

**TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE PAROCHIAL CHURCH COUNCIL OF ST LEONARD'S PARISH,
HYTHE**



Aims and purposes

The Parochial Church Council (PCC) of the parish of St. Leonard has the responsibility of co-operating with the incumbent, the Reverend Andrew Sweeney to promote in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. In July 2017, we were delighted to welcome the Rev'd Pru Dulley as Assistant Curate.

The PCC is responsible for the maintenance of the two churches of the parish, St. Leonard's and Holy Cross, and for the Parish contribution, agreed by the Joint Council, to the St. Michael's Methodist Anglican Church Centre (StMMACC).

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve all those who live within the parish. Our services and worship put faith into practice through sacrament, prayer and scripture.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- i) worship and prayer, and the development of spirituality through study and discussion
- ii) provision of pastoral care for people living in the parish
- iii) missionary and outreach work

To facilitate this work, it is important that we maintain the fabric of the churches in the Parish.

Achievements and Performance

Worship and Prayer

The PCC is keen to offer a range of services throughout the parish that our community find both beneficial and spiritually fulfilling. Eucharist is central to our worship in the form of Sung Eucharist with choir at St. Leonard's, the Holy Communion service at Holy Cross, along with the quieter, more intimate said Holy Communion services. In addition to these, Sunday morning worship services of varying character are held at Holy Cross and at StMMACC, where Holy Communion is celebrated once a month. There is full choral evensong at St. Leonard's each Sunday. There are also weekday services throughout the parish.

All are welcome to attend our regular services. At present, there are 143 parishioners on the Church Electoral Roll. The average weekly attendance for the whole parish, counted during October, was 130 but this number increased at festivals. For example, St. Leonard's was full to capacity for the Crib service held on Christmas Eve. Numbers at all services this Christmas were higher than the previous year.

The membership of the boys' and girls' choirs continues to grow, some 35 in total at present and involvement of young people in the life of the church is strengthened through this. There is regular provision of a Sunday School at St. Leonard's alongside the 9.30 Eucharist.

There have been 20 baptisms, 11 weddings and 4 funerals held in the parish through the year in addition to our regular services. There have also been 24 funerals conducted on behalf of the Parish at crematoria and cemeteries.

St. Leonard's church remains open throughout the day, all year round, for any who wish to come in for private prayer or just to enjoy its peace and quietness. During the summer months, there are also stewards on duty to welcome the many visitors to the church. The Crypt continues to be an ever-popular draw for visitors to Hythe.

Deanery Synod

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider diocesan structures.

Pastoral Care

The Pastoral and Healing Team of the parish, in liaison with the clergy, ensure that all those who are unable to attend church because of age or ill health are visited and given communion, if they so wish, either in their own homes or in hospital. This provides an essential link with church life for the aged and infirm.

Mission and Evangelism

During 2017 we raised £1,000 which was donated to the Kent Refugee Action Network. £575 was also raised at the annual Lights of Love service for the local Hospice and the local Dementia Forum.

Our monthly Parish Review is distributed widely in the community and is always available at the back of each church.

The clergy maintain a strong link with Hythe Bay C. of E. Primary School and hold weekly assemblies there. The school holds its end of term, Harvest and Christmas services in St. Leonard's and 4 'church days' are held each year. Through these the children become familiar and comfortable with the church and begin to learn that the church is part of their town and for them to use.

There are ever stronger links between Palmarsh School and Holy Cross Church. As with Hythe Bay School, Palmarsh School holds end of term services in the church along with their Harvest festival and Christingle services. A weekly 'after school club' for children in Palmarsh School continues to be a very popular activity. A welcome development this year has been a Palmarsh school 'church day' for years 5 and 6 held at St Leonard's.

Ecumenical Relationships

Churches Together in Hythe and Saltwood continues to flourish with a number of events being held including the Good Friday Walk of witness. The Parish continues to work closely with other denominations in Hythe to promote the Christian message in the town.

The Hythe Anglican-Methodist Joint Council continues its work to maintain the joint use of the St. Michael's Methodist Anglican Church Centre established when St. Michael's was closed at the end of September, 2011. We are most grateful for the friendly and open handed welcome that the Methodists have offered to the congregation of St. Michael's. The Joint Sharing Agreement is a flowering of the ever-strengthening bond between the two churches.

Financial Review

Total receipts on unrestricted funds were £125,433 of which £676 was a gain on investments relating to the Martello Drive Fund. In addition, restricted income of £54,820 was also received and is detailed in the financial statements. £36,576 of this relates to grants and donations received for the restoration of the organ in St. Leonard's Church. This work will take place during 2018.

Planned giving through banker's orders and weekly envelopes was £56,366 (£51,323 in 2016) while the plate collections at services totalled £10,748 (£9,595 in 2015).

The total expenditure for the year was £ 143,317 of which £112,695 was from current unrestricted funds.

The parish share as assessed by the Diocese of Canterbury was £75,779. The parish paid £65,000 of this leaving arrears for the year of £10,779 and ongoing arrears of £64,106.

Reserves Policy

St Leonards Church and Holy Cross Church each have a restricted buildings/fabric fund. There are further funds designated by the PCC for the upkeep of a residential property owned by the parish but which can be used for general purposes if the PCC sees fit.

The St Leonards Church Fabric Fund is likely to be exhausted early in 2018 due to repairs to the roof. The PCC considers that a contingency reserve of between £20,000 and

£25,000 be established for future repairs and legacy monies which are expected in 2018 will be designated towards this.

The restricted, designated and unrestricted funds deposited with the bank totalled £84,150 as at 31 December. In addition there were long term investments held with CBF Church of England funds totalling £5,966 at 31 December.

Volunteers

Our large team of volunteers is what makes the church function. These include members of the PCC, servers, church cleaners, sides persons, choir members, bell ringers, coffee makers, flower arrangers, churchyard maintenance workers and many others, all of whom add up to a band of helpers who willingly give their time for the good of our church community. A successful celebration where all our volunteers were invited and thanked, was held on Saturday 4th November, alongside the celebration of our patronal festival on Sunday 5th November. However, this report enables us to offer heartfelt thanks to each one of them.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. Here in the parish of St. Leonard the membership of the PCC consists of the Priest in Charge, associate and assistant clergy, the churchwardens, the reader, members of the deanery synod and members who are elected by those of the congregation who are on the electoral roll of the parish. All who are members of our congregation are encouraged to register on the electoral roll and stand for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the parish including decisions about how funds of the PCC are to be spent.

The full PCC meets ten times during the year with an average level of attendance of 70%. Committees of the PCC are the Standing and Finance and Crypt. They are all responsible to the PCC and report back to it regularly. The Anglican-Methodist Joint Council also provides regular reports to the PCC.

Administrative Information

The Parish of St. Leonard is part of the Canterbury Diocese within the Church of England. The correspondence address is The Vicarage, Oak Walk, Hythe, Kent CT21 5DN.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and was registered as a charity (No 1144695) on 16 November 2011.

PCC members who have served from March 2015 until the date this report was approved are:

Ex officio members:

Incumbent: The Reverend Andrew Sweeney
The Reverend Louise Seear
The Reverend Pru Dulley (From July 2017)

Wardens: Pat Chipping
Gill Cox

Mike Cox

Lay Reader

Brian Bishop
Nettie Wren
Sean Mc Nally

Deanery Synod and Treasurer
Deanery Synod
Deanery Synod (resigned)

Elected members:

Annie Anderson	Elected 2015-18
Scott Mattocks	Elected 2015-18
John Howard	Elected 2015-18
Brin Hughes	Elected 2015-18
Christine Butcher	Elected 2016-19
Nicola Plested	Elected 2016-19
Diana Ward	Elected 2016-19
Berkeley Hill	Elected 2017-20
Roger Taylor	Elected 2017-20
John Wren	Elected 2017-20
Kathryn Maher	Elected 2017-20 (resigned)

PCC Secretary:

Christine Blackman

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st December 2017

	Note	Unrestricted Funds	Restricted Funds	2017	2016
Income and Expenditure					
Incoming Resources					
Incoming resources from donors	2(a)	83,916	0	83,916	76,623
Other voluntary incoming resources	2(b)	16,080	45,522	61,602	21,111
Incoming resources from operating activities:-					
- to further the Council's objects	2(c)	15,755	0	15,755	18,904
- to generate funds	2(cii)	1,768	1,000	2,768	5,097
Trading receipts	2(d)	7,820	0	7,820	7,200
Income from Investments	2(e)	5	11	16	21
Other incoming resources	2(f)	200	7,500	7,700	120
Total incoming resources		125,544	54,033	179,577	129,076
Resources Expended					
Grants	3(a)	0	2,330	2,330	3,819
Support Costs	3(b)	0	0	0	0
Relating to the Work of the Church	3(c)	114,093	38,100	152,193	138,434
Church Management & Admin.	3(d)	3,893	1,710	5,603	8,587
Vergers House	3(e)	460	0	460	440
Other Resources Expended	3 (f)	170	0	170	0
Total resources used		118,616	42,140	160,756	151,280
Net (outgoing)/incoming resources for the year		6,928	11,893	18,821	-22,204
Other recognised gains and losses					
Gains/Losses(-) on investments		676		676	703
Net Movement in Funds		7,604	11,893	19,497	-21,501
Balances Brought Forward at 1st January, 2017 (2016)		304,449	79,979	384,428	405,929
Balances Carried Forward at 31st December, 2017 (2016)		312,053	91,872	403,925	384,428

The notes on pages 8 to 13 form part of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

BALANCE SHEET
at 31st December, 2017

	Note	2017	2016
FIXED ASSETS			
Tangible Fixed Assets	5	387,496	385,180
Investments	6	<u>5,966</u>	<u>5,290</u>
		393,462	390,470
Current Assets			
Cash at Bank		84,150	52,015
Prepayment - Organ Restoration		13,340	0
Other Debtors - Income Tax recoverable		3,427	2,100
GASDS Recoverable		650	575
VAT Recoverable		0	348
Vergers House Rent		<u>600</u>	<u>0</u>
		102,167	55,038
Liabilities: Amounts falling due within one year			
Parish Share		64,106	53,327
St Leonards Church Roof Repairs		20,000	0
Insurance Premium Instalments		2,052	2,546
Sundry creditors		<u>5,546</u>	<u>5,207</u>
		91,704	61,080
Net current (liabilities) / assets		<u>10,463.00</u>	<u>-6,042</u>
NET ASSETS		<u>403,925</u>	<u>384,428</u>
Funds			
Restricted	8	91,872	79,979
Unrestricted	9	312,053	304,449
		<u>403,925</u>	<u>384,428</u>

Approved by the Parochial Church Council on 22nd February 2018 and signed on its behalf by:

.....
Rev A J Sweeney (Priest in Charge)

.....
Dr P M Chipping (Churchwarden)

The notes on pages 8 to 13 form part of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31st December, 2017

NOTE 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of freehold property and investment assets, which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, asset and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under covenant or gift aid is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Funds raised as a result of specific fund raising events are accounted for gross.

Sales of books and guides are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investment on 31st December.

Resources used

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The diocesan quota is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated land and buildings and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Steinway Performance Piano

The Steinway piano is depreciated on a straight line basis over 20 years.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years.

Investments

Investments are valued at market value at 31st December.

Current assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short term deposits include cash held on deposit with CBF Church of England Funds or at the bank.

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

NOTES TO THE FINANCIAL ACCOUNTS
for the year ended 31st December, 2017 (continued)

NOTE 2. INCOME	Unrestricted Funds	Restricted Funds	2017	2016
2(a) Incoming resources from donors				
<i>Planned giving:</i>				
<i>Gift Aid declarations</i>	49,707		49,707	45,315
<i>Inc.Tax recovered on gift aid</i>	10,238		10,238	9,740
<i>Income tax to be reclaimed</i>	2,165		2,165	2,100
<i>Non Gift Aid giving</i>	6,659		6,659	6,008
<i>Collections (open plate) at all services</i>	10,748		10,748	9,635
<i>Gift Aid Small Donations Scheme</i>	1,749		1,749	1,451
<i>GASDS to be reclaimed</i>	650		650	575
<i>Sundry Donations</i>	2,000		2,000	1,799
	83,916	0	83,916	76,623
2(b) Other voluntary incoming resources				
<i>Donations, appeals</i>	898	26,844	27,742	5,042
<i>Inc Tax Recovered on gift aid for donations</i>		2,068	2,068	0
<i>Inc Tax to be recovered on donations</i>		1,262	1,262	0
<i>Legacies</i>	15,167		15,167	0
<i>Grants</i>		15,160	15,160	12,600
<i>Reclaimed VAT</i>		188	188	3,071
<i>Refunds</i>	15		15	398
	16,080	45,522	61,602	21,111
2(c) Incoming resources from operating activities to further the Council's objects				
<i>Bible Reading Fellowship subs</i>	119		119	117
<i>Magazines/Books Sales</i>	2,009		2,009	2,178
<i>Fees</i>	5,709		5,709	6,677
<i>Evangelism/Retreats</i>			0	2,176
<i>Crypt</i>	7,918		7,918	7,756
	15,755	0	15,755	18,904
2(cii) Incoming resources from operating activities to generate funds				
<i>Fund-raising Events</i>	39	1,000	1,039	3,403
<i>Magazine advertising revenue</i>	1,380		1,380	1,340
<i>Printing revenue</i>	349		349	354
	1,768	1,000	2,768	5,097
2(d) Trading receipts				
<i>Vergers House - Rent</i>	7,200		7,200	7,200
<i>Holy Cross Church Letting Income</i>	620		620	0
	7,820	0	7,200	7,200
2(e) Income from Investment				
<i>Dividends & Interest</i>	5	11	16	21
	5	11	16	21
2(f) Other ordinary incoming resources				
<i>Misc Income</i>	200		200	120
<i>Insurance Claim</i>		7,500	7,500	0
	200	7,500	7,700	120
TOTAL INCOME	125,544	54,033	178,957	129,076

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

NOTES TO THE FINANCIAL ACCOUNTS
for the year ended 31st December, 2017 (continued)

NOTE 3. EXPENDITURE	Unrestricted Funds	Restricted Funds	2017	2016
3(a) Grants				
Missionary & Charitable Giving:				
Church Overseas:				
- Missionary Societies			0	886
- Relief & Development Agencies			0	432
Home Missions & Other Church Societies		2,330	2,330	2,501
	0	2,330	2,330	3,819
3(b) Support Costs				
Diocesan Training Funds			0	0
Conferences			0	0
ALMs/Readers			0	0
	0	0	0	0
3(c) Relating to the Work of the Church				
Bible Reading Fellowship subs	119		119	117
Church Maintenance	3,007	33,242	36,249	21,152
Church Running Expenses	17,861		17,861	19,661
Clergy Expenses	1,074		1,074	652
Crypt	321		321	342
Depreciation		4,858	4,858	4,858
Diocesan Parish Share	75,779		75,779	74,365
Education/Spiritual Growth	17		17	378
Evangelism/Retreats	440		440	2,710
Fees expenses	0		0	0
Misc Printing	228		228	228
Organ Maintenance	2,241		2,241	1,285
Piano Maintenance	45		45	45
Wages (see note 4)	12,961		12,961	12,641
	114,093	38,100	152,193	138,434
3(d) Church Management & Administration				
Administration	3,656		3,656	8,377
Bank Charges			0	0
Professional Fees		1,710	1,710	0
Affiliation Fees	237		237	210
	3,893	1,710	5,603	8,587
3(e) Vergers House				
Repairs & Maintenance	460		460	440
	460	0	460	440
3 (f) Other Resources Expended				
Misc Expenditure	170		170	0
	170	0	170	0
TOTAL EXPENDITURE	118,616	42,140	160,756	151,280

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

NOTES TO THE FINANCIAL ACCOUNTS
for the year ended 31st December, 2017 (continued)

NOTE 4. STAFF COSTS

	2017	2016
Wages & Salaries (Secretarial)	7,140	6,780
Wages & Salaries (Organ/choir)	5,821	5,861
	<u>12,961</u>	<u>12,641</u>

During the year the P.C.C. paid for the services of a Director of Music, an assistant organist,choirs and a parish secretary.
No member received any reimbursement of expenses or remuneration during the year.

NOTE 5. FIXED ASSETS FOR USE BY THE P.C.C. (Unrestricted)

		Freehold Land & Buildings	Furniture & Equipment	Total
COST OR VALUATION	At 1 January 2017	375,000	50,507	425,507
	Revaluation/purchase			0
	Additions		7,174	7,174
	<u>At 31 Dec. 2017</u>	<u>375,000</u>	<u>57,681</u>	<u>432,681</u>
DEPRECIATION	At 1 January, 2017	0	40,327	40,327
	Charge for the year	0	4,858	4,858
	<u>At 31 Dec. 2017</u>	<u>375,000</u>	<u>45,185</u>	<u>45,185</u>
NET BOOK VALUE	At 31 Dec. 2016	375,000	10,180	385,180
	<u>At 31 Dec. 2017</u>	<u>375,000</u>	<u>12,496</u>	<u>387,496</u>

NOTES:

The freehold land and buildings comprise:

Vergers house located at Church Road, Hythe - value £375,000
Valued December 2013

A new photocopier/printer for use in the parish office was purchased during 2017.

Furniture & Equipment comprises:

Steinway Concert Grand Piano - £3,150
Serving/Kitchen - £2,172
Photocopier/Printer - £7,174

NOTE 6. INVESTMENTS

	Unrestricted Funds	Restricted Fund	2,017	Total 2016
CBF Investment Fund Units - Martello Drive	5,966	0	5,966	5,290

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

NOTES TO THE FINANCIAL ACCOUNTS
for the year ended 31st December, 2016 (continued)

NOTE 7. FUND DETAILS

The restricted fund comprises:

The Mission Account relates to funds raised for and grants made to support mission work and charities.

Holy Cross Church which relates to funds donated and used for the upkeep and maintenance of that church.

St. Leonard's Church which relates to funds donated and used for the upkeep and maintenance of that church.

The Organ Restoration Fund which relates to funds donated and used for the restoration project of the organ in St Leonards's Church.

Performance Piano Fund relates to the gift aid donation/income tax refunded for the purchase of the Steinway piano.

The Organ Fund relates to the bequest made for the upkeep of the organ in St Leonard's Church.

The Churchyard Improvements Fund relates to funds donated and used for the upkeep and maintenance of the churchyard and boundary walls, railings and gates at St Leonards.

The designated fund comprises:

The Vergers House fund which relates to income from renting the property and which is designated for the repair and upkeep of that property but can also be used for general purposes.

THE PAROCHIAL CHURCH COUNCIL OF ST. LEONARD, HYTHE

NOTES TO THE FINANCIAL ACCOUNTS
for the year ended 31st December, 2017 (continued)

NOTE 8. ANALYSIS OF MOVEMENTS IN RESTRICTED FUNDS

	Balance at 1 Jan 2017	Movement in resources		Balance at 31 Dec 2017
		Incoming	Outgoing	
Performance Piano fund	4,200		-1,050	3,150
Organ fund	527	0	-527	0
Holy Cross Fund	1,141	438	-971	608
Churchyard Improvements Fund	1,828	800	0	2,628
Mission Fund	898	1,953	-2,330	521
St Leonards Church Fund	71,385	12,125	-36,859	46,651
Organ Restoration Fund 2017-2018	0	39,244	-930	38,314
	79,979	54,560	-42,667	91,872

NOTE 9. ANALYSIS OF MOVEMENTS IN UNRESTRICTED FUNDS

	Balance at 1 Jan 2017	Movement in resources		Balance at 31 Dec 2017
		Incoming	Outgoing	
Designated funds - Vergers House	174,575	7,200	-460	181,315
Other unrestricted funds	129,874	119,020	-118,156	130,738
	304,449	126,220	-118,616	312,053

NOTE 10. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted funds	Restricted funds	Total
Fixed assets	382,174	5,322	387,496
Investments	5,966		5,966
Current assets	62,642	39,525	102,167
Current liabilities	-71,704	-20,000	-91,704
	379,078	24,847	403,925

THE PAROCHIAL CHURCH COUNCIL OF ST LEONARD, HYTHE

**INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH
COUNCIL OF ST LEONARD, HYTHE**

I report on the accounts for the year ended 31st December 2017 which are set out on pages 6 to 13.

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

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 the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements:-

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records 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.

Harmony
The Fairway
Hythe
Kent


Jonathan Michael Gammon, F.C.A; T.E.P.

22 February 2018