



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name

Sanctuary Hosting Ltd

On accounts for the year
ended

30th

April 2019

Charity no.:

1173191

Company no.:

10114050

Set out on pages

8 to 14

(delete this page number if not applicable)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30/04/2019

Responsibilities and
basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

5th January 2020

Name: Michael Pawley

Address: Nelhurst Cottage, Copson Lane, Stadhampton
Oxford
OX44 7TZ

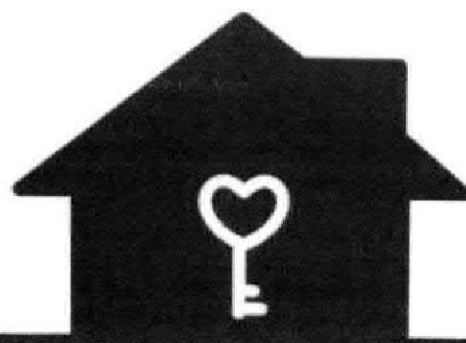
Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

n/a



SANCTUARY HOSTING

Sanctuary Hosting Ltd

End of Year Financial Statements

Period ending 30th April 2019

Sanctuary Hosting Ltd is a registered charity number 1173191 and a company limited by guarantee number 10114050, registered in England and Wales.

Reference and administrative details

Trustees

Baxter, Alison
Bowen, Kathryn
Fissehay, Goytom
Foster, Theresa (from 15/8/2018)
Grainger, Matt
Haines, Rosemary
Jones, Emma (to 18/6/2018)
King, Kenneth
Speed, Bebe
Stansfeld, Wyon (to 20/5/2019)

Bankers

Lloyds Bank plc
PO Box 1000
BX1 1LT

Registered Office and principal address

Sanctuary Hosting
c/o Emmaus Oxford
171 Oxford Road
OX4 2ES

REPORT FROM THE TRUSTEES

This annual report has been prepared by the trustees taking into account the Charity Commission's guidance on public benefit.

Objectives and Activities

- 1. To relieve the needs of refugees, asylum seekers, people seeking sanctuary and vulnerable migrants in the UK, and their dependents, especially those residing in the Thames Valley region (Oxfordshire, Buckinghamshire & Berkshire).*
- 2. To advance the education of the public in general, especially in the Thames Valley region (Oxfordshire, Buckinghamshire & Berkshire), about the issues relating to refugees and to people seeking asylum or sanctuary.*
- 3. The provision of facilities for recreation or other leisure time occupation with the object of improving the life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances.*
- 4. To advance the education and training of those granted refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community.*
- 5. The promotion of equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds.*

The activities undertaken to achieve the charity's objectives are:

1. The provision of accommodation through a hosting scheme which matches 'hosts' with 'guests'. Hosts are volunteers in the Thames Valley region who have a spare room or sofa bed they are willing to offer, free of charge, for a finite period. Guests are either refugees, asylum seekers or other vulnerable migrants with a reason other than economic for not returning to their home country, and who are either homeless or at imminent risk of this.
2. The promotion of general education around refugees, asylum seekers and other migrants through the provision of training, participation in events, working with the media, and the hosting service itself.
3. The provision of opportunities and funding for guests to take part in recreation and leisure time activities.
4. Facilitating access to formal and informal educational opportunities for guests of the hosting scheme.
5. Fostering understanding through the hosting scheme itself together with regular social events which bring together hosts, guests, staff and volunteers.

Summary of main achievements and performance

1. Sanctuary Hosting has continued throughout the year to provide accommodation to homeless migrants and refugees in the Thames Valley, mainly in Oxford, Reading and Milton Keynes. Over the year we provided 4,590 nights of accommodation, hosting a total of 24 people, up from 21 in the previous year. During the year we have undertaken a thorough review of all our policies and procedures to ensure that we are fully compliant with all relevant legislation and best practice. We have also rewritten our information leaflets and translated several into the most useful community languages.

During the year we recruited another 16 approved hosts in the region, bringing the total number to 67 and increasing our capacity to make successful matches. The length of each hosting

placement varies, depending on the availability of the host, the situation of the guest and the compatibility of the two parties. In total there were 57 separate placements of guests with hosts, made up of guests moving into the scheme for the first time and transfers between hosts. On average, guests stay with one host for 70 days. The shortest stay of a guest in the hosting scheme last year was 39 days, while the longest was 1,026 days. The latter was a highly successful placement, with the guest providing the elderly host with companionship. The guest was recently granted refugee status and is now looking to move into his own home. In the last year, 25 guests left the scheme, 13 into successful housing solutions, either Home Office accommodation for those in the asylum system, or private rented accommodation for those with leave to remain, and in one case a solidarity bed with the charity Emmaus. Ten remain hosted and two left the scheme unsuccessfully, into unstable housing. One of these guests could not continue to be hosted because of his challenging emotional behaviour. Sanctuary Hosting is working with Crisis to help him secure emergency accommodation with the council, and in the meantime he is staying with friends. The second guest was offered a number of accommodation options, all of which he refused. Sanctuary Hosting requires all new guests to sign an agreement stating they will accept viable accommodation and so in this case we had to end the hosting arrangement.

We allocate a volunteer support worker to each guest and each host and we believe this is a key factor in ensuring the success of our placements. The role entails regular communication with hosts and guests, providing assistance with moving in and out of placements, reassurance and signposting to other services and activities. During the year we increased the number of these volunteers by 32%, from 34 to 45. In order to ensure equality of access to volunteering, we also offer to pay expenses. Some are reluctant to take this up but over the year £1,292 has been paid out to our volunteers. We have calculated that our volunteers, not including our hosts, contribute 63 hours per week of their time. If this was paid at the statutory minimum wage of £8.21 per hour this would equate to £517 per week or £26,896 per year.

No matter what the guest's status with the Home Office, our aim is to work with them towards attaining leave to remain, with the eventual goal of living independently in the UK. Over the year we have given out £4,371 from our 'Move On' fund to help people move into independent living.

During the year, we had a steady flow of referrals and were eventually able to host or find suitable alternatives for all guests who met our criteria. The highest number of guests hosted at any one time was 16, and the lowest 10. The proportion of guests achieving housing solutions beyond the scheme – 13 out of 25 – is not as high as we would like, but is at the high end for the homeless sector, particularly given that 80% of last year's guests continue to await decisions from the Home Office, which can take years (one guest waited 8 years before being granted refugee status, another 6 years). In addition, many forced migrants suffer from depression and anxiety, a normal reaction to their extraordinary experiences, and this can make it more difficult for them to move on. A significant proportion of guests not only lack strong social networks but also face formidable legal obstacles. Roughly 20% of our guests have refugee status or other permission to remain, which allows them to work or receive benefits, one third are asylum seekers, with greatly reduced benefits and no right to work, and the remainder have no right to work or benefits.

The problem is worse in the Thames Valley area, which is renowned for a shortage of cheap rental accommodation. Most landlords in the area will not accept housing benefit, and ask for rent in advance and significant deposits, so we have helped some guests through our 'Move On' fund and/or support from other deposit schemes. We have also started to publicise the concept

of the 'benevolent landlord', who is willing to accept a below market rent. We have had a number of enquiries and one successful application.

2. Throughout the year we have promoted general education around refugees, asylum seekers and other migrants in a variety of different ways:
 - a. Regular in-house training events on a wide range of topics for hosts and prospective hosts and for the volunteers who have applied to become support workers. We have started to receive more referrals with a background of trafficking/modern slavery/domestic abuse and have arranged training on how to deal with such cases, which present a higher degree of risk. We aim for all training events to include some existing hosts and volunteer support workers as well as some refugees/asylum seekers – helping to ensure that content is relevant and inclusive. Throughout the hosting experience, volunteer hosts and support workers have continued to be offered 1:1 training and support concerning the issues facing forced migrants.
 - b. Participating in events and talks. These initiatives attract new volunteers, new host applicants, and people willing to support us financially with standing orders. During the year we made contact with a range of different faith groups, including churches, mosques and Quakers and had two of our publicity leaflets translated into four community languages.
 - c. Working with the media. In June 2018 Sanctuary Hosting was named 'Best New Group' at the annual Oxfordshire Charity and Volunteer Awards, providing us with an opportunity to promote our work to new audiences. In March 2019, with financial support from NACCOM, we recruited a temporary marketing and communications officer to work on increasing both our online presence and the number of events we attend and speak at.
 - d. The hosting process itself fosters a greater understanding between people from diverse backgrounds. Our hosts and their friends and neighbours are able to find out at first hand about the plight of sanctuary seekers. We are careful to respect guests' confidentiality but if they are willing to talk about their situation (and most are) this can help dispel some of the more corrosive generalisations and myths.
3. By providing accommodation to those who are homeless, or at risk of homelessness, we have opened up opportunities for guests to take part in leisure time activities that they could previously not afford or were too stressed to participate in. Guests have been able to watch TV and use the internet, and have joined hosts in family and seasonal celebrations. Two of our guests, with our financial help, have joined gyms. Another two were referred to the art therapy group Making Space Safe at Modern Art Oxford and two volunteered with the Multaka project at Oxford's Pitt Rivers museum. Some guests have shared activities such as football, cooking, gardening, performing music, and chess with their hosts. All of this helps our guests to feel that they are at last beginning to lead a more normal life and look beyond the immediate crisis.

Apart from providing free accommodation, the majority of hosts also offered free food, and many also provided other benefits such as use of telephone, or providing lifts to and from appointments. Sanctuary Hosting makes regular subsistence payments of £20 weekly and provides a bus pass to those guests who are destitute and not entitled to public benefits. Together with occasional discretionary expenses, these payments to guests amounted to £6,278 over the year. We also paid transport expenses for guests needing to travel to nearby towns or cities to access essential services and support (£4,524 over the year).

4. During the year we have enabled many guests to return to study. Most are highly motivated to do so and have achieved good results in English, access courses and so on. One guest who remains on the scheme embarked on 3 science A levels, as soon as he was granted refugee status, after waiting 8 years in the asylum process. This will enable him to fulfil his dream of studying computer science at university. Another guest who recently left the scheme has completed vocational training and is now starting work as a personal trainer. When Sanctuary Hosting paid for his gym membership, this sparked his love of personal fitness.

Over the year Sanctuary Hosting has continued to develop strong links throughout the Thames Valley area thanks to its partnership with the British Red Cross and Citizens Advice Reading (funded by the Big Lottery) and its working relationship with refugee support organisations in the area such as Reading Refugee Support Group, Asylum Welcome, Refugee Resource, Refugees Welcome Milton Keynes, Wycombe Refugee Partnership and homeless charities such as Crisis and Emmaus Oxford. This network ensures homeless migrants, asylum seekers and refugees are referred to Sanctuary Hosting. It has also helped us to connect guests to training and leisure time activities across the area.

For many of our guests, some of whom may have been in the UK for several years prior to coming into our scheme, living with a host has been their first experience not just of meeting a UK family but of being inside a UK home. Guests have improved their English through daily interactions and also gained valuable insights about British culture. This has helped them make a successful transition into independent living and there have been many examples of hosts sustaining relationships and genuine friendship with their guests well beyond their move into independence.

5. We believe our model is an ideal way of promoting understanding between people from diverse backgrounds. We are careful to guard against any risk of exploitation but guests have helped with cleaning, shopping, cooking, childcare, house minding, and so on. This has helped foster a sense of exchange and mutual benefit, and to restore the self-esteem of our guests, most of whom have had to negotiate trauma and loss in their home countries, during their journey to this country, and after their arrival here. We believe that the creation of bonds of friendship between guests, volunteer support workers and hosts helps our guests negotiate the intensely difficult circumstances that they continue to experience.

Financial Review

The charity has grown substantially over the year. Total expenditure was £62,163 as compared to £51,374 in the previous year, an increase of £10,789. Total income also increased with £93,720 raised, compared to £82,659 the previous year – a net increase of £11,061. The year ends with the charity carrying forward total funds of £78,751. This compares with £47,194 from the previous year.

The trustees believe this to be a satisfactory position, provided we can continue to raise the necessary funds in future years. The Big Lottery is committed to continuing its grant to the charity through our partners at the Red Cross until August 2020, with further payments amounting to £11,497 in total expected over the period. The charity will also continue to fundraise for grants from other sources, including Oxford City Council and other grant giving bodies known to support similar projects. Our medium-term fundraising strategy is to replace reliance on grants with a supporter base of regular donors paying by standing order. Significant progress has already been made with this with 42 donors giving a total of £14,139 over the year.

Of the £78,751 total assets at the year end, £13,878 is unrestricted, £32,668 is restricted and £25,480 is designated as reserves. The trustees this year added a further designated fund

amounting to £6,725 to employ a project worker who is tasked with building up the number of hosts, guests and volunteers in the Reading area, where we believe there is potentially unmet need.

The charity has a reserves policy in place which divides reserves into the five categories of:

- a) Programme reserves (in mitigation of grant non-renewal – set at three months of the largest annual grant received);
- b) Operating reserves (in mitigation of unexpected non-budgeted expenses – set at 10% of unrestricted income for one year);
- c) Insolvency reserves (in mitigation of the charity needing to be wound up in good order – two months of operating costs);
- d) Capital Assets reserves (in mitigation for the loss of equipment, premises or other operational necessities – equivalent to the depreciation of fixed assets as given in the charities accounts);
- e) Opportunity Reserves (to enable the charity to meet special targets of opportunity – as set by the trustees).

The designated funds are divided between these five categories, in the amounts £6,250, £2,830, £14,000, £400, and £2,000 respectively. The trustees believe that overall reserves held are satisfactory to the age and position of the charity and that the year finishes with the charity in sound financial health.

Structure, governance and management

Sanctuary Hosting is a registered Charity and a Charitable Company Limited by Guarantee. The trustees are also its directors and members, with no other classes of membership. New trustees are appointed by the majority vote of existing trustees, following the rules in our Articles of Association and with a view to the needs of the charity at the time. A third of the trustees are required to retire each year on a rotating basis according to who has stood longest. If these trustees choose to stand again they may be re-appointed through a majority vote of the remaining trustees. The executive management of the charity during the year was carried out by a part-time employee Service Manager.

Political and charitable donations

None

Small company special provisions

None

This report was approved by the board on18/11/2019.....



Alison Baxter (Chair of Directors)

Statement of Financial Activities (Income & Expense)

May 1, 2018 to April 30, 2019

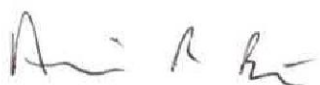
	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total Funds
Income						
Income and Endowments						
Income from Charitable Activities			63,923		63,923	
Income from Donations and Legacies	2	25,597	4,200		29,797	
Total Income		25,597	68,123	0	93,720	82,659
Expenses						
Expenditure						
Charitable Activities	3	5,722	55,869		61,592	51,344
Membership of Other Organisations			140		140	0
Other Expenditure		400	31		431	30
Total Expenses		6,122	56,041	0	62,163	51,374
Net Resource Movement		19,475	12,082	0	31,556	31,285
Net Movement in Funds		19,475	12,082	0	31,556	31,285
Total Funds Brought Forward		26,258	20,936	0	47,194	15,909
Total Funds Carried Forward		45,733	33,018	0	78,751	47,194
Represented by						
4						
Unrestricted						
General fund		13,878	—	—	13,878	11,936
Unrestricted (Designated)						
Building and Capital Assets Res.		400	—	—	400	307
Insolvency Reserves		14,000	—	—	14,000	6,000
Operating Reserves		2,830	—	—	2,830	1,670
Opportunity Reserves		2,000	—	—	2,000	1,000
Programme Reserves		6,250	—	—	6,250	5,345
Reading Project		6,725	—	—	6,725	0
Restricted						
Big Lottery Grant		—	1,978	—	1,978	606
Move On Fund		—	3,189	—	3,189	3,360
Tolkien 2017-18		—	0	—	0	16,970
Tolkien 2018-19		—	21,127	—	21,127	—
Oxford City Council - 2018 Grant		—	0	—	0	—
NACCOM Grant		—	6,374	—	6,374	—
Total		46,083	32,668		78,751	47,194

**Balance sheet
as at 30 April 2019**

Company number: 10114050

Class and code	Note	Description	This year	Last year
Fixed assets	5		626	549
		Total Fixed assets	626	549
Current assets	6			
		Cash at Bank and in Hand	74,759	46,645
		Debtors	3,366	
		Total Current assets	78,125	46,645
Net Asset surplus (deficit)			78,751	47,194
Funds				
		Excess / (deficit) to date	31,556	31,285
		Starting balances	47,194	15,909
Total Funds			78,751	47,194
		Represented by funds		
		Unrestricted	13,878	11,936
		Designated	32,205	14,322
		Restricted	32,668	20,936
		Endowment	—	
		Total	78,751	47,194

Approved by the Board of Trustees on ...18/11/2019



Alison Baxter (Chair of Directors)

Notes to the Accounts

For the period ending 30 April 2019

1 Accounting Policies

The following accounting policies have been used consistently in dealing with items which are considered material to the accounts.

a) Basis of accounting

The financial statements have been prepared in accordance with FRS102 and the Charities Statement of Recommended Practice (FRS 102).

The directors consider that the company is a public benefit entity.

b) Fund accounting

- Unrestricted funds are available for use at the discretion of the Directors in furtherance of the general objectives of the company.
- Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.
- Designated funds are created at the discretion of the Trustees for such purposes as they see fit.

c) Income

All income is included in the statement of financial activities when the company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the company, are recognised when the company becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the company where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Income from grants, where related to performance and specific deliverables, are accounted for as the company earns the right to consideration by its performance.

d) Pension Policy

Sanctuary Hosting operates a pensions' policy in compliance with the requirements of autoenrolment. Employees may make a contribution and Sanctuary Hosting contributes 3% of salary (5% since April 2019).

e) Expenditure

All expenditure is accounted for on an accruals basis and has been listed under headings that aggregate all the costs related to that activity. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resources.

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the company and include costs of external scrutiny of the accounts and costs linked to the strategic management of the company.
- All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. staff numbers, time allocation.

f) Fixed assets

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £50 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows:

Computer Equipment	33% per annum
Training Equipment	33% per annum

2. Donations and legacies

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
0100 - Donations	25,597		4,200		29,797	32,315
0110 - Grants			63,923		63,923	49,815
0120 - Fundraising						—
0130 - Gift Aid						530
Total	25,597		68,123		93,720	82,659

3. Expenditure on charitable activities

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
Charity Management and Administration						
DBS Checks	783	—	125	—	908	490
Bank Charges	56	—	34	—	90	0
Depreciation	273	—	0	—	273	0
Governance Costs	0	—	13	—	13	13
Insurance	0	—	1,250	—	1,250	1,077
Office Costs	0	—	1,829	—	1,829	1,800
Employee Costs	0	—	—	—	—	0
Employers Pension Contributions	326	—	518	—	843	281
Payroll Services	0	—	601	—	601	931
Recruitment	0	275	700	—	975	415
Staff Gross Pay	-52	—	35,696	—	35,645	26,307
Staff Other Costs	308	—	0	—	308	141
Staff Training	0	—	32	—	32	97
Staff Travel Costs	0	—	1,891	—	1,891	1,386
Guest Support	0	—	—	—	—	0
Guest Discretionary Expenses	437	—	141	—	578	585
Guest Move On Costs	0	—	4,371	—	4,371	2,650
Guest Subsistence	720	—	4,980	—	5,700	7,552
Guest Travel Costs	1,814	—	2,710	—	4,524	4,681
Interpreting	10	—	0	—	10	45
Publicity	0	—	74	—	74	66
Volunteer Support	0	—	—	—	—	0
Volunteer Other Expenses	538	—	0	—	538	196
Volunteer Training Costs	0	—	388	—	388	975
Volunteer Travel Costs	235	—	519	—	754	1,140
Total	5447	275	55,869		61,592	51,342

4. Fund movement by type

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
General Fund						
Unrestricted	11,936	25,597	(5,847)	(17,808) ¹	—	13,878
Tolkien Trust 17-18						
Restricted	16,970	—	(16,970)	—	—	0
Tolkien Trust 18-19						
Restricted	—	25,000	(3,873)	—	—	21,127
Big Lottery						
Restricted	606	20,923	(19,551)	—	—	1,978
Oxford City Council						
Restricted	—	10,000	(10,000)	—	—	0
NACCOM						
Restricted	—	8,000	(1,276)	(350) ¹	—	6,374
Move On Fund						
Restricted	3,360	4,200	(4,371)	—	—	3,189
Assets						
Designated	307	—	—	93	—	400
Insolvency						
Designated	6,000	—	—	8,000	—	14,000
Opportunity						
Designated	1,000	—	—	1,000	—	2,000
Operations						
Designated	1,670	—	—	1,160	—	2,830
Programme						
Designated	5,345	—	—	905	—	6,250
Reading						
Designated	—	—	(275)	7,000	—	6,725
Total	47,194	93,720	(62,163)	0	—	78,751

1. Includes £350 transfer of fixed assets to General Fund.

5. Fixed assets

	FA5100 Computer Equipment	FA5200 Training Equipment	Total
Opening balance	451	97	549
Depreciation	(220)	(53)	(273)
Purchases	350	0	350
Movement	130	(53)	77
Closing balance	582	44	626

6. Current assets - Cash at bank and in hand

	Unrestricted	Designated	Restricted	Endowment	Total this year
Current Account	8,528	32,205	32,668	0	73,401
Petty Cash (Sarah)	350	—	—	—	350
Petty Cash (Elaine)	800	—	—	—	800
Petty Cash (Kelly)	100	—	—	—	100
PayPal	108	—	—	—	108
Totals	9,886	32,205	32,668	0	74,759

7. Trustee's Remuneration and related party transactions

Trustees received no remuneration or reimbursement of expenses during the year for their duties as trustees. During the year the Directors donated an aggregate of £0 to the charity.

At 30 April 2019 the charity has no financial commitments.

9. Audit exemption statement

For the period ending 30th April 2019, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

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

These accounts have been prepared in accordance with the provisions applicable to companies, subject to the small companies' regime.

This report dated: 7th December 2019