THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH LEGAL AND ADMINISTRATIVE INFORMATION

Incumbent Rev Dr P H Richmond

Charity number 1130553

Parish office Church Lane

Eaton Norwich NR4 6NW

Bankers Barclays Bank plc

Independent examiner Waveney Accountants Limited

T/as Newman & Co Chartered Accountants 4b Church Street

Diss Norfolk IP22 4DD

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH CONTENTS

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees present their annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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).

Objectives and activities

The aims of the Charity are to promote the Church Mission in the Eaton, Norwich, Norfolk area by maintaining the Church and engaging in charitable fund-raising work for the benefit of the local Church and also for the aims of the wider Church Mission.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and the Charity tries to help people in the parish grow as disciples of Jesus Christ and in service to others. It maintains the building and keeps it open to the public throughout the year.

Accounts

The accounts are set out in the format prescribed by Church Accounting Regulations. These are designed to comply with Charity Commission Regulations regarding financial statements for an entity of this size.

Treasurer's comments on the accounts

The annual accounts for 2023 are broadly similar to the previous year. Overall income in 2023 was up by circa 6.4% compared to 2022, attributable to two grants for heating the church, an increase in cottage rental income from a full-year tenancy, and fundraising activities by the Friends of CCE. Donation income was roughly equivalent to the previous year. Expenditures were up by 6% over the previous year. The increase in expenditures that contributed to higher church running costs was largely attributable to planned costs for the Memorial Garden (for which there are ongoing fundraising activities) and a 137% increase in Gas & Electric costs over the previous year. There were no major Church renovation costs. Overall, the accounts are in good order.

Christ Church is enrolled in the Parish Giving Scheme (PGS), administered by the Diocese, that commenced during the summer of 2022, which replaces the locally administered Planned Giving Scheme. We are continuing the transition of planned givers to the PGS. The scheme benefits Christ Church by assuming the administrative burden and handling of planned donations and Gift Aid payments. The PGS was set up by the Diocese to help us best manage regular donations. It is run as a partnership between dioceses on a cost sharing basis. There is no direct cost to Christ Church. The main beneficiary of this scheme is our church. Through your generous commitment, we can be assured of a regular, tax-efficient source of income which has the capacity and option to increase with the cost of living yet involves virtually no administration. Your gifts are passed back to our parish by the 10th of each month. Gift Aid is usually received at the same time from the PGS coinciding with receipt from HMRC. This has saved significant manual effort in processing Gift Aid donations. We would be most grateful if everyone can switch to the PGS.

Reserves policy

It is the PCC's policy to try to maintain a balance on free reserves equal to at least three months' unrestricted payments. It is held to smooth out fluctuations in cash flows and to meet emergencies. The balance of the free reserves at the year end was sufficient to meet this target.

Investment policy

The Council's investment policy is that of "Cautious Safety" short term deposits.

Structure, governance and management

The Trustees usually meet monthly at which all matters regarding the running of the Church and its finances are discussed. Functions are delegated to working groups as necessary and risks, both financial and physical, are discussed as a matter of course. We are reliant on the Internet as never before and on the website managed by Catherine Richmond. All the members of the PCC are Trustees and their responsibilities have been made clear to them.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees who served during the year and up to the date of signature of the financial statements were:

Clergy	The Rev'd Dr Patrick Richmond	ex officio
Readers	Mr Alistair Bolt	ex officio
	Mr John Harrison (with PTO as Retired Reader)	Elected 2017 (ex officio as Deanery Synod member) 2020-2023
Wardens	Mrs Catherine Jeffries	Elected 2017 (ex officio). Retired May 2023.
	Mr Colin McLean	Elected May 2023
	Mrs Ruth Vaughan	Elected 2022 (ex officio)
Deanery Synod Mr John Harrison Elected 2017-2020, 2020-2023 (with PTO as Retired Reader)		
	Mrs Vivien Humber	Elected 2020-2023
	Mr Tony Grubb Treasurer	Co-opted 13/12/2021 Elected 15/5/2022 to PCC and to Deanery Synod
Elected members	Mrs Caroline Crossley	Elected 15/05/2022
	Ms Leisa Devlin	Elected 15/05/2022
	Ms Lynda Dryburgh-Smith	Elected 2023. Resigned December 2023.
	Ms Caroline Gibbs	Elected 29/09/2020
	Mr John Ladd	Elected 29/09/2020
	Mr Richard Middleton	Elected 29/09/2020
	Mr Ian Parkes Secretary	Co-opted 2023. Elected Secretary May 2022

The Trustees' report was approved by the Board of Trustees.

Anthony D Grubb
Mr Anthony D Grubb

Treasurer

Date: 14/05/2024

The Rev'd Dr P Richmond

Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL

I report to the Trustees on my examination of the financial statements of The Parochial Church Council of The Ecclesiastical Parish of Christ Church Eaton, Norwich (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- the financial statements 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 financial statements to be reached.

Waveney Accountants Limited

T/as Newman & Co
Chartered Accountants
4b Church Street
Diss
Norfolk
IP22 4DD
Dated:

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	2	79,521	475	79,996	77,756	1,833	79,589
Charitable activities	3	27,014	-	27,014	26,532	-	26,532
Other trading activities	4	-	1,871	1,871	-	-	-
Investments	5	12,720	<u>-</u>	12,720	8,084		8,084
Total income		119,255	2,346	121,601	112,372	1,833	114,205
Expenditure on:							
Charitable activities	6	132,361	125	132,486	124,294	608	124,902
Total expenditure		132,361	125	132,486	124,294	608	124,902
Net income/(expenditure	e)	(13,106)	2,221	(10,885)	(11,922)	1,225	(10,697)
Transfers between funds		(710)	710	-	12,140	(12,140)	-
Net movement in funds		(13,816)	2,931	(10,885)	218	(10,915)	(10,697)
Reconciliation of funds:	2022	110.041	5 407	115 520	100.022	16.412	106.005
Fund balances at 1 Januar	y 2023	110,041	5,497	115,538	109,823	16,412	126,235
Fund balances at 31 Dec 2023	ember	96,225	8,428	104,653	110,041	5,497	115,538

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, EATON, NORWICH BALANCE SHEET

AS AT 31 DECEMBER 2023

		2023		2022	
	Notes	£	£	£	£
Current assets					
Debtors	12	3,644		3,847	
Cash at bank and in hand		109,884		117,937	
	12	113,528		121,784	
Creditors: amounts falling due within one year	13	(8,875)		(6,246)	
Net current assets			104,653		115,538
Net assets excluding pension liability			104,653		115,538
The funds of the charity					
Restricted income funds	15		8,428		5,497
Unrestricted funds			96,225		110,041
			104,653		115,538
			=====		=====

The financial statements were approved by the Trustees on

..... Mr Anthony D Grubb

Trustee

The Rev'd Dr P Richmond

Trustee

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Charity information

The Parochial Church Council of The Ecclesiastical Parish of Christ Church, Eaton, Norwich is governed by the Parochial Church Council Powers Measure (1956) as amended and Church Representational rules.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest \pounds .

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

The accounts include all transactions for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the PCC in furtherance of their charitable objectives.

Funds designated for a particular purpose by the PCC are unrestricted.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (Continued)

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Specific points of recognition:

Collections - when received by or on behalf of the PCC

Planned giving - when received.

Grants and legacies - as soon as the PCC is satisfied of its legal entitlement and the amount due.

Rental income - when the rent is due.

Funds received by fetes, garden parties and similar events and sales of books and magazines from the Church bookstall are accounted for gross.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Consecrated Land and Buildings and Moveable Church Furnishings

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993. No value is placed on moveable 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 moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated over 4 years when capitalised. Individual items of equipment with a purchase price of £1,000 or less are written off when acquired.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.10 Funds opearated

The PCC operated various funds during the year, as follows:

General fund	Unrestricted	To fund the general running and maintenance of the Church and PCC
Parish Hall fund	Designated	Funds set aside for running costs, maintenance and major repairs.
Cottage fund	Designated	Funds set aside for running costs, maintenance and major repairs.
Organ fund	Restricted	To fund organ replacement.
Bell tower fund	Restricted	Donations received for renovation works.
Church renovation fund	Restricted	Donations received for renovation works.
Burial fund	Restricted	Donations received specifically for burial costs.
Friends of CCEPCC	Restricted	Fund raising for projects to be designated by the Friends.
Children's fund	Restricted	Funds for children and youth ministery activities.

2 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	76,156	475	76,631	75,756	1,833	77,589
Legacies receivable	3,365	-	3,365	2,000	_	2,000
	79,521	475	79,996	77,756	1,833	79,589

FOR THE YEAR ENDED 31 DECEMBER 2023

2	Income from donations and legacies	(Continued)
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	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts						
Planned giving	51,325	-	51,325	52,383	-	52,383
Income tax recovered	11,709	-	11,709	14,898	693	15,591
Collections at all services	5,937	=	5,937	4,644	=	4,644
Sundry donations	3,417	=	3,417	3,831	=	3,831
Friends of CCE	-	475	475	-	1,140	1,140
Other	3,768	-	3,768	-	-	-
	76,156	475	76,631	75,756	1,833	77,589
		===		===	===	====

3 Income from charitable activities

	Church	Church
	2023	2022
	£	£
Fees	1,999	3,834
Church hire fees	330	140
Grants	3,981	2,000
Church hall lettings	16,224	16,224
Other income	4,480	4,334
	27,014	26,532
Analysis by fund		
Unrestricted funds	27,014	26,532
	<u> </u>	

4 Income from other trading activities

	Restricted	Restricted
	funds	funds
	2023	2022
	£	£
Friends of CCEPCC - fundraising events	1,871	_

FOR THE YEAR ENDED 31 DECEMBER 2023

5 Investments

		Unrestricted funds	Unrestricted funds
		2023 £	2022 £
	Cottage rent receivable Interest receivable	11,034 1,686	7,607 477
		12,720	8,084
6	Charitable activities		
		Church 2023 £	Church 2022 £
	Staff costs Ministry: Parish share Ministry: Parish expenses Service costs: organ and choir expenses Church running expenses Church renovations Social activities Children and Young People Church hall running costs Cottage running costs Grants and donations (see note 7) Share of support costs (see note 8) Share of governance costs (see note 8) Analysis by fund Unrestricted funds Restricted funds	378 66,126 954 7,372 30,872 1,193 125 25 8,548 2,931 ————————————————————————————————————	2,059 65,644 1,119 8,849 11,427 4,816 51 445 7,105 8,857 ————————————————————————————————————
	Restricted funds	132,486	124,902
7	Grants and donations		
		Church 2023 £	Church 2022 £
	Donations to nominated charities		1,250

FOR THE YEAR ENDED 31 DECEMBER 2023

8 Support costs allocated to activities

Support costs anotated to activities		
	2023	2022
	£	£
Staff costs	5,714	8,335
Office costs	3,596	3,219
Bank charges	347	406
Governance costs	4,285	1,320
		-
	13,942	13,280
Analysed between:		
Church	13,942	13,280
	2023	2022
Governance costs comprise:	£	£
Independent examination	1,200	1,320
Legal and professional	3,085	
•		
	4,285	1,320

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

During the year six trustees were reimbursed for general expenses totalling £2,273.

10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	2	2
	=	
Employment costs	2023	2022
	£	£
Wages and salaries	5,905	10,235
Other pension costs	187	159
	6,092	10,394
	<u>===</u>	

There were no employees whose annual remuneration was more than £60,000.

FOR THE YEAR ENDED 31 DECEMBER 2023

11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

12 Debtors

12	Deptors	2023	2022
	Amounts falling due within one year:	£ £	2022 £
	Other debtors	3,644	3,847
13	Creditors: amounts falling due within one year		
		2023	2022
		£	£
	Other creditors	7,675	5,046
	Accruals and deferred income	1,200	1,200
		8,875	6,246
14	Retirement benefit schemes		
		2023	2022
	Defined contribution schemes	£	£
	Charge to profit or loss in respect of defined contribution schemes	187	159

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

15 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2023	Incoming resources	Resources expended	TransfersAt 31	December 2023
	£	£	£	£	£
Organ fund	3,010	-	-	-	3,010
Friends of CCEPCC	1,205	2,346	-	(500)	3,051
Bell tower fund	782	-	-	-	782
Children's fund	500	-	(125)	1,210	1,585
	5,497	2,346	(125)	710	8,428

FOR THE YEAR ENDED 31 DECEMBER 2023

15 Restricted funds (Continued)

At 1 January 2022	Incoming resources	Resources expended	TransfersAt 31	December 2022
£	£	£	£	£
3,488	-	(478)	-	3,010
11,592	1,883	(130)	(12,140)	1,205
50	(50)	-	-	-
782	-	-	-	782
500				500
16,412	1,833	(608)	(12,140)	5,497
	2022 £ 3,488 11,592 50 782 500	2022 resources £ 3,488 - 11,592 1,883 - 50 (50) 782 - 500 -	2022 resources expended £ £ 3,488 - (478) 11,592 1,883 (130) 50 (50) - 782 500	2022 resources expended £ £ £ 3,488 - (478) - 11,592 1,883 (130) (12,140) 50 (50) 782 500

Funds raised by Friends of CCEPCC for church renovations were transferred to unrestricted funds to cover costs incurred in 2020 and 2021.

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023	Incoming resources	Resources expended	TransfersAt 3	1 December 2023
	£	£	£	£	£
Cottage fund	13,381	11,034	(2,931)	_	21,484
Parish hall fund	39,168	16,224	(8,548)	_	46,844
General funds	57,492	91,997	(120,882)	(710)	27,897
	110,041	119,255	(132,361)	(710)	96,225
Previous year:	At 1 January 2022	Incoming resources	Resources expended	TransfersAt 31 December 202	
	£	£	£	£	£
Cottage fund	14,631	7,607	(8,857)	_	13,381
Parish hall fund	30,049	16,224	(7,105)	_	39,168
General funds	65,143	88,541	(108,332)	12,140	57,492
	109,823	112,372	(124,294)	12,140	110,041
	,	_,	(-,)	,	-,

FOR THE YEAR ENDED 31 DECEMBER 2023

17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	2023	2023	2023
	£	£	£
At 31 December 2023:			
Current assets/(liabilities)	96,225	8,428	104,653
	96,225	8,428	104,653
	Unrestricted	Restricted	Total
	funds	funds	
	2022	2022	2022
	£	£	£
At 31 December 2022:			
Current assets/(liabilities)	110,041	5,497	115,538
	110,041	5,497	115,538
	=====	=====	

18 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).