758)	108,098
	£ 118,856	movement At 1/9/20 in funds £ £ 118,856 (10,758)

Net movement in funds, included in the above are as follows:

	Incoming	Resources	Movement
	resources	expended	in funds
	£	£	£
Unrestricted funds			
General fund	98,032	(108,790)	(10,758)
			<u></u> )
TOTAL FUNDS	98,032	(108,790)	(10,758)

### **Comparatives for movement in funds**

		Net	
		movement	At
	At 1/9/19	in funds	31/8/20
	£	£	£
Unrestricted funds			
General fund	115,870	2,986	118,856
			<u></u>
TOTAL FUNDS	115,870	2,986	118,856

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## Notes to the Financial Statements - continued for the year ended 31 August 2021

#### 16. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b> General fund	123,801	(120,815)	2,986
TOTAL FUNDS	123,801	<u>(120,815</u> )	2,986

#### 18. PENSION SCHEME

#### Defined contribution pension scheme

The charitable company contributes to a defined contribution pension scheme for its employees. The pension cost charge for the period represents contributions payable by the charitable company to the respective scheme and amounted to  $\pm 1,076$  (2020:  $\pm 1,050$ ).

At the year-end contributions totalling £147 (2020: £175) were payable to the scheme and are included in other creditors

#### 18. CONTINGENT LIABILITIES

#### **Customer Loyalty Cards**

Customer loyalty cards have been issued which entitle customers to redeem £5 off their next purchase, once they have been completed. The company does not know at any time how many of these cards will be presented for redemption and therefore they will be accounted for when redeemed.

#### 19. RELATED PARTY DISCLOSURES

There were no other related party transactions for the year (2020 - none).

#### 20. COMPANY STATUS

Wallington Christian Outreach Limited is a company limited by guarantee and, as such, has no share capital. The memorandum and articles of association restrict the liability of each members on a winding up to £1.

In the event of a winding up, none of the accumulated funds are distributable to members but shall be transferred to one or more charitable institutions having similar objectives.

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## Detailed Statement of Financial Activities for the year ended 31 August 2021

	2024	
	2021 £	2020 £
	Ľ	L
NCOME AND ENDOWMENTS		
Donations and legacies		
Donations	16,375	200
Other trading activities		
Sale of books, cards, gifts, music etc	81,003	98,526
nvestment income		
Deposit account interest	13	75
Government Grant	641	25,000
	654	25,075
Total incoming resources	98,032	123,801
EXPENDITURE		
Raising donations and legacies		
Advertising		440
Other trading activities		
Costs of books	20,986	35,388
Costs of gifts, music & cards etc		35,934
	51,079	62,847
Support costs		
Wages and salaries	21,525	21,000
Pensions	1,076	1,050
Rent, rates & service charges	18,210	17,335
Insurance Light and heat	2,098	2,020
Telephone	1,499	1,596
CONTRACTOR AND	1,572	1,544
Printing, postage & stationery Sundries	405	632
	1,418	1,404
Bank charges	546	633
Office equipment & maintenance	1,721	2,094
Repairs and renewals	618	845
Computer software	2,327	2,400
Disposal of fixed assets	(180)	
Depreciation of tangible fixed assets	3,476	3,675
	56,311	56,228

This page does not form part of the statutory financial statements

## Detailed Statement of Financial Activities for the year ended 31 August 2021

	2021 £	2020 £
Governance costs Independent examiners fees	1,400	1,300
Total resources expended	108,790	120,815
Net surplus / (deficit)	(10,758)	2,986

This page does not form part of the statutory financial statements