Chairman's Report

I would like to thank everyone for taking time out to come to this United Church of God Annual General Meeting 2017.

The Church is a legally registered charity and so is subject to United Kingdom Charity Law part of that compliance with UK Law is that we have this Annual General Meeting.

The National Council has continued with its support of the Church administration over the past year by regular meetings. At these National Council meetings, various administrative details are discussed such as circulation of magazines, finance, accounts and compliance with all the latest laws concerning charities such as Child Protection.

A Feast is being organised in Torquay for 2017 and a Feast has been booked for Llandudno 2018. Other feast sites are pencilled in for 2019 and beyond.

The main development this year is the redesigning of the Church's UK website using propriety software and functionality so that the site is easier to change, update and be read by tablets and smartphones.

A Summer Camp has been held this year at Edale, Derbyshire in the Peak District. The dates were 28th July to 6th August with approximately 40 person's attending. This venue has also been also booked for next year. Summer Camp serves the Church in building strong relationships between young people as well as being the means to further develop the leadership qualities in the younger members of the Church.

The National Council continues to seek to improve and develop the membership. While maintaining a balanced budget and the

fulfilment of all its legal responsibilities. The Church continues to grow with baptisms and ordinations particularly of one new minister.

We would like to thank all members of the National Council for the time and effort they have given over the past year in supporting and maintaining this important part of the Church administration.

CEO's report

The United Church of God in the British Isles has continued to function through the year as a primarily volunteer-oriented organisation, supplemented with a small complement of part-time support staff. In this context, our ongoing challenges continue to be the need to manage, motivate, inspire, train, develop and maintain all our people, ourselves included.

This report covers the period July 2016 to June 2017. Here are some statistics that provide an overall summary of UCG-BI as of June 2017:

- 196 members on file.
- 41 prospective/associates on file.
- 226 donors on file.
- 168 co-workers on file.
- 7 congregations that meet weekly, plus annual Holy Days.
- 1 congregation that meets twice-a-month, plus annual Holy Days.
- Several individuals at home are regularly connected to Sabbath services via Skype or similar means. This group now includes members in the Carlow area of Ireland, who are now too small to be regarded - or advertised - as a functioning congregation.
- 155 to 175 typical weekly Sabbath attendance; peak attendance in our congregations can be up to half as many again as their average attendance.

 203 average Holy Day attendance for Spring Holy Days 2017, 23% increase over 2016.
- 9 elders, plus their wives.
- 7 deacons.
- 7 deaconesses.
- 6,500 Beyond Today print subscribers
- 60 Bible Study Course students as of June 2016
- 180 United News subscribers.
- £220,000 total annual income including an exceptional £5,000.00 donation.
- £238,000 total annual expenditure, utilising funds carried over from previous years.

1. Church/local congregations/work of the ministry:

- a. This area of the Church's work accounted for 32% of expenditure.
- b All congregations have continued to be supported, with the ministry or other speakers present for 'live services wherever and whenever possible. The Isle of Man congregation links together with several individuals in their own homes by Skype. Other members in other congregation occasionally use social media tools to live-link a service to members ta home
- c. The work of the ministry of the United Church of God in the British Isles is largely unpaid. Some, but not all, elders are part-time employees of UCG-BI being paid for the equivalent of a day's work per week on behalf of the Church.
- d. The Church continues to rely on the support of local leaders within our congregations. The ministry has continued to review existing and future leadership needs. One new elder was appointed during the year.
- e. A full ministerial meeting was held in December. All elders and wives were present, several of whom were attending their first ministerial meeting. Topics discussed

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- included: The *Beyond Today Supplement*, Feast site options for future years, Festival assistance, letters for excused absence and training both ministerial and other.
- f. At the end of December Gerhard Marx retired as pastor of the Bricket Wood congregation. Frank Jarvis has taken the pastoral oversight of that congregation, assisted by elders Barry Lavers and Len Parker.
- g. Occasional letters to the membership, plus the monthly newsletter *News & Events*, have been issued, recording developments within the Church as appropriate to the seasons of the Church year. All communications from the UCGIA Cincinnati home office intended for the Church members are forwarded to them electronically.
- h. Planning for the Feast of Tabernacles has continued. Last year, 2016, the total registered for Southport was 130 and the highest attendance was 121. This year in Torquay the expected registration figure is around 265, of which around 115 are visitors expected from overseas. Last year, members of the Stirling congregation who were unable to travel to Southport met together locally on the two High Days.
- i. For 2018, the ministry has agreed to return to the venue previously used in 2009, 2012 and 2015, the St George's Hotel in Llandudno, North Wales.
- j. A Summer Camp for our older children and teenagers was held at the *Peak Centre*, Derbyshire, in July/August 2016. Camp comprised nine adultstaff, plus ten other adults present at various times, together with ten boys in the age range 8 to 17 years and twelve girls in the age range 6 to 17 years. The under 10s were accompanied by one or both parents. The 22 campers came from the UK and Iste of Man (14), Switzerland (4), Germany (1), Italy (1), USA (1) and Canada (1).
- k. The Feast of Tabernacles and the annual Youth Summer Camp are significant activities in the Church calendar. The Church remains grateful to the voluntary work of many people who contribute their time and effort before and during both activities. In purely financial terms there is a net cost to the Church for both the Feast of Tabernacles and Summer Camp. In 2016, the net cost of the Feast of Tabernacles, including member assistance, was in the region of £5,700.00 and the net cost of Summer Camp was in the region of £3,600.00.
- Two edges and their wives attended at UCG-BI expense UCGIA's 2017 General Conference of Elders meeting in the USA.
- m. In response to catside events, security matters relating to our congregational meetings was reviewed. No additional safety measures were identified, but it was concluded that it would be appropriate to remind all congregational leaders to keep local contact lists upto-date.

2. Proclamation:

- a. This area of the Church's work accounted for 32% of expenditure.
- b. The *British & European Supplement to Beyond Today* magazine has continued to be published. The continuing efforts of Barbara Fenney as editorial coordinator and Jan Schroeder as production manager, together with the efforts of other writers and reviewers, are much appreciated. This publication continues to include articles presenting basic biblical knowledge with a Christian-living focus.
- c. Circulation of *Beyond Today* and *Supplement* increased through the year, from 4,109 to 6,510 subscriber copies per issue. The number of Internet readers in the British Isles is not readily quantifiable.

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- d. Internet Google advertising continued throughout the year in the United Kingdom and Ireland, being undertaken on our behalf by the Media and Communications Services department in the UCGIA Cincinnati home office, at UCG-BI expense.
- e. UCGIA's new Bible Study Aid Angels: God's Messengers and Spirit Army were received in the office. Copies were mailed to members and the office adapted Victor Kubik's letter offering the study aid to US subscribers to offer it to subscribers in the British Isles. To date over 720 requests have been received for this new study aid, an 11% response. Several of the requests contained interesting comments from subscribers.
- The subscriber mailing address carriers for BT, UN and the BSC have continued to contain 'ads' for related literature, for UCGIA's Beyond Today TV programme and occasionally 'mini-advertorials'. This no-cost advertising has borne good fruit and we will continue with it. Several of the returned mailing address carriers have contained comments that are included in the letters page of the Supplement or are forwarded to the Cincinnati home office.
- UCGIA's Beyond Today weekly TV programme Network, which is carried on the Sky TV channel 588. g. UCGIA's Beyond Today weekly TV programme continues to be aired on The Word

3. Administration:

- a. This area of the Church's work accounted for 36% of expenditure.
- b. The office, with both part-time employees now totalling five and volunteers who come into the office and who also work from home, has continued to meet the various demands placed on it.
- The continuing efforts of our office manager Mrs an Schroeder to maintain the office functions are much appreciated
- d. While the office has kept the most immediate and urgent areas of activity up-to-date, there are some important activities that do require more immediate attention. These mainly concern implementing aspects of our policies and procedures.
- e. A UCG-Bi imployed pension scheme (NEST) has been active since August 2016 and regular payments are being made on behalf of enrolled employees.
- Office IT: to meet the needs of staff working regularly in the office, some limited upgrades to our office PCs have been undertaken and an additional PC workstation has been brought into use, bringing a total of 4 PC workstations in the office.
- During the year office personnel took on additional work in support of the Festival Coordinator for this year's Feast of Tabernacles registration process. Also, the mailing of United News and the printed copies of News & Events was carried out from the office, previously they had been handled away from the office in a home environment. In the context of a relatively small number of individuals within our Church community who can volunteer to assist the work of the Church, the overall aim of these and future workload re-arrangements is: (1) primarily to get things done, plus (2) achieve a more professional way of undertaking the work of the Church, (3) provide more opportunities for staff development and interest within the office, and (4) to free-up specific personnel to concentrate on editorial matters.
- The need to undertake a major update to the ucg.org.uk website became urgent during the year, with the retirement of the previous webmaster. A Church-member website professional has been contracted to carry out this work.

- In early June, the office was made aware that its account with landl, the Church's website and office email host had been 'hacked'. The damage appeared to be limited to the creation of many spurious mailboxes which had been used to send spam emails. Following landl's guidance, all was restored to normal. An examination of the ucg.org.uk website did not reveal any apparent damage.
- During the year our parent HSBC branch in Chalfont St Peter closed, as did our parent NatWest branch in Culcheth (Warrington). Bank branch closures have provided office personnel with some additional challenges. They also highlight an issue that may arise in the future: the potential reduction in the ability of congregational members to pay in Holy Day offerings in local branches of either HSBC or NatWest.
- k. Our annual International Subsidy request to UCGIA for the 2017-2018 financial year was submitted and approved as part of UCGIA's budget passed at the May 2017 General Conference of Elders meeting. This request for \$28,800.00 (£23,400.00, equivalent to around 10% of our estimated indigenous income) was (1) to enhance indigenous income in support of ongoing office-based operations and (2) to support Internet advertising to build and maintain our Beyond Today magazine subscription list.

Thanks!

- I would like to thank the members and supporters of the United Church of God in the British Isles:
 - o For their continued support and encouragement.
 - o For their continued support and encouragement.

 o For their active involvement in our major activities: Church services and other meetings, Summer Camp, the Feast of Tabernacles
 - o For their ongoing personal motivation to develop as pillars and leaders in our Church community.
 - o For their financial support
 - For their prayers and for their personal determination to follow God's lead in their lives.
- I would also like to thank the home office personnel of UCGIA, including the Council of Elders and the administration, for their support, and for printed literature, the ucg.org website, and for advice and sharing ideas.



CEO's business plan

Watching videos of sessions of UCGIA's August 2017 Council of Elders' meeting, I was struck by several sentiments made by different ones:

- The desire for, indeed the need for, all parts of UCG outside of the USA to be or to become self-sufficient (in funding and in personnel).
- The need to engage the membership in all the Church does.
- The need for everyone in the Church to play a part in the Church's public proclamation.

One key challenge as UCG-BI moves forward remains that of continuing with the process of 'equipping the saints' in terms of identifying, training, developing and mentoring a new generation of leaders within our Church community.

Another key challenge is that of providing a welcoming Church environment in our present and in future congregations to encourage – alongside God's calling – the interest, growth and development of people who contact us in response to our preaching of the gospel.

1. Church/local congregations/work of the ministry:

- a. 33% of the Church's overall expenditure budget has been allocated to this area.
- b. We have eight regularly-meeting congregations. Seven of the eight have weekly Sabbath services. Our goal for the eighth, *Sheffield*, remains for it to meet weekly at some point.
- c. We continue to receive requests for information about Church from people both members and others remote from our existing congregations. The need is becoming urgent to work towards establishing new regular meetings, ultimately leading to new congregations; to achieve this, further pastoral development together with the motivation of existing members will be required.
- d. We must not lose sight of the fact that although we have eight nearly fully-functional congregations, we have over the years had to dispense with almost the same number. At times, we regularly advertised meetings in Carlow, Heathfield (Paddock Wood/Tonbridge), Chelmsford, Southampton, Birmingham, Nottingham and Coventry, all of which - although not all were regular weekly meetings - have now come to an end. Also, there is a marked numerical imbalance in attendance between the larger congregations and the smaller: 47 for the largest down to 13 for the smallest (figures for The three Holy Days in 2017). Our two largest congregations are almost 45% of the total attendance in all our congregations. In addition, five of our eight congregations do not have a pastor resident in the area, three of them do not have an elder resident in the area and one of them does not have a deacon or deaconess resident in the area. A broad review of our existing congregations and manpower is needed. It is becoming urgent that more leaders be actively involved in more numerically-balanced congregations. The high priority the ministry continues to place on progressively identifying, developing, training and encouraging additional leaders and speakers within our congregations needs to continue, even to be enhanced, and the Church must continue to utilise the skills, abilities, talents and spiritual gifts of those God has placed within its community younger and older, men and women.
- e. The UCG-BI Ministry and the National Council have agreed to meet to discuss Strategic Planning and Finance matters. The opening phase of this discussion will take place in the coming weeks.

- Plans for this year's Feast of Tabernacles at the TLH Leisure Victoria Hotel in Torquay are well advanced, with an attendance of around 265 anticipated. There will be eight British Isles elders in Southport, together with several elders and other speakers from overseas. The Feast programme and speaking schedule have been drafted. A programme of tours has been arranged.
- g. Next year, 2018, we will be returning to the St George's Hotel in Llandudno, North Wales, for the Feast of Tabernacles. The ministry must soon appoint the Festival Coordinator to allow Feast planning for Llandudno to proceed without delay. Plans for Feast venues in 2019 - and beyond - will likely include returning to those Festival venues with which we have become familiar with in recent years, although options for new venues remain under active consideration.
- h. A Summer Camp activity was held in 2016, and again just a few weeks ago, at the Peak Centre in Edale, Derbyshire. We shall be returning to the Peak Centre next year 2018. These activities provide us with opportunities to monitor, train, develop and mentor new leaders, who will both take Summer Camp forward into the future and serve our congregations more broadly.

Proclamation:

- lamation:

 34% of the Church's expenditure budget has been allocated to this area.
- b. Building and maintaining our Beyond Today Supplement circulation list has been a priority throughout the last year. From a low point at the end of 2015 the list has now increased from 1,500 to around 6,500 copies per issue. The next goal is for it to reach our historic high point of over 8,000 copies achieved in 2012, and then to head beyond that to 10,000 copies per issue. We will continue to use Internet advertising as our primary advertising tool and will continue to fund the UCGIA home office to do this advertising on our behalf. One afficipated challenge will be to maintain circulation growth at the same time as we start to lose these recent new subscribers - as we always do - through our subscription renewal programme.
- 'Advertising' within our own mailing lists: the subscriber mailing address carriers for BT, UN and the BSC will continue to carry no-cost 'ads' for related topics, including the Beyond Today TV programme, offering specially-produced Beyond Today study aids. Making use of both sides of the mailing address carrier allows us scope for additional interaction with our leaders.
- Our collective writing skills continue to need to be encouraged, developed and enhanced. Writing in the form of articles for the Supplement, mini-advertorials for mailing address garriers and shorter 'weblogs' for the ucg. org. uk website is needed. Editing, proofreading and desk-top publishing skills also need to be developed and enhanced. There is a continuous ongoing need to produce concise, yet challenging, inspiring and encouraging, biblically-based Christian-living material for an 'un-Churched' audience.

Administration:

- a. 33% of the Church's expenditure budget has been allocated to this area.
- b. Concerning office workload and administration workload generally: we have an adequate staffing level for current operations.
- This year office personnel have supported the Festival Coordinator in matters related to Feast registration and other aspects of Feast planning. The office will continue to develop

its expertise in these support activities and will take on other aspects of the work of the Church so that individual's accumulated skills are shared, in areas such as: Holy Day offering paperwork for the congregations; Website, content management and maintenance; Safeguarding, policies, procedures and record-keeping; Church policies: production of, maintenance of, distribution of all other Church/Charity-related policies; Payroll and associated matters; Gift Aid claims and associated record-keeping; Summer Camp record-keeping related to parental consent forms and payments.

- d. A project to update and enhance both the content, appearance and functionality of the ucg. org. uk website is now underway. This will amount to retiring the present ucg. org. uk website and replacing it with a new simplified design that should: contain only essential UCG-BI content, allow specific content to be updated by office personnel, include tight integration with the huge amount of searchable content on UCGIA's neg. org and be functional across all technological platforms from desktop to tablet and smartphone.
- Safeguarding: The Church has registered an office staff member as an additional "recruiter" to assist in processing the necessary background checks and re-checks required by our Child Protection and Safeguarding policies. Now that this is complete, the CEO will communicate with the ministry, National Council members and others for their cooperation in the checking/re-checking process.
- General Data Protection Regulations (GDPR) will apply in the UK from 25th May 2018. The government has confirmed that the UK's decision to leave the EU will not affect the commencement of the GDPR. The Church will need to assess these regulations, to make sure our handling of personal data is compliant and to identify any potential impact on our ability to share information with UCGIA's home office per UCGIA's Rules of Association.
- Both UCGIA and the National Council require that the Church operates in accordance with various policies and procedures, for example, policies for personnel, travel and subsistence, health and safety, safeguarding. While UCG-BI does operate in accordance with such policies and procedures, additional work is needed to (1) keep our policies upto-date and (2) keep our personnel up-to-date with sensitive Church-wide matters such as safeguarding Church wide saining of personnel is also required on an on-going basis.
- h. The extremt lease of Peterson House in Chalfont St Giles will expire in February 2018; another lease extension will be arranged.

Conclusion

Overall, this business plan concentrates on maintaining and enhancing the Church, its leaders, its members and its congregations. It also highlights the need to enhance our skills in communicating the message that God has for all of humanity.

I will end by reminding us all of Paul's words in 1 Corinthians 1:4-9, which confirm the spiritual tools God has made available, "I give thanks to my God always for you because of the grace of God that was given you in Christ Jesus, that in every way you were enriched in him in all speech and all knowledge--even as the testimony about Christ was confirmed among you--so that you are not lacking in any spiritual gift, as you wait for the revealing of our Lord Jesus Christ, who will sustain you to the end, guiltless in the day of our Lord Jesus Christ. God is faithful, by whom you were called into the fellowship of his Son, Jesus Christ our Lord." (English Standard Version)

<u>UNITED CHURCH OF GOD -</u> <u>BRITISH ISLES</u>

CHARITY NO: 1079192

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2017

FOR THE YEAR ENDED 30 JUNE 2017

Charity's Principal Address

Peterson House The Green High Street Chalfont St Giles Bucks HP8 4QF

Bankers

HSBC 31 St Peters Court High Street Chalfont St Peters Bucks SL9 9QQ

Charity Trustees

D Fenney

CEO

J Schroeder

B Ellams

Chairman

F Jarvis

(resigned 30.6.16)

B Crook

B Lavers

(appointed 30.6.16)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the United Church of God for the year ended 30 June 2017 which are set out on pages 3 to 6.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7)(b) of the Act, 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 Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

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

- which gives me reasonable cause to believe that in any material respect the
 requirements to keep accounting records in accordance with Section 41 of the Act,
 and to prepare accounts which accord with the accounting records and to comply
 with the accounting requirements of the Act have not been met or,
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

PJ Craighan & Co. 1 Broseley Avenue Culcheth Warrington Cheshire WA3 4HH

BALANCE SHEET - 30 JUNE 2017

<u>2016</u>		<u>Notes</u>			
3424	Fixed Assets	4		2568	
	Current Assets			•	
7952	Debtors and Prepayments		9573		
40129	Cash at Bank:- Current Account Nat West		14731		
821	Reserve Account		822		
5134	Euro Account		2430		
590	PayPal Account		15		
32436	Current Account HSBC		37663		
48810	Liquidity Account		48822		
276	HSBC Savings Account		276		
23	Cash In Hand		1331		
136171			115663		
1998	<u>Current Liabilities</u> Creditors and Accruals - due within one year	5	1141	114522	
137597	<u>Total Net Assets</u>			117090	
137597	Represented By: Members General Fund	7		117090	
137597				117090	
		B Fenney		(Treasurer)	
		B Ellams (Chairman)		nairman)	
		B Crook	(M	ember)	
	Date				

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 JUNE 2017

<u>2016</u>	<u>Income</u>		
114272	General Income		123977
50843	Holy Day Offerings		52173
19928	Gift Aid Refunds		19334
4662	Festival Donations		3067
1650	Welfare General		970
49370	Legacies and Bequests		-
49765	Other Income		20287
25	Interest Received		11
290515			219819
	Deduct Expenditure		
	<u>Church</u>		
34979	Church Administration	16747	
14733	Local Church Travel and Subsistence	16070	
19858	Local Church Hall Hire	21220	
5096	Local Church Miscellaneous	229	
2345	Youth	3982	
11313	Festivals	8004	
132	Welfare and Assistance	384	
600	Miscellaneous	-	
10037 99093	Local Church Wages	8714 75350	
99093	<u>Proclamation</u>	/5550	
15758	Media	9776	
12846	Publications Wages	15871	
19497	Publications Postage and Shipping	29034	
5383	Publications Contracted Services	14921	
4865	Publications Printing and Pre-Press	6711	
717	Publications Envelopes and Literature	1197	
-	Publications Travel	18	
57	Publications Supplies	312	
59123	,	77840	
555	<u>Administration</u>	*****	
13782	Wages and National Insurance Contributions	21327	
28996	Premises Rent etc	34288	
1073	Telephone	1151	
4261	Travel Costs	5831	
139	Postage and Printing	216	
5214	Stationery and Office Supplies	6237	
840	Professional Fees	870	
1758	Insurance	1765	
751	Sundry Expenses	788	
1332	Bank Charges	1294	
1141	Depreciation	856	
8744	Contracted Services	9550	
3329	Non Asset Equipment and Supplies	2312	
373	Suspense/Mispostings	651	
71733		87136	240326
60566	Net Surplus/(Deficit)		(20507)
			

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2017

1. **Accounting Policies**

The accounts have been prepared in accordance with Financial Reporting Standard for Smaller Entities and the Charities SORP.

2.	Independent Examiner's Remuneration Examination Fee Paid	2016 £	<u>2017</u> £
	examination ree Palo	840	870
3.	Employee Remuneration	<u>2016</u> £	2017 £
	Total Amounts paid to Employees	36665	45912
	Average number of employees during the year	5	
4.	Tangible Fixed Assets	Fixtures, Fittings & Equipment £	
	Cost at 1.7.2016	1680	6
	Additions		-
	Disposals		-
	Cost at 30.6.2017	1680	<u>6</u>
	Depreciation at 1.7.2016	1338	2
	Charge for Year	85	6
	Written Back on Disposals		-
	Depreciation at 30.6.2017	1423	8
	Net Book Value at 30.6.2017	256.	8
	Net Book Value at 30.6.2016	342	<u>4</u>

Depreciation is charged at a rate of 25% per annum on a reducing balance basis.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2017

5.	Creditors and Accruals - Due Within One Year	<u>2016</u> £	<u>2017</u> f
	Trade Creditors	<u>-</u>	_
	Bank Loans and Overdrafts	_	_
	Tax and Social Security	324	271
	Other Creditors	1674	870
		1998	1141
6.	Other Disclosure Issues	<u>2016</u>	<u>2017</u>
		£	£
	Commitments not provided for in the accounts	-	-
	Guarantees provided for	-	-
	Amount of Assets secured	-	-
7.	Members' General Fund		
		£	
	At 1.7.2016	137597	•
	Net Surplus/(Deficit) for the Year	(20507)	
	Prior year adjustments	-	•
	Balance at 30.6.2017	117090	- -