



# Trustees' Annual Report for the period

Period start date  
From 1<sup>st</sup> April 2018 To 31<sup>st</sup> March 2019  
Period end date

## Section A

## Reference and administration details

Charity name

Creating Adventures

Other names charity is known by

Registered charity number (if any) 1167842

Charity's principal address

1<sup>st</sup> Floor, Rutherford House

Warrington Road

Birchwood

Postcode

WA3 6ZH

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joanne Bergin	Chairperson	1 <sup>st</sup> April 2018 – 9 <sup>th</sup> October 2018	
2	Sarah Steel	Treasurer		
3	Paul Mirage	Trustee		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

Jenny Allcock

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by the board of Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All Trustees that approach the charity to join the Board are interviewed by the other trustees to ensure that they can benefit the charity with their skills and experience. The board of trustees have an annual skills audit to identify any gaps in knowledge and experience. They are then required to complete an application form for the role.

The board of trustees have adopted a 'Conflict of Interest Declaration and Agreement' to be put in place for any trustees that are related to a member of staff at Creating Adventures which outlines the relationship and set of clauses protecting the charity when decisions are being made. This was created when Gill O'Hare was interviewed for the role of Chairperson. Gill is related to Jenny, the Founding Chief Officer but the Trustees agreed that her skills, experience and passion were required within the charity. However to ensure no conflicts of interest took place, this policy and agreement was put in place for the 'other' trustees to sign once agreed.

The Board of Trustees and the Founding Chief Officer have been working with Anne Davies, a retired Consultant to develop a business and fundraising strategy to support and develop the charity going forward.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Creating Adventures was created to bring laughter, stimulation and enrichment to the lives of adults aged 18+ with autism and learning disabilities. We do this through activities in the community which offer the adults new experiences, hobbies and the chance to lead a fulfilled life. Our activities tackle social isolation, develop self-esteem, engage in inclusive activities and promote improved health and well-being.



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- Our Art Club started in September 2018 for 12 months and was funded by the Cheshire Community Foundation, Warrington Community Initiative Fund and Warrington Charities Trust with extra funding received from Adactus Housing to add an extra hour onto our sessions for those adults with more complex needs. The Art Club 'Creative Arts' is a two-hour weekly arts and crafts session in which ten adults with autism and learning disabilities participate. The funders specified that the majority of the adults should be aged 50 and over. We collaborated with Livewire Warrington to exhibit the artwork created by the adults in Warrington Central Library for National Autism Awareness Week.
- In December 2018 we delivered two Christmas parties, one in Warrington at the Village Hotel and one in Manchester at the Leaf Bar on Portland Street. In total we provided a magical Christmas Party for 52 adults with autism and learning disabilities aged between 20 and 67. Each party included delicious festive food, a DJ, dancing, Karaoke and Christmas goody bags for each adult.
- We collaborated with Warrington Wolves Foundation to plan and deliver a Sports & Wellbeing Festival in Warrington for 100 adults with autism and learning disabilities plus carers/staff. The festival was to take place in September 2018 originally, however due to external factors we moved the date to Spring/Summer 2019. The festival was eventually to take place on 8<sup>th</sup> May 2019. We received funding from Sellafield Ltd, Moto in the Community, Tesco Bags for Help, ASDA Foundation and the Co-op Local causes to support the day. We also received support from local companies and individuals including Jaspers Catering, Matts Ices and StrongGuard Security UK Ltd.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We have grown our volunteers to support both the administration/fundraising function of the charity and also the activity function of the charity.

We have a regular volunteer supporting the Art Club and have developed relationships with individuals through business networking who offered to support the Sports & Wellbeing Festival, Christmas parties and fundraising events.

A regular volunteer supports the fundraising/administration function by writing to charitable trusts and foundations for support and by ensuring the finance/bookkeeping is organised, up to date and transparent.

**Summary of the main achievements of the charity during the year**

We achieved funding for our second 12-month project from the Cheshire Community Foundation (Art Club) which helped us to develop a history of activity for our service users. This gave us not only the opportunity to run a project which we could shout out about but also one we could use as an example to future funders to encourage their support.

Following a relationship with Cheshire Connect we met with Samantha who was the Business Manager for UBC Serviced Offices. After a meeting with Sam, we achieved donated office space in the UBC Centre in Birchwood, Warrington. Our only costs would be peppercorn rent plus telephone/internet rental. This was a huge achievement for us as it gave us the Head Office business address, a professional space for meetings and an office to hold our files and records securely.

Jenny Allcock, Founding Chief Officer joined numerous networking events to develop relationships with local businesses to achieve support for Creating Adventures. One of the relationships developed was with the Village Hotel in Warrington who following a meeting offered to support the charity by donating the venue for the Christmas Party and also supporting the activity with a heavily discounted Christmas menu. The Village hotel is a vibrant, local hub for the community and local businesses. This was the start of a great working relationship.

We collaborated with Warrington Wolves Foundation to plan and deliver a Sports & Wellbeing Festival for 100 adults with autism and additional needs. This was a wonderful collaboration as the Foundation have a huge profile and following in the community so linking up with them not only helps us to deliver an activity which is well led by experienced coaches but also helped us to raise our profile.

We were successful with being chosen for the Co-op Local Causes Fund which was a huge achievement as not only does it help raise our profile again in the community but was also set to raise £4000 over the year.

During the period of April 2018 – March 2019 we have developed our services and increased our funding and relationships. We feel that it's been a successful year.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We do not have a reserves policy but as we grow and this becomes necessary, we will ensure that this is put into place.

### Details of any funds materially in deficit

NONE

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Being a small charity with one member of staff, we are focusing on fundraising via charitable trusts and foundations and corporate pots of funding. This has also been our most successful area of fundraising.

All funding which has been applied for gives a breakdown of costs to include freelance staff costs, venue hire and charity running costs including staff costs. We allocate this funding according to the wishes and stipulations that the trust state.

## Section F

## Other optional information

The period of April 2018 – March 2019 has been a fantastic year of progress. We have developed our services, reached more adults who need our support and developed our relationships with key funders and supporters.

We are keen to grow our supporters further with the support of mail shots, campaigns and smaller fundraising events to develop our database for future support.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

GILLIAN DENISE  
O'HARE

Position (eg Secretary, Chair,  
etc)

CHAIR.

Date

31 / 01 / 20.



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Creating Adventure

On accounts for the year  
ended

31<sup>st</sup> March 2018

Charity no  
(if any)

1167842

Set out on pages

1

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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.

Signed:

Date:

21<sup>st</sup> September 18

Name:

Victoria Lee

Relevant professional  
qualification(s) or body  
(if any):

CIMA

Address:

1 Petrel Close Manchester M43 7TE





Creating Adventures		Charity No (if any)		1167842	CC17a
Annual accounts for the period					
Period start date	01/04/2017	To	Period end date	31/03/2018	

## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income		S01	3,129	-	-	3,129	11,160
Activities for generating funds		S02	13,075	-	-	13,075	15,989
Investment income		S03	1	-	-	1	75
Incoming resources from charitable activities		S04	-	-	-	-	-
Other incoming resources		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	16,205	-	-	16,205	27,224
<b>Resources expended (Notes 4-8)</b>							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	23,017	-	-	23,017	956
Fundraising trading costs		S08	4,509	-	-	4,509	6,995
Investment management costs		S09	5,218	-	-	5,218	-
Charitable activities		S10	-	-	-	-	-
Governance costs		S11	-	-	-	-	-
Other resources expended		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	32,744	-	-	32,744	7,951
<b>Net incoming/(outgoing) resources before transfers</b>		S14	- 16,539	-	-	- 16,539	19,273
<b>Gross transfers between funds</b>		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	- 16,539	-	-	- 16,539	19,273
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	- 16,539	-	-	- 16,539	19,273
<b>Total funds brought forward</b>		S20	19,273	-	-	19,273	-
<b>Total funds carried forward</b>		S21	2,734	-	-	2,734	19,273

## Section B Balance sheet

	Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	-	-	-	-	-
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	-	-	-	-	-
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	-	-	-	-	-
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	2,734	-	-	2,734	19,273
<b>Total current assets</b>	B09	2,734	-	-	2,734	19,273
Creditors: amounts falling due within one year (Note 12)	B10	-	-	-	-	-
<b>Net current assets/(liabilities)</b>	B11	2,734	-	-	2,734	19,273
<b>Total assets less current liabilities</b>	B12	2,734	-	-	2,734	19,273
Creditors: amounts falling due after one year (Note 12)	B13	-	-	-	-	-
Provisions for liabilities and charges	B14	-	-	-	-	-
<b>Net assets</b>	B15	2,734	-	-	2,734	19,273
<b>Funds of the Charity</b>						
Unrestricted funds	B16	2,734			2,734	-
	B17	-			-	-
Restricted income funds (Note 13)	B18		-		-	-
Endowment funds (Note 13)	B19			-	-	-
<b>Total funds</b>	B20	2,734	-	-	2,734	-
Signed by one or two trustees on behalf of all the trustees						
		Signature		Print Name		Date of approval



**Section C****Notes to the accounts****Note 1 Basis of preparation**

*This section should be completed by all charities.*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\* 

✓

 Accounting Standards;
- or
- Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

*Give details in this box if a different standard has been followed.*

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

*Give details in this box of any material changes that have been made.*

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years.

*Give details in this box of any material changes that have been made.*

## Note 2

## Accounting policies

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES****Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Incoming resources with related expenditure**

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

**Grants and donations**

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**Tax reclaims on donations and gifts**

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

**Contractual income and performance related grants**

This is only included in the SoFA once the related goods or services have been delivered.

**Gifts in kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

**Donated services and facilities**

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

**Volunteer help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

**Investment income**

This is included in the accounts when receivable.

**Investment gains and losses**

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES****Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

**Governance costs**

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

**Grants with performance conditions**

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions  
Support Costs**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS****Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

**Investments**

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

**Stocks and work in progress**

These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**



**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
Voluntary income	Grants	200	11,000
	Individuals and Corporate	2,929	160
		-	-
		-	-
		-	-
	<b>Total</b>	<b>3,129</b>	<b>11,160</b>
Activities for generating funds	Ladies Luch	1,225	-
	Sponsored Challenges	1,020	1,729
	Spring Ball Auction	10,830	10,660
	Ball Sponsorship	-	3,600
		-	-
	<b>Total</b>	<b>13,075</b>	<b>15,989</b>
Investment income	Bank Interest	1	75
		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	<b>1</b>	<b>75</b>
Incoming resources from charitable activities		-	-
		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	<b>-</b>	<b>-</b>

<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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**Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Costs of generating voluntary income	Insurance	487	212
	Office Costs	200	83
	Marketing	34	534
	Bank Fees		18
	Wages	22,296	
	Storage		110
	<b>Total</b>	23,017	956
Fundraising trading costs	Spring Ball Event Costs	4,509	6,995
		-	-
		-	-
		-	-
	<b>Total</b>	4,509	6,995
Investment management costs		-	-
		-	-
	<b>Total</b>	-	-
Charitable activities	Music Project	4,405	-
	Christmas Party	813	-
		-	-
		-	-
	<b>Total</b>	5,218	-
Governance costs		-	-
		-	-
		-	-
	<b>Total</b>	-	-



**Note 5 Support Costs**

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 6 Details of certain items of expenditure****6.1 Trustee expenses**

*Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).*

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**6.2 Fees for examination or audit of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).*

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
NONE	NONE

## Section C

## Notes to the accounts

(cont)

## Note 7

## Paid employees

Please complete this note if the charity has any employees.

## 7.1 Staff Costs

	This year £	Last year £
Gross wages, salaries and benefits in kind	18,006	-
Employer's National Insurance costs	4,290	-
Pension costs	4	-
<b>Total staff costs</b>	<b>22,300</b>	<b>-</b>

## 7.2 Average number of full-time equivalent employees in the year

	This year Number	Last year Number
The parts of the charity in which the employees work	1	-
	-	-
	-	-
	-	-
<b>Total</b>	<b>1</b>	<b>-</b>

## 7.3 Defined contribution pension scheme

Please complete if a defined contribution pension scheme is operated.

Brief details of the scheme

N/A

	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		



**Note 8 Grantmaking**

*Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.*

**8.1 Total value of grants**

Purpose for which grants made	Grants to institutions Total amount £	Grants to individuals Total amount £
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
<b>Total</b>	-	-

**8.1 Grantmaking costs**

*If the charity's accounts are prepared on the "activity basis" please give details of any support cost associated with grantmaking. Please enter "Nil" if the charity does not identify and/or allocate support costs.*

Support costs of grantmaking

£

**8.3 Grants made to institutions**

*If the charity has made grants to particular institutions that are material in the context of its grantmaking please give details of the institution supported, purpose of the grant and total paid to each institution listed. Sufficient information should be given to provide a reasonable understanding of the range of institutions supported.*

Names of institutions	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
<b>Total grants to institutions</b>		-

## Section C

## Notes to the accounts

(cont)

**Note 9** Tangible fixed assets*Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	-	-	-	-	-
Additions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

**9.2 Accumulated depreciation and impairment provisions**

**Basis	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB	
** Rate						
Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	-	-	-	-	-	-
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

**9.3 Net book value**

Brought forward	-	-	-	-	-	-
Carried forward	-	-	-	-	-	-

**9.4 Revaluation***If any fixed assets have been revalued please give details of the valuer and method of valuation*

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\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.



**Note 10 Investment assets**

*Please complete this note if the charity has any investment assets.*

**10.1 Fixed assets investments**

	£
Carrying (market) value at beginning of year	
<b>Add:</b> additions to investments at cost	
<b>Less:</b> disposals at carrying value	
<b>Add/(deduct):</b> net gain/(loss) on revaluation	
Carrying (market) value at end of year	-

*Please provide below:*

**10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**10.3 A breakdown of the income from investments agreeing with SOFA row S03.**

**Analysis of investments**

	10.2 Market value at year end £	10.3 Income from investments for the year £
Investment properties	-	-
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	-	-
Investments in subsidiary or connected undertakings and companies	-	-
Securities not listed on a recognised Stock Exchange	-	-
Cash held as part of the investment portfolio	-	-
Other investments ( <a href="#">Bank Interest</a> )	-	-
<b>Total</b>	-	-

**10.4 Material investment holdings**

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held	
Market Value	

## Section C

## Notes to the accounts

(cont)

## Note 11 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

## Analysis of debtors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	-	-	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	-	-	-	-

## Note 12 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

## 12.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	-	-	-	-
Accruals and deferred income	-	-	-	-
<b>Total</b>	-	-	-	-

## 12.2 Security over assets

If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.

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**Note 13** Endowment and restricted income funds

*Please complete this section if the charity has any endowment or restricted income funds.*

**13.1 Funds held**

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions

**13.2 Movements of major funds**

*Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.*

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Funds	-	-	-	-	-	-

**13.3 Transfers between funds**

*Please give details of any transfers between funds.*

From Fund (Name)	To Fund (Name)	Reason	Amount

**Note 14 Transactions with related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.*

**14.1 Remuneration and benefits**

*Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.*

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

**14.2 Loans**

*Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.*

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

**14.3 Other transaction(s) with trustees or related parties**

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.*

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

<b>Note 15</b>	<b>Additional Disclosures</b>
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The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.