

Company registered number  
1645249  
Charity registered number  
287904

**Grove Neighbourhood Centre Limited**

**Report and Accounts**

**30 March 2023**

**Keith Vaudrey & Co Ltd  
Chartered Certified Accountants  
51 Marloes Road  
London W8 6LA**

## **Grove Neighbourhood Centre Limited Company Information**

### **Directors**

V Wood

M L Thirlaway (resigned on 02 October 2023)

D M Millar

D Hodd (appointed on 17 January 2024)

### **Secretary**

J L Cammell, OBE

### **Independent Examiner**

R Madhub

Keith Vaudrey & Co Ltd

Chartered Certified Accountants

51 Marloes Road

London W8 6LA

### **Bankers**

National Westminster Bank plc

22 Kings Mall

Hammersmith

London W6 0QD

### **Registered office**

7 Bradmore Park Road

Hammersmith

London W6 0DT

## **Report and accounts Contents**

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# **Grove Neighbourhood Centre Ltd**

## **Trustees' Report**

### **For The Year Ended 30 March 2023**

The Trustees are pleased to present their Annual Report for the year ending 30 March 2023.

The Grove Neighbourhood Centre has always regarded networking with other organisations as an integral part of our role within the community, both local and Borough wide. The GNC has always been involved with the local community and the drop-in-centre continues to be a very valuable resource to many of our users. The Centre's staff maintain regular contact with its more vulnerable adults, helping them and providing advice, signposting to other relevant organisations where relevant.

Local businesses and charities continue to support the Centre through in-kind support or cash grants and donations. The GNC could not fully function without our volunteers who give generously of their time, skills and expertise.

## **Reference and administrative details**

*Name: Grove Neighbourhood Centre Ltd*

*Registered charity no.: 287904*

*Company no.: 1645249*

*Address: 7 Bradmore Park Road, Hammersmith, London W6 0DT*

*Dates of financial year: 31 March 2022 to 30 March 2023*

*Members of the management committee who served in 2022-23:*

*Directors and/ Trustees: Vivienne Wood (Chair), Deirdre Millar (Vice Chair) Martin Thirlaway (Treasurer).*

*Secretary: Janis L Cammell, OBE*

*Other members: Janne Hall, Mike Anderson, Maggie Hodd, Catherine Porras-Anzola, Gavin Osmond, Donald Wright.*

*Independent Examiner*

*Rakesh Madhub*

*Chartered Certified Accountants*

*Keith Vaudrey & Co Ltd*

*51 Marloes Road*

*London W8 6LA*

*Banker*

*NatWest Bank*

*22 Kings Mall, King Street, London W6 0QD*

## **Purposes and activities**

Grove Neighbourhood Centre (GNC) is a community centre in Hammersmith, West London. It was set up in 1982 to initially serve the former Grove Ward of Hammersmith.

The GNC's building contains two halls and three small rooms which are available for hire to a wide variety of local groups, institutions and individuals. The GNC staff run a Friday Lunch Club which aims to combat social isolation. The staff also run the drop-in advice centre from the lower office.

Many of the GNC's activities offer an opportunity for local people to be involved in their local community in a casual, informal way. We have up to 40 volunteers who help with the various activities and social events on offer.

## **How we deliver public benefit**

Our activities deliver public benefit through the nature of the various groups and individuals who use our halls and rooms, these all offer educational, recreational, health-related, supportive or social benefit activities. The social events which the GNC itself organises deliver public benefit directly by bringing the community together.

We charge for the hire of rooms and halls but have regard to the Charity Commission's guidance on public benefit and offer reduced rates to some hirers for whom affordability would otherwise be a problem.

## **Structure, governance and management**

The company was incorporated on 21 June 1982 as a company limited by guarantee without share capital under a Memorandum and Articles of Association and registered as no. 1645249. The Charity Commission gave charitable status to it on 26 October 1983 (no.287904). The stated object is to benefit the local population by assisting statutory authorities and other local institutions, voluntary organisations, businesses and individuals in a common effort to advance education and provide facilities in the interests of social welfare for health, recreation and leisure time occupations as well as fostering a community spirit.

The charity is managed by a management committee. The proceedings of the management committee are governed by a Constitution, which specifies how members are elected or co-opted, how officers are elected and rules for the frequency and conduct of meetings and other such provisions. The committee meets six times a year, one of these meetings being the AGM.

## **Achievements and performance during the year**

Throughout the year 2022-23, the GNC has continued to build on its reputation and popularity within the Borough. The halls and rooms have been used for a wide and diverse variety of groups and individuals. There were educational groups (life art, folk art and dancing for both adults and children.), support groups: AA, NA, and GA, social groups such as The Iraqi Association, health related groups (yoga, Pilates, over 50s keep fit) There were activities for children (weekly toddler group, Kimmy's Heart beeps). The GNC was pleased to see the return of borough Councillors surgeries. The three rooms were used by individuals offering counselling, osteopathy and similar services of benefit to the community.

Many private children's parties were held and a variety of workshops over the weekends.

Due to a robust fundraising effort, the GNC was able to secure grants which helped reduce the financial impact of COVID-19. The team is comprised of trustees and volunteers with the help of other organisations.

## Financial review and reserves policy

Income received for the year 2022/23 was £106,763. The income comes from the hire of our halls and rooms, fundraising, sales and events, bank interest and donations.

The expenditure was £71,414. Our reserve level which we aim for is 25% of annual expenditure.

## Risk management

Financial risk arising from an unforeseen fall in income or increase in expenditure is addressed by our reserves policy. It is always hard to predict exact usage but the reserves give us a cushion while we work on rebuilding usage towards restoring the levels of income.

Non-financial risks include food-handling, risks of accidents to small children. Staff have all received food handling training and certificates. Food handling safety procedures are clearly displayed and entered into the health and safety procedure manual. Measures such as sealing off low wall electrical sockets have been taken to minimise risk to small children.

There is also a safeguarding policy in place to protect our senior adult users.

## Directors'/ Trustees' responsibilities

The trustees are responsible for preparing the report and accounts in accordance with applicable United Kingdom, law and Accounting Standards (UK Generally Accepted Practice), the Charities Act 2011 and applicable law and regulations.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP
- 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 explained in the financial statements;
- 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 also responsible for keeping adequate accounting records and to ensure that the charity's financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the trustees on 15th January 2024 and signed on its behalf by



Mrs V Wood

Trustee

Approved on 15/01/2024

## **Grove Neighbourhood Centre Ltd**

### **Independent Examiner's Report to the Trustees of the Grove Neighbourhood Centre Ltd**

I report to the Trustees on my examination of the financial statements of the charitable company on page 8 to 14 for the year ended 30 March 2023 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard 102, (effective 1st January 2016 as modified by FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), published by the Charity Commission in England & Wales (CCEW), and under the historical cost convention and the accounting policies set out on the page 11.

This report is made solely to the charity's trustees, as a body, in accordance with Section 145(3) of the Charities Act 2011. My examination has been undertaken so that I might state to the charity's trustees those matters we are required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my examination, for this report, or for the opinions I have formed.

#### **Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report**

As described on page 4, you, the charitable company's Trustees, who are also the Directors of the Company for the purposes of Company law, are responsible for the preparation of the financial statements in accordance with the Companies Act 2006, the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees consider that the audit requirement of Section 144 (1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the memorandum and articles of the charity for the conducting of an audit, and that the accounts do not require an audit in accordance with Part 16 of the Companies Act 2006 and that no member or members have requested an audit pursuant to Section 476 of the Companies Act 2006. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to: -

- a) Examination the financial statements of the charity under Section 145 of the Act;
- b) Follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Basis of independent examiner's report**

I report in respect of my examination of the charity's financial statements carried out under s145 of the Act. In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charitable company and of the accounting systems employed by the charitable company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statement, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquires and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide.

Consequently, I do not express an audit opinion on the view given by the financial statement, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself the objective of the independent examination are achieved and before finalising the report I obtained written assurances from the Trustees of all material matters.

### **Independent examiner's statement**

Attention is drawn to the accounting policy stating that, notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, and in order to accord with current best practice, the Trustees have determined to prepare the financial statements in accordance with FRS 102 SORP (statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by Bulletin issued February 2016), (The SORP). I concur with this approach, and any references in my report to the regulations should be read subject to this comment.

Subject to the limitations upon the scope of my work as detailed above, I have completed my examination: and can confirm that-

The accounts of this charitable company are not required to be audited under Part 16 of the Companies Act 2006;

This is a report in respect of an examination carried out under 145 of the Act and in accordance with Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect-

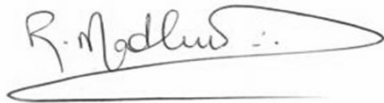
accounting records were not kept in respect of the charity as required by Section 386 of the Companies Act 2006 and Section 130 of The Charities Act 2011;

the financial statement do not accord with those records; or

the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in Section 396 of the Companies Act 2006 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;

have not been prepared in accordance with the methods and principles set out in the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP).

I have no concern 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 financial statements to be reached.

A handwritten signature in dark ink, appearing to read 'R. Madhub', enclosed within a large, horizontal, oval-shaped flourish.

R Madhub  
Keith Vaudrey & Co Ltd  
Chartered Certified Accountants  
51 Marloes Road  
London W8 6LA

Signed on 26/01/2024



**Grove Neighbourhood Centre Limited**  
**Balance Sheet**  
**as at 30 March 2023**

	Notes	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	4	446,248	447,577
<b>Current assets</b>			
Debtors	5	10,104	10,356
Cash at bank and in hand		<u>95,154</u>	<u>58,635</u>
		105,258	68,991
<b>Creditors: amounts falling due within one year</b>	6	(2,747)	(3,158)
<b>Net current assets</b>		<u>102,511</u>	<u>65,833</u>
<b>Net assets</b>		<u>548,759</u>	<u>513,410</u>
<b>Represented by</b>			
Capital grants	7	428,264	428,264
Restricted funds	8	6,000	6,000
Designated funds	9	1,202	1,202
General funds		113,293	77,944
		<u>548,759</u>	<u>513,410</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

Members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.



Mrs V Wood  
Trustee:

Approved by the board on 15/01/2024

**Grove Neighbourhood Centre Limited**  
**Statement of Financial Activities (including Income & Expenditure Account)**  
**for the year ended 30 March 2023**

	Notes	Unrestricted Funds General	Designated	Restricted Funds	Total Funds 2023	Total Funds 2022	Unrestricted Funds General	Designated	Restricted Funds
		£	£	£	£	£	£	£	£
<i>Income</i>									
Donations		3,711	-	-	3,711	3,986	3,986	-	-
Gift aid claimed		1,755	-	-	1,755	197	197	-	-
Legacy income		10,971	-	-	10,971	-	-	-	-
Rent receivable		87,867	-	-	87,867	70,038	70,038	-	-
Fundraising		2,065	-	-	2,065	531	531	-	-
Interest receivable		394	-	-	394	5	5	-	-
Grants		-	-	-	-	1,234	-	-	1,234
Job Retention Scheme		-	-	-	-	2,268	2,268	-	-
Other operating income		-	-	-	-	150	150	-	-
<b>Total income</b>		106,763	-	-	106,763	78,409	77,175	-	1,234
<b>Expenditure</b>									
Charitable activities		(69,914)	-	-	(69,914)	(66,505)	(66,505)	-	-
Governance costs		(1,500)	-	-	(1,500)	(1,500)	(1,500)	-	-
<b>Total expenditure</b>	10	(71,414)	-	-	(71,414)	(68,005)	(68,005)	-	-
<b>Net income/(expenditure) before transfers</b>	2	35,349	-	-	35,349	10,404	9,170	-	1,234
<b>Transfer between funds</b>		-	-	-	-	-	1,234	-	(1,234)
<b>Net movement in funds</b>		35,349	-	-	35,349	10,404	10,404	-	-
<b>Balances brought forward</b>		77,944	1,202	6,000	85,146	74,742	67,540	1,202	6,000
<b>Balances carried forward</b>		113,293	1,202	6,000	120,495	85,146	77,944	1,202	6,000

**Grove Neighbourhood Centre Limited**  
**Statement of Cash Flows**  
**for the year ended 30 March 2023**

	<b>Note</b>	<b>2023</b> <b>£</b>	<b>2022</b> <b>£</b>
<b>Cash flows from operating activities:</b>	<b>A</b>	<b>38,442</b>	<b>5,033</b>
<b>Cash flows from investing activities</b>			
Investment income		394	5
Purchase of fixed assets		(659)	-
<b>Cash flows from financing activities</b>			
Bank borrowings		-	61
<b>Net cash provided by/ (used) in operating activities</b>		<b>(265)</b>	<b>66</b>
<b>Net increase/ (decrease) in cash and cash equivalents</b>		<b>38,177</b>	<b>5,099</b>
<b>Net increase/ (decrease) in cash and cash equivalents</b>		<b>38,177</b>	<b>5,099</b>
Cash and cash equivalents at beginning of year		56,977	51,878
<b>Cash and cash equivalents at end of year</b>		<b>95,154</b>	<b>56,977</b>

**A: Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2023</b> <b>£</b>	<b>2022</b> <b>£</b>
Net movement in funds for the reporting period (as per statement of financial activities)	35,349	10,404
Less investment income	(394)	(5)
Add depreciation	1,988	1,927
Decrease/(increase) in debtors	252	(5,439)
Increase/ (Decrease) in creditors	(411)	(1,854)
Decrease in overdraft	1,658	-
	<b>38,442</b>	<b>5,033</b>
<b>Analysis of cash and cash equivalents</b>		
Cash at bank and in hand at end of year	95,154	58,635
Overdrafts facility repayable on demand	-	(1,658)
	<b>95,154</b>	<b>56,977</b>

**Grove Neighbourhood Centre Limited**  
**Notes to the Accounts**  
**for the year ended 30 March 2023**

**1 Accounting policies**

***Accounting convention***

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), published by the Charity Commission in England & Wales (CCEW), effective January 2016, and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

***Going Concern***

The charitable activities are entirely dependent on continuing letting of rooms, halls fundraising and donations. As a consequence, the going concern basis is dependent on the future flow of these funding streams. Accordingly, the Trustees have obtained forecasts and, after reviewing the financial forecasts for future periods to 30 March 2023, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

***Income recognition***

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 income receivable can be measured reliably. Donations, are recognised when the charity has been notified in writing of both the amount and the settlement date. Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

***Legacies income***

Legacies are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

***Fund accounting***

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

**Grove Neighbourhood Centre Limited**  
**Notes to the Accounts**  
**for the year ended 30 March 2023**

***Expenditure***

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities comprises direct expenses incurred on the define charitable purposes of the charity and includes staff costs attributable to the activity.

As all expenditure can be attributed to specific categories no apportionment between heading has been necessary. Irrecoverable VAT is included in the items of expenditure to which it relates.

***Capital Grants***

Grants receivable for capital expenditure are taken to reserves and written off over the useful lives of the assets acquired.

***Depreciation***

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Freehold Land and buildings	Straight line over the length of the lease
Equipment and furniture	25% straight line

<b>2 Net income/ (expenditure)</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Depreciation of tangible fixed assets	1,988	1,927
Independent Examiner's remuneration	1,500	1,500
	<u>3,488</u>	<u>3,427</u>

<b>3 Staff costs</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Staff costs during the year were as follows:		
Wages and salaries	45,841	48,966
Social security costs	-	-
	<u>45,841</u>	<u>48,966</u>

**4 Tangible fixed assets**

	<b>Freehold Land and buildings</b>	<b>Equipment &amp; Furniture</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 31 March 2022	442,119	60,894	503,013
Additions	-	659	659
At 30 March 2023	<u>442,119</u>	<u>61,553</u>	<u>503,672</u>
<b>Depreciation</b>			
At 31 March 2022	-	55,436	55,436
Charge for the year	-	1,988	1,988
At 30 March 2023	<u>-</u>	<u>57,424</u>	<u>57,424</u>
<b>Net book value</b>			
At 30 March 2023	<u>442,119</u>	<u>4,129</u>	<u>446,248</u>
At 30 March 2022	<u>442,119</u>	<u>5,458</u>	<u>447,577</u>

The building was transferred by London Borough Hammersmith and Fulham (LBHF) to the charity. Grove Neighbourhood Centre Ltd owns the freehold of the building which was done through an assets transfer by LBHF.

**Grove Neighbourhood Centre Limited**  
**Notes to the Accounts**  
**for the year ended 30 March 2023**

<b>5 Debtors</b>	<b>2023</b>	<b>2022</b>		
	<b>£</b>	<b>£</b>		
Trade debtors	8,537	6,327		
Legacies income receivable	-	4,029		
Other debtors	1,567	-		
	<u>10,104</u>	<u>10,356</u>		
<b>6 Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>		
	<b>£</b>	<b>£</b>		
Bank overdrafts	-	1,658		
Other creditors	2,747	1,500		
	<u>2,747</u>	<u>3,158</u>		
<b>7 Capital Grants</b>	<b>2023</b>	<b>2022</b>		
	<b>£</b>	<b>£</b>		
<b>Tangible fixed assets</b>				
At 31 March 2022	<u>444,802</u>	<u>444,802</u>		
As at 30 March 2022	<u>444,802</u>	<u>444,802</u>		
Amounts written off:				
At 31 March 2022	16,538	16,538		
At 30 March 2023	<u>16,538</u>	<u>16,538</u>		
At 30 March 2023	<u>428,264</u>	<u>428,264</u>		
<b>8 Restricted funds</b>				
	<b>At 31 March 2022</b>	<b>Incoming resources</b>	<b>Expenditure/ Transfer</b>	<b>At 30 March 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Hammersmith and Fulham	-	-	-	-
St Georges Developers - Roof repairs	2,500	-	-	2,500
Friends of the Grove - Roof repairs	3,500	-	-	3,500
	<u>6,000</u>	<u>-</u>	<u>-</u>	<u>6,000</u>

**Grove Neighbourhood Centre Limited**  
**Notes to the Accounts**  
**for the year ended 30 March 2023**

**8 Contd**

**Notes:**

Hammersmith and Fulham: Local restrictions support grant.	Tier 2 and Tier 3 grant received from Hammersmith and Fulham. The grants related to organisations affected by Covid. This money was transferred to help the organisation to cope with the covid challenges.
St Georges Developers - Roof repairs	This fund should be used towards roof repairs.
Friends of the Grove - Roof repairs	This fund should be used towards roof repairs.

**9 Designated funds**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Repairs and maintenance fund</b>		
At 30 March 2022	1,202	1,202
At 30 March 2023	<u>1,202</u>	<u>1,202</u>

**10 Administrative expenses**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	45,246	47,441
Pensions	595	1,525
Rates	679	386
Light, heat and water	7,379	4,300
Cleaning	1,679	937
Telephone	-	1,725
Printing, postage and stationery	1,662	412
Subscriptions	-	114
Repairs and maintenance	7,176	1,967
Depreciation	1,988	1,927
License fees	159	198
Kitchen & sundry expenses	385	407
Independent examiner fees	1,500	1,500
Office equipment lease	505	469
Insurance	1,684	2,348
Bank charges	382	326
IT cost	395	1,654
Advertising and PR	-	369
	<u>71,414</u>	<u>68,005</u>