

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION  
LIMITED**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 JULY 2012**

FRIDAY



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**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

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**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 JULY 2012**

**Trustees**

G Potter, Chairman (resigned 7 December 2011)  
A Richards  
K Smith, Treasurer  
D Owen, Company secretary  
B Graves  
B Ellis  
A C Nichol  
R Cundy

**Company registered number**

4048406

**Charity registered number**

1090961

**Registered office**

Spur J  
TOB 1  
University of Reading  
Whiteknights Road  
Reading  
Berkshire

**Company secretary**

D Owen

**Accountants**

James Cowper LLP  
Chartered Accountants and Statutory Auditor  
Mill House  
Overbridge Square  
Hambridge Lane  
Newbury  
Berkshire  
RG14 5UX

**Bankers**

National Westminster Bank PLC  
Reading Market Place  
13 Market Place  
Reading  
Berkshire  
RG1 2EP

## **BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2012**

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Berkshire Education Business Partnership Organisation Limited (the company) for the ended 31 July 2012. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

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

##### **Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 2 August 2000, and became a registered charity on 6 March 2002. The Company is established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under the Articles of Association. The liability of the members is limited to a sum not exceeding one pound per member. The organisation officially changed its name to Berkshire Education Business Partnership Organisation Limited on 22 January 2010 to bring it in line with the national EBPO trend.

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

The Board of Trustees is made up of the Chairman and Manager from each partner organisation. New Trustees are appointed from each partner organisation as its previous representatives leave. There has been an independent Chair but he has now resigned. Previously the Board has advertised the position and potential candidates interviewed by a nominated committee from the main Board of Trustees. Independent Trustees are appointed by a committee previously agreed by the Board. At the moment the organisation will not be appointing an independent chair as this position will rotate around existing Board members.

New Trustees receive relevant documentation to enable their role within Berkshire Education Business Partnership Organisation (BEBPO). Training for the independent Chair takes the form of an induction encompassing visits to and overviews of all partner organisations. Trustees with no prior knowledge of the work of the consortium are encouraged to attend external meetings and events to facilitate their understanding of the role.

##### **Organisational structure**

The Board of Trustees has ultimate responsibility for the work of the consortium and meets at agreed times each year to monitor the work and governance. Within the Board of Trustees are key officers to administer the day to day business of the charity. These roles are voted in at each AGM. Members of the Board of Trustees are directors for the purposes of company law and Trustees for the purposes of charity law.

The Managers' Group (made up of managers from each partner organisation) meets at least once a term and Board meetings are held twice a year to review and monitor against targets set at the start of the year. The Chair of the Managers' Group reports back to the Board of Trustees at the Board meetings.

##### **Related parties**

The company is associated with a number of education business link organisations in the region by reason of common membership and directors, including

Central Berkshire Education Business Partnership  
Learning to Work  
Education Business Partnership West Berkshire Ltd

## **BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

### **TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 JULY 2012**

#### **Risk**

The Board of Trustees acknowledge at all times the risks associated with its work as a charitable company. The Board of Trustees ensures that its objectives, philosophy and strategy encompass the identification and control of risk at all times. It recognises that such risk involves the following:

- Government and management risk
- Operational risk
- Finance risk
- Environmental and external risk
- Law and regulation compliance risk

To ensure that such risk is identified and appropriate control measures are put in place, the Board of Trustees ensures that the Managers' Group undertakes a regular review and evaluation of all aspects of the company and submits a regular risk analysis to the board.

#### **OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT**

The Trustees in setting our objectives and planning activities have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its public benefit guidance on advancing education and on fee charging.

For the most part activities which are funded from the public sector are often targetted at specific groups. BEBPO endeavours to offer opportunities to all parties to participate in thus benefiting the wider community and beyond the scope of the target group.

The principal activity of the company is developing for young people of all ages and adults, effective, high quality sustainable links between education and business, which are both relevant and structured.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Going Concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

##### **Charitable activities**

The results for the period are detailed in the Statement of Financial Activities. There was a net deficit of £18,868 (2011 deficit of £6,159) and retained unrestricted funds of £16,016 (2011 £34,356).

##### **Wise up 4 Work**

The project was commissioned by Progress South Central to populate a local version of this web based tool which was developed in Sussex. 60 companies were approached to complete their details of work based activities to promote best practice and inspire other companies.

##### **Teentech 2012**

BEBPO work in partnership with industry including Maggie Philbin of BBC, IoD, IET, Reading University, BESB, Reading UKCIC, Progress South Central and Segro to deliver a one day event called TeenTech to inspire young people to consider a future career in science, engineering and technology industries. Sponsorship was raised (£22,480) to deliver the event to 300 young people from 30 schools across Berkshire. Over 30 companies supported the event by providing interactive challenges for young people.

This is an event that is set to be repeated each year subject to sponsorship.

## **BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

### **TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 JULY 2012**

#### **Cabinet Office Transition Funding**

Funding of £101,500 was received to support the organisation from May 2011 to March 2012 to find alternative funding streams which had been withdrawn due to the public sector cuts. Organisations delivering front line services were given the opportunity to bid for this funding. Consultations with clients and stakeholders with regard to our broad offering of services supporting young people to be work ready have taken place across the County.

#### **FINANCIAL REVIEW**

The total incoming resources for the year was £131,829 compared to £363,543 last year. Expenses were also reduced from £369,702 to £150,697 in the year. The overall result was a deficit of £18,868 compared to a deficit of £6,159 last year. Unrestricted reserves at the year end stand at £16,016.

#### **Reserves policy.**

The charity exists as a consortium representing the common interests of a number of different organisations. The aim of the consortium is to secure funding for specific education business link activities as stipulated by the charity. A certain level of reserves is required to prevent a serious disruption to the operational activities of the consortium.

The Trustees believe there should be sufficient reserves to cover at least six months operating costs including the services of the charity's management team and other central costs such as examiners but not actual funding for members. As at 31 July 2012 the level of reserves are £15,488 which the Trustees consider to be sufficient.

#### **PLANS FOR THE FUTURE**

The charity continues to be instrumental in securing funding for the county to continue to develop county wide links with neighbouring organisations. The charity is currently focusing on developing other sources of funding as funding from Central government down to Local authorities has now ceased. Discussions with the sub regional group responsible for commissioning projects for the 4 Local Authorities are underway and it is hoped that some funding will be secured through this group. Education Business Partnership representatives are on strategic groups across Berkshire including the Thames Valley Berkshire Enterprise Partnership, IOD, Connexions, Thames Valley Chambers of Commerce and 14-19 partnership groups within the Local Authorities.

# BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED

## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 JULY 2012

### TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of Berkshire Education Business Partnership Organisation Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and accounting estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on \_\_\_\_\_ and signed on their behalf, by



K Smith - Trustee

Date 22.04.13

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 JULY 2012**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BERKSHIRE EDUCATION BUSINESS  
PARTNERSHIP ORGANISATION LIMITED**

I report on the financial statements of the company for the year ended 31 July 2012 which are set out on pages 8 to 14

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to

- examine the financial statements under section 145 of the Act,
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act, and
- state 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 Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.



**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

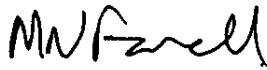
**INDEPENDENT EXAMINER'S REPORT (continued)  
FOR THE YEAR ENDED 31 JULY 2012**

**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 386 of the Companies Act 2006, and
  - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities
- have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached

Signed



Dated

25/4/2013

Mr Michael Farwell FCA DChA

James Cowper LLP  
Mill House  
Overbridge Square  
Hambridge Lane  
Newbury  
Berkshire  
RG14 5UX

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(Incorporating Income and Expenditure Account)  
FOR THE YEAR ENDED 31 JULY 2012**

	<b>Note</b>	<b>Restricted funds 2012 £</b>	<b>Unrestricted funds 2012 £</b>	<b>Total funds 2012 £</b>	<b>Total funds 2011 £</b>
<b>INCOMING RESOURCES</b>					
Incoming resources from charitable activities	2	<b>131,985</b>	-	<b>131,985</b>	363,543
<b>TOTAL INCOMING RESOURCES</b>		<b>131,985</b>	-	<b>131,985</b>	363,543
<b>RESOURCES EXPENDED</b>					
Charitable activities	3	<b>140,044</b>	<b>7,478</b>	<b>147,522</b>	366,371
Governance costs	4	-	<b>3,175</b>	<b>3,175</b>	3,331
<b>TOTAL RESOURCES EXPENDED</b>		<b>140,044</b>	<b>10,653</b>	<b>150,697</b>	369,702
<b>NET EXPENDITURE BEFORE TRANSFERS</b>		<b>(8,059)</b>	<b>(10,653)</b>	<b>(18,712)</b>	<b>(6,159)</b>
Transfers between Funds	10	<b>5,661</b>	<b>(5,661)</b>	-	-
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>(2,398)</b>	<b>(16,314)</b>	<b>(18,712)</b>	<b>(6,159)</b>
Total funds at 1 August 2011		1,870	32,486	34,356	40,515
<b>TOTAL FUNDS AT 31 JULY 2012</b>		<b>(528)</b>	<b>16,172</b>	<b>15,644</b>	34,356

All activities relate to continuing operations

The Statement of Financial Activities includes all gains and losses recognised in the year

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**  
**REGISTERED NUMBER. 4048406**

**BALANCE SHEET**  
**AS AT 31 JULY 2012**

	Note	£	2012 £	£	2011 £
<b>CURRENT ASSETS</b>					
Debtors	8	18,900		65,543	
Cash at bank		21,695		163,109	
		<u>40,595</u>		<u>228,652</u>	
<b>CREDITORS</b> amounts falling due within one year	9	(24,951)		(194,296)	
<b>NET CURRENT ASSETS</b>			<u>15,644</u>		34,356
<b>NET ASSETS</b>			<u>15,644</u>		<u>34,356</u>
<b>CHARITY FUNDS</b>					
Restricted funds	10	(528)		1,870	
Unrestricted funds	10	16,172		32,486	
			<u>15,644</u>		<u>34,356</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements

The financial statements were approved by the Trustees on 22 APRIL 13 and signed on their behalf, by

K. Smith  
 K Smith - Trustee

The notes on pages 10 to 14 form part of these financial statements

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2012**

**1. ACCOUNTING POLICIES**

**1.1 Accounting convention**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 2006.

**1.2 Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income is deferred when performance related grants are received in advance of the event to which they relate.

**1.3 Resources expended**

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

All resources expended are inclusive of irrecoverable VAT.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

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.

Unrestricted funds are funds available for charitable purposes within the objectives of the charity that have no conditions imposed by the donor or by terms of an appeal.

**Basis of preparation**

The financial statements have been prepared on the going concern basis which assumes the principal funders of the charity will continue to support the charity in the future.

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2012**

**2 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	<b>Restricted funds 2012 £</b>	<b>Unrestricted funds 2012 £</b>	<b>Total funds 2012 £</b>	<b>Total funds 2011 £</b>
Government funding	29,636	-	29,636	342,008
Aimhigher	-	-	-	20,750
Income from CRB checks	849	-	849	785
Transitional funding - BIG Lottery	101,500	-	101,500	-
	<u>131,985</u>	<u>-</u>	<u>131,985</u>	<u>363,543</u>

**3. CHARITABLE ACTIVITIES COSTS**

	<b>Restricted funds 2012 £</b>	<b>Unrestricted funds 2012 £</b>	<b>Total funds 2012 £</b>	<b>Total funds 2011 £</b>
Educational projects	101,500	-	101,500	327,598
Member organisation expenses	25,646	5,378	31,024	24,072
CRB	849	-	849	641
Member organisation management and administration	12,049	1,500	13,549	14,000
Website costs	-	600	600	60
	<u>140,044</u>	<u>7,478</u>	<u>147,522</u>	<u>366,371</u>

**4 GOVERNANCE COSTS**

	<b>Total funds 2012 £</b>	<b>Total funds 2011 £</b>
Independent examiner's fee	2,000	2,000
Accountancy work	400	568
Indemnity insurance	742	763
Bank charges	33	-
	<u>3,175</u>	<u>3,331</u>

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2012**

**5. NET EXPENDITURE**

This is stated after charging

	2012 £	2011 £
Accountancy work	400	568
Independent examiner's fee	2,000	2,000
	<u>2,400</u>	<u>2,568</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustee remuneration or benefits in the year nor for the year ended 31 July 2011

**Trustees' Expenses**

There were no trustees' expenses paid for the year ended 31 July 2012 nor for the year ended 31 July 2011

**7. STAFF COSTS**

The company has no employees other than the Trustees, who did not receive any remuneration (2011 - £NIL)

No employee received remuneration amounting to more than £60,000 in either year

**8. DEBTORS**

	2012 £	2011 £
Trade debtors	18,900	65,543
	<u>18,900</u>	<u>65,543</u>

**9. CREDITORS.**

**Amounts falling due within one year**

	2012 £	2011 £
Other creditors	22,951	141,546
Accruals and deferred income	2,000	52,750
	<u>24,951</u>	<u>194,296</u>

**BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2012**

**DEFERRED INCOME**

	2012 £	2011 £
B/fwd	50,750	-
Amount released in the year	(50,750)	-
Amount deferred in the year	-	50,750
	<u>-</u>	<u>50,750</u>
C/fwd	<u>-</u>	<u>50,750</u>

**10. STATEMENT OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried Forward £
<b>Unrestricted funds</b>					
General Funds	32,486	-	(10,653)	(5,661)	16,172
	<u>32,486</u>	<u>-</u>	<u>(10,653)</u>	<u>(5,661)</u>	<u>16,172</u>
<b>Restricted funds</b>					
Transitional funding	-	101,500	(101,500)	-	-
Aimhigher	5,843	-	-	(5,843)	-
LEAP	(1,530)	156	-	1,374	-
Other	(2,443)	30,329	(38,544)	10,130	(528)
	<u>1,870</u>	<u>131,985</u>	<u>(140,044)</u>	<u>5,661</u>	<u>(528)</u>
Total of funds	<u>34,356</u>	<u>131,985</u>	<u>(150,697)</u>	<u>-</u>	<u>15,644</u>

The Trustees confirm it was appropriate to transfer the above balance from the Aimhigher restricted fund as the project ceased in the year. The balance relates to general project costs which were met from the general fund rather than allocated to the restricted fund during the project and this amount is not repayable.

**11. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
Current assets	-	40,595	40,595	228,652
Creditors due within one year	(528)	(24,423)	(24,951)	(194,296)
	<u>(528)</u>	<u>16,172</u>	<u>15,644</u>	<u>34,356</u>

# BERKSHIRE EDUCATION BUSINESS PARTNERSHIP ORGANISATION LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2012

### 12 RELATED PARTY TRANSACTIONS

The company is associated with a number of training organisations in the region by reason of common membership and directors. Three trustees, D Owen, B Graves and A C Nichol are also Trustees of Central Berkshire Education Business Partnership. One Trustee, A Richards, is the Chief Executive Officer of Education Business Partnership West Berkshire Limited. One Trustee, R Cundy, is also a trustee of East Berkshire Education Business Partnership. Payments to such organisations during the period were as follows:

	Target Delivery £	Repayment costs £	Total £	2011 £
Central Berkshire Education Business Partnership	35,320	2,408	37,728	106,302
Education Business Partnership West Berkshire	27,325	5,487	32,812	66,219
East Berkshire Education Business Partnership	37,355	5,654	43,009	147,647

Cost repayments include payments to Central Berkshire Education Business Partnership, East Berkshire Education Business Partnership and Education Business Partnership West Berkshire for administration services undertaken for the company by employees of these organisations.

At the year end date the company had the following creditors outstanding: Central Berkshire Education Business Partnership £6,069 (2011 £33,659), Education Business Partnership West Berkshire £9,523 (2011 £28,150), East Berkshire Education Business Partnership £7,251 (2011 £58,219).

At the year end the following amounts were due from the above related parties: Central Berkshire Education Business Partnership £577 (2011 £17,540), Education Business Partnership West Berkshire £nil (2011 £1,896) and East Berkshire Education Business Partnership £18,223 (2011 £12,857).

### 13. COMPANY STATUS

The company is limited by guarantee and does not have share capital. The liability of the members under their guarantee is limited to a sum not exceeding one pound per member.

### 14. CONTROLLING PARTY

The company is controlled by its trustees as stated on page 1 of the accounts.