

The Under 17 Car Club Charitable Trust

**Registered Charity Limited
By Guarantee
REPORT AND
FINANCIAL STATEMENTS**

for the Year Ended 30 November 2018

**Charity Number 1144948
Company Number 7847436**

**The Under 17 Car Club Charitable Trust
Registered Charity Limited by Guarantee**

Report of the Trustees for the year ended 30 November 2018

The Trustees are pleased to present their annual Directors' Report together with the financial statements of the charity for the year ended 30 November 2018 which are also prepared to meet the requirements for a Directors' Report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 (FRS102) (effective 1 January 2015).

Chair's Report

The Chair is pleased to deliver this report and to make the following observations on behalf of the Trustees.

Firstly, we must thank all our Members, Pathfinder Students, Trustees and external supporters of the Charity for their continuing and unstinting work towards fulfilling the Charity's aims. This would be impossible without them.

Secondly, thanks must be expressed to the:
Gloucestershire Police and Crime Commissioner
Gloucestershire Police
Gloucestershire Road Safety Partnership
West Mercia Police and Crime Commissioner
West Mercia Police
Warwickshire Police
IAMRoadsmart and their local groups in Gloucestershire and York
Herefordshire and Worcestershire Fire and Rescue Service
Shropshire Fire and Rescue Service.

for their continuing engagement and support.

Sadly, the number of KSIs reported across the country confirm the continuing need for the work of the Trust and reaffirm our ambition to make our projects available in all parts of the United Kingdom. We have recognised a potential threat arising from planned EU legislation on vehicle insurance, which maybe defeated by Brexit, as well as the ever more demanding challenge of finding suitable and affordable locations in which to carry out our work.

We will continue in the coming year to invest in extending awareness of what we do and raising our visibility across all sections of society. This has been considerably enhanced in 2018 by an interview with Victoria Derbyshire on BBC TV which achieved national coverage.

Paul Silverwood, Chair of Trustees

The Under 17 Car Club Charitable Trust
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Trustees' Report for the Year Ended 30 November 2018 - continued

Our Purposes and Activities

The Charity's objectives and principal activities are restricted to the promotion of road safety for the benefit of the public and, in particular, young people. Funding will come from member subscriptions, donations, charitable gifts and grants.

Public Benefit

The Trustees have continued working with the community through the use of safer driving initiatives for young people. The Trustees confirm that they have complied with their duties under section 17(5) of the 2011 Charity Act with regard to public benefit.

Particular actions this year include:

- Provision of over 32 events by The Under 17 Car Club Limited to around 216 participating drivers;
- Provision of five 'Pathfinder' Courses in Worcestershire and Shropshire with 139 students of whom 35 (25%, all those who applied) were provided with direct cash support in the form of a bursary, whilst loan vehicles were made available to all participants to enhance learning and associate supporters were provided to several students;
- A revised survey to capture Student and Member experiences was completed during the year and the results were published in November 2018. The data, validated by Loughborough University, shows that graduates of the Pathfinder initiative are significantly less likely to be involved in accidents or to be injured than the general population of young drivers. Graduates of the programme are more than 3.5 times safer than their peers, with an accident rate of only 6% across multiple years of driving. In addition, only 2% of students report being convicted of a traffic offence compared to an annual conviction rate of 13.6% and a national average of 24% of drivers with impaired licences;
- Sustained and grown collaboration with IAMRoadsmart from which some shared activity has been undertaken to jointly further our individual and collective charitable objectives, including the launch of our Pathfinder Programme in Yorkshire.
- The addition of three new venues at Three Counties Showground in Malvern, at Seighford in Staffordshire and at Saffron Waldon in Essex, have provided students with additional driving challenges, as well as extending the geographical reach of the Trust;
- Attendance at several public road safety events, including the Emergency Services Show;
- Driving Members raised over £7,200 for the Teenage Cancer Trust – their chosen charity, increasing the overall total to more than £79,200;
- The work of the Trust was further enhanced in 2018 through the extensive involvement of Hereford and Worcester Fire and Rescue Service, Shropshire Fire and Rescue Service and DHL;

Achievements and Performance

The Trust has continued to deliver pre-licence training events with 2,446 attendances (up by 100 on 2017) and 885 instruction sessions (less than in 2017 due to fewer students) at The Under 17 Car Club and 695 attendances at Pathfinder Events and 1,112 instruction sessions delivered (both significantly higher than in 2017).

The Pathfinder website was completely rebuilt during the year leading the way for the Trust in introducing online booking, an online payments system, online theory tests, an online survey tool and supporting GDPR compliance. These improvements were not only successful in themselves but have reduced paperwork and general administration and, critically, enabled us to reduce the cost of delivery of Pathfinder programmes by about £500 per event as we can work with reduced numbers of volunteers.

The Car Club website is currently going through the same process and it is anticipated this will be completed in time for the 2019 season.

The Under 17 Car Club Charitable Trust
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Trustees' Report for the Year Ended 30 November 2018 - continued

The following parties have all formally engaged in supporting the work of the Trust:

- Gloucestershire Constabulary
- The Office of the Police and Crime Commissioner for Gloucestershire
- The Gloucestershire Road Safety Partnership
- The Gloucestershire Group of IAMRoadsmart
- York Advanced Motorists
- The Office of the West Mercia Police and Crime Commissioner
- West Mercia Police Force
- Warwickshire Police Force
- Herefordshire and Worcestershire Fire and Rescue Service
- Shropshire Fire and Rescue Service.
- The British Army, Bovington
- Dorset Constabulary
- Wiltshire Constabulary
- IAMRoadsmart
- The Royal Air Force, Cosford
- Hereford & Worcester Fire & Rescue Service
- Shropshire Fire & Rescue Service
- DHL Logistics.

The Trustees acknowledge the assistance given to the Charity by the many volunteers who assist in the organisation of activities.

Financial Review

The attached financial statements show the current state of the finances. The company had net incoming resources during the year of £15,057. The company's revenue general fund balance is a balance of £22,284 at 30 November 2018 (2017: £44,537). The company's deficit for the year totalled £22,253 (2017: £2,537).

The charity wholly owns two subsidiaries whose trading results are shown on page 13 note 8 to these accounts, along with another three non-trading subsidiaries.

The Board of Trustees consider the current state of the company's finances to be sound.

Reserves Policy

It is the policy of the trustees to build up and maintain unrestricted reserves of £35,000.

Plans for the Future

It is the intention of the Trustees to continue to maintain and develop the work of the Under 17 Car Club Limited.

The Under 17 Car Club Charitable Trust
Registered Charity Limited by Guarantee

Trustees' Report for the Year Ended 30 November 2018 - continued

Reference and Administrative Information

CHARITY NAME:	The Under 17 Car Club Charitable Trust
TRUSTEES OF THE CHARITY WHO ALSO SIT ON THE BOARD OF GOVERNORS AND ARE DIRECTORS OF THE COMPANY:	Paul Silverwood Helen Peabody-Rolf John Beckford Anthony Charsley Hedley Pickstock Andrew Ross Mark Goldsmith
SECRETARY:	Anthony Charsley
REGISTERED OFFICE:	Cliffe Hill House 22-26 Nottingham Road Stapleford Nottingham NG9 8AA
REGISTERED COMPANY NUMBER:	7847436 (England & Wales)
REGISTERED CHARITY NUMBER:	1144948
INDEPENDENT EXAMINER:	Mrs D J Lockwood FCA, FCCA, ATT Haines Watts Chartered Accountants Cliffe Hill House 22-26 Nottingham Road Stapleford Nottingham NG9 8AA
BANKERS:	Nat West Plc 75 Main Street Bulwell Nottingham NG6 8EW
SOLICITORS:	Lester Aldridge LLP Russell House Oxford Road Bournemouth B48 8EX

The Under 17 Car Club Charitable Trust
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Trustees' Report for the Year Ended 30 November 2018 - continued

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, not having a share capital and having obtained exemption to dispense with the word limited as part of the company name. The company was incorporated on 14 November 2011, registered as a charity on 6 December 2011 and commenced its charitable activities on 13 April 2012.

The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Organisational Structure

The Under 17 Car Club Charitable Trust has a board of six trustees. They meet on a regular basis to review current issues and at these meetings decisions concerning the running of the charity are made. A full record of all meetings is kept.

The Trust is sole shareholder of:-

The Under 17 Car Club Limited	Under 17 Drivers Training Ltd	Under 17 Drivers Ltd
U17 Drivers Pathfinder Limited	Young Drivers Ltd	

The Under 17 Car Club Limited has an Operating Committee elected by Driving Members and a "Members Council". The Chair of the Committee is also a trustee, two trustees are directors of U17 Drivers Pathfinder Limited. These appointments ensure continuity of governance.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of Charity Law and under the company's Articles are known as members of the management committee. Under the requirements of the Memorandum and Articles of Association the members of the management committee are elected to serve initially for one year after which they must all be re-elected at the Annual General Meeting. At each subsequent Annual General Meeting one fifth of the directors or, if the number is not five or a multiple of five, the number nearest to one-fifth must retire from office.

Trustee Training

All trustees have professional, business and corporate backgrounds that have made them familiar with the duties and obligations of company directors. All have received an introduction to the specific responsibilities of Charity Trustees.

Related Party

The Under 17 Car Club Charitable Trust is a charitable company set up to support the work of its trading companies known as The Under 17 Car Club Ltd and U17 Drivers Pathfinder Ltd of which it owns the whole of the share capital.

Risk Management

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

The Under 17 Car Club Charitable Trust
Registered Charity Limited by Guarantee

Trustees' Report for the Year Ended 30 November 2018 - continued

Responsibilities of the Trustees

Company Law requires the management committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the Balance Sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The management committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The management committee is 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.

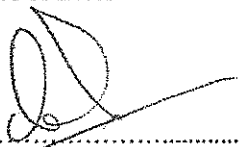
Members of the Board of Trustees

Members of the management committee, who are directors for the purpose of Company Law and trustees for the purpose of Charity Law, who served during the year and up to the date of this report are set out on page 1.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 30 November 2018 was 6 (2017: 6).

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities and in accordance with the Special Provisions of Part 15 of the Companies Act 2006 relating to small entities.

On behalf of the Board of Trustees

Signature..........(A Charsley)
Trustee and Director of the Company

Dated. 20.7.18.....

The Under 17 Car Club Charitable Trust
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Independent Examiner's Report to the Trustees of The Under 17 Car Club Charitable Trust

I report on the charity trustees on my examination of the accounts of the company for the year ended 30 November 2018.

Responsibilities and Basis of Report

As the charity's trustees of the Company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

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:-

- 1) Accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2) The accounts do not accord with those records; or
- 3) The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirements that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) The accounts have not been prepared in accordance with the methods and principles of the Statement of recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

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.

D. J. Lockwood

Dated *24.7.2019*

.....
D J Lockwood FCA, FCCA ATT
Chartered Accountant

Haines Watts
Chartered Accountants
Cliffe Hill House
22-26 Nottingham Road
Stapleford
Nottingham
NG9 8AA

The Under 17 Car Club Charitable Trust
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Statement of Financial Activities (Including Income and Expenditure Account)
for the Year Ended 30 November 2018

	<u>Notes</u>	<u>Total Unrestricted Funds 2018 £</u>	<u>Total Unrestricted Funds 2017 £</u>
INCOME			
Incoming Resources			
- Fund Raising and Members' Events		7,107	5,246
Charitable Activities	1	7,950	13,594
TOTAL INCOME		<u>15,057</u>	<u>18,840</u>
EXPENDITURE			
Expenditure on Charitable activities	2	28,425	8,523
Support costs	2	<u>8,885</u>	<u>12,854</u>
TOTAL EXPENDITURE		<u>37,310</u>	<u>21,377</u>
NET INCOMING/(OUTGOING) RESOURCES FOR THE FINANCIAL YEAR		(22,253)	(2,537)
TOTAL FUNDS BROUGHT FORWARD 01.12.17		<u>44,537</u>	<u>47,074</u>
TOTAL FUNDS CARRIED FORWARD (UNRESTRICTED)	£	<u>22,284</u>	£ <u>44,537</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The Under 17 Car Club Charitable Trust
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Balance Sheet as at 30 November 2018

	<u>Notes</u>	<u>2018</u>		<u>2017</u>	
		£	£	£	£
FIXED ASSETS:					
Tangible Assets			2,800		4,375
Investment in subsidiary	8		100		100
CURRENT ASSETS:					
Cash at bank and in hand		19,984		37,753	
Debtors and prepayments		-		2,909	
		<u>19,984</u>		<u>40,662</u>	
LESS: CREDITORS:					
Accruals		<u>600</u>		<u>600</u>	
NET CURRENT ASSETS/(LIABILITIES)			<u>£ 22,284</u>		<u>£ 44,537</u>
TOTAL CHARITY FUNDS			<u>£ 22,284</u>		<u>£ 44,537</u>

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ending 30 November 2018.

No notice has been deposited under Section 476 of the Companies Act 2006 in relation to its financial statements for the financial year.

The Directors acknowledge their responsibilities for:

- (a) ensuring that the Company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far applicable to the Company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

.....
Trustee and Director *J Beckford*

Approved by the Directors who are the Trustees of the Charity on 20.7.19

The Under 17 Car Club Charitable Trust
Registered Charity Limited by Guarantee

Notes to the Financial Statements
for the Year Ended 30 November 2018

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

a) Basis of Preparation

The financial statements have been in accordance with the 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The Under 17 Car Club Charitable Trust meets the definition of a public benefit entity under FRS102.

The Trustees consider there are no material uncertainties about the charities ability to continue as a going concern.

a) Incoming Resources

Fund raising events, Member events and represents donations made by members, individuals and others towards the upkeep of the charity, and also donations received from its subsidiary companies. All income known to be receivable at the year end date is included and shown within debtors if not paid at the year end date.

b) Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred, if a liability is outstanding at the year end date it is included as a creditor.

Expenditure includes VAT which is not recoverable.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.
- Support costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource.

c) Interest Receivable

Interest is included when receivable by the Charity.

The notes form part of these financial statements

The Under 17 Car Club Charitable Trust
Registered Charity Limited by Guarantee

Notes to the Financial Statements
for the Year Ended 30 November 2018 - continued

e) Fund Accounting

Unrestricted Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated Funds

Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of management and support costs.

f) Tangible Fixed Assets

All fixed assets are capitalised at cost where considered appropriate to capitalise.

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

Plant and Equipment – 33% on cost

Limited by Guarantee

The charity is limited by guarantee and in the event of it being wound up, every member is liable to contribute a sum not exceeding £10. There are no shares of any class either authorised or allotted.

1. Income – Donations

During the year money has been received into the charitable trust from its subsidiary companies in order to facilitate the development and running of the charity.

		2018 £	2017 £
General	from trading subsidiary	-	2,909
Members Subscriptions	(including gift aid)	7,950	10,685
		<u>7,950</u>	<u>13,594</u>

The notes form part of these financial statements

**The Under 17 Car Club Charitable Trust
Registered Charity Limited by Guarantee**

**Notes to the Financial Statements
for the Year Ended 30 November 2018 - continued**

2. Resources Expended

	Charitable Activity £	Support Costs £	Total 2018 £	Total 2017 £
Website and hosting costs	17,481	-	17,481	-
Advertising	-	600	600	750
Sundry Expenses	-	60	60	13
Insurance - General	-	6,660	6,660	6,520
Insurance – Trustees Indemnity	-	870	870	870
Bursaries	1,210	-	1,210	1,305
Bank charges	-	95	95	76
Independent examiner’s fees	-	600	600	600
Donation – Teenage Cancer Trust	7,000	-	7,000	5,030
Consultancy Costs	-	-	-	4,025
Depreciation	2,494	-	2,494	2,188
Accountancy fees	240	-	240	-
	<u>28,425</u>	<u>8,885</u>	<u>37,310</u>	<u>21,377</u>

3. Management and Administration costs

	2018 £	2017 £
Average Number of Paid Employees in the Year	Nil	Nil

No employee received emoluments of more than £60,000 in the year.

4. Emoluments of Trustees

No emoluments were received by the Trustees either in their capacities as Trustees or as members of the Board of Trustees.

There were no other emoluments or expenses paid to any charity trustee or persons connected with such a trustee directly or indirectly from the funds of the Company or from the property of any institution or body corporate connected with the Company.

5. Taxation

The Company is a registered Charity and as such no taxation is payable on the excess of income over expenditure.

6. Movement in Total Funds for the year

	2018 £	2017 £
Independent Examination	600	600

7. Limited Liability

The Under 17 Car Club Charitable Trust is a company limited by guarantee and every member undertakes to contribute such an amount, not exceeding £10 as may be required in the event of the company being wound-up while he is a member, or within one year after he ceases to be a member, for payment of debts and liabilities of the company and the cost of winding-up.

The notes form part of these financial statements

The Under 17 Car Club Charitable Trust
Registered Charity Limited by Guarantee

Notes to the Financial Statements
for the Year 30 November 2018 - continued

8. Investment in subsidiaries

The charity wholly owns two subsidiaries, The Under 17 Car Club Ltd and U17 Drivers Pathfinder Ltd and the charity holds the issued ordinary shares in the companies representing 100% of the equity of each company. The principal activity of both companies is the provision of driving facilities for drivers under the age of 17. A summary of the results of the subsidiaries is shown below.

	The Under 17 Car Club Ltd 2018 £	U17 Drivers Pathfinder Ltd 2018 £
Turnover	56,185	58,285
Cost of sales	46,293	38,358
Gross profit	<u>9,892</u>	<u>19,927</u>

The aggregate of the assets, liabilities and funds was:-

Assets	102,581	10,732
Liabilities	3,615	15,058
Funds (representing 100 ordinary shares of £1 each)	<u>98,966</u>	<u>(4,326)</u>

Investment in subsidiaries at cost		
100 Ordinary shares of £1 each	100 (fully paid)	100 (not paid)

During the year the company acquired the entire share capital of three new limited companies which it now holds as Investments in Subsidiaries. The charity owns 100 Ordinary £1 shares (not paid) in the following:-

Under 17 Drivers Training Ltd
Under 17 Drivers Ltd
Young Drivers Ltd

These all remain dormant.

The Charitable Trust pays a total insurance premium of £7,530 for itself and its two subsidiaries, but does not recharge the expense.

The Charitable Trust paid bursaries to U17 Drivers Pathfinder Ltd to total in the year £1,210 (2017: £1,305).

The notes form part of these financial statements

The Under 17 Car Club Charitable Trust
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Notes to the Financial Statements
for the Year 30 November 2018 - continued

9. Tangible Fixed Assets

	<u>Plant & Equipment</u>
Cost to date brought forward	6,563
Additions	<u>919</u>
	7,482
Depreciation to date brought forward	2,188
Depreciation for the year	<u>2,494</u>
	<u>4,682</u>
Net Book Value – 30 November 2017	<u>4,375</u>
Net Book Value – 30 November 2018	<u>2,800</u>

10. Group Accounts

The company has taken advantage of examples provided by the Companies Act 2006 in not preparing Group Accounts on the basis that the group qualifies as a small group.

11. Trustee Indemnity Insurance

The scheme provides cover of up to a maximum of £1,000,000 for any year for an annual premium of £870 for directors and officers liability cover.

11. Related Party Transactions

In 2017 an amount of £3,480 was reimbursed to H Pidstock for the purchase of a trailer on behalf of the charity.

In 2018 The Under 17 Car Club Charitable Trust purchased a trailer for £919 for the U17 Drivers Pathfinder Ltd, a subsidiary company, and paid costs of £5,760 for the development of a website for U17 Drivers Pathfinder Ltd.

The notes form part of these financial statements