

THE MANOR HOUSE TRUST

Registered Charity number 283083

**FINANCIAL STATEMENTS
31 December 2018**

**NYMAN LIBSON PAUL
CHARTERED ACCOUNTANTS
REGINA HOUSE
124 FINCHLEY ROAD
LONDON NW3 5JS**

THE MANOR HOUSE TRUST

FINANCIAL STATEMENTS

Year ended 31 December 2018

CONTENTS

Legal and Administrative Details	1
Report of the Trustees	2 - 4
Independent Auditors' Report	5 - 7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 – 14

THE MANOR HOUSE TRUST

LEGAL AND ADMINISTRATIVE DETAILS

Registered Name: The Manor House Trust

Registered Number: 283083

Governing Documents: Trust Deed dated 31 March 1981

Trustees:

- Mr D Leibling
- Mr P Simmons
- Mr P Winter
- Mr S Adler
- Mr P Langsford
- Mr P Israel
- Mr M Frankl

Principal Address: The Manor House Trust
80 East End Road
London N3 2SY

Bankers: Clydesdale Bank Plc
Piccadilly Circus, London

Auditors: Nyman Libson Paul
Chartered Accountants
Regina House
124 Finchley Road
London NW3 5JS

THE MANOR HOUSE TRUST

REPORT OF THE TRUSTEES

The Trustees present their annual report and the audited financial statements of the Manor House Trust for the year ended 31 December 2018.

The Trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), 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).

STATUS AND ADMINISTRATION

The charity is constituted by Deed of Trust dated 31 March 1981 and registered with the Charity Commission under charity number 283083. The charity's governing instrument is its constitution which allows for any activities covered by the charity's objectives, with no specific restrictions.

CHARITABLE OBJECTIVES

The principal objectives of the Manor House Trust are the promoting, fostering and advancing of the Jewish religion and way of life in all of its aspects, both religious and secular.

The charity owns a freehold property known as the Sternberg Centre for Judaism which it maintains as a religious, educational, residential, conference and community centre.

Each year the Trustees review its aims and activities to ensure they continue to reflect the charity's objectives. In carrying out this review the Trustees have considered the Charity Commission's guidance on public benefit, which state that the benefit must be to the public, or a section of the public. The Trustees state that the Sternberg Centre is made available for use as a religious, education and community centre. It is also used as an Interfaith Centre to facilitate and encourage dialogue between Judaism and other faiths.

GOVERNANCE

The charity is administered by the Board of Trustees which meets regularly to discuss and implement policy.

There is no limit to the number of Trustees on the board. Major lessees on the Manor House site are each entitled to appoint one trustee and additionally when a donation in excess of £50,000 is made, the donor or his nominee is entitled to become appointed. The Movement for Reform Judaism is entitled to appoint such number of Trustees as is the largest of three, one third of the total number of Trustees, a number equal to the number of "donor" Trustees and a number equal to the number of "lessee" Trustees. Each new Trustee is inducted by existing Trustees and provided with a background to the objectives of the Manor House Trust and advised of their responsibilities.

TRUSTEES

Trustees acting during the year and at the date of approval of the financial statements are listed on page 1.

FINANCIAL REVIEW

Net Incoming Resources for the year amounted to £11,670), leaving total fund balances carried forward of £1,966,934.

MANOR HOUSE TRUST

REPORT OF THE TRUSTEES (Continued)

Review of activities, achievements and future plans:

The results for the year are shown on page 8 of the financial statements.

The Trust continued to maintain the Sternberg Centre for Judaism as a religious, educational, residential, conference and community centre. All areas of the site are now occupied. In 2018 the anticipated major repair work to the perimeter walls to strengthen them and provide additional security took place. In addition, the Manor House underwent the planned external refurbishment in line with the continued maintenance of the building and major arboriculture works will take place.

Volunteers:

In common with all charities the Trust is heavily reliant on the contribution made by a number of volunteers. In particular the members of the charity's governing body participate on a voluntary basis to supplement the activities of the professional team.

INVESTMENT POLICY

The Trustees' investment powers are governed by its trust deed which permits the funds available to be invested in a wide range of securities and assets.

The Board's investment policy is to aim for safety commensurate with immediate and planned spending requirements. Accordingly funds are held as cash balances and not otherwise invested.

The Trustees will continue to manage the Charity's investments in conformity with the policy and its constitution. They are averse to risk and surplus funds will be held on deposit.

RESERVES AND FUNDING

The charity aims to maintain reserves at a level that is sufficient to enable it to meet its charitable commitments as they fall due.

RISK MANAGEMENT

The Board of Trustees is responsible for the management of the risks faced by the charity.

All major risks to which the charity is exposed have been identified, assessed and controls established as appropriate. Consequently, the Trustees are satisfied that the major risks identified have been mitigated to the extent reasonable.

MANOR HOUSE TRUST

REPORT OF THE TRUSTEES (Continued)

CONNECTED CHARITIES

The Manor House Trust is connected with various other charities who are fellow tenants of the Trust's freehold property, The Sternberg Centre.

The Trust, as agent, incurs expenditure on behalf of all tenants which is subsequently recharged.

AUDITORS

Nyman Libson Paul has expressed their willingness to continue as auditors, and a resolution for their reappointment will be proposed at the next Trustees meeting.

ASSET COVER FOR FUNDS

Note 12 sets out an analysis of the assets attributable to the various funds. These assets are considered sufficient to meet the charity's obligations on a fund by fund basis.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees 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).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity 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 judgments 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 charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transaction and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

On behalf of the Trustees



Date: 27th September 2019

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF THE MANOR HOUSE TRUST

Opinion

We have audited the financial statements of Manor House Trust (the 'charity') for the year ended 31 December 2018 set out on pages 8 to 14. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2018 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF MANOR HOUSE TRUST (Continued)

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

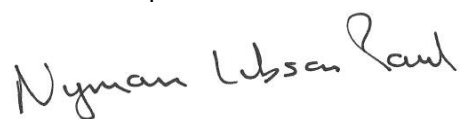
In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF MANOR HOUSE TRUST (Continued)

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.



Nyman Libson Paul
Chartered Accountants
Statutory Auditors

Regina House
124 Finchley Road
London
NW3 5JS

Date: 27th September 2019

Nyman Libson Paul is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

MANOR HOUSE TRUST
Statement of Financial Activities
for the year ended 31st
December 2018

		Unrestricted	Restricted	Designated	Total Funds	Total Funds Restated
		Funds	Funds	Funds	2018	2017
		£	£	£	£	£
	Note					
Income From:						
Investment Income	1	-	-	40,000	40,000	40,000
Income from Charitable Activities	2	346,016	-	-	346,016	301,509
Total		346,016	-	40,000	386,016	341,509
Resources Expended						
Charitable activities	3	367,376	-	6,970	374,346	374,339
Total Resources Expended		367,376	-	6,970	374,346	374,339
Net Income		(21,360)	-	33,030	11,670	(32,830)
Reconciliation of Funds						
Total Funds brought forward at 1st January 2018		1,198,274	831,569	(74,579)	1,955,264	1,988,094
Total Funds carried forward at 31st December 2018		1,176,914	831,569	(41,549)	1,966,934	1,955,264

The notes on pages 10 to 14 form part of these financial statements

MANOR HOUSE TRUST
Balance Sheet as at 31st December 2018

	Note	£	As at 31st December 2018 £	£	As at 31st December 2017 £
FIXED ASSETS					
Tangible Assets	6		2,031,723		2,048,043
CURRENT ASSETS					
Debtors	7	100,810		63,152	
Cash at bank and in Hand		161,638		248,047	
		<u>262,449</u>		<u>311,199</u>	
Creditors: Amounts falling due within one year	8	(277,238)		(319,978)	
NET CURRENT ASSETS/LIABILITIES			(14,789)		(8,779)
Total Assets less Current Liabilities			<u>2,016,934</u>		<u>2,039,264</u>
Creditors Amount falling due in more than 1 year	9	(50,000)		(84,000)	
NET ASSETS			<u>1,966,934</u>		<u>1,955,264</u>
FUNDS					
Unrestricted			1,176,914		1,198,274
Restricted	10		831,569		831,569
Designated	11		(41,549)		(74,579)
			<u>1,966,934</u>		<u>1,955,264</u>

These financial statements were approved by the Trustees and signed on their behalf by:

D Leibling



Date: 27th September 2019

The notes on pages 10-14 form part of these financial statements

1. ACCOUNTING POLICIES AND DETAILS OF ESTIMATES

1.1 Statement of compliance

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014, rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has been withdrawn.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and Charities Act 2011.

The Manor House Trust 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.

1.2 Fund accounting

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

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Transfer between funds occur for a number of reasons including when funds are closed on completion of a project, when fixed assets are purchased or when trustees decide to release funds from a designated fund.

1.3 Income

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 accounted for as received and investment income on a receivable basis.

The Trust incurs expenditure, including salaries, on behalf of the lessees and tenants of the Sternberg Centre, (Manor House), which are then recharged to them. As the Trust is acting in its capacity as agent for the lessees these recharged amounts are not dealt with in the Financial Statements.

1.4 Expenditure

Expenditure is accounted for on an accruals basis. Support costs are allocated to charitable costs in total as no meaningful allocation can be made to constituent charitable costs. Irrecoverable VAT is included with the expense item to which it relates.

Governance costs are the costs of providing information to and attendance at trustees' meetings and public accountability.

1.5 Going concern

The trustees have reviewed the circumstances of the charity, and consider that adequate resources continue

to be available to fund the activities of the charity of the foreseeable future. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

1.6 Tangible fixed assets and depreciation

The charity's freehold property comprises land and buildings including subsequent improvements to the property.

The property is stated at a historic 1991 valuation (as deemed cost) plus subsequent additions less disposals.

Depreciation is charged at 2% on cost per annum.

Other tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computer equipment	25%
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1.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

1.8 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.9 Creditors

Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

1.10 Change in accounting policy

During the year the trustees reviewed the charity's accounting policy for revenue recognition. The Trust had been accounting for some income including rents, grants and rechargeable income as agent on behalf of the site tenants and such income had been netted off against expenditure. It was agreed that it was more appropriate to treat this income at that of the Trust and therefore the income has been grossed up. In applying this policy the comparative figures have also been restated. Both income and expenditure has increased by £346,016 (2017: £301,509) compared with if the accounting policy had not been applied. The net movement in funds was unchanged in both years.

1.11 Judgements in applying accounting policies and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the reporting date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

Accruals

The charity makes an estimate of accruals at the year-end based on invoices received after the year end and work undertaken which has not been invoiced based on quotations or estimates of amounts that may be due for payment.

Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives taking into account residual values where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending upon a number of factors. In re assessing the assets' lives, factors such as technological innovation, product life cycles and maintenance programmes are taken into account.

THE MANOR HOUSE TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2018

	Unrestricted funds £	Restricted funds £	Designated Funds	2018			2017	
				Total £	Unrestricted funds £	Restricted funds £	Designated funds	Restated Total £
1. Income from Investments								
Income from Investments	-	-	40,000	40,000	-	-	40,000	40,000
	-	-	40,000	40,000	-	-	40,000	40,000

2. Income Charitable Activities

Rent	157,961	-	-	157,961	121,320	-	-	121,320
Hire Fees	7,750	-	-	7,750	7,250	-	-	7,250
CST Grant	180,305	-	-	180,305	172,939	-	-	172,939
	346,016	-	-	346,016	301,509	-	-	301,509

3. Charitable Activities

Support costs (note 4)	16,320	-	-	16,320	16,718	-	-	16,718
Direct charitable expenditure	346,016	-	6,970	352,986	301,509	48,552	4,560	354,621
Governance costs (Note 5)	5,040	-	-	5,040	3,000	-	-	3,000
	367,376	-	6,970	374,346	321,227	48,552	4,560	374,339

4. Support Costs

Depreciation of buildings	16,320	-	-	16,320	16,320	-	-	16,320
Depreciation of furniture and fixture:	-	-	-	-	398	-	-	398
	16,320	-	-	16,320	16,718	-	-	16,718

5. Governance Costs

Audit fees	5,040	-	-	5,040	3,000	-	-	3,000
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6. Tangible Fixed Assets

	Freehold Land & Buildings £	Fixtures, Fittings and equipment £	Total £
Cost or valuation			
At 1st January 2018	2,387,885	66,716	2,454,601
At 31st December 2018	2,387,885	66,716	2,454,601
Accumulated Depreciation			
At 1st January 2018	339,842	66,716	406,558
Provision for the year	16,320	-	16,320
At 31st December 2018	356,162	66,716	422,878
Net book value:			
At 31st December 2018	2,031,723	-	2,031,723
Net book value:			
At 31st December 2017	2,048,043	-	2,048,043

The freehold land and buildings owned by the charity comprising the Sternberg Centre were revalued on 17 July 2001 by Martyn Gerrard, surveyors at £4,500,000.

This valuation has not been incorporated in the financial statements. The property continues to be stated at the 1991 valuation plus subsequent additions minus property sold.

THE MANOR HOUSE TRUST

NOTE TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2018

7. Debtors	As at 31 December 2018	As at 31 December 2017
	£	£
Debtors		
Trade Debtors	55,570	57,219
Prepayments	-	-
Shofar	32,193	4,533
Leo Baeck College	7,045	
Akiva School	6,002	-
Loan	-	1,400
	<u>100,810</u>	<u>63,152</u>

8. Creditors- amounts falling due within one year	As at 31 December 2018	As at 31 December 2017
	£	£
Trade Creditors	68,848	24,485
Other creditors		
NI, tax & pensions	3,568	2,230
The Movement for Reform Judaism	91,815	66,183
New North London Synagogue	9,183	45,828
Leo Baeck College	-	53,185
Akiva School	-	10,072
Holmewood School	5,256	7,412
Deferred Income /Rent Deposit	35,032	40,000
Loan from Trustee	34,000	34,000
	<u>178,853</u>	<u>258,910</u>
Accruals		
Other Admin Accruals	29,536	36,583
	<u>277,238</u>	<u>319,978</u>

9. Creditors- amounts falling due after more than one year		
Loan from Trustee	<u>50,000</u>	<u>84,000</u>

THE MANOR HOUSE TRUST

NOTE TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2018

10. Restricted Funds

Movement in Funds:

	Balance as at 01.01.18	Incoming	Outgoing	Balance as at 31.12.18
	£	£	£	£
Tenants' building fund	280,001	-	-	280,001
Building fund	551,118	-	-	551,118
Sternberg Centre Fund	450	-	-	450
	831,569	-	-	831,569

1. The Tenants' Building Fund represents the tenants' contribution towards the cost of the acquisition of the freehold property
2. The Building Fund represents the cost of the construction of the Beit Limmud.
3. The Sternberg Centre Fund represents a gift with specified arrangements for the continued naming of The Sternberg Centre
4. The Sinking Fund represents the rent from an external tenant to occupy the Levy Building which will be used for site-wide major works.

11. Designated Fund

Movement in Funds:

	Balance as at 01.01.18	Incoming	Outgoing	Balance as at 31.12.18
	£	£	£	£
Sinking Fund	(74,579)	40,000	(6,970)	(27,609)
	(74,579)	40,000	(6,970)	(27,609)

12. Analysis of Net Assets between Funds

	Tangible		Total
	Fixed Assets	Net Liabilities	
	£	£	£
Restricted Funds			
Tenants' building fund	280,001	-	280,001
Building Fund	551,118	-	551,118
Sternberg Fund		450	450
	831,119	450.00	831,569
Designated Funds		(41,549)	(41,549)
Unrestricted Funds	1,200,604	(23,690)	1,176,914
	2,031,723	(64,789)	1,966,934

13. Connected Charities

The Manor House Trust is connected with various other charities who are fellow tenants of the Trust's freehold property,

14. Transactions with trustees

One of the trustees (retired November 2017) of the Manor House Trust loaned £185,000 to the trust to cover the costs of external repairs to the link block in 2015.

The loan will be repaid out from the annual rental income of the Holmewood School.

Interest is charged on the loan at 3% above the Bank of England base rate.

The balance outstanding as at 31 December 2018 was £84,000. None of the trustees received any remuneration, benefits or expenses.