

# **Mid-Suffolk Light Railway Company**

Annual Report of the Board of Trustees from October 1<sup>st</sup> October 2020 to September 30<sup>th</sup> 2021

## ***Introduction***

The Mid-Suffolk Light Railway Company is a company limited by guarantee managed by a board of trustees elected by its members. Membership is open to all on payment of an annual subscription or as a life member. The company is also a registered educational charity.

The principal objects of the company are defined in its memorandum of association which states:

The company is established to advance the education of the public with regard to a history of Suffolk, and the Mid-Suffolk Light Railway in particular, by collecting, preserving, interpreting and documenting material evidence and associated information by the maintenance of a museum for items of historic railway interest, and by the restoration, maintenance and operation of a demonstration railway and the display and demonstration of railway equipment, operations and engineering crafts and in the furtherance of the foregoing objective the company will be vested with the powers of operation of the Mid-Suffolk Light Railway.

To fulfil these aims the company administers the Mid-Suffolk Light Railway Museum at Brockford Station, Wetheringsett, Stowmarket, Suffolk. The museum site together with just over nine hundred metres of former railway route is currently held on a thirty year lease signed on the 1<sup>st</sup> November 2012.

The company is a member of the Heritage Railway Association, the Association of Independent Museums, the Association of Suffolk Museums and Community Action Suffolk

## ***Personnel and management***

The Board of Trustees met twice during the above period.

Due to Covid-19 restrictions in 2021 the annual general meeting of the company is planned to be held on 2<sup>nd</sup> October 2021 at Brockford instead of in late spring.

For the reporting period the Board consisted of ten trustees.

Following the Annual General Meeting the Trustees were:

Mr J. Stark	Chairman
Mr I Meigh	Vice Chairman
Mr. C. Baddeley	Company Secretary
Mr. J. Price	Treasurer.
Mr D. Bates	
Mr S. Davies	
Mr. J. Holmes	
Mr M. Watkins	
Mrs R.Weller	
Mr W.Wicks	

There were no other Trustees during the reporting period

The board continues to complete its short, medium and long term plans to advance the company objectives. Railway track construction and maintenance, locomotive and rolling stock restoration and maintenance and the maintenance of the railway buildings continue to be led by project leaders operating to a budget and reporting to the board on a regular basis.

## ***Membership***

Membership numbers have remained stable during this period and are still over 500. Existing members have generally continued to renew their membership, often including generous donations with their subscriptions.

The museum closed to the public in September 2020, but the six Santa Special days were held in December 2020. The museum was then re-opened to the public from 30<sup>th</sup> May 2021 with visitors requiring pre-booking for events for the remainder of the season.

The scheme providing local residents, on application, special tickets giving free entry to the museum, except for special events, which is currently suspended, will continue to be offered in future when normal operation can be restored.

## ***Finance***

The company's gross income including donations, restoration appeals and Covid-19 support payments was £132,650

The Middy Trading Company transferred £7,750 from their trading profits for the year.

The company operated without a financial reserve.

A Summary of Accounts for the year ended 30<sup>th</sup> September 2021 is provided separately

## ***Achievements***

We were fortunate to be one of the recipients of a generous legacy and in September 2017 received an interim payment of £99,450 with the final payments still to be made.

The Santa Specials operated on four days in 2020, the 6<sup>th</sup>, 13<sup>th</sup>, 19<sup>th</sup> & 20<sup>th</sup> of December. Only three Sunday's were initially put on sale due to concerns over staffing levels. All three days sold out and it was agreed to add an additional day on Saturday 19th December which was 3/4 full. Total visitor numbers for the four days were 494 adults and 338 children (832), a lower figure than the 2019 total of 1544 adults & children. Unlike in 2020 we were able in to offer Driver Experience sessions during the 2021 summer season and fourteen drivers took part over the six days.

The operating year 2020 - 2021 saw two out of three steam locomotives running, with the TRAM 2525 and Bagnall 2565 operating the public services which did run during permitted periods between Covid lockdowns. The Y7 985 was taken out of service at the start of 2020 for its ten yearly boiler overhaul, which is being carried out off site by a contractor appointed by the Y7 Locomotive Trust. The diesel locomotives were used for shunting and works trains, with the Ruston 165 and Fowler being available. The Ruston 48 remains stored out of service awaiting new wheels, a project being managed by the locomotive owner. Maintenance work was carried out on all operating locomotives throughout the year, and work on 1604's boiler continued at the contractor's works.

Members continue to donate towards the cost of renting the industrial unit at Brockford where it provides essential workshop and storage space, enabling restoration work to be carried out under cover. Restoration of the Haughley Hut was completed and, within the regulations, essential work continued to be carried out for other departments. Tools and equipment continue to be acquired, some by donation, to assist with the restoration work.

Carriage & Wagon. Vehicles 12 & 13 were used throughout the year on passenger services, accruing 131 miles each. The Toad brake van and MSLR brake were used on occasion to strengthen the train consist and for Driver Experience events. Maintenance was carried out of all vehicles during the year in accordance with MSLR procedures.

The planned re-organisation of the restoration shed machine shop, storage racks and workbenches has taken place and is now waiting the machines to be reconnected to the electrical supply for completion. New guard rails have been installed to close off the workshop area and limit access to authorised persons only. Our common user machines (pillar drills, tool grinder and mechanical hacksaw) have been moved from the machine shop into the general workspace for use by the whole 1604 team. The underframe of the Y7 locomotive has been covered and moved outside of the shed and will be brought back in for cleaning and painting some weeks before the overhauled boiler is returned from the NNR (currently expected to be Q4, 2022). The loco water tanks and boiler cladding have been cleaned and repainted. All other components removed have been overhauled and cleaned as required. Work on our Hudswell Clarke loco number 1604 is continuing with preparation of the underframe to receive the boiler when it is returned. The boiler is progressing well at Yaxham. The inner firebox and foundation ring are now installed and 280 copper stays are being fitted. A new front tube plate has been manufactured and fitted. There is no estimate as yet for the return of the boiler to the Middy for assembly to the underframe.

The tram loco is has been winterised and the Bagnall locomotive will reach the end of its 10 year boiler ticket in 2022

The members of 1604 team have been invited in to work when required during the reporting period in compliance with the relevant MSLR Covid restrictions.

Permanent Way. As with all departments the two lockdown periods interrupted the scheduled routine maintenance programme, but by September all the routine maintenance tasks other than fish plate maintenance were up to date. The replacements of suspect sleepers across the network continued with another 22-sleepers replaced. New GRP open mesh grating has now been installed on our three ground frames and our two single throw points. Some additional ballast has been laid on the curve of the main line to prevent track movement.

A PW display area has been installed behind the restoration shed, this is a short length of track complete with a hand trolley and a two-lever ground frame, the display also includes various types of tracks, chairs, keys, and fixing methods. The PW team undertook the installation of new fencing from Dovebrook platform to the new foot bridge, a new five bar gate and pedestrian gate at the top of the driveway to the picnic site and fencing between the new gates and the bridge. Also new fencing and a pedestrian gate at the new footpath crossing and felt on the Dovebrook platform to prevent slip, trips, and falls.

The web site continued to be maintained by Mr J. Reeve as webmaster.

The Museum was re-accredited by the Arts Council in March 2016 for a period of three years, but along with all other museums our accreditation has been continually extended due firstly to changes in the process and now COVID. The earliest we will be invited to re-apply is now winter 2022, with 6 months to complete the application and we remain fully accredited in the meantime. Despite the lockdown, the archivists are continuing to manage the Museum's collection in conformance with the SPECTRUM standards, and have been able to work on improving documentation and procedures, as well as answering numerous queries from researchers.

The management structure, with six management committees reporting to the Board, involves more of the volunteers in the operation and scheduled Trustee meetings normally occur on alternate months, however for the reporting period this has been limited to three scheduled trustee meetings.

Line extension. Phase 2 of the line extension project was completed by TES2000 in March when they laid an additional 73m of track and installed a new footpath crossing where the SCC FP46 crosses the line extension.

Recorded volunteer working hours in 2020/2021 increased to 16,249 hours, due to easing in the Covid restrictions although figures are likely to be under recorded due to offsite work not being fully logged. Visitor numbers at 4,674, while higher than 2020, were lower than the pre-Covid years.

The refreshment room, bar and shop were open in 2021 during the same period as the other site facilities.

The 100 Plus Club organised by David Chappell, has been well supported by the members and has been raising funds for many years. The popular Mid-Suffolk Light Railway talks given by John Stark to local organisations publicizing the railway, earning valuable income and attracting new members and visitors have been suspended and will restart when restrictions are lifted. The Board of Trustees are very appreciative of work done carrying out these fund raising activities.

Following the 2020 season limited maintenance in the closed season went into essential maintenance of the site and buildings, preparation of the permanent way and rolling stock and planning events for 2021 within our permitted annual limit of 30 steam events. The Santa Specials again provided a valuable source of income in the closed season. However due to the Covid-19 restrictions, the events planned prior to the 30<sup>th</sup> May 2021 were cancelled, but the remaining events for the season, which all required pre-booking and were operated in compliance with Covid-19 restrictions, ran but with lower visitor numbers.

### ***Middy Trading Company***

The Middy Trading Company is an incorporated company in its own right. Its purpose is to raise funds by various means including commercial activities to provide funding support for the Mid-Suffolk Light Railway Company. The Santa Specials are formally run by the MTC under licence from the MSLR.

During the reporting period the Middy Trading Company transferred £7,750 to the Mid-Suffolk Light Railway Company. The Board of Trustees values greatly the vital contribution that the Middy Trading Company makes to the success of the Mid-Suffolk Light Railway Company.

### ***Conclusion***

The years 2020/2021 have again seen the company continue to make good progress despite the Covid-19 restrictions in place during this period. The Santa Specials in December 2020 and helped bring in additional sources of income which, along with the generous donations, membership subscriptions and the sleeper & locomotive restoration appeals, have provided essential funding for work on the line extension and enhancement of the Museum. Although visitor numbers were lower than during the pre-Covid years, prudent financial management and the receipt of Covid-19 support payments have ensured that the Railway remains financially secure.

The rental of an industrial unit continues to facilitate restoration and storage of artefacts and the restoration of our steam locomotive, 1604 continues in the Restoration Shed

Relationship with the local communities remains good and the scheme to provide local residents with free entry will be re-instated when the Covid-19 restrictions are lifted.

The continued progress of the museum is dependent on the support of the members and especially on the active volunteers and the Board again wish record their thanks. It is also vital for our future development that we attract new members and that more choose to become active volunteers. The planned projects and expansion of events impose a heavy load on the existing volunteers and unless more can be found, particularly those willing to take on the responsible management roles, future expansion of the railway will be difficult. Currently there are around one hundred active volunteers, but more are needed and would be very welcome.

**MID-SUFFOLK LIGHT RAILWAY COMPANY**  
a company limited by guarantee

**Report of the Directors and  
Unaudited Financial Statements**

**For the year ended 30 September 2021**

**Registered No. 03244631 (England)**

**CONTENTS OF THE UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 30 September 2021**

	<b>Page</b>
<b>Company Information</b>	<b>1</b>
<b>Report of the Directors</b>	<b>2</b>
<b>Profit and Loss Account</b>	<b>3</b>
<b>Balance Sheet</b>	<b>4</b>
<b>Notes to the Unaudited Financial Statements</b>	<b>5 - 8</b>
<b>Income and Expenditure Account                      - Unrestricted</b>	<b>9</b>

**COMPANY INFORMATION**

**For the year ended 30 September 2021**

**DIRECTORS:**

John Stark	(Chairman)
Ian Meigh	(Vice Chairman)
Chris Baddeley	(Co Secretary)
John Price	(Hon Treasurer)
John Holmes	
Wayne Wicks	
Rose Weller	
Stephen Davies	
Mike Watkins	
David Bates	

**REGISTERED OFFICE:**

Brockford Station  
Wetheringsett  
Stowmarket  
Suffolk IP14 5PW

**REGISTERED NUMBER:**

03244631 (England)

**INDEPENDENT EXAMINER**

Christopher F. Thomas  
Christopher Thomas & Co  
Accountants  
6 Queen Street  
Coggeshall  
Colchester  
Essex CO6 1UF

**REPORT OF THE DIRECTORS**

**Company Number: 03244631(England)**

**For the year ended 30 September 2021**

The directors present their report with the unaudited financial statements of the company for the year ended 30 September 2021.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of a railway museum for the public benefit. The company is a registered charity (No. 1063635).

**REVIEW OF ACTIVITIES**

In common with other businesses in the hospitality and museum sector, the company's activities were curtailed by Covid, with open days only possible after May. However, the subsequent summer season saw successful trading, and our volunteers continued with maintaining and refurbishing the site. We are pleased to report the completion of the new restoration shed. Progress continued on the restoration of 1604.

The Board would like once more to thank the ever increasing number of volunteers who have given their time and efforts during the year.

**REVIEW OF FINANCES**

During the year, the company has benefitted from £53722 (2020 - £30000) of Government Covid Support Grants. This has enabled the improvements related above, with necessary maintenance expenditure. The company remains financially sound and resilient.

**DIRECTORS**

The directors who held office in the year of review were:

J. Stark	(Chairman)
I. Meigh	(Vice Chairman)
C. Baddeley	(Secretary)
J. Price	(Treasurer)
J. Holmes	
S. Davies	
R.Weller	
W. Wickes	
M. Watkins	
D. Bates	

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the General Directions of the Charities Commission under S.145(5)(b) of the Charities Act 2011.

**ON BEHALF OF THE BOARD AND APPROVED ON: 14 May 2022**

---

J. Stark (Chairman)



**PROFIT AND LOSS ACCOUNT (All funds)**

For the year ended 30 September 2021

	2021	2020
Notes	£	£
<b>TURNOVER</b>	131177	87641
Cost of sales	(66110)	(61453)
	<hr/>	<hr/>
<b>GROSS PROFIT</b>	65067	26188
Administration	(27935)	(29121)
	<hr/>	<hr/>
Operating profit (2020 - loss)	37132	(2933)
Other income - Legacy	-	2000
	<hr/>	<hr/>
<b>SURPLUS (2020 -DEFICIT) FOR THE FINANCIAL YEAR 2 &amp; 3</b>	37132	(933)
<b>RETAINED SURPLUS brought forward</b>	127581	128514
	<hr/>	<hr/>
<b>RETAINED SURPLUS carried forward</b>	164713	127581
	<hr/> <hr/>	<hr/> <hr/>

The retained surplus represents restricted and unrestricted funds of:

	£	£
Restricted Funds (see note 9)	(33325)	(19632)
Unrestricted Funds	198038	147213
	<hr/>	<hr/>
	164713	127581
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 5 to 8 form part of these financial statements.

**BALANCE SHEET**

As at 30 September 2021

		2021		2020	
	Notes	£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	4		145612		45013
<b>CURRENT ASSETS:</b>					
Debtors	5	6378		5801	
Cash at banks and in hand		146416		105402	
		152794		111203	
<b>CREDITORS:</b> Amounts					
due within one year	6	(928)		(1209)	
<b>NET CURRENT ASSETS</b>			151866		109994
<b>NET ASSETS</b>			297478		155007
<b>RESERVES:</b>					
Capital reserves	7		132765		27426
Income and expenditure funds			164713		127581
			297478		155007

For the year ended 30 September 2021 the company was entitled to exemption from audit under section 477, Companies Act 2006 and no notice has been deposited under section 476. The directors acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with section 386 of the Act and preparing financial statements which give a true and fair view of the state of affairs of the Company as at the year end and of its surplus or deficit for the 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 Company. The financial statements have been prepared under the provisions of Part 15 of the Companies Act 2006 for small companies and the Financial Reporting Standard for Smaller Entities.

**ON BEHALF OF THE BOARD:**


---

 J. Stark (Chairman)

Company No. 03244631 (England)

Approved by the Board on: 14 May 2022

The notes on pages 5 to 8 form part of these financial statements.

**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS**

For the year ended 30 September 2021

**1. ACCOUNTING POLICIES****Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

**Turnover**

Turnover represents the amount derived from the provision of goods and services including donations and grants falling within the company's activities after excluding value added tax.

**Tangible fixed assets**

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

Buildings	- 2% straight line on buildings
Track and rolling stock	- 10% on reducing balance
Tools and equipment	- 25% on reducing balance
Heritage assets	- 15% on reducing balance

**Grants**

Grants received in respect of capital expenditure are allocated against that capital cost. Grants in respect of revenue are shown as income on the profit and loss account. When the projects are completed the costs are capitalised by increasing Fixed Assets and Capital Reserves.

**2. SURPLUS**

The surplus is stated after charging:	2021	2020
	£	£
Depreciation - owned assets	4740	2200
	=====	=====
Directors' emoluments	-	-
	=====	=====

**3. TAXATION**

There is no liability to UK corporation tax on ordinary activities due to the charitable status of the company.

## NOTES TO THE UNAUDITED FINANCIAL STATEMENTS

For the year ended 30 September 2021

## 4. TANGIBLE FIXED ASSETS

	Buildings	Track & rolling stock	Tools & equipment	Heritage Assets	Total
	£	£	£	£	£
<b>COST</b>					
At 1 September 2020	58213	28912	10724	3097	100946
Additions	102760	-	2579	-	105339
Disposals	-	-	-	-	-
At 30 September 2021	160973	28912	13303	3097	206285
<b>DEPRECIATION:</b>					
At 1 September 2020	19872	23863	9443	2755	55933
Charge for year	3219	505	965	51	4740
Written back on disposals	-	-	-	-	-
At 30 September 2021	23091	24368	10408	2806	60673
<b>NET BOOK VALUES:</b>					
At 30 September 2021	137882	4544	2895	291	145612
At 30 September 2020	38341	5049	1281	342	45013

## 5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Value Added Tax	1921	1901
Tax recoveries - Gift Aid	4400	3900
Others	57	-
	6378	5801

## 6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	928	1209
	928	1209

**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS**

For the year ended 30 September 2021

**7. CAPITAL RESERVES**

During the year the work on the new Restoration Shed was completed. The Company now recognises this expenditure as a Fixed Asset. Consequently the external costs of the building of £102760 and further tools and equipment of £2579 have been capitalised as additions to Tangible Fixed Assets (see Note 4). This has added to the Reserves as follows:

	2021 £	2020 £
<u>Capital Reserves</u>		
At 01/10/2020	27426	27426
Additions - Tangible Fixed Assets (Restoration Shed)	105339	-
	<hr/>	<hr/>
At 30/09/2021	132765	27426
	<hr/> <hr/>	<hr/> <hr/>

The Board greatly appreciates that all the funding for this project was provided by donations from members and others and by grants and institutional funds.

**8. LIABILITY OF MEMBERS**

The company is a company limited by guarantee. At the date of these accounts there are 500 members (2020 - 500) whose liability is limited to £1 each.

**9. RESTRICTED FUNDS****a) Restoration Shed**

For building the restoration shed with assistance from donations and grants.

	2021 £	2020 £
At 1 October 2020	4987	5106
Income - Grants	-	214
Expenses - Costs	-	(333)
	<hr/>	<hr/>
At 30 September 2021	4987	4987
	<hr/> <hr/>	<hr/> <hr/>

**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS**

For the year ended 30 September 2021

**b) Engine 1604**

For the restoration of Engine 1604 - Alston

	2021 £	2020 £
At 1 October 2020	246	19322
Income - Donations	5666	4876
Gift Aid	400	432
Expenses - Costs	(12746)	(24384)
	<hr/>	<hr/>
At 30 September 2021	(6434)	246
	<hr/> <hr/>	<hr/> <hr/>

**c) Line extension**

For the reinstating of permanent way

	2021 £	2020 £
At 1 October 2020	(24865)	(28638)
Income - Donations	13900	4943
Gift Aid	2059	1000
Legacy	-	2000
Expenses - Costs	(22972)	(4170)
	<hr/>	<hr/>
At 30 September 2021	(31878)	(24865)
	<hr/> <hr/>	<hr/> <hr/>

**10. RELATED PARTY TRANSACTIONS**

During the year the Company received donations of £7745 (2020- £24100) and income from hiring's of £550 (2020 - £4100) from the Middy Trading Company Limited which trades alongside this Company and whose objects are to support this Company. The Mid-Suffolk Light Railway Company is reliant upon these donations to continue as a going concern.

**11. GENERAL INFORMATION**

Mid-Suffolk Light Railway Company is a private company limited by guarantee of £1 per member and is incorporated in England. Its registered office is Brockford Station, Wetheringsett, Stowmarket, Suffolk IP14 5PW. The financial statements are presented in Sterling (GBP) which is the functional currency of the Company.

**INCOME AND EXPENDITURE ACCOUNT - Unrestricted**

For the year ended 30 September 2021

	2021		2020	
	£	£	£	£
<b>INCOME</b>				
Subscriptions	6432		4874	
Admissions	22578		1808	
Donations - MTC	7745		24100	
- Others	10799		8001	
Gift aid tax recoveries	2145		522	
Grants and awards (Covid Grants - £53722)	54072		30350	
Other sales, hiring's and steam days	4950		6379	
Recycling credits	431		142	
		109152		76176
<b>LESS: COST OF GOODS/SERVICES</b>				
Newsletter costs	1926		1260	
Membership (postage etc)	1836		1455	
Locomotive	8628		6946	
Carriage and Wagon	319		515	
Permanent way	661		3636	
Buildings and operations	12578		16367	
Archive	366		213	
Non - loco event costs	2912		473	
Health and safety	1166		1701	
		30392		32566
<b>GROSS SURPLUS for the year</b>		78760		43610
<b>LESS: EXPENSES</b>				
Works rent	6400		6400	
Wages and national insurance	1529		1566	
Utilities	2410		6275	
Advertising and public relations	2713		4605	
Office	933		1271	
Insurances	4086		3887	
Legal and professional fees	2271		745	
General expenses	1947		1992	
Bank charges	906		180	
Depreciation	4740		2200	
		27935		29121
<b>NET SURPLUS for the year</b>		50825		14489
<b>SURPLUS FUNDS brought forward</b>		147213		132724
<b>SURPLUS FUNDS carried forward</b>		198038		147213



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

MID - SUFFOLK LIGHT RAILWAY COMPANY

On accounts for the year  
ended

30 SEPTEMBER 2021

Charity no  
(if any)

1063635

Set out on pages

1 - 46

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended 30 / 09 / 2021

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out  
under section 145 of the 2011 Act and in carrying out my examination, I  
have followed 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 (other than that disclosed below \*) in connection with  
the examination which gives me cause to believe that in, any material  
respect:

- accounting records were not kept in accordance with section 130 of  
the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

CF Thomas

Date:

13 / 07 / 2022

Name:

CHRISTOPHER F. THOMAS

Relevant professional  
qualification(s) or body  
(if any):

INSTITUTE OF CERTIFIED BOOK-KEEPERS

Address:

CHRISTOPHER THOMAS & CO  
6 QUEEN STREET  
COGGESHALL  
COLCHESTER  
ESSEX CO6 1UF



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.