

<b>Committee(s):</b>	<b>Date(s):</b>
Culture, Heritage and Libraries	03 March 2014
<b>Subject:</b> Trustees Annual Report and Financial Statements for the Year Ended 31 March 2013	<b>Public</b>
<b>Report of:</b> The Chamberlain and the Director of Culture, Heritage and Libraries Department	<b>For Information</b>
<p><b><u>Summary</u></b></p> <p>The Trustees Annual Report and Financial Statements for the Year ended 31 March 2013 for Keats House are presented in the format required by the Charity Commission.</p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• It is recommended that the Trustees Annual Report and Financial Statements be noted.</li> </ul>	

### **Main Report**

1. The Trustees Annual Report and Financial Statements in the format required by the Charity Commission are presented for information, having been signed on behalf of the Trust by the Chairman and Deputy Chairman of the Finance Committee and the auditors H Graham King and Co. The information contained within the Annual Report and Financial Statements has already been presented to your Committee via budget and outturn reports.
2. The Trustees Annual Report and Financial Statements have also been submitted to the Charity Commission within the agreed deadline of 31 January 2014.
3. The letters of representation were signed by the Chairman at the Culture, Heritage and Libraries Committee held on 27 January 2014 and sent to the auditors.

**Contact:**

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