WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED (A Company Limited by Guarantee)

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2022

WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED (A Company Limited by Guarantee) Trustees' Report for the year ended 31 March 2022

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WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED (A Company Limited by Guarantee) Year ended 31 March 2022

Directors/Trustees

M S Sheikh (Chair) K Severn Hills R Roohany S M Dickinson

S Farrelly

I Williams

Centre Manager/Company Secretary

P Evans

Independent Examiner

A Dedat ACA Crystal Business Services Limited Chartered Accountants 264, Stoney Stanton Road Coventry. CV1 4FP

Bankers

Unity Trust Bank plc Nine Brindley Place Birmingham B12HB

Santander Bridle Road Bootle Merseyside L304GB

Solicitors

Band Hatton Button & Co Solicitors Coventry

Registered office

12 Victoria Street Hillfields Coventry. CV1 5LZ

Registered numbers

Charity : 1112123 Company : 3548462

WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED (A Company Limited by Guarantee) Trustees | Parent for the year and d 34 March 2022

Trustees' Report for the year ended 31 March 2022

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 17th April 1998 and registered as a charity on 18th November 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment, Appointment, Induction and Training of New Trustees

New trustees are invited to stand by existing members and they are selected from local businesses and community organisations. In addition, anyone living or working in the Hillfields area can offer themselves for appointment. No external bodies can make appointments.

Induction and training of trustees is carried out in-house in accordance with Charity Commission guidelines. The position of a trustee is considered by the Board of Directors. The deletion of a Trustee from WATCH management committee can take place following a majority vote at an extraordinary, or scheduled Board meeting.

Organisational Structure

Working Actively To Change Hillfields Ltd Organising Committee members are responsible for the strategic management, development and governance of the charity. The Board membership is made up of representatives from a variety of ethnic backgrounds and cultures with numerous management skills relevant to the work of the charity. There are currently six active Board Members who meet once a month. The centre manager, who is supported and managed by the chairman, provides regular reports to Trustees, and acts as Company Secretary but has no voting right.

The existing scheme of delegation is in place and the day-to-day operations of the organisation are the primary responsibility of the centre manager who is accountable for ensuring that the charity delivers specified services, and key performance indicators are met in accordance with grant providers' funding requirements. The centre manager is also responsible for the recruitment and supervision of staff, ensuring individuals develop their skills, in line with their specified job roles and good working practices.

Related Parties

During the year the organisation received IT services amounting to £17,524 from Cipher-IT Ltd , a company controlled by one of the directors, Mr S M Dickinson. The amount outstanding to Cipher-IT Ltd at 31st March 2022 was £nil..

WATCH also received facilitator services amounting to £11,832 from Kate Severn Hills, a company director. There were no amounts outstanding to Kate Severn Hills at 31st March 2022.

Risk Management

Financial, and other work related risk assessments, including health, and fire safety are assessed, and reviewed annually.

Objectives and Activities

The objectives for which the company was established are; to secure, co-ordinate and manage resources for the social, economic and environmental improvement of the Hillfields area of Coventry for the benefit of people living and working in the area.

Continued		Co	ntin	ued													
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WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED (A Company Limited by Guarantee) Trustees' Report for the year ended 31 March 2022

Post Pandemic

WATCH management and staff team have throughout the year adopted a hybrid method working remotely from home and in the centre. Over the past year we have resumed face to face interventions, training and support for our service users. We have continued to adapt to deliver flexible services that meet the needs of Hillfields residents, a neighbourhood which is feeling the aftermath of Covid-19 and now a cost of living crisis.

Achievements and Performance

Over the past year WATCH delivered five ESF Employment support programmes (Accelerate, Groundwork, Succeed, Routes2 and YVYF). Management secured funding to deliver three rounds of HAF (Coventry Holiday Activities and Food Programme) supporting Hillfields children during school term holidays. Our venue hire agreement with Hillfields Library continues to be successful. Our youth and radio development project Young Hillz received year 2 of 3 grant funding from BBC Children In Need to support afterschool activities. WATCH worked with the council and West Midlands Police Violence Reduction Unit to deliver phase 2 of the VRU project in Hillfields. Achieving our programmes Outputs and Results is linked to restricted funds and has been challenging to achieve due to low footfall in the first six months of the year. We have secured a capital grant from Clothworkers Foundation to carry out refurbishment to the centre when funds are reveived. Three of our ESF programmes Succeed, Routes2 and YVYF have been extended until Dec 2023. This year WATCH joined a consortium of Community Centres in Coventry. The centre manager on behalf of WATCH has been appointed as a trustee and signatory of Coventry Community Spaces CIC

Financial Review

Trustees make every effort to keep the reserves of the charity at a minimum level equal to three months operating costs to provide financial stability, and recommended good practice. The forecast projections show the charity is generating a small surplus income and the potential to contiue to build the free reserves over the next year.

Future Plans

In 2023 we will review our business plan and strategy until 2025 and apply for funding to sustain our staff and services beyond the fallout ESF funding in December 2023. WATCH will help to develop the Coventry Community Spaces CIC and seek funding and commissioned work to deliver suitable programmes in these community venues. The financial crisis over next 12 months will create very difficult times for people already living below the poverty line. WATCH remains committed to supporting marginalised people and ethnic minority groups, refugees and asylum seekers to access support and services to tackle and reduce growing inequalities for people living in Hillfields and the surrounding areas

Responsibilities of the Trustee Board

The trustees (who are also directors of W.A.T.C.H Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Continued

WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

(A Company Limited by Guarantee)

Trustees' Report for the year ended 31 March 2022

Company law requires the trustees to prepare financial statements for each financial year. These statements should give a true and fair view of the state of the affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are

- a) select suitable accounting policies and apply them consistently
- b) observe the methods and principles in the Charities SORP
- c) make judgements and estimates that are reasonable and prudent state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy, the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- a) there is no relevant accounts information of which the charitable company's independent examiner is unaware; and
- b) the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

Independent Examiner

Mr Akbar Dedat, of Crystal Business Services Ltd, Chartered Accountants, has expressed his willingness to continue in this capacity.

Approval

This report was approved by the Board and signed on their behalf.

25th October 2022

WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

(A Company Limited by Guarantee)

Independent Examiner's Report to the Working Actively To Change Hillfields Limited

I report on the accounts of the company for the year ended 31st March 2022 which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Institute Of Chartered Accountants In England & Wales..

Having satisfied myself that the charity is not subject to audit under company law and is eligible for * examine the accounts under section 145 of the 2011 Act;

- * follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- * state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissions. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
- * to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- * to prepare accounts which accord with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr Akbar Dedat

Chartered Accountant

CRYSTAL BUSINESS SERVICES LTD

Chartered Accountants

264 STONEY STANTON ROAD

COVENTRY, CV1 4FP

25th October 2022

(A Company Limited by Gu Statement Of Financial Act			Expenditure A	ccount)		
for the year ended 31st Mai			Unrestric -	2022	2021	
		£	ted £	£	£	
NCOMING RESOURCES			-	-	~	
Charitable Activities						
General Fund (including donatio	ns)	-	3,438	3,438	1,537	
HMRC Furlough		1,241	-	1,241	17,268	
ESF - Accelerate Project		75,392	-	75,392	61,788	
ESF - Exceed		-	-	-	262	
Succeed		53,968	-	53,968	32,302	
Ambition2		21,357	1	21,357	-	
BBC Children in Need	_	41,098	1	41,098	46,260	
BBC Children in Need -Inspiring	Futures	29,980	2.002	29,980	29,981 680	
Radio Station Advertising			2,083	2,003	000	
CCC - Peace	-		1,400	1,400	1,250	
Coventry City Council			1,400	1,400	25,000	
CC - Engagement Support		10,688		10,688	20,000	
AF -Easter		6279		6279		
AAF - Summer		25210		25210		
AAF-Xmas		5170		5170	-	
Clara Burgess Charity		-			5,000	
Colors Recovery Fund		-	-		49,422	
Connect 2		14,053	- 2	14,053	11,620	
Decathlon External			674	674	-	
Froundworks		18,402		18.402	9,562	
luffield Charitable Trust		-		-	906	
TISS		-	-	-	25,000	
Routes 2		26,239	-	26,239	21,497	
Omicron - H & L Grant			4,000	4,000	-	
Positive Images		500	4 000	500	-	
CC - West Midlands VRU	Ohamat		1,000	1,000	10,058	
/iolence Reduction Unit - Comm /enue Hire	Champi	20,992	7 550	20,992 7,558	7,722	
ibrary Grant - Deferred Income		1	7,558 400	400	400	
Rental Income - CCC Library			11,000	11,000	11,000	
Total incoming reso	urcas	350,569	31,553	382,122	368,515	
Total mooning 1000	uroco	000,000	01,000	OOE, IZE	000,010	
RESOURCES EXPENDED						
ost of Charitable Activities						
Staff costs (including training)	(2)	322,082	-	322,082	225,545	
Radio station costs		6,864	· ·	6,864	3,941	
liscellaneous - inc. Projects cos		8,353	-	8,353	1,711	
quipment and software		7,508		7,508	6,790	
Depreciation		-	7,977	7,977	5,975	
ubscriptions, Newspapers, Mag	azines		-		1,865	
ayroll and consultancy fees		1,233		1,233	1,440	
lank charges		272	-	272	3,926	
oan interest		829 1.624	-	829	1,031 2,985	
nsurance Rates		1,624 585		1,624 585	2,985 4,093	
ight and heat		6,053	1	6,053	6,757	
Cleaning		2,658		2,658	3,050	
roperty repairs and maintenanc	e	10,000	6,421	16,421	7,054	
ostage and stationery		3,544	0,721	3,544	3,629	
elephone and internet		5,114	_	5,114	6,621	
Office equipment hire			2,140	2,140	921	
		376,719	16,538	393,257	287,334	
overnance costs .						
rofessional charges			2,400	2,400	2,700	
Total resources expe	ended	376,719	18,938	395,657	290,034	
ET INCOMING RESOURCES		-26,150	12,615	-13,535	78,481	
evaluation Reserves				67,000	42,000	
und Balances at 1st April 2021		136,754	220,957	357,711	279,230	
und Polenges et 24 et March 200	20	110.604	222 522	411 170	200 244	
und Balances at 31st March 202	22	110,604	233,572	411,176	399,711	
	11					
All of the company's						

WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED (A Company Limited by Guarantee) Balance Sheet as at 31st March 2022

	Notes	2022 £	3	2021 £
Fixed assets Tangible assets	3	263,931 263,931		37,925 37,925
Current assets Debtors Cash at bank and in hand	4 70, 5 130, 200,	592	30,050 182,971 213,021	
Creditors: amounts falling due within one year	6 (7,	454)	(12,691)	
Net current assets/(liabilities)	-	193,370	20	0,330
Total assets less current liabilities		457,301	43	8,255
Creditors: amounts falling due after one year	7	(46,125)	(3	88,544)
Net assets		411,176	39	9,711
Funds				
Restricted funds	12	110,604		6,754
Unrestricted funds	13	233,572		0,957
Revaluation Reserves	3	67,000 411,176		2,000 9,711

Company Registration No: 3548462

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of it's accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

These accounts have been prepared in accordance with the provisions in part 15 of the Companies Act 2006 subject to the small companies' regime.

The financial statements on pages 6 to 12 were approved and authorised for issue by the directors on 25th October 2022.

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Approve	ed by Tru	stees/DII	rectors:		
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WORKING ACTIVELY TO CHANGE HILLFIELD LIMITED

(A Company Limited by Guarantee)

Notes to the accounts for the year ended 31st March 2022

1. Summary of significant accounting policies

(a) General information and basis of preparation

WATCH is a charity registered in England. The nature of the charity's operations and principal activities are set out in the directors' report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011and the Companies Act 2006.

The financial statements have been prepared to give a 'true and fair' view and have not departed from the Charities (Accounts and Reports) Regulations 2008 in order to provide a 'true and fair view'.

The charity is defined as small and, therefore, no cashflow statement is required.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include the revalued property at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds to be used in accordance with specific restrictions and conditions imposed by providers of such funds or funds which have been received by the charity for a particular purpose. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

WORKING ACTIVELY TO CHANGE HILLFIELD LIMITED

(A Company Limited by Guarantee)

Notes to the accounts for the year ended 31st March 2022

Expenditure on charitable activities, and other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

(e) Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended

Equipment purchased prior to 31st March 2015 had been fully depreciated.

Depreciation is provided on all tangible fixed assets purchased after 1st April 2016, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Revalued building - 50 years on straight line basis.

Office furniture and equipment - 25% reducing balance

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

(h) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Staff costs and numbers	2022	2021
Staff costs were as follows:-	£	£
Gross salaries (inc. expenses)	299,381	210,237
Social security costs	22,701	15,308
	322,082	225,545

No employee earned £60,000 or more.

No director, trustee or member of the management committee received any remuneration for services during the year, or is a member of the defined benefit contribution pension scheme.

The average number of employees (full time equivalents) analysed by function:

	2022	2021
average number of employees	12	10

WORKING ACTIVELY TO CHANGE HILLFIELDS LTD

(Company Limited by Guarantee)

Notes to the accounts for the year ended 31st March 2022

	2022	2021	
Accounts and Administration	2	1	
Management	1	1	
Service Providers	9	8	
	12	10	
3 Tangible Fixed Assets			
	Office	Land &	Total
Cost	Equipment £	Buildings £	£
1st April 2021	216,917	250,000	466,917
Additions	8,983		
Revalue of assets brought/forward	25,000	-	-
Cost at 31st March 2022	250,900	250,000	466,917
Accumulated Depreciation			
Balance at 1st April 2021	213,992	15,000	228,992
Depreciation in year	2,977	5,000	7,977
Balance at 31st March 2022	216,969	20,000	236,969
Net Book Value			
At 31st March 2022	33,931	230,000	263,931
At 31st March 2021	2,925	235,000	237,925

During December 2013 the freehold title of the land and building at 12 Victoria Street, Coventry, CV1 5LZ was transferred from Coventry City Council to Working Actively To Change Hillfields Limited. The land and building have been included in the financial statements at £200,000 in line with an open market valuation conducted by Loveitts Estate Agents, Coventry, CV3 1JA on 16 December 2013. After this date, the charity have spent monies on the roofing, windows, structural alterations and the trustees feel that the building valuation at 31st March 2021 would be at least £250,000.

The trustees have also re-valued the office fixtures and equipment to reflect the true position as at 31st March 2022.

4 Debtors	2022 £	2021 £
Grant providers	68,713	29,850
Staff loan	1,519	200
-	70,232	30,050
5 Cash at Bank and in Hand	2022	2021
	£	£
Unity Trust Current Account	125,668	178,321
Santander Account	4,605	4,605
Cash in Hand	319	45
	130,592	182,971
6 Creditors: Amounts falling Due Within One Year	•	
	2022	2021
	£	£
Other Creditors	2,361	5,472
Taxation & Social Security	-	3,052
Accrued Expenses	2,400	2,400
Bank Loan - Unity	2,693	1,767
	7,454	12,691

WORKING ACTIVELY TO CHANGE HILLFIELDS LTD

(Company Limited by Guarantee)

Notes to the accounts for the year ended 31st March 2022

7 Creditors: Amounts falling Due After One Year

2022	2021
£	£
27,725	19,744
18,400	18,800
46,125	38,544
	18,400

8 Leasing Commitments

The charity's annual commitments for rental payments under non-cancellable operating leases at 31st March 2022 were as set out below:

	2022	2021
	£	£
Operating leases which expire:		
within one year	-	-
within two to five years (photocopier)	1,382	689
	1,382	1,062

9 Trustees Expenses

Travel costs amounting to £Nil (2021 £Nil) were reimbursed to members of the organising committee.

10 Taxation

As a charity, WATCH, is exempt from tax on income and gains.

11 Controlling Parties

The charitable company is under the control of its trustees, directors and management committee.

12. Restricted Funds

	<u>Balance</u>	Incoming	Outgoing	<u>Balance</u>
	01/04/21	Resources	Resources	31/03/22
	£	£	£	£
Membership reserves*	156			156
Ambition2		21,357		21,357
Succeed	32,231	53,968	76,890	9,309
BBC Children in Need	14,661	41,098	30,553	25,206
BBC Children in Need - Inspiring Futures	(10,426)	29,980	19,554	-
ESF - Accelerate	38,027	75,392	63,030	50,389
Ccolors Recovery Fund	9,072		9,072	-
CC Engagement Support		10,688	10,688	-
Connect2	12,620	14,053	26,673	Ξ.
HMRC Furlough		1,241	1,241	-
Groundworks	1,594	18,402	5,891	14,105
HAF -Easter		6,279	6,279	
HAF - Summer		25,210	25,210	-
HAF-Xmas		5,170	5,170	-
Positive Images		500	500	-
Routes 2	27,497	26,239	24,809	28,927
Transformation	3,600			3,600
Violence Reduction Unit P1		20,992	20,992	-
VRU - Comm Champions	7,722		7,722	_
YVYF			42,445	(42,445)
	136,754	350,569	376,719	110,604

^{*}The liability of each of the members is restricted to £1 per member.

WORKING ACTIVELY TO CHANGE HILLFIELDS LTD

(Company Limited by Guarantee)

Notes to the accounts for the year ended 31st March 2022

Purpose of Restricted Funds

BBC Children In Need (20-23) to fund project staff salary, activity costs

BBC Children In Need-YFF - to fund project staff salary, % of overheads, IT purchases

ESF Building Better Opportunities, Accelerate Project to fund the salary costs of delivery staff, management and admin support costs.

ESF Ambition2 - 50% match fund for IAG employment, project staff salary and indirect costs

Groundwork (21-22) - to fund project staff salary, activity costs

HAF (21-22) -to match project staff salary, activity costs

ESF Succeed - 50% match fund for IAG employment project staff salary and indirect costs

ESF Routes 2- 50% match fund for IAG employment project staff salary and indirect costs

ESF Connect2 - 50% match fund for IAG employment project staff salary and indirect costs

Violence Reduction Unit (VRU) Phase 2 - to fund project staff salary, activity costs

13.Unrestricted Funds	<u>Balance</u> 01/04/21	Incoming Resources	Outgoing Resources	Balance 31/03/22			
General Funds	£ 220,957	£ 31,553	£ (18,938)	£ 233,572			
14. Analysis of Net Assets between Funds							
	Restricted	Unrestricted	Revaluation	Total			
	£	£	£	£			
Fixed Assets		196,931	67,000	263,931			
Current Assets	164,183	36,641	=	200,824			
Liabilities	(53,579)			(53,579)			
	110.604	233,572	67,000	411,176			