

Holy Trinity Church

Potten End

Annual Report and Financial Statements

of the Parochial Church Council

for the year ended 31 December 2022

2022 Annual Report and Financial Statements for the Parochial Church Council of Holy Trinity Church, Potten End

Aim and purposes

Holy Trinity's Parochial Church Council (the PCC) has the responsibility of cooperating with the incumbent, the Reverend Joseph Roberts, in promoting, sustaining and developing the ecclesiastical parish, and the whole ministry and mission of the church (pastoral, evangelistic, social and ecumenical) in our village community. In fixing its aim, purpose and mission the parish has drawn on its Christian beliefs, faith and heritage but is also conscious of the Charity Commission's guidance on public benefit and, in particular, the specific guidance given to charities for the advancement of religion.

In line with its Mission Action Plan (MAP), Holy Trinity has a vision to be a welcoming, inclusive and growing church for all, where everyone is encouraged, inspired and nurtured on their journey of faith and Christian living. To offer loving care and support for each other, the wider community and the world, by sharing in the Good News of God's love.

During the year the Parish has:

- Sought to enable all those in Potten End (and beyond) to discover and live out their faith through regular worship, prayer, preaching, study, support and fellowship.
- Tried to demonstrate Christian love, care and concern for others by our pastoral care, social interaction, mission and outreach.
- Used and maintained the structure and fabrics of Holy Trinity Church, Church Room and Churchyard for the benefit of our wider community.
- Sustained a strong pattern of worship, mission, fellowship and community engagement, especially coming out of the COVID-19 pandemic.
- Become a bronze Eco Church in recognition of our commitment to care for creation and to reduce our impact on the planet whilst encouraging others to do so.

Objectives and activities

The PCC is committed to enabling as many people as possible to engage and worship at our church and to become part of our parish community. The PCC maintains an overview of worship, mission, evangelism, pastoral care and outreach throughout the parish. The various sub-committees of the PCC make suggestions on how all our 'actions' can involve the many groups that live within our parish, mindful of our MAP priorities to provide and promote various ways for people of all ages and backgrounds to connect with God and Holy Trinity; to ensure sustainability in our endeavours, promoting responsible stewardship (in its various facets), generous hearts and spirit-led service; and to develop our communication and engagement with the needs, aspirations, and concerns of our church family and (importantly) of the wider community.

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

- Worship and prayer; learning about God; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Mission and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of Holy Trinity and the Church Rooms.

Structure, Governance and Management

The method of appointment of the Wardens and PCC members are laid down in the Church Representation Rules. The PCC members are elected by a vote of those Church members included on the Church's electoral role and normally serve for fixed term periods, retiring by rotation. The PCC are responsible for making decisions on all matters of general concern and importance to the Parish, including all decisions on how the Church's funds are spent and used.

3 formal meetings of the PCC were held during the year and, in accordance with the Church Representation Rules, certain PCC business was conducted via email. The existing PCC structure, which has a number of sub-committees to deal with particular aspects of parish life, has been retained. Regular reports are given at PCC meetings of the Standing Committee, Worship, Social, Mission and Evangelism and Pastoral committees and by the representative members of the Deanery Synod and the Team Council. In addition, reports are provided at each PCC meeting on safeguarding, church fabric, churchyard, church room matters, financial matters and the Potten End Church of England Primary School (of which the church has three Foundation Governors).

During the year the PCC maintained and reviewed its policies to comply with the relevant Safeguarding, Child Protection, Vulnerable Adults, Race Equality, Health & Safety and applicable Fire Regulations.

During 2022 there were 4 baptisms, 10 funerals, 11 burial of ashes, 4 memorial services and 3 weddings. The electoral roll membership is currently 110. The regular worshipping community at the end of 2022 (both online, in person, from Wild Church, Rooted, Sunday services and the daily offices) stands at 76 adults and 22 worshippers under the age of 18.

Financial review

In 2022 we saw the end of the legal restrictions related to Covid that we had seen in previous years and as a result the Church was able to return to in-person worship and the Church community were able to re-engage in social events together. This, together with a number of generous legacies received in 2022, has had a positive impact on our overall financial position.

Total incoming resources from unrestricted funds were £90,011 (2021 £61,464), of which £48,172 (2021 £46,990) were giving and associated gift aid, £6,873 (2021 £3,791) were PCC fees received, £12,728 (2021 £7,887) related to income received from letting the Church Room and Newsletter adverts and donations, and £17,102 (2021 £0) related to legacies received. Use of the Church Room increased in 2022 contributing a surplus of revenue over cost of £3,349 (2021 £270).

Total planned giving through the Parish Giving Scheme (PGS), envelopes and standing orders was £28,513 which was a decrease of 9% from the previous year (£31,314). This reduction in planned giving was partly offset by an increase in plate collections and gift aid envelopes of 31% to £9,033 (2021 £6,901). The Social Committee planned a number of successful events during the year, which in addition to the continued sale of Holy Trinity merchandise contributed ~£3,000 to our income (2021 ~£2,000).

£79,259 (2021 £74,599) was spent from unrestricted funds. Contributors to the increase included ~£1,000 related to repairs to the Church Room, ~£1,200 related to organist fees for both regular services and life events, ~£1,500 related to an increase in the Charitable giving. In 2022 the PCC agreed to further increase its level of giving from 5% to 9%, closer to our Outreach aim of 10%. This was a result of the improved financial position during the year. Our Parish Share contribution, which we continue to pay in full, remains to be a significant cost for Holy Trinity and this year accounted for 64% (2021 66%) of the total expenses relating to the work of the Church.

The net movement in unrestricted funds was an increase of £10,752 (2021 £3,135 decrease).

Total incoming resources from designated funds were £152,658 (2021 £4,505), of which £150,000 (2021 £0) related to a very generous legacy. A portion of this legacy was used in 2022 to refurbish the Church Room (£42,768). These costs have been capitalised and will be depreciated over a 10-year period.

Overall, the net movement in total funds for the Holy Trinity was an increase of £145,222 (2021 £6,030 decrease).

During the year we invested £25,000 from the legacy income received into the CBF Investment Fund. After a challenging year in the investment markets our total investments recognised an unrealised loss of £10,435 (2021 £8,459 unrealised gain).

Reserves policy

The PCC aim to maintain a balance on free reserves (net current assets), which equates to at least three months' unrestricted payments. This is equivalent to around £18,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end was £145,861 (2021 £55,306) which is well in excess of this target.

It is our policy to invest our fund balances with the CCLA Church of England Investments and Savings accounts.

The PCC also holds reserves against the potential risk of losing a major donor of the church, a regular church room letting or newsletter advertiser.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 DECEMBER 2022

	<i>Notes</i>	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	2021 £
Incoming resources							
Incoming resources from donors	2a	48,172	-	-	-	48,172	49,040
Other voluntary incoming resources	2b	19,786	150,000	250	-	170,036	3,188
From operating activities.							
-to further the council's objects	2c	9,325	-	-	-	9,325	3,899
-to generate funds	2d	12,728	-	-	-	12,728	7,887
Income from investments	2e	-	2,658	17	-	2,675	2,005
Total incoming resources		90,011	152,658	267	-	242,936	66,019
Resources used							
Grants	3a	3,848	650	-	-	4,498	2,349
Activities directly relating to the work of the Church	3b	75,411	5,231	2,139	-	82,781	78,159
Church management and administration	3c	-	-	-	-	-	-
Total resources used		79,259	5,881	2,139	-	87,279	80,508
Net incoming/(outgoing) resources before transfers		10,752	146,777	(1,872)	-	155,657	(14,489)
Transfers between funds		-	-	-	-	-	-
Gains and (losses) on investments							
Realised						-	-
Unrealised		-	(10,435)	-	-	(10,435)	8,459
Net movement in funds		10,752	136,342	(1,872)	-	145,222	(6,030)
Balances brought forward at 1 January 2022 (2021)		4,410	118,643	3,132	5,670	131,855	137,885
Balances carried forward at 31 December 2022 (2021)		15,162	254,985	1,260	5,670	277,077	131,855

The notes on pages 8 to 14 form an integral part of these accounts

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

BALANCE SHEET AT 31 DECEMBER 2022

Notes	2022	2022	2021	2021
	£	£	£	£
Fixed Assets				
Tangible fixed assets		41,970		1,869
Investment assets		89,246		74,680
Total fixed assets		<u>131,216</u>		<u>76,549</u>
Current assets				
Prepayments and debtors	5	6,477	2,462	
Short-term bank deposits		52,609	49,934	
Cash at bank and in hand		<u>96,592</u>	<u>9,268</u>	
Total current assets		155,678		61,664
Liabilities: amounts falling due within one year				
Accruals	5	<u>9,817</u>	<u>6,358</u>	
		9,817		6,358
Net current assets		<u>145,861</u>		<u>55,306</u>
Net assets		<u><u>277,077</u></u>		<u><u>131,855</u></u>
FUNDS				
Unrestricted - General	6a	15,162		4,410
Designated				
- Church Fund	6b	-		-
- Other designated	6c	1,651		1,698
- Legacies	6d	253,334		116,945
Restricted				
- Youth work (Rooted)	6e	65		-
- Organ Restoration Fund	6f	671		654
- Garden of Remembrance Fund	6g	524		2,478
Endowed - Endowments	6h	<u>5,670</u>		<u>5,670</u>
		<u><u>277,077</u></u>		<u><u>131,855</u></u>

Approved by the Parochial Church Council on 13th February 2023

(Signed) **the Revd. J. S. Roberts** (Incumbent & Chairman)
The notes on pages 8 to 14 form an integral part of these accounts

K.Bett (Hon. Treasurer)

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting standards and the Charities SORP. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restriction regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of any church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC. Planned giving under covenant is recognised only when received.

From the 6 April 2000 income tax is accounted when received, as recommended by the Church of England.

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

Other ordinary income

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

Income from investments

Dividends and interest are accounted for when receivable.

Gains and losses on investments

Realised gains and losses are recognised on the disposal of investments. Unrealised gains and losses are accounted for on revaluation of investments at the Balance Sheet date.

Resources used

Grants

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

Activities directly relating to the work of the Church

The diocesan quota is accounted for when payable.

Fixed assets

Consecrated land and buildings and movable church furnishings

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

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

Improvements to the Church Room

The cost of improvements to the Church room is depreciated on a straight line basis over 10 years.

Other fixtures, fittings and office equipment

The cost of equipment is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1000 or less are written off when the asset is acquired.

Current assets

Amounts owing to the PCC at 31 December are shown as debtors less provision for amounts that prove uncollectible.

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

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

NOTES TO THE FINANCIAL STATEMENTS, continued

Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 2022	2021
2. Incoming resources						
a. Incoming resources from donors						
Planned giving - gift aided	27,003	-	-	-	27,003	29,764
- envelope scheme	300	-	-	-	300	230
Collections	6,254	-	-	-	6,254	3,653
Gift Aid Envelopes	2,779	-	-	-	2,779	3,248
Planned giving - Other	1,210	-	-	-	1,210	1,320
Income Tax recovered	8,926	-	-	-	8,926	8,560
Sundry Donations	1,700	-	-	-	1,700	2,265
Grant income received	-	-	-	-	-	-
	48,172	-	-	-	48,172	49,040
b. Other voluntary incoming resources						
Fundraising events and activities						
Church fete, funds raised	-	-	-	-	-	-
Sponsored bike ride	340	-	-	-	340	670
Legacies	17,102	150,000	-	-	167,102	500
Churchyard	-	-	-	-	-	-
Other	2,344	-	250	-	2,594	2,018
	19,786	150,000	250	-	170,036	3,188
c. Income from operating activities- to further the council's objectives						
Fees receivable	6,873	-	-	-	6,873	3,791
Church Room lunches & coffee	234	-	-	-	234	108
Social committee functions	2,218	-	-	-	2,218	-
	9,325	-	-	-	9,325	3,899
d. Income from operating activities- to generate funds						
Church Room lettings	8,511	-	-	-	8,511	4,039
Newsletter advertising	3,980	-	-	-	3,980	3,286
Newsletter donations	237	-	-	-	237	562
	12,728	-	-	-	12,728	7,887
e. Income from investments						
CBF Income & Interest	-	656	17	-	673	76
Dividends	-	2,002	-	-	2,002	1,929
	-	2,658	17	-	2,675	2,005

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

NOTES TO THE FINANCIAL STATEMENTS, continued

3. Resources used

<i>Notes</i>	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 2022	2021
a. Grants						
<i>Missionary and charitable giving</i>						
<i>Church overseas:</i>						
Joshua Playing Project	150				150	150
<i>Home mission and other church societies</i>						
Bishop's Harvest Appeal	-				-	150
Christian Aid	150				150	200
Children's Society	-				-	50
Christians Against Poverty	-				-	50
<i>Other outreach</i>						
British Legion	401				401	318
St Francis Hospice	657				657	609
Ian Rennie Hospice	-				-	50
DENS	576				576	424
Potten End School	650	650			1,300	150
Potten End Playground Fund	-				-	198
Annett House	481				481	-
The Big Brew	58				58	-
The Queen's Canopy	225				225	-
British Red Cross Turkey & Syria Earthquake appeal	500				500	-
<i>Grants to support mission work within the Parish</i>	-				-	-
	3,848	650	-	-	4,498	2,349

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

NOTES TO THE FINANCIAL STATEMENTS, continued

<i>Notes</i>	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 2022	2021
b. Activities directly relating to the work of the Church						
Ministry						
Contributions to the Vicar's stipend	48,121				48,121	47,497
Vicar's expenses	220				220	240
Upkeep of Church and services:						
Heating, lighting and insurance	3,880				3,880	3,805
Organ maintenance	348				348	616
Emoluments	4,470				4,470	3,263
Sacristy & Services expenses	604				604	395
Fire Safety	277				277	353
Pastoral support & other misc. expenses	722				722	1,564
Upkeep of churchyard	1,934		1,954		3,888	3,213
Church repairs to fittings and fabric	989				989	4,470
Equipment depreciation	3,028	5,231			8,259	3,683
Printing & stationery	92				92	455
Repairs to the Church Room	573				573	282
Church Room running costs	4,479				4,479	3,488
Newsletter printing costs	4,875				4,875	4,028
Youth work - Messy Church & Trinity Kids	115		185		300	12
Cost of generating funds	684				684	795
	<u>75,411</u>	<u>5,231</u>	<u>2,139</u>	<u>-</u>	<u>82,781</u>	<u>78,159</u>
c. Church management & administration	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

NOTES TO THE FINANCIAL STATEMENTS, continued

4. Fixed Assets

a. Tangible fixed assets

No value is placed on the Church Room, built in 1974 at a cost of £9,243. It is currently insured for £274,174. Improvements to the Church Room are being depreciated over 10 years.

No value is placed on movable Church furnishings for the reasons outlined in Note 1 above.

All other items of equipment costing more than £1,000 have been capitalised and are being depreciated over four years.

The balance at the end of the year represents the net book value of improvements made to the Church Room in 2022 (£38,492) and the net book value of pew runners acquired in 2022 (£3,478). These had a cost value of £42,768 and £4,639 respectively.

b. Investments

	Cost or book value	Market value	
	£	2022 £	2021 £
4,503 shares CBF Fixed Interest Securities Fund	6,500	6,152	7,114
3,275 shares CBF Investment Fund	37,454	67,608	48,247
8,700 share CBF Equity Fund	10,000	15,486	19,319
	53,954	89,246	74,680

5. Assets and Liabilities: Amounts Falling due Within One Year

Prepayments

	2022 £	2021 £
Insurances	673	615
Projector deposit	4,423	-
Amounts receivable	1,381	1,847
	6,477	2,462

Accruals

Newsletter advertising received in advance	485	824
Repairs & maintenance reserve	1,000	1,000
Potten End Open Day reserve	450	450
Outreach not paid at the end of the year	1,167	1,926
Fees received in advance	-	-
Other accrued expenditure	6,715	2,158
	9,817	6,358

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

NOTES TO THE FINANCIAL STATEMENTS, continued

6. Funds details

		Opening Balance £	Net Income /Outgoings) £	Interest Dividends £	Gains / (Losses) £	Transfer £	Closing Balance £
Unrestricted							
General	a	4,410	10,752	-	-	-	15,162
Church Fund	b	-	-	-	-	-	-
Other designated	c	1,698	(47)	-	-	-	1,651
Legacies	d	116,945	144,166	2,658	(10,435)	-	253,334
		<u>123,053</u>	<u>154,871</u>	<u>2,658</u>	<u>(10,435)</u>	<u>-</u>	<u>270,147</u>
Restricted							
Youth work (Rooted) Fund	e	-	65	-	-	-	65
Organ restoration Fund	f	654	-	17	-	-	671
Garden of Remembrance	g	2,478	(1,954)	-	-	-	524
		<u>3,132</u>	<u>(1,889)</u>	<u>17</u>	<u>-</u>	<u>-</u>	<u>1,260</u>
Endowed							
Endowments	h	<u>5,670</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,670</u>
TOTAL		<u>131,855</u>	<u>152,982</u>	<u>2,675</u>	<u>(10,435)</u>	<u>-</u>	<u>277,077</u>

UNRESTRICTED FUNDS

a. General Fund

This is an unrestricted fund which is used by the PCC to meet everyday expenses and further the mission and ministry of the Church

b. Church Fund

This is a restricted fund established by the PCC which is used to defer monies raised from the biennial Church Fete over a two year period. This accounting treatment has been prudently adopted as a means of carefully managing the Church's finances and cash flow. The last Church fete took place in 2017 and since then we have not had an event.

c. Other designated

These funds are unrestricted but have been set aside by the PCC for a particular purpose.

d. Legacy Fund

This is an unrestricted fund derived from bequests to be used at the general discretion of the PCC. The PCC has resolved that, as normal Church expenditure should be met from collections and gifts from existing Church members, these bequests should be held and invested on a long-term basis until needed for major projects or repairs. Income is accumulated within the fund. During 2022 we received a bequest from the late Pamela Hale, which has been recognised in this fund. A portion of this legacy has been used for improvements to the Church Room which were completed in 2022.

During 2010 a legacy of £8,000 was received from the Estate of the late Sheila Harris. In accordance with her wishes £3,000 is currently held in the Endowed fund to be utilised to defray some of the future costs of publishing the Church Newsletter. In 2011 £2,500 was applied to the Organ Restoration Fund and a further £650 was applied towards the cost of a new altar frontal; in 2019 £1,850 was applied to the cost of a new boiler in the Church.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, POTTEN END

NOTES TO THE FINANCIAL STATEMENTS, continued

RESTRICTED FUNDS

e. Youth work (Rooted) Fund

A "Reaching New People" Grant was received to contribute towards costs incurred for our youth gathering, Rooted.

f. Organ Restoration Fund

This is a restricted fund, first established in 2009 to be used for the necessary restoration of the Church organ; interest received on invested funds is accumulated. Grants and donations received during 2011, following the successful Organ Restoration Appeal, were credited to the fund and as the works were completed the costs were charged against the fund. The balance on the fund has been carried forward to cover future repairs and improvements.

g. Garden of Remembrance Fund

This is a restricted fund, established in 2020, to be used for the creation of a new Garden of Remembrance. Donations received in 2020 have been credited to the fund and as work is completed costs are charged against the fund. The balance on the fund has been carried forward to cover costs to be incurred in future periods.

ENDOWED FUNDS

h. Endowment Funds & Bequests

	2022	2021
	£	£
<i>The Holland Trust</i> - the trust requires that the income be used for the upkeep and fabric of the Church, the upkeep of the churchyard and the grave of the late Mr Spencer L Holland	568	568
Bequests from the estates of the late <i>Mr and Mrs A H Lee</i> are to be used primarily for projects involving young people	1,414	1,414
A bequest from the estate of the late Miss Kitty Chapman is to be used for the upkeep of the churchyard.	688	688
A bequest from the late Mrs Sheila Harris has been credited to this fund and is dedicated in her memory to defray the future costs of the Newsletter and be applied as the PCC thinks fit towards future costs of church furnishing, fittings and decorations. Interest earned on this Fund is accumulated	3,000	3,000
	5,670	5,670

Independent Examiner's Report to the Parochial Church Council of Holy Trinity, Potten End

This report on the Accounts of the PCC for the year ended 31 December 2022, which are set out on pages 6 to 14, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the Accounts; you consider that the audit requirement of the Regulations and section 144(2) of the Act does not apply. It is my responsibility to issue this report on those Accounts in accordance with the terms of the Regulations.

Basis of this Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 145(5)(b)) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the Accounts with those records. It also includes considering any unusual items or disclosures in the Accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the Accounts.

Independent Examiner's Statement

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

(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 Act
- to prepare accounts which accord with the accounting records and comply with the requirements of the Act and Regulations 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) Timothy Cooke

Shepherds Close, Byways, Gravel Path, Berkhamsted.

2023