

Minutes of the AGM of Feoffees of Dodbrooke Parish Lands (The Parish Charity)
held at Quay House, Kingsbridge on Monday 21 March 2022 at 7.15 pm

Present: Mrs J Wingate (Chairman), Mr C Lane (Vice Chairman), Mrs A Bloomer, Cllr P Cole, Mr J Dodwell, Ms H George, Mr P Tuck and Clerk

1 **Apologies for absence:** Mr K F Court. Mrs Wingate was sad to inform the Trustees that, after 33 years of loyal service, Mr Court has resigned his position as Trustee. Mrs Wingate welcomed Ms George as a new Trustee.

2 **Election of Chairman**

This section of the meeting was Chaired by the Clerk who ascertained that Mrs Wingate was willing to stand again. Proposed by Mrs Bloomer and seconded by Cllr Cole, all present were in favour.

The Trustees wished to record their thanks for Mrs Wingate's work over the past year.

3 **Election of Vice Chairman**

The Chairman asked Mr Lane if he was willing to stand again. He agreed and was duly elected after being proposed by Mrs Wingate and seconded by Mrs Bloomer. All present were in favour. Mrs Wingate thanked Mr Lane for all his help over the past year.

4 **Trustees' term**

All trustees were prepared to continue in office – the new expiry dates are:

Position	Title/Forenames	Surname	Expiry	Type
Trustee	Mr Peter	Tuck	11/06/2022	Co-Optative
Trustee	Cllr Philip	Cole	25/03/2023	Town Council
Trustee	Mrs Amanda	Bloomer	25/06/2023	Co-Optative
Chairman	Mrs Janet H	Wingate	16/03/2024	Co-Optative
Trustee	Mr John D	Dodwell	23/01/2027	Co-Optative
Vice-Chair	Mr Chris B	Lane	20/03/2027	Co-Optative
Trustee	Ms Harriet	George	20/03/2027	Co-Optative

Barry and Juanita Greenhill have intimated that one of them might like to join us. Mr Dodwell will have a word with Michael Court to follow in his father's footsteps.

5 **The Minutes of the last Meeting** (24 January 2022)

The minutes of the previous meeting had been circulated to the Trustees. It was proposed by Mrs Bloomer and seconded Cllr Cole by that they be confirmed and signed by the Chairman as an accurate record. All present being in favour, the minutes were duly signed.

6 **Matters arising**

- 6.1 Re Minutes 3.1 and 6 Pensioners: Two people (Mrs Raymond and Meletha) were suggested and they will be contacted by the Clerk, once permission has been given.
- 6.2 Re Minute 4 Property repairs: Despite Oracle Windows investigating, there is still a problem with the door at number 21. Mr Lane has arranged for Southfield Windows to give a quote for all new windows and doors (except the French doors). It is expected to be under £6,000.
- 6.3 Re Minute 4 Property repairs: Mr Lane will look into the possibility of a government grant for free insulation in the properties.
- 6.4 Regarding the next electrical checks, Cllr Cole suggested that we do all three at once, so there will be no doubt when each property is due to be checked. Mr Lane will contact Andy Morgan to put this in hand.

7 **Bank statements/cash in hand**

Lloyds Bank plc – current account (14/03/2022)	22,532.64
COIF – deposit account (31/12/2021)	20.83

8 **Confirm the drawing of the following Cheques/Transfers**

a. Pensions	£120 x 8 Oct-Dec2021		960.00
b. Clerk's Salary	Oct-Dec 2021	550.00	
	Post/Phone/Staty etc	<u>1.40</u>	551.40
c. Oracle	21 Kenwith Drive door		tbc

9 **Cheques/Transfers to be drawn**

a. Pensions	£120 x 8 Jan-Mar 2022		960.00
b. Clerk's Salary	Jan-March 2022	550.00	
	Post/Phone/Staty/Copies etc	<u>45.49</u>	595.49
c. Dodbrooke Churchwardens 2021 Payment			10,620.05

10 Confirmation of Accounts for 2021

The accounts have been audited by Kathy Latter. Mr Dodwell expressed concern that the investment portfolio would reduce further.

That the accounts be accepted and a cheque sent to the Church was proposed by Mrs Lane and seconded by Cllr Cole. All present were in favour.

The Clerk asked whether she might be permitted to re-invest the COIF deposit account (of £20) with CCLA. This was proposed by Mr Dodwell and seconded by Mrs Bloomer, all present were in favour.

The Clerk advised that Mr and Mrs Lilburn at 18 Kenwith Drive are a little behind with their agreed rent arrears and she will write to them.

11 Any other business by direction of the Chairman

No other business

12 Date for the next Meeting

Monday 13 June 2022 at Quay House, 7.15 pm

The meeting ended at 8.10 pm.

Signed:
Mrs J H Wingate
Chairman Dodbrooke Feoffees
Dated: 13/06/2022

CASHBOOK SUMMARY 2021		
Feoffees of Dodbrooke Parish Lands (The Parish Charity) - Charity Number 800214		
RECEIPTS	£	£
Rental Income		23,600.00
COIF Charifund Income		1,489.87
COIF Deposit Interest		0.00
TOTAL		25,089.87
EXPENDITURE		
Property Repairs	747.21	
Clerk	2,200.00	
Admin Expenses	105.61	
Insurance	546.96	
Relief in Need (Donations)	820.15	
Relief In Need (Pensions)	3,940.00	
Charity Account (Church)	9,992.84	
Capital Investment to COIF Charity Invesment	10,000.00	
		28,352.77
Net Income		-3,262.90
Opening Balance		22,406.07
Plus : Income		25,089.87
Less : Expenditure		28,352.77
Closing Balance		19,143.17
<u>Represented by:</u>		
Lloyds bank balance at 31/12/2021		19,122.29
Less: unrepresented cheques		0.00
		19,122.29
COIF Deposit Fund C022530001C		20.88
		19,143.17

CASHBOOK RECEIPTS 2021									
Foeffees of Dodbroke Parish Lands (The Parish Charity) - Charity Number 800214									
					LLOYDS BANK		CAPITAL	LLOYDS	COIF
					Bank	REVENUE		TOTAL	DEPOSIT
Date	Received From	Detail	£	✓	Property Rental	Repairs	COIF Income Units	Sale of Property & Assets	Interest
01/18/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
01/21/2021	T Lillburn	18 Kenwith Drive	20.00	✓	20.00				
01/28/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
01/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
02/19/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
02/19/2021	T Lilburn	18 Kenwith Drive	20.00	✓	20.00				
02/25/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
02/26/2021	COIF Charity	022530002T	365.99	✓			365.99		
03/01/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
03/19/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
03/22/2021	T Lilburn	18 Kenwith Drive	20.00	✓	20.00				
03/25/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
03/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
04/19/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
04/26/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
04/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
04/30/2021	T Lilburn	18 Kenwith Drive	20.00	✓	20.00				
05/19/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
05/26/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
05/28/2021	COIF Charity	022530002T	371.62	✓			371.62		
06/01/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
06/18/2021	T Lilburn	18 Kenwith Drive	650.00	✓	650.00				
06/25/2021	T Lilburn	18 Kenwith Drive	30.00	✓	30.00				
06/28/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
06/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
07/23/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
07/28/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
07/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
08/18/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
08/25/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
08/31/2021	COIF Charity	022530002T	371.62	✓			371.62		
08/31/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
09/16/2021	T Lilburn	18 Kenwith Drive	650.00	✓	650.00				
09/24/2021	T Lilburn	18 Kenwith Drive	30.00	✓	30.00				
09/28/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
09/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
10/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
10/29/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
10/29/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
11/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
11/30/2021	COIF Charity	022530002T	380.64	✓			380.64		
11/30/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
11/30/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
12/29/2021	Vitali-Hurrell	66 Vincents Road	640.00	✓	640.00				
12/29/2021	Ryan-Whiting	21 Kenwith Drive	640.00	✓	640.00				
12/31/2021	T Lilburn	18 Kenwith Drive	680.00	✓	680.00				
			25,089.87						
	CCLA COIF Deposit Fund Int		0.00						0.00
	Actual Credit for 2021		25,089.87		23,600.00	0.00	1,489.87	0.00	0.00
	01/01/2021 Cashbook Opening Balance (Lloyds)		22,385.19						
	Bank Receipts		25,089.87						
	Less Payments		-28,352.77						
	31/12/2021 Cashbook Closing Balance (Lloyds)		19,122.29						
	Balance as per bank statement 31/12/2021		19,122.29						

CASHBOOK PAYMENTS 2021													PAGE 1			
Feoffees of Dodbrooke Parish Lands (The Parish Charity) - Charity Number 800214																
													EXPENDITURE	CAPITAL	RELIEF IN NEED	CHURCH CHARITY A/C
Date	Chq	Paid To	Receipt	Detail	£	Bank	Property Repairs	Clerk	Postage/ Staty etc	Insurance	Investment	Pensions	Donations			
01/15/2021	FPO	Mrs S J Balhatchet	✓	Clerk	551.51	✓		550.00	1.51							
03/17/2021	FPO	Mrs S J Balhatchet		Clerk	592.00	✓		550.00	42.00							
03/25/2021	SO	Mrs A M Hill		Pension	90.00	✓						90.00				
03/25/2021	SO	Mr R J Rogers		Pension	30.00	✓						30.00				
03/29/2021	SO	Mrs C Harris		Pension	90.00	✓						90.00				
03/29/2021	SO	Mr T J Jacobs		Pension	90.00	✓						90.00				
03/29/2021	SO	Mrs M Ball		Pension	90.00	✓						90.00				
03/29/2021	SO	Mrs M M Colgate		Pension	90.00	✓						90.00				
04/15/2021	754	Dodbrooke Church		Annual payment	9,992.84	✓							9,992.84			
05/12/2021	FPO	Mr R J Rogers		Pension	60.00	✓						60.00				
05/14/2021	FPO	G C Low	✓	18 Kenwith - Plumbing	147.19	✓	147.19									
05/18/2021	FPO	S K George	✓	21 Kenwith - Fence	65.00	✓	65.00									
05/20/2021	BP	COIF CHARITIES INV	✓	Investment	10,000.00	✓					10,000.00					
05/21/2021	FPO	Mr and Mrs T Lilburn	✓	Replacement oven	199.98	✓	199.98									
05/24/2021	BP	G C Low	✓	21 Kenwith - gas check	167.52	✓	167.52									
05/25/2021	755	Kingsbridge Food Bank		Donation	500.00	✓							500.00			
06/10/2021	FPO	G C Low	✓	18 Kenwith - gas check	167.52	✓	167.52									
06/14/2021	FPO	Mrs S J Balhatchet		Clerk	581.40	✓		550.00	31.40							
06/15/2021	BP	Mrs T M Bruce		Pension	30.00	✓						30.00				
06/25/2021	SO	Mrs A M Hill		Pension	90.00	✓						90.00				
06/28/2021	SO	Mrs C Harris		Pension	90.00	✓						90.00				
06/28/2021	SO	Mr T J Jacobs		Pension	90.00	✓						90.00				
06/28/2021	SO	Mrs M Ball		Pension	90.00	✓						90.00				
06/28/2021	SO	Mrs M M Colgate		Pension	90.00	✓						90.00				
06/29/2021	SO	Mr R J Rogers		Pension	90.00	✓						90.00				
09/27/2021	SO	Mrs A M Hill		Pension	90.00	✓						90.00				
09/27/2021	SO	Mr T J Jacobs		Pension	90.00	✓						90.00				
09/27/2021	SO	Mrs M Ball		Pension	90.00	✓						90.00				
09/27/2021	SO	Mrs M M Colgate		Pension	90.00	✓						90.00				
09/27/2021	SO	Mr R J Rogers		Pension	90.00	✓						90.00				
09/27/2021	SO	Mrs C Harris		Pension	90.00	✓						90.00				
09/27/2021	SO	Mrs T M Bruce		Pension	90.00	✓						90.00				
09/27/2021	FPO	Sabre Insurance		Insurance	546.96	✓				546.96						
09/27/2021	FPO	Mrs S J Balhatchet		Clerk	580.70	✓		550.00	30.70							
09/30/2021	756	Kingsbridge Estuary Rotary Club		Blind Dinner Donation	320.15	✓							320.15			
10/08/2021	FPO	Ms S J Morgan		Pension	40.00	✓						40.00				
12/15/2021	SO	Mrs C Harris		Pension	120.00	✓						120.00				
12/21/2021	FPO	Mrs T M Bruce		Pension	150.00	✓						150.00				
12/21/2021	FPO	Mrs M Ball		Pension	150.00	✓						150.00				
12/21/2021	FPO	Mrs M M Colgate		Pension	150.00	✓						150.00				
		carried forward			26,762.77		747.21	2,200.00	105.61	546.96	10,000.00	2,350.00	820.15	9,992.84		
CASHBOOK PAYMENTS 2021													PAGE 2			
Feoffees of Dodbrooke Parish Lands (The Parish Charity) - Charity Number 800214																
													EXPENDITURE	CAPITAL	RELIEF IN NEED	CHURCH CHARITY A/C
Bank Date		Payee (detail)	Receipt	Detail	£	Bank	Property Repairs	Clerk's Salary	Postage/ Staty etc	Insurance	Investment	Pensions	Donations			
		brought forward			26,762.77		747.21	2,200.00	105.61	546.96	10,000.00	2,350.00	820.15	9,992.84		
12/21/2021	FPO	Mrs A M Hill		Pension	150.00	✓						150.00				
12/21/2021	FPO	Mr T J Jacobs		Pension	150.00	✓						150.00				
12/21/2021	FPO	Mr R J Rogers		Pension	150.00	✓						150.00				
12/21/2021	FPO	Ms S J Morgan		Pension	150.00	✓						150.00				

12/21/2021	FPO	Mrs C Harris	Pension	30.00	✓						30.00		
12/29/2021	SO	Mrs A M Hill	Christmas bonus	120.00	✓						120.00		
12/29/2021	SO	Mr T J Jacobs	Christmas bonus	120.00	✓						120.00		
12/29/2021	SO	Mrs M Ball	Christmas bonus	120.00	✓						120.00		
12/29/2021	SO	Mrs M M Colgate	Christmas bonus	120.00	✓						120.00		
12/29/2021	SO	Mr R J Rogers	Christmas bonus	120.00	✓						120.00		
12/29/2021	SO	Mrs C Harris	Christmas bonus	120.00	✓						120.00		
12/29/2021	SO	Mrs T M Bruce	Christmas bonus	120.00	✓						120.00		
12/29/2021	SO	Ms S J Morgan	Christmas bonus	120.00	✓						120.00		
		Actual Payments for 2021		28,352.77		747.21	2,200.00	105.61	546.96	10,000.00	3,940.00	820.15	9,992.84
										10,000.00	4,760.15		

PARISH CHARITY FUNDS SUMMARY 2021

Feoffees of Dodbrooke Parish Lands (The Parish Charity) - Chari		
		£
Income:		
Property rental		23,600.00
COIF Income		1,489.87
Interest on COIF acc C022530001C		0.00
Expenditure:		
Property repairs/maintenance		747.21
Clerk		2,200.00
Admin expenses		105.61
Property Insurance		546.96
Net income:		
Transfer to Repairs Account		
Balance for distribution		
Relief in Need		10,620.04
Church Charity		10,620.05

THE THREE FUND ACCOUNTS 2021			
Feoffees of Dodbrooke Parish Lands (The Parish Charity) - Charity No. 800214			
Extraordinary Repairs Fund			
		£	£
Opening Balance		5,450.00	
Plus Transfer from Parish Fund		250.00	
		5,700.00	
Less Expenditure		0.00	
		5,700.00	5,700.00
Relief in Need Fund			
Opening Balance		6,963.23	
Plus Distribution for 2021		10,620.04	
		17,583.27	
Less Expenditure (Pensions & Donations)		-4,760.15	
		12,823.12	12,823.12
Church Charity Fund			
Opening Balance		9,992.84	
Plus Distribution for 2021		10,620.05	
		20,612.89	
Less Payment to Church for 2020		-9,992.84	
		10,620.05	10,620.05
Less: Transfer of Funds from Lloyds Bank to COIF Investments			-10,000.00
Reconciliation Account			
Lloyds TSB Current Account as at 31/12/2021		19,122.29	
Less unrepresented cheques		0.00	
		19,122.29	
COIF Deposit Fund C022530001C		20.88	
		19,143.17	19,143.17

CAPITAL ASSETS 2021		
Feoffees of Dodbrooke Parish Lands (The Parish Charity) - Charity Numk		
Capital Assets Held as at 31 December 2021		
		£
Zoopla thinks £50K+ increase		
21 Kenwith Drive		300,000
66 Vincents Road		325,000
18 Kenwith Drive		310,000
		935,000.00
Investments:		
100.86 COIF Charities Invesment Fund		
Accumulation Units @ 24217.33p each		24,425.60
48.55 COIF Charities Investment Fund		
Accumulation Units @ 24217.33p each		11,757.51
2817.47 COIF Charities Investment Fund		
Income Units @ 2053.68p each		57,861.82
251.237 M&G Charifund		
Accumulation Units @ 29004.58p each		72,870.24
		166,915.17
Lloyds Bank Account		
COIF Deposit Fund C022530001C		
Capital Assets Total:		

per 800214
935,000.00
166,915.17
£1,101,915.17
19,122.29
20.88
£1,121,058.34

PROPERTY SUMMARY 2021		
Feoffees of Dodbrooke Parish Lands (The Parish Charity) - Chari		
		IN
		£
21 Kenwith Drive, Kingsbridge		
Income:		
Rental	12 x 640	7,680.00
Expenditure:		
05/18/2021	Replace fence	
05/24/2021	G C Low (Inspection)	
09/27/2021	Share of Insurance	
66 Vincents Road, Kingsbridge		
Income:		
Rental	12 x 640	7,680.00
Expenditure:		
09/27/2021	Share of Insurance	
18 Kenwith Drive, Kingsbridge		
Income:		
Rental	12 x 680 and arrears	8,240.00
Expenditure:		
05/14/2021	G C Low plumbing	
05/21/2021	Lilburn replacement oven	
06/10/2021	G C Low (Inspection)	
09/27/2021	Share of Insurance	
Total for Year:		23,600.00
		Income
Profit for Year:		

ty Number 800214	
OUT	BALANCE
£	£
	7,680.00
65.00	
167.52	
182.32	414.84
	£7,265.16
	7,680.00
182.32	182.32
	7,497.68
	8,240.00
147.19	
199.98	
167.52	
182.32	697.01
	7,542.99
1,294.17	22,305.83
Expenditure	Profit
	£22,305.83

sjb's notes

1 T Lilburn	18 Kenwith Drive	680.00
2 T Lillburn	18 Kenwith Drive	20.00
3 Vitali-Hurrell	66 Vincents Road	640.00
4 Ryan-Whiting	21 Kenwith Drive	640.00
5 T Lilburn	18 Kenwith Drive	680.00
6 T Lilburn	18 Kenwith Drive	20.00
7 Vitali-Hurrell	66 Vincents Road	640.00
9 Ryan-Whiting	21 Kenwith Drive	640.00
10 T Lilburn	18 Kenwith Drive	680.00
11 T Lilburn	18 Kenwith Drive	20.00
12 Vitali-Hurrell	66 Vincents Road	640.00
13 Ryan-Whiting	21 Kenwith Drive	640.00
14 T Lilburn	18 Kenwith Drive	680.00
15 Vitali-Hurrell	66 Vincents Road	640.00
16 Ryan-Whiting	21 Kenwith Drive	640.00
17 T Lilburn	18 Kenwith Drive	20.00
18 T Lilburn	18 Kenwith Drive	680.00
19 Vitali-Hurrell	66 Vincents Road	640.00
21 Ryan-Whiting	21 Kenwith Drive	640.00
22 T Lilburn	18 Kenwith Drive	650.00
23 T Lilburn	18 Kenwith Drive	30.00
24 Vitali-Hurrell	66 Vincents Road	640.00
25 Ryan-Whiting	21 Kenwith Drive	640.00
26 T Lilburn	18 Kenwith Drive	680.00
27 Vitali-Hurrell	66 Vincents Road	640.00
28 Ryan-Whiting	21 Kenwith Drive	640.00
29 T Lilburn	18 Kenwith Drive	680.00
30 Vitali-Hurrell	66 Vincents Road	640.00
32 Ryan-Whiting	21 Kenwith Drive	640.00
33 T Lilburn	18 Kenwith Drive	650.00
34 T Lilburn	18 Kenwith Drive	30.00
35 Vitali-Hurrell	66 Vincents Road	640.00
36 Ryan-Whiting	21 Kenwith Drive	640.00
37 Ryan-Whiting	21 Kenwith Drive	640.00
38 T Lilburn	18 Kenwith Drive	680.00
39 Vitali-Hurrell	66 Vincents Road	640.00
40 Ryan-Whiting	21 Kenwith Drive	640.00
42 T Lilburn	18 Kenwith Drive	680.00
43 Vitali-Hurrell	66 Vincents Road	640.00
44 Vitali-Hurrell	66 Vincents Road	640.00
45 Ryan-Whiting	21 Kenwith Drive	640.00
46 T Lilburn	18 Kenwith Drive	680.00
		23,600.00

#21	#66	#18
		680.00
		20.00
	640.00	
640.00		
		680.00
		20.00
	640.00	
640.00		
		680.00
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640.00		
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	640.00	
640.00		
		680.00
7,680.00	7,680.00	8,240.00

Independent Examiner's Report to the Trustees of Dodbrooke Parish Lands
(The Parish Charity)

I report on the accounts of the Trust for the year ended 31 December 2021.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7) (b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met: or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *K. Carter*

Relevant professional qualification or Body: ACA

Address: Corner Cottage, Woodleigh, Kingsbridge, Devon, TQ7 4DG

Dated: *15/3/22*