Company registration number: CE010342 Charity registration number: 1171690

# Blandford Youth Centre Management Board

known as

Blandford Youth and Community Centre (A Charitable Incorporated Organisation) Annual Report and Financial Statements

for the Year Ended 1 June 2022

Harney & Co Limited Chartered Certified Accountants and Registered Auditors 21 Market Place Blandford Forum Dorset DT11 7AF

## known as Blandford Youth and Community Centre

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## known as Blandford Youth and Community Centre

### **Reference and Administrative Details**

Chairman	Mrs J Newall
Trustees	Mrs J Newall Mr B Cooper, Vice chairman Mrs H E L Matson
Senior Management / Leadership Team	K James, Youth Centre Manager
Charity Registration Number	1171690
Company Registration Number	CE010342
Registered Office	The charity is incorporated in England and Wales. The Blandford Youth & Community Centre Milldown Road Blandford Forum Dorset DT11 7SQ
Independent Examiner	Harney & Co Limited Chartered Certified Accountants and Registered Auditors 21 Market Place Blandford Forum Dorset DT11 7AF

### known as Blandford Youth and Community Centre

### **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 1 June 2022.

#### **Objectives and activities**

#### **Objects** and aims

1. To advance in life and help young people through:

(a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;

(b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

2. To further or benefit the residents of Blandford Forum and the surrounding area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities; voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

#### Public benefit

The Blandford Youth and Community Centre is open during school term times, on Tuesday evenings for school years 7 and 8, Wednesday evenings for school year 10 and over and Thursday evenings for those in school year 9. The sessions at the Centre are run by qualified Youth Workers who provide guidance, support and suitable activities.

In addition, the Centre provides a learning opportunity for its volunteers to acquire new skills and qualifications.

The centre is also available for other community organisations who support the aims of the charity.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### Achievements and performance

Due to the impact of Covid-19 and in line with Government guidelines for leisure, soft play and youth centres the Youth Club closed its doors at the start of the pandemic in March 2020. During these unprecedented times the Youth Centre Manager and Youth Workers continued to support and provide advice via e-mail, telephone and the Youth Centre's Facebook page and once guidelines permitted, open the Centre for targeted mental health support to no more than 15 young people. Also, subject to Government guidelines the Centre offered free outdoor Summer activities such as Tai Chi and Kayaking, generously operated by a group of volunteers.

It was not until the start of the Autumn 2021 school term that we were able to reopen our doors and fully resume activities. That said income from young users of our club reached nearly half of our pre pandemic levels since the 2019/20 year. This year we have also been fortunate enough to be awarded with grant funding from local Council and organisations in furtherance of our objectives.

One noteable event we attended during the year was the successful and local Teddy Rocks Festival in May 2022, in which we were able to offer support to our young people in attendence, promote the Youth Club and provide activities in the form of circus skills and table tennis.

### known as Blandford Youth and Community Centre

### **Trustees' Report**

#### **Financial review**

#### Policy on reserves

As at the year end the CIO held funds of  $\pounds 34,503$  within its current bank account. The policy is to generate and retain funds in order to continue the Youth Club Activities into the forseeable future, with consideration given to the anticipated annual exenditure and allowing for any unexpected costs that may arise.

#### Structure, governance and management

#### Nature of governing document

Blandford Youth Centre Management Board is a Charitable Incorporated Organisation registered on 20th February 2017 and governed by its constitution whose only voting members are its charity trustees.

#### **Recruitment and appointment of trustees**

In selecting individuals for appointment as trustees, the existing trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. There must be at least three trustees and a maximum of twelve trustees and each trustee must serve for a term of three years by a resolution passed at a properly convened meeting of the trustees.

#### Induction and training of trustees

On or before appointment, each trustee is to be supplied with a copy of the CIO's constitution and a copy of the latest Trustees' Annual Report and Statement of Accounts.

#### **Organisational structure**

The CIO is managed by its trustees. The trustees have the power to delegate their functions to a committee or committees which must consist of two or more persons of which one must be a trustee of the charity.

The charity employs a Youth Centre Manager to oversee the day to day running of the centre who is ably assisted by a group of volunteers.

#### Statement of trustees' responsibilities

The trustees (who are also the directors of Blandford Youth Centre Management Board for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and

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### **Trustees' Report**

• prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 12 April 2023 and signed on its behalf by:

Mrs J Newall Chairman and Trustee

Barrie Cooper

Mr B Cooper Trustee

### known as Blandford Youth and Community Centre

### Independent Examiner's Report to the trustees of Blandford Youth Centre Management Board ('the Company')

I report to the charity trustees on my examination of the accounts of the charity for the year to 1 June 2022 which are set out on pages 6 to 17.

#### **Responsibilities and basis of report**

As the charity's trustees of Blandford Youth Centre Management Board you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

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 Blandford Youth Centre Management Board as required by section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements concerning the form and contect of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

Stillany .....

S A Harney Chartered Certified Accountants and Registered Auditors Association of Chartered Certified Accountants

21 Market Place Blandford Forum Dorset DT11 7AF

12 April 2023

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### Statement of Financial Activities for the Year Ended 1 June 2022

	Note	Unrestricte Designated £	ed funds General £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	15,000	19,010	34,010
Charitable activities	4	·	6,418	6,418
Total Income		15,000	25,428	40,428
<b>Expenditure on:</b> Charitable activities	5	(6,802)	(28,209)	(35,011)
Total Expenditure		(6,802)	(28,209)	(35,011)
Net income/(expenditure)		8,198	(2,781)	5,417
Net movement in funds		8,198	(2,781)	5,417
Reconciliation of funds				
Total funds brought forward		999	41,555	42,554
Total funds carried forward	17	9,197	38,774	47,971
		Unrestricted funds Designated General		Total 2021
	Note	£	£	£
Income and Endowments from:	2		0.100	0.100
Donations and legacies Charitable activities	3 4	-	9,100 100	9,100 100
Total Income	4		9,200	9,200
			9,200	9,200
<b>Expenditure on:</b> Charitable activities	5	(12,991)	(20,737)	(33,728)
Total Expenditure		(12,991)	(20,737)	(33,728)
Net expenditure		(12,991)	(11,537)	(24,528)
Transfers between funds		(481)	481	
Net movement in funds		(13,472)	(11,056)	(24,528)
<b>Reconciliation of funds</b>				
Total funds brought forward		14,471	52,611	67,082
Total funds carried forward	17	999	41,555	42,554

All of the charity's activities derive from continuing operations during the above two periods. The funds breakdown for 2021 is shown in note 17.

The notes on pages 8 to 17 form an integral part of these financial statements.

### known as Blandford Youth and Community Centre

### (Registration number: CE010342) Balance Sheet as at 1 June 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	20,554	24,487
Current assets			
Stocks	13	50	75
Debtors	14	1,415	476
Cash at bank and in hand	15	36,344	30,790
		37,809	31,341
Creditors: Amounts falling due within one year	16	(10,392)	(13,274)
Net current assets	_	27,417	18,067
Net assets	=	47,971	42,554
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds	_	47,971	42,554
Total funds	17	47,971	42,554

For the financial year ending 1 June 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements on pages 6 to 17 were approved by the trustees, and authorised for issue on 12 April 2023 and signed on their behalf by:

Mrs J Newall Chairman and Trustee

Barrie Cooper

Mr B Cooper Trustee

The notes on pages 8 to 17 form an integral part of these financial statements.

### known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

#### 1 Charity status

The charity is a Charitable Incorporated Organisation registered in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The principal place of business is: The Blandford Youth & Community Centre Milldown Road Blandford Forum Dorset DT11 7SQ

These financial statements were authorised for issue by the trustees on 12 April 2023.

#### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

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

#### Statement of compliance

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and Charities Act 2011.

#### **Basis of preparation**

Blandford Youth Centre Management Board meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

#### Income and endowments

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

#### **Donations and legacies**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date and any restrictions relating to receiving the funds are met.

#### Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

### known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

### Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### Gifts in kind

Gifts in kind are recognised in different ways dependent on how they are used by the charity: (i) Those donated for resale give rise to income when they are sold, and are valued at the amount actually realised; (ii) Those donated for onward transmission to beneficiaries are included in the Statement of Financial Activities as incoming resources and resources expended when they are distributed. They are valued at the amount the charity would have had to pay to acquire them; (iii) Those donated for use by the charity itself are included when receivable. They are valued at the amount the charity would have had to pay to acquire them the charity would have had to pay to acquire them.

#### Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### **Government grants**

Government grants are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to asset. Grants relating to revenue are recognised in income over the period in which the associated costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant is deferred it is recognised as deferred income.

### known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

### Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### Tangible fixed assets

Individual fixed assets costing £100 or more are initially recorded at cost.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

#### Asset class

Plant and equipment

**Depreciation method and rate** 10% straight line

#### Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

#### Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

### known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

### **Financial instruments**

#### **Recognition and Classification**

The charity has not entered into any complex financial instruments. Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument, and are classified according to the substance of the contractual arrangements entered into.

#### **3** Income from donations and legacies

	Unrestricted funds		Total
	Designated General		funds
	£	£	£
Grants, including capital grants;			
Government grants	-	18,010	18,010
Grants from other charities	15,000	1,000	16,000
Total for 2022	15,000	19,010	34,010
Total for 2021		9,100	9,100

### 4 Income from charitable activities

	Unrestricted funds General £	Total funds £
Youth Club Activities	6,418	6,418
Total for 2022	6,418	6,418
Total for 2021	100	100

### known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

### 5 Expenditure on charitable activities

		Unrestricted funds		Total	Total
	Nada	Designated	General	2022	2021
	Note	£	£	£	£
Youth Club Activities		-	18,044	18,044	17,011
Covid-19 Support		-	-	-	100
Staff costs		6,802	6,985	13,787	12,777
Governance costs	6		3,180	3,180	3,840
		6,802	28,209	35,011	33,728

In addition to the expenditure analysed above, there are also governance costs of  $\pm 3,180$  (2021 -  $\pm 3,840$ ) which relate directly to charitable activities. See note 6 for further details.

#### 6 Analysis of governance and support costs

#### **Governance costs**

	Unrestricted funds General £	Total funds £
Allocated support costs	3,180	3,180
Total for 2022	3,180	3,180
Total for 2021	3,840	3,840

#### 7 Government grants

During the year the charity benefitted from Dorset Council's Youth Fund Grants and in accordance with the accounting policy this credit is included as donated grant income in the Statement of Financial Activities.

The amount of grants recognised in the financial statements was £18,010 (2021 - £9,100).

### known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

### 8 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2022	2021
	£	£
Depreciation of fixed assets	4,083	4,068

### 9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

### 10 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	13,785	12,698
Pension costs	2	79
	13,787	12,777

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Centre manager	1	1
Youth workers	4	4
	5	5

1 (2021 - 1) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £2 (2021 - £79).

No employee received emoluments of more than £60,000 during the year.

### 11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

### known as Blandford Youth and Community Centre

## Notes to the Financial Statements for the Year Ended 1 June 2022

### 12 Tangible fixed assets

	Furniture and equipment £	Total £
Cost At 2 June 2021 Additions	40,680 150	40,680 150
At 1 June 2022	40,830	40,830
<b>Depreciation</b> At 2 June 2021 Charge for the year	16,193 4,083	16,193 4,083
At 1 June 2022	20,276	20,276
Net book value		
At 1 June 2022	20,554	20,554
At 1 June 2021	24,487	24,487
13 Stock Stocks	<b>2022</b> £ 50	<b>2021</b> £ 75
14 Debtors		
Prepayments	<b>2022</b> £ 1,415	<b>2021</b> £ 476
15 Cash and cash equivalents		
	2022 £	2021 £
Cash on hand	1,841	60 20 720
Cash at bank	34,503	30,730
	36,344	30,790

### 16 Creditors: amounts falling due within one year

## known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

	2022 £	2021 £
Trade creditors	5,106	-
Other taxation and social security	756	163
Accruals	4,030	12,611
Deferred income	500	500
	10,392	13,274

#### 17 Funds

	Balance at 2 June 2021 £	Incoming resources £	Resources expended £	Balance at 1 June 2022 £
Unrestricted				
Unrestricted general funds				
General Funds	41,555	25,428	(28,209)	38,774
Unrestricted designated funds				
Designated Funds	999	15,000	(6,802)	9,197
Total funds	42,554	40,428	(35,011)	47,971
	Balance at 2 June 2021 £	Incoming resources £	Resources expended £	Balance at 1 June 2022 £
Unrestricted funds				
Designated				
Emergency packs and vouchers	626	-	-	626
William Williams Staffing Grant	373	15,000	(6,802)	8,571
	999	15,000	(6,802)	9,197

### known as Blandford Youth and Community Centre

### Notes to the Financial Statements for the Year Ended 1 June 2022

	Balance at 2 June 2020 £	Incoming resources £			Transfers £	Balance at 1 June 2021 £
Unrestricted						
<i>Unrestricted general funds</i> General Funds	52,611	9,20	0 (20,	,737)	481	41,555
Unrestricted designated funds						
Designated Funds	14,471		- (12,	,991)	(481)	999
Total funds	67,082	9,20	0 (33,	,728)	-	42,554
	Balance June 20 £		Resources expended £	Tra	nsfers £	Balance at 1 June 2021 £
Unrestricted funds						
Designated						
Emergency packs and vouchers Dorset Community Covid-19	3	740	(114)		-	626
Dorset Community Covid-19						
Support		581	(100)		(481)	-
•	nt13	581	(100) (12,777)		(481)	373

The specific purposes for which the funds are to be applied are as follows:

#### Designated funds

The Emergency packs and vouchers fund has been designated to provide assistance when needed to disadvantaged users of the Blandford Youth Centre.

The Dorset Community Covid-19 Support Grant was awarded in April 2020 in response to the Youth Centre being used as a hub to support the local community during the pandemic. The funds have been used to pay for costs directly related and in support of this cause.

The Charity of William Williams has continued to provide funding in support of our Youth Centre manager and Youth workers wages.

### known as Blandford Youth and Community Centre

## Notes to the Financial Statements for the Year Ended 1 June 2022

### 18 Analysis of net assets between funds

	Unrestrict	ed funds	Total funds at 1 June
	General	Designated	2022
	£	£	£
Tangible fixed assets	20,554	-	20,554
Current assets	28,112	9,697	37,809
Current liabilities	(9,892)	(500)	(10,392)
Total net assets	38,774	9,197	47,971
	Unrestrict	ed funds	Total funds at 1 June
	Unrestrict General	ed funds Designated	
			1 June
Tangible fixed assets	General	Designated	1 June 2021
Tangible fixed assets Current assets	General £	Designated	1 June 2021 £
0	<b>General</b> £ 24,487	Designated £	1 June 2021 £ 24,487



Title	B43/AT Accounts 01.06.2022
File name	B43 Accounts 01.06.22.pdf
Document ID	391c199ab6d39efc783c96e5acf183fb69985ba0
Audit trail date format	DD / MM / YYYY
Status	<ul> <li>Signed</li> </ul>

## Document history

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