

# R B Massey Memorial Trust

## Unaudited Financial Statements

**31 August 2023**



SD-0214034-1-6



# R B Massey Memorial Trust

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# **R B Massey Memorial Trust**

## **Report of the Trustees**

**for the year ended 31st August 2023**

The trustees present their report with the financial statements of the charity for the year ended 31st August 2023. 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).

The Robert B Massey Memorial Trust was established by Trust Deed dated 1 August 1990. Its purpose is to provide, in the interests of social welfare and the improvement of the conditions of life for the inhabitants of the Town of Market Weighton in the County of East Yorkshire and its neighbourhood, a public recreation ground and other recreational facilities including a Bowling Green.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

#### **Recruitment and appointment of new trustees**

Management Committee:

M Dykes	E Keithley
J Phillips	A Brooks
D Smith	R Barnes
N Crowe	C Barnes

All Trustees meet at least three times a year and collectively have the power to appoint new Trustees. The Charity receives administration and legal services from Stamp Jackson & Procter Limited and one of the Trustees, ACT Procter, is a consultant in that firm.

The Management Committee has continued to upkeep the recreational facilities provided by the Trust at the Pavilion and Bowling Green, which have been widely used by the public in the Market Weighton area.

#### **Financial Review**

The recreational facilities provided by the Trust continue to be self-supporting.

The financial position of the Trust continues to be sound, as detailed on page 6. Of the total funds, £3,806,197 (2022 £3,865,916) is represented by fixed assets and investments, both of which provide an essential contribution to the Charity's wellbeing.

#### **Risk management**

The Trustees examine the major risks that the Charity faces each year. The Charity has developed systems to monitor and control these risks to mitigate any impact that they may have on the Charity in the future.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Charity number**

1001423

#### **Principal address**

c/o A C T Procter  
Stamp Jackson & Procter Limited  
5 Parliament Street  
Hull  
East Yorkshire  
HU1 2AZ

#### **Trustees**

Mr C W Clubley  
Mr A C T Procter  
Miss J E Phillips  
Mr D L Beadle  
Mrs J M Henley

# R B Massey Memorial Trust

## Report of the Trustees

for the year ended 31st August 2023

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Independent Examiner

Smailes Goldie  
Chartered Accountants  
Regent's Court  
Princess Street  
Hull  
East Yorkshire HU2 8BA

#### Solicitors

Stamp Jackson & Proctor Limited  
5 Parliament Street  
Hull  
HU1 2AZ

#### Advisers

##### Bankers:

HSBC plc	Cater Allen
17 High Street	9 Nelson Street
Market Weighton	Bradford
York	BD1 5AN
YO43 3AE	

##### Accountants:

Johnson & Co  
Hawthorne House  
28 Cowgate  
Welton  
HU15 1NB

### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# R B Massey Memorial Trust

## Report of the Trustees for the year ended 31st August 2023

6 June 2024

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



.....  
Chris Clubley (Jun 6, 2024, 1:14pm).....

Mr C W Clubley - Trustee

# Independent Examiner's Report to the Trustees of R B Massey Memorial Trust

## Independent examiner's report to the trustees of R B Massey Memorial Trust

I report to the charity trustees on my examination of the accounts of R B Massey Memorial Trust (the Trust) for the year ended 31st August 2023.

### 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.



Steve Bramall (Jun 27, 2024, 3:32pm)  
S. T. Bramall, BSc., FCA

Smailes Goldie  
Chartered Accountants  
Regent's Court  
Princess Street  
Hull  
East Yorkshire HU2 8BA

27 Jun 2024

Date: .....

# R B Massey Memorial Trust

## Statement of Financial Activities for the year ended 31st August 2023

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		30,808	7,286
<b>Charitable activities</b>			
Recreational ground		8,256	8,513
Investment income	2	<u>120,232</u>	<u>114,665</u>
<b>Total</b>		<u>159,296</u>	<u>130,464</u>
<b>EXPENDITURE ON</b>			
Raising funds		17,263	18,550
<b>Charitable activities</b>			
Support to local groups and individuals		69,219	36,863
Recreational ground		29,019	14,807
Support costs	3	<u>50,404</u>	<u>47,109</u>
<b>Total</b>		<u>165,905</u>	<u>117,329</u>
Net gains/(losses) on investments		<u>(131,951)</u>	<u>(32,114)</u>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(138,560)</b>	<b>(18,979)</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<u>4,304,251</u>	<u>4,323,230</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><b>4,165,691</b></u>	<u><b>4,304,251</b></u>

The notes form part of these financial statements

# R B Massey Memorial Trust

## Balance Sheet

31st August 2023

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	5	348,063	353,840
Investments	6	<u>3,458,134</u>	<u>3,512,076</u>
		<b>3,806,197</b>	3,865,916
<b>CURRENT ASSETS</b>			
Stocks	7	200	50
Debtors	8	8,117	5,022
Cash at bank and in hand		<u>361,543</u>	<u>450,458</u>
		<b>369,860</b>	455,530
<b>CREDITORS</b>			
Amounts falling due within one year	9	<u>(10,366)</u>	<u>(17,195)</u>
<b>NET CURRENT ASSETS</b>		<u><b>359,494</b></u>	<u>438,335</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>4,165,691</b></u>	<u>4,304,251</u>
<b>NET ASSETS</b>		<u><b>4,165,691</b></u>	<u>4,304,251</u>
<b>FUNDS</b>			
Unrestricted funds		<u><b>4,165,691</b></u>	<u>4,304,251</u>
<b>TOTAL FUNDS</b>		<u><b>4,165,691</b></u>	<u>4,304,251</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 6 June 2024..... and were signed on its behalf by:

Chris.Clubley (Jun 6, 2024, 1:14pm).....

Mr C W Clubley - Trustee

A C T Procter

Mr A C T Procter (Oct 2024 Trustee)

The notes form part of these financial statements

# **R B Massey Memorial Trust**

## **Notes to the Financial Statements**

for the year ended 31st August 2023

### **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, with the exception of investments which are included at market value.

#### **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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

#### **Tangible fixed assets**

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

Land and buildings	- 2% on reducing balance
Bowling Green	- 5% on reducing balance
Fixtures and fittings	- 10% on reducing balance

#### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### **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.

#### **Investments**

Stocks and shares quoted on a recognised stock exchange are included in the balance sheet at their mid-market value at the year end. The variances between market value and the original cost or annual revaluation of the investments are shown as unrealised investment gains or losses. The differences between the original cost and the proceeds of investments disposed of are shown as gain or loss in the statement of financial activity.

# R B Massey Memorial Trust

## Notes to the Financial Statements - continued

for the year ended 31st August 2023

### 2. INVESTMENT INCOME

	2023	2022
	£	£
Dividends received	114,174	114,483
Deposit account interest	<u>6,058</u>	<u>182</u>
	<u><b>120,232</b></u>	<u><b>114,665</b></u>

### 3. SUPPORT COSTS

	2023	2022
	£	£
Insurance	6,297	5,736
Light and heat	3,521	1,793
Rates and water	1,560	1,191
Accountancy	2,184	2,136
Independent examiners fee	1,446	1,314
Bank charges	-	63
Administration fees	<u>35,396</u>	<u>34,940</u>
	<u><b>50,404</b></u>	<u><b>47,109</b></u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st August 2023 nor for the year ended 31st August 2022.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31st August 2023 nor for the year ended 31st August 2022.

### 5. TANGIBLE FIXED ASSETS

	Land and buildings £	Bowling Green £	Fixtures and fittings £	Totals £
<b>COST</b>				
At 1st September 2022 and 31st August 2023	<u>444,995</u>	<u>76,872</u>	<u>34,019</u>	<u>555,886</u>
<b>DEPRECIATION</b>				
At 1st September 2022	115,802	60,121	26,123	202,046
Charge for year	<u>4,150</u>	<u>837</u>	<u>790</u>	<u>5,777</u>
At 31st August 2023	<u>119,952</u>	<u>60,958</u>	<u>26,913</u>	<u>207,823</u>
<b>NET BOOK VALUE</b>				
At 31st August 2023	<u><b>325,043</b></u>	<u><b>15,914</b></u>	<u><b>7,106</b></u>	<u><b>348,063</b></u>
At 31st August 2022	<u>329,193</u>	<u>16,751</u>	<u>7,896</u>	<u>353,840</u>

Included in cost or valuation of land and buildings is freehold land of £121,653 (2022 - £121,653) which is not depreciated.

# R B Massey Memorial Trust

## Notes to the Financial Statements - continued

for the year ended 31st August 2023

### 5. TANGIBLE FIXED ASSETS - continued

Land comprises 1.63 acres of land at Beverley Road, Market Weighton, East Yorkshire containing the pavilion and bowling green, 5.058 hectares of land south of Beverley Road, Market Weighton and 1.18 hectares of land north of the A1079, Market Weighton.

### 6. FIXED ASSET INVESTMENTS

	2023 £	2022 £
Market value at 1 September 2022	3,512,079	3,694,093
Additions	359,833	165,308
Disposals	(319,586)	(266,479)
Change in Market Value	<u>(94,189)</u>	<u>(80,843)</u>
Market value at 31 August 2023	<u>3,458,137</u>	<u>3,512,079</u>
Historical cost at 31 August 2023	<u>2,721,403</u>	<u>2,681,158</u>

#### Analysis of investments

UK Equities	3,187,632	3,366,382
UK Government Stock	<u>270,505</u>	<u>145,697</u>
	<u>3,458,137</u>	<u>3,512,079</u>

Individual investments exceeding 5% of the portfolio were as follows:

	2023 £	2022 £
Alliance Trust	187,920	174,960
Legal & General US Index Trust	264,610	255,164
Shell	<u>180,477</u>	<u>171,384</u>

	2023 £	2022 £
Net gain / (Loss) on investments		
Sale proceeds	281,823	315,211
Cost of investments sold	<u>(319,586)</u>	<u>(266,479)</u>
Profit/(Loss) on sale of investments sold	(37,762)	48,732
Increase/(Decrease) in value of portfolio in the year	<u>(94,189)</u>	<u>(80,843)</u>
Net gain/(loss) on investments	<u>(131,951)</u>	<u>(32,111)</u>

# R B Massey Memorial Trust

## Notes to the Financial Statements - continued for the year ended 31st August 2023

### 7. STOCKS

	2023 £	2022 £
Stocks	<u>200</u>	<u>50</u>

### 8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Prepayments	<u>8,117</u>	<u>5,022</u>

### 9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other creditors	10,366	10,012
Loan	<u>-</u>	<u>7,183</u>
	<u>10,366</u>	<u>17,195</u>

### 10. RELATED PARTY DISCLOSURES

During the year the Charity received administration and legal services from Stamp Jackson & Procter Limited, in which ACT Procter is a consultant.

The cost of these services amounted to £35,396 for the year ended 31 August 2023 (2022 £34,940).

# R B Massey Memorial Trust

## Notes to the Financial Statements - continued for the year ended 31st August 2023

### 11. INCOME AND EXPENDITURE OF THE MANAGEMENT COMMITTEE

	2023		2022	
	£	£	£	£
<b>Income</b>				
Bowling fees - indoor	2,489		2,359	
- outdoor	1,445		1,500	
League and competition fees	1,138		972	
Refreshments	775		852	
Book Stall	30		-	
Raffle	27		-	
Badges and sportswear	130		624	
Hire of hall	2,222		2,206	
Donations (Note 12)	30,810		7,284	
Bank interest received	49		1	
Closing stock	<u>200</u>		<u>50</u>	
		<b>39,315</b>		<b>15,848</b>
<b>Expenditure</b>				
League and competition fees	974		606	
Green upkeep	1,056		1,549	
Refreshments	165		124	
Insurance	6,297		5,736	
Light and heat	3,521		1,793	
Rates and water	1,560		1,191	
Bank charges	99		70	
Resurfacing the car park	12,239		-	
Replacement radiators	1,961		-	
Building & Light repairs	2,904		-	
Drinks boiler	-		878	
Repairs and renewals	1,016		1,235	
Accountancy	516		516	
Badges and sportsgear	191		334	
Depreciation of fixture and fittings	144		160	
Depreciation of power mower	228		253	
Opening stock	<u>50</u>		<u>362</u>	
		<b><u>32,921</u></b>		<b><u>14,807</u></b>
Excess /(Deficit) of income expenditure over expenditure		<b><u><u>6,394</u></u></b>		<b><u><u>1,041</u></u></b>

# R B Massey Memorial Trust

## Notes to the Financial Statements - continued for the year ended 31st August 2023

### 12. DONATIONS

Bills paid directly by the general committee

	2023 £	2022 £
Rates	71	134
Commercial waste	115	108
Insurance	6,297	5,736
Resurfacing the car park	12,239	-
Replacement radiators	1,961	-
Building & light repairs	2,904	288
Drinks boiler	-	878
	<u>23,587</u>	7,144
<b>Other Donations</b>		
Donations to the Bowls Club	40	140
Donation from the General Committee	<u>7,183</u>	-
Total Donations per the accounts	<u><u>30,810</u></u>	<u><u>7,284</u></u>

### 13. GENERAL INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR

	2023 £	2022 £	2023 £	2022 £
<b>Income</b>				
Bank interest	6,009		181	
Investment income	114,174		114,483	
Profit/ (Loss) on sale of investments	<u>(37,762)</u>		<u>48,732</u>	
		<b>82,421</b>		163,396
Administration fees	35,396		34,940	
JM Finn fees	17,413		18,238	
Crest sponsorship membership charge	758		-	
Donations	52,606		20,888	
Bank charges	-		63	
Accountancy	3,114		2,934	
Bursary & Apprentice scheme	18,328		16,500	
Depreciation of aerator	20		22	
Depreciation of heaters	229		255	
Depreciation of millennium lecturn	90		100	
Depreciation of community hall fixtures	80		89	
Depreciation of bowling green	838		882	
Depreciation of pavilion	1,469		1,499	
Depreciation of community hall	2,682		2,737	
Planning & Architect's fees	-		2,916	
Repairs and renewals	<u>156</u>		<u>509</u>	
		<u><b>133,179</b></u>		<u>102,572</u>
Excess of income over expenditure	<u><u>(50,758)</u></u>		<u><u>60,824</u></u>	

# R B Massey Memorial Trust

## Notes to the Financial Statements - continued for the year ended 31st August 2023

### 14. INVESTMENTS

	Number	Cost £	Market Value £
<b>Ordinary shares and unit trusts</b>			
Alliance Trust	18,000	137,081	<b>187,920</b>
Asia Dragon Trust	24,650	18,796	<b>87,014</b>
Astra Zeneca	600	44,507	<b>63,972</b>
Bankers Investment Trust	100,000	94,924	<b>97,400</b>
British American Tobacco	2,130	60,286	<b>55,859</b>
BP	11,000	65,134	<b>53,625</b>
Britvic	8,000	63,404	<b>70,320</b>
Carillion	15,000	49,623	-
Capital Gearing Trust	2,000	81,778	<b>90,900</b>
City of London Investment Trust	24,000	99,008	<b>94,200</b>
Cranswick	2,000	64,284	<b>67,400</b>
Diageo	4,500	80,623	<b>145,958</b>
Ecclesiastical Insurance 8.625% prefs	75,000	99,790	<b>91,125</b>
Finsbury Growth & Income Trust	15,500	94,805	<b>135,005</b>
General Accident 8 7/8% prefs	35,000	51,546	<b>41,912</b>
HICL Infrastructure	67,900	118,013	<b>90,850</b>
Imperial Brands	2,150	46,309	<b>38,474</b>
JPM Global Growth & Income	20,000	88,558	<b>93,700</b>
L&G US Index	36,900	65,960	<b>264,610</b>
Legal & General	25,000	72,495	<b>54,675</b>
Lloyds Banking Group 9.25% prefs	70,000	98,237	<b>89,915</b>
National Grid	7,828	74,484	<b>77,513</b>
Personal Assets Trust	37,000	128,664	<b>172,605</b>
Reckitt Benckiser	1,890	75,213	<b>107,768</b>
RELX	4,750	24,018	<b>122,455</b>
Rio Tinto	1,120	15,769	<b>54,572</b>
Scottish American Investment Trust	22,000	100,009	<b>111,760</b>
Smith & Nephew	2,750	43,628	<b>29,425</b>
Shell	7,484	115,130	<b>180,477</b>
SSE	4,900	74,852	<b>79,699</b>
Stewart Asia Pacific	4,050.26	16,989	<b>38,874</b>
Stewart Global Emerging Markets	21,000	79,344	<b>115,248</b>
TR Property	20,000	67,750	<b>57,100</b>
Unilever	3,100	53,656	<b>125,302</b>
<b>Government stock</b>			
2.0% IL Treasury Stock 2035	54,000	119,394	<b>130,000</b>
0.25% IL Treasury Stock 2025	150,000	137,342	<b>140,505</b>
		<u>2,721,403</u>	<u>3,458,137</u>

# R B Massey Memorial Trust

## Notes to the Financial Statements - continued for the year ended 31st August 2023

### 15. CASH AT BANK

	2023 £	2022 £
HSBC - Enterprise account	1,064	1,053
HSBC - Deposit account	10,926	3,753
HSBC - Treasurer account	1,220	1,619
Cater Allen	44,164	37,496
Stamp Jackson & Proctor Limited - Client account	253,968	262,847
JM Finn - deposit account	50,171	143,674
Cash in hand	30	16
	<u>361,543</u>	<u>450,458</u>



**Issuer** Stamp Jackson & Procter Limited

**Document generated** Thu, 30th May 2024 8:17:20 UTC

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### Parties involved with this document

Document processed	Party + Fingerprint
Thu, 30th May 2024 9:28:35 UTC	Andrew Procter - Signer (de9014e412d66e7f05085f51077229e5)
Thu, 6th Jun 2024 13:14:26 UTC	Chris Clubley - Signer (65de168e483cd4bac9074408533d9d5a)

### Audit history log

Date	Action
Thu, 6th Jun 2024 13:14:26 UTC	Chris Clubley viewed the envelope (5.198.61.156)
Thu, 6th Jun 2024 13:14:26 UTC	This envelope has been signed by all parties (5.198.61.156)
Thu, 6th Jun 2024 13:14:26 UTC	Chris Clubley signed the envelope (5.198.61.156)
Thu, 6th Jun 2024 13:11:52 UTC	Chris Clubley viewed the envelope (5.198.61.156)
Thu, 6th Jun 2024 13:11:23 UTC	Chris Clubley opened the document email. (5.198.61.156)
Thu, 6th Jun 2024 13:09:55 UTC	Chris Clubley opened the document email. (146.75.174.13)
Thu, 6th Jun 2024 8:18:24 UTC	Document emailed to cclubley@aol.com (18.175.121.253)
Thu, 6th Jun 2024 8:18:22 UTC	Sent Chris Clubley a reminder to sign the document. ()
Tue, 4th Jun 2024 11:41:16 UTC	Chris Clubley opened the document email. (140.248.40.25)
Fri, 31st May 2024 5:26:00 UTC	Chris Clubley viewed the envelope (86.135.167.186)
Fri, 31st May 2024 5:18:38 UTC	Chris Clubley viewed the envelope (86.135.167.186)
Thu, 30th May 2024 11:50:36 UTC	Chris Clubley opened the document email. (104.28.40.143)
Thu, 30th May 2024 9:28:36 UTC	Document emailed to cclubley@aol.com (35.177.101.132)
Thu, 30th May 2024 9:28:36 UTC	Andrew Procter viewed the envelope (213.249.164.254)
Thu, 30th May 2024 9:28:35 UTC	Sent the envelope to Chris Clubley (cclubley@aol.com) for signing (213.249.164.254)
Thu, 30th May 2024 9:28:35 UTC	Andrew Procter signed the envelope (213.249.164.254)
Thu, 30th May 2024 9:27:49 UTC	Andrew Procter viewed the envelope (213.249.164.254)
Thu, 30th May 2024 8:26:04 UTC	Andrew Procter opened the document email. (20.254.26.207)
Thu, 30th May 2024 8:25:59 UTC	Document emailed to acp@sjplaw.co.uk (18.170.92.215)
Thu, 30th May 2024 8:25:58 UTC	Sent the envelope to Andrew Procter (acp@sjplaw.co.uk) for signing (213.249.164.254)

Thu, 30th May 2024 8:18:29 UTC

Chris Clubley has been assigned to this envelope (213.249.164.254)

Thu, 30th May 2024 8:18:29 UTC

Andrew Procter has been assigned to this envelope (213.249.164.254)

Thu, 30th May 2024 8:17:24 UTC

Document generated with fingerprint ddefcf8dfcd9d89109d3c2d25fe64a9a  
(213.249.164.254)

Thu, 30th May 2024 8:17:20 UTC

Envelope generated by Donna Forrester (213.249.164.254)



**Issuer** Stamp Jackson & Procter Limited

**Document generated** Wed, 26th Jun 2024 15:28:02 UTC

**Document fingerprint** 74a0ac712ab318a085e5de33f423fdf7

**Parties involved with this document**

Document processed	Party + Fingerprint
Thu, 27th Jun 2024 15:32:11 UTC	Steve Bramall - Signer (d7c27de9e24db08d5c9ef98e57487066)

**Audit history log**

Date	Action
Wed, 26th Jun 2024 15:28:02 UTC	Envelope generated by Donna Forrester213.249.164.254
Wed, 26th Jun 2024 15:28:11 UTC	Document generated with fingerprint 74a0ac712ab318a085e5de33f423fdf7213.249.164.254
Wed, 26th Jun 2024 15:29:40 UTC	Steve Bramall has been assigned to this envelope213.249.164.254
Wed, 26th Jun 2024 15:30:18 UTC	Sent the envelope to Steve Bramall (stevebramall@smailsgoldie.co.uk) for signing213.249.164.254
Wed, 26th Jun 2024 15:30:20 UTC	Document emailed to stevebramall@smailsgoldie.co.uk13.40.45.230
Wed, 26th Jun 2024 15:30:50 UTC	Steve Bramall opened the document email.40.94.88.126
Thu, 27th Jun 2024 15:31:49 UTC	Steve Bramall viewed the envelope79.78.138.18
Thu, 27th Jun 2024 15:32:11 UTC	Steve Bramall signed the envelope79.78.138.18
Thu, 27th Jun 2024 15:32:11 UTC	This envelope has been signed by all parties79.78.138.18
Thu, 27th Jun 2024 15:32:11 UTC	Steve Bramall viewed the envelope79.78.138.18