

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021
FOR
NORTHUMBRIA BLOOD BIKES**

NORTHUMBRIA BLOOD BIKES

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Trustees' Annual Report for the period

From 01/07/2020 **Period start date To** 30/06/2021 **Period end date**

Charity name: Northumbria Blood Bikes

Charity registration number: 1166689

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of this charity is to advance health and save lives, primarily in Northumbria, by providing a volunteer courier service ancillary to transport provided by the statutory authorities for the transfer of blood, blood products and other medical resources between hospitals and medical facilities
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Outside normal office hours, hospitals rely on taxis or couriers to transfer urgent medical supplies or patient test samples between hospitals and other sites. Northumbria Blood bikes carries out this service free of charge, ensuring the limited resources of the NHS can be used where it makes a difference.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees ensure all activities contribute to assisting the NHS in our area thus provide a public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We organise fundraising and awareness events and solicit donation, sponsorship, and grants from our local community
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		<p>In order to provide the service</p> <p>We recruit, train, and motivate volunteers to work with us.</p> <p>We run a fleet of 7 cars and 13 bikes</p> <p>We do our own publicity Newsletters, Radio & TV interviews, banners, posters, promotional items, talks & presentations</p> <p>We negotiate with Health Trusts, NEAS, NHSBT & GNAAS</p> <p>We record statistics, Legal administration, evidence-backed with receipts, activity logs and recordings</p>

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During this period, we have completed 14,150, separate jobs for the NHS trusts in our area and the Great North Air Ambulance Service (GNAAS).</p> <p>We are confident that this has saved the NHS hundreds of thousands of pounds in taxi/private courier fares and has improved the healthcare (or helped save the lives) of people in the North East of England</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>During this period, we have continued to support the NHS during the COVID outbreak, this included</p> <ul style="list-style-type: none"> providing additional drivers to deliver products directly to patient's homes during the day (which was outside our normal operational time)
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		<ul style="list-style-type: none"> providing additional service for a guaranteed, during our operational hours, transport of COVID samples between one of the trusts we cover hospitals.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We aim to hold in reserve: Sufficient funds to cover six months operating costs to allow an orderly close of the charity if required. Sufficient funds to cover replacement of any vehicle unexpectedly rendered unusable or uneconomic to repair
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	We have two principal sources of income. The first source is large donations (usually tied to the purchase of capital items like vehicles or equipment) which comes from grant-making trusts, corporations, or staff societies. The second is a smaller steady flow of direct donations to the charity or to charity representatives at publicity events which come from individuals.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The vast majority of our expenditure supports the charity objectives as it covers maintenance and running costs for our vehicle fleet and the IT systems which support our operations. Typically, less than 15% of our expenditure goes on non-operational items.
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by membership / appointed by committee

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We follow the membership standards of the Nationwide Association of Blood Bikes
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are a member of the Nationwide Association of Blood Bikes
Relationship with any related parties	Para 1.51	We, when required work alongside any other member group/s to facilitate long-distance transport of packages by relays
Other		

Reference and Administrative details

Charity name	Northumbria Blood Bikes
Other name the charity uses	NBB
Registered charity number	1166689
Charity's principal address	Northumbria House Abbey Road Pity Me Durham DH1 5FJ

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	Ronnie Paton	Chair		Elected by Membership
2	Michael Redpath	Vice-Chair		Elected by Membership
3	Steve Tulloch	Treasurer		Elected by Membership
4	Alan Johnston	Secretary		Elected by Membership
5	Suzanne Hitchinson	Membership officer		Elected by Membership
6	Laura Taylor	Fundraising Officer		Elected by Membership
7	Sean Storey	Hospital Liaison		Elected by Membership
8	Chris Mann	Rota Manager		Elected by Membership
9	Alan Kinghorn	ICT Officer		Elected by Membership
10	Stephen Winn	Training Officer		Elected by Membership
11	Jason Cooper	Fleet Manger		Elected by Membership
12	Kirsty Lawrence	Publicity Officer		Elected by Membership
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser Name Address

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	R. Paton	
Full name(s)	Ronnie Paton	
Position (eg Secretary, Chair, etc)	Chair	
Date	29/07/2021	

NORTHUMBRIA BLOOD BIKES

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 JUNE 2021**

The trustees present their report with the financial statements of the charity for the year ended 30 June 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice 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 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes a charitable incorporated organisation (CIO).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1166689

Principal address

Northumbria House
Abbey Road
Pity Me
Durham
DH1 5FJ

Trustees

S Storey
C Mann
K Lawrence
G Annan (resigned 17/9/2020)
G Moor (resigned 17/9/2020)
S Winn
L Taylor
J Brown (resigned 17/9/2020)
A Johnson (resigned 17/9/2020)
R Paton
A L Kinghorn
S Tulloch (appointed 17/9/2020)
S Hitchinson (appointed 17/9/2020)
J Cooper (appointed 17/9/2020)
M Redpath (appointed 17/9/2020)
A Johnstone (appointed 12/11/2020)

Independent Examiner

David Holloway
FCA DChA
Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

Approved by order of the board of trustees on and signed on its behalf by:

.....
R Paton - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
NORTHUMBRIA BLOOD BIKES**

Independent examiner's report to the trustees of Northumbria Blood Bikes

I report to the charity trustees on my examination of the accounts of Northumbria Blood Bikes (the Trust) for the year ended 30 June 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

David Holloway
FCA DChA
Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

Date:

NORTHUMBRIA BLOOD BIKES

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	112,176	9,900	122,076	152,498
Other trading activities	3	1,413	-	1,413	11,410
Investment income	4	135	-	135	704
Total		<u>113,724</u>	<u>9,900</u>	<u>123,624</u>	<u>164,612</u>
EXPENDITURE ON					
Raising funds		2,913	-	2,913	18,685
Charitable activities					
Vehicle running costs		92,701	-	92,701	114,774
Other support costs		10,960	34,858	45,818	29,366
Total		<u>106,574</u>	<u>34,858</u>	<u>141,432</u>	<u>162,825</u>
NET INCOME/(EXPENDITURE)		<u>7,150</u>	<u>(24,958)</u>	<u>(17,808)</u>	<u>1,787</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		322,547	55,461	378,008	376,221
TOTAL FUNDS CARRIED FORWARD		<u><u>329,697</u></u>	<u><u>30,503</u></u>	<u><u>360,200</u></u>	<u><u>378,008</u></u>

The notes form part of these financial statements

NORTHUMBRIA BLOOD BIKES

**STATEMENT OF FINANCIAL POSITION
30 JUNE 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	7	112,089	7,147	119,236	144,267
CURRENT ASSETS					
Debtors	8	6,606	13,456	20,062	75,446
Cash at bank		218,123	9,900	228,023	169,740
		<u>224,729</u>	<u>23,356</u>	<u>248,085</u>	<u>245,186</u>
CREDITORS					
Amounts falling due within one year	9	(7,121)	-	(7,121)	(11,445)
NET CURRENT ASSETS					
		<u>217,608</u>	<u>23,356</u>	<u>240,964</u>	<u>233,741</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>329,697</u>	<u>30,503</u>	<u>360,200</u>	<u>378,008</u>
NET ASSETS					
		<u><u>329,697</u></u>	<u><u>30,503</u></u>	<u><u>360,200</u></u>	<u><u>378,008</u></u>
FUNDS					
Unrestricted funds	10			329,697	322,547
Restricted funds				30,503	55,461
TOTAL FUNDS					
				<u><u>360,200</u></u>	<u><u>378,008</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
R Paton - Trustee

NORTHUMBRIA BLOOD BIKES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 33% on cost
Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance and straight line over 3 years

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations & Grants	121,160	150,122
Legacies	916	2,376
	<hr/>	<hr/>
	122,076	152,498
	<hr/>	<hr/>

NORTHUMBRIA BLOOD BIKES

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	1,413	11,410
	<u> </u>	<u> </u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Interest received	135	704
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2021 nor for the year ended 30 June 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 June 2021 nor for the year ended 30 June 2020.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	100,530	51,968	152,498
Other trading activities	11,410	-	11,410
Investment income	704	-	704
	<u> </u>	<u> </u>	<u> </u>
Total	112,644	51,968	164,612
 EXPENDITURE ON			
Raising funds	18,685	-	18,685
Charitable activities			
Vehicle running costs	114,774	-	114,774
Other support costs	26,044	3,322	29,366
	<u> </u>	<u> </u>	<u> </u>
Total	159,503	3,322	162,825
	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)	(46,859)	48,646	1,787
 RECONCILIATION OF FUNDS			
Total funds brought forward	369,406	6,815	376,221
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u>322,547</u>	<u>55,461</u>	<u>378,008</u>

NORTHUMBRIA BLOOD BIKES

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Motor vehicles £	Computer equipment £	Totals £
COST				
At 1 July 2020	-	272,889	11,194	284,083
Additions	4,832	12,147	575	17,554
Disposals	-	(41,584)	-	(41,584)
	<u>4,832</u>	<u>243,452</u>	<u>11,769</u>	<u>260,053</u>
At 30 June 2021	4,832	243,452	11,769	260,053
DEPRECIATION				
At 1 July 2020	-	139,013	803	139,816
Charge for year	494	34,213	2,755	37,462
Eliminated on disposal	-	(36,461)	-	(36,461)
	<u>494</u>	<u>136,765</u>	<u>3,558</u>	<u>140,817</u>
At 30 June 2021	494	136,765	3,558	140,817
NET BOOK VALUE				
At 30 June 2021	<u>4,338</u>	<u>106,687</u>	<u>8,211</u>	<u>119,236</u>
At 30 June 2020	<u>-</u>	<u>133,876</u>	<u>10,391</u>	<u>144,267</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
VM equipment	6,370	6,370
VAT	5,942	57,942
Prepayments	7,750	11,134
	<u>20,062</u>	<u>75,446</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	1,181	1,365
Other creditors	5,940	10,080
	<u>7,121</u>	<u>11,445</u>

NORTHUMBRIA BLOOD BIKES

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

10. MOVEMENT IN FUNDS

	At 1.7.20 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	322,547	7,150	329,697
Restricted funds			
VM equipment deposits	6,370	-	6,370
Bike Fund	28,427	(28,427)	-
Radio System Fund	20,664	(6,431)	14,233
Airvest Fund	-	9,900	9,900
	<u>55,461</u>	<u>(24,958)</u>	<u>30,503</u>
TOTAL FUNDS	<u><u>378,008</u></u>	<u><u>(17,808)</u></u>	<u><u>360,200</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	113,724	(106,574)	7,150
Restricted funds			
Bike Fund	-	(28,427)	(28,427)
Radio System Fund	-	(6,431)	(6,431)
Airvest Fund	9,900	-	9,900
	<u>9,900</u>	<u>(34,858)</u>	<u>(24,958)</u>
TOTAL FUNDS	<u><u>123,624</u></u>	<u><u>(141,432)</u></u>	<u><u>(17,808)</u></u>

Comparatives for movement in funds

	At 1.7.19 £	Net movement in funds £	At 30.6.20 £
Unrestricted funds			
General fund	369,406	(46,859)	322,547
Restricted funds			
VM equipment deposits	6,815	(445)	6,370
Bike Fund	-	28,427	28,427
Radio System Fund	-	20,664	20,664
	<u>6,815</u>	<u>48,646</u>	<u>55,461</u>
TOTAL FUNDS	<u><u>376,221</u></u>	<u><u>1,787</u></u>	<u><u>378,008</u></u>

NORTHUMBRIA BLOOD BIKES

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	112,644	(159,503)	(46,859)
Restricted funds			
VM equipment deposits	-	(445)	(445)
Bike Fund	28,427	-	28,427
Radio System Fund	23,541	(2,877)	20,664
	<u>51,968</u>	<u>(3,322)</u>	<u>48,646</u>
TOTAL FUNDS	<u>164,612</u>	<u>(162,825)</u>	<u>1,787</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.19 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	369,406	(39,709)	329,697
Restricted funds			
VM equipment deposits	6,815	(445)	6,370
Radio System Fund	-	14,233	14,233
Airvest Fund	-	9,900	9,900
	<u>6,815</u>	<u>23,688</u>	<u>30,503</u>
TOTAL FUNDS	<u>376,221</u>	<u>(16,021)</u>	<u>360,200</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	226,368	(266,077)	(39,709)
Restricted funds			
VM equipment deposits	-	(445)	(445)
Bike Fund	28,427	(28,427)	-
Radio System Fund	23,541	(9,308)	14,233
Airvest Fund	9,900	-	9,900
	<u>61,868</u>	<u>(38,180)</u>	<u>23,688</u>
TOTAL FUNDS	<u>288,236</u>	<u>(304,257)</u>	<u>(16,021)</u>

NORTHUMBRIA BLOOD BIKES

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2021.

NORTHUMBRIA BLOOD BIKES

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations & Grants	121,160	150,122
Legacies	916	2,376
	122,076	152,498
Other trading activities		
Fundraising events	1,413	11,410
Investment income		
Interest received	135	704
	123,624	164,612
EXPENDITURE		
Raising donations and legacies		
Advertising	2,913	3,380
Fundraising events	-	15,305
	2,913	18,685
Charitable activities		
Fuel and servicing	39,142	62,627
Licences and insurance	17,723	15,379
Telephone and tracker	4,434	8,108
Uniform and protective clothing	5,718	3,780
Depreciation of motor vehicles	34,213	41,014
(Profit)/loss on sale of motor vehicles	1,623	(4,246)
	102,853	126,662
Support costs		
Finance		
Bank charges	-	396
Merchant charges	1,522	5,905
	1,522	6,301
Other		
General office and meeting costs	4,904	5,265
Insurance	97	845
Accountancy	1,000	-
Postage and stationery	3,033	3,014
VAT difference write off	15,612	-
Legal Fees	5,000	-
Carried forward	29,646	9,124

This page does not form part of the statutory financial statements

NORTHUMBRIA BLOOD BIKES

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2021**

	2021 £	2020 £
Other		
Brought forward	29,646	9,124
Plant and machinery	494	-
Depreciation of computer equipment	2,754	803
	<u>32,894</u>	<u>9,927</u>
Governance costs		
Independent Examination Fee	1,250	1,250
	<u>141,432</u>	<u>162,825</u>
Total resources expended		
	<u>(17,808)</u>	<u>1,787</u>
Net (expenditure)/income		

This page does not form part of the statutory financial statements