

# *Swilly-Mulroy Credit Union Ltd*

**Annual Accounts and Financial Statement  
For the year ended 30th September 2022**

**Notice of AGM held in  
The Old School Community Centre,  
Kerrykeel on  
Thursday 26th January 2023  
at 8.00pm**



**Ireland  
Registered Number 413 CU**



# **Agenda AGM 2022 26th January 2023**

- (1) The acceptance by the board of directors of the authorised representatives of members that are not natural persons
- (2) Ascertainment that a quorum is present
- (3) Adoption of Standing Orders
- (4) Reading and Approval of the minutes of the last AGM and any intervening special general meeting
- (5) Chairman's Address
- (6) Report of the Board of Directors
- (7) Statement of Directors responsibilities
- (8) Statement of Supervisory committee responsibilities
- (9) Auditor's Report and Financial Reports
- (10) Financial Reports
- (11) Declaration of dividend and rebate of interest
- (12) Supervisory Committee Report
- (13) Credit Committee report and Credit Control Committee report
- (14) Membership report
- (15) Nominations Committee Report
- (16) Reports of other Committees
- (17) Motions for Swilly Mulroy Credit Union AGM 26th January 2023

## **Motion No 1**

That this AGM approves a donation of €500 to the I.L.C.U Foundation Fund

- (18) Elections:
  - (a) Appointment of Tellers
  - (b) Election of Auditor
  - (c) Election to fill vacancies on Board of Directors
  - (d) Election to fill vacancies on Board Oversight Committee
- (19) Amendments of Rules
- (20) Any Other Business
- (21) Announcement of election results
- (22) Adjournment or close of business



# **Standing Orders for AGM**

## **1. VOTING.**

Each member shall be entitled to one vote irrespective of his/her shareholding, in accordance with Standard Rule 140.

## **2-3 ELECTION PROCEDURE.**

2. Elections to the Board of Directors, to the Supervisory Committee and the position of Auditor shall be by majority vote and by secret ballot.
3. A Ballot Paper for the election of the Board and Supervisory Committee, where applicable, will be distributed to each member at the AGM.

## **4 - 10. MOTIONS.**

4. All motions from the floor of the AGM must be proposed and seconded by members present at the AGM and moved by the proposer. If the proposer is absent when the motion is called, the motion shall be deemed to have failed.
5. A proposer of a motion may speak for such period as shall be at the discretion of the Chairman of the meeting and shall have the right of reply before the motion is put to the meeting for a vote.
6. In exercising his/her right of reply, a proposer may not introduce new material.
7. The seconder of a motion shall have such time as shall be allowed by the Chairman to second the motion.
8. Members are entitled to speak on any such motion and must do so through the Chair. All speakers to any motion shall have such time as shall be at the discretion of the Chairman.
9. The Chairman shall have the absolute right to decide at any time when a motion has been sufficiently discussed and may put the motion to the meeting giving the proposer the right of reply before doing so.

## **11-16 MISCELLANEOUS.**

11. The Chairman of the Board of Directors shall be the Chairman of any general meeting, except where he/she is not available, in which case it shall be the Vice-Chairman, except where he/she is not available, in which case the Board shall decide amongst themselves who shall act as Chairman of any general meeting.
12. The Chairman may at his/her discretion, extend the privilege of the floor to any person who is not a member.



13. Matters not covered by the Agenda may be introduced under 'Other Business' at the discretion of the Chairman.
14. The Chairman's decision on any matter relating to these Standing Orders or interpretation of same shall be final.
15. In accordance with Standard Rule 133 (1) no member shall have more than one vote on each question at any general meeting of the credit union or any adjournment thereof irrespective of his/her shareholding or the number of accounts in his/her name in the credit union provided, however, that except in voting at elections, the president member shall have a second or casting vote in the event of equality of voting. Voting by proxy shall be allowed only when a member other than a natural person votes through a representative, who is a member of the group, duly authorised in writing for that purpose and accepted as such by the board of directors. Refer to Standard Rule 138 also re election procedure.
16. Any matter to be decided upon by vote at the AGM shall, unless otherwise expressly provided for by law or the rules, be decided upon by simple majority.
17. **SUSPENSION OF STANDING ORDERS.**  
Any one of these Orders or all of these Standing Orders may be suspended on a motion to this effect receiving a two-thirds majority of those present and entitled to vote.
18. **ALTERATION OF STANDING ORDERS.**  
Standing Orders may be amended or altered at a general meeting and only if a motion to this effect has received a two-thirds majority of those present and voting.
19. **ADJOURNMENTS.**  
Adjournments of the AGM shall take place only in accordance with Standard Rule 133.



## **Directors' Report**

The directors present their annual report and the audited financial statements for the financial year ended 30<sup>th</sup> September 2022.

### **Principal Activities**

The principal activity of the credit union is the provision of savings and loans to members in its common bond. The credit union manages its members' shares, capital and loans to members so that it earns income from the margin between interest payable and interest receivable.

### **Business Review**

The directors are satisfied with the current year results and the year-end financial position of the credit union. The directors are aware of the financial constraints facing members' and therefore the increased difficulties collecting debts in a timely fashion. The directors however are of the opinion that the credit union is well positioned to meet these challenges and are confident of its ability to continue to operate successfully in the future.

### **Results and Dividends**

The excess of income over expenditure for the year is set out in the Income and Expenditure Account on page 8.

The directors do not recommend payment of a dividend or a loan interest rebate on high interest loans for the year ended 30<sup>th</sup> September 2022. Details are shown in Note 6 to the accounts.

### **Principal Risks and Uncertainties**

The principal risks and challenges facing the credit union are summarised as follows:

- Members' defaulting on loans
- Not lending a sufficient proportion of funds so that too much of the credit unions resources are tied up in investment products
- Poor performance of investments
- The risk of not having sufficient cash resources to meet day to day running costs and repay members savings when demanded.

The credit union board are fully aware of the principal risks, monitors these constantly and strives to minimise all risks and handle prudently those residual risks over which it has little control.

### **Auditors**

As per Central bank best practice guidelines we are changing our Auditor this year to Peter McDonnell & Company Chartered accountants.

This report was approved by the board on 16.01.2023 and signed on its behalf by

**John Joe McGowan**  
Chairperson

**Elizabeth Sweeney**  
Secretary



## **Statement of Directors' and Board Oversight Committee's Responsibilities**

for the year ended 30<sup>th</sup> September 2022

### **Statement of Directors' Responsibilities**

The Credit Union Act 1997, as amended requires the directors to prepare financial statements for each financial year which give a true and fair view of the State of Affairs of the Credit Union and the Income and Expenditure Account of the Credit Union for that period. In preparing those financial statements, the directors are required to:

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Credit Union and to enable them to ensure that the financial statements are prepared in accordance with applicable Irish law and Generally Accepted Accounting Practice in Ireland, including the standards issued by the Financial Reporting Council, and in particular FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". They are responsible for safeguarding the assets of the Credit Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Board of Directors

**John Joe McGowan**  
Chairperson

**Elizabeth Sweeney**  
Secretary

**Date: 16.01.2023**

### **Statement of Board Oversight Committee's Responsibilities**

The Credit Union Act 1997, as amended requires the appointment of a Board Oversight Committee to assess whether the Board of Directors has operated in accordance with Part IV, Part IV (a) and any regulations made for the purposes of Part IV or Part IV (a) of the Credit Union Act 1997, as amended and any other matter prescribed by the Central Bank in respect of which they are to have regard in relation to the Board.

**John Joe Mc Gowan**  
Chairperson

**Brenda Friel**  
Member of the Board Oversight Committee

**Date: 16.01.2023**



## **Independent Auditors' Report to the Members of Swilly Mulroy Credit Union Limited**

### **Report on the audit of the financial statements**

#### **Opinion**

We have audited the financial statements of Swilly Mulroy Credit Union Limited for the year ended 30<sup>th</sup> September 2022, which comprise the Income and Expenditure Account, Balance Sheet, Statement of Changes in Reserves and Cash flow Statement and notes to the financial statements, including the summary of significant accounting policies set out in note 2. The financial reporting framework that has been applied in their preparation is Irish Law and FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

In our opinion the financial statements:

- give a true and fair view of the state of the Credit Union's affairs as at 30<sup>th</sup> September 2022 and its income and expenditure and cash flows for the year then ended;
- have been properly prepared in accordance with FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*; and
- have been properly prepared in accordance with the requirements of the Credit Union Act 1997, as amended.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are described below in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Credit Union in accordance with ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Company's ability to continue as a going concern for a period of at least twelve months from the date when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The directors are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.



## **Independent Auditors' Report to the Members of Swilly Mulroy Credit Union Limited**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Credit Union Act 1997, as amended**

Based solely on the work undertaken in the course of the audit, we report that:

- We have obtained all the information and explanations which we consider necessary for the purposes of our audit.
- In our opinion proper accounting records have been kept by the Credit Union, and
- The financial statements are in agreement with the accounting records.

### **Respective responsibilities**

#### **Responsibilities of directors for the financial statements**

As explained more fully in the directors' responsibilities statement set on page 3, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the Credit Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Credit Union or to cease operations, or has no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Further details relating to our work as auditor is set out in the Scope of Responsibilities Statement contained in the appendix of this report, which is to be read as an integral part of our report.





## **Independent Auditors' Report to the Members of Swilly Mulroy Credit Union Limited**

### **The purpose of our audit work and to whom we owe our responsibilities**

Our report is made solely to the Credit Union's members, as a body, in accordance with section 120 of the Credit Union Act 1997, as amended. Our audit work has been undertaken so that we might state to the Credit Union's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Credit Union and the Credit Union's members, as a body, for our audit work, for this report, or for the opinions we have formed.

**SMC Chartered Accountants  
Chartered Accountants & Statutory Audit Firm  
Glenview Business Park  
Mountain Top  
Letterkenny  
Co Donegal**

**Date: 16.01.2023**



## **Appendix to the Independent Auditors' Report**

### **Further information regarding the scope of our responsibilities as auditor**

As part of an audit in accordance with ISAs (Ireland), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Credit Union's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the director's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Credit Union's ability to continue as going concerns. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Credit Union to cease to continue as going concerns.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



**Income and Expenditure Account**  
for the year ended 30<sup>th</sup> September 2022

	Note	2022 €	2021 €
<b>INCOME</b>			
Interest on members' loans	4	<b>598,658</b>	688,602
Other interest income and similar income	5	<b>140,133</b>	149,893
<b>Net interest income</b>		<b>738,791</b>	838,495
Other income	7	<b>16,261</b>	8,665
SPS refund received	7a	<b>81,599</b>	-
<b>TOTAL INCOME</b>		<b>836,651</b>	<b>847,160</b>
<b>EXPENDITURE</b>			
Employment costs	9b	<b>(269,523)</b>	(256,185)
Depreciation	11	<b>(31,288)</b>	(32,669)
Other management expenses (Schedule 1)		<b>(410,723)</b>	(336,965)
Net (losses) / recoveries on loans to members	12d	<b>50,198</b>	(36,437)
<b>TOTAL EXPENDITURE</b>		<b>661,336</b>	662,256
<b>Surplus for the financial year</b>		<b>175,315</b>	<b>184,904</b>
Other comprehensive income		-	-
<b>Total comprehensive income</b>		<b>175,315</b>	<b>184,904</b>

The financial statements were approved, and authorised for issue, by the Board 16.01.2023 and signed on its behalf by:

**Breda McNulty**  
Manager

**John Joe McGowan**  
Member of the Board of Directors

**Brenda Friel**  
Member of the Board Oversight Committee



## Swilly-Mulroy Credit Union Limited

### Balance Sheet as at 30<sup>th</sup> September 2022



	Note	€	€
<b>ASSETS</b>			
Cash and cash equivalents	10	<b>2,102,596</b>	3,279,781
Tangible fixed assets	11	<b>415,078</b>	422,031
Loans to members	12	<b>5,983,446</b>	6,292,880
Prepayments and accrued income	13	<b>87,075</b>	68,783
Deposits and investments	14	<b>12,616,181</b>	11,493,382
<b>Total assets</b>		<b>21,204,376</b>	21,556,857
<b>LIABILITIES</b>			
Members' shares	15	<b>(16,894,868)</b>	(17,459,057)
Other payables	16	<b>(162,831)</b>	(126,438)
<b>Total liabilities</b>		<b>(17,057,699)</b>	(17,585,495)
<b>ASSETS LESS LIABILITIES</b>		4,146,677	3,971,362
<b>RESERVES</b>			
Operational risk reserve		<b>100,000</b>	100,000
Regulatory reserve		<b>2,544,525</b>	2,479,039
Other reserves			
- Realised reserves		<b>1,502,152</b>	1,392,323
<b>Total reserves</b>		<b>4,146,677</b>	3,971,362

The financial statements were approved, and authorised for issue, by the Board on 16.01.2023 and signed on its behalf by:

**Breda McNulty**  
Manager

**John Joe McGowan**  
Member of the Board of Directors

**Brenda Friel**  
Member of the Board Oversight Committee



**Statement of Changes in Reserves**

for the year ended 30 September 2022

	Regulatory reserve €	Operational Risk reserve €	Special reserve for future dividend €	Other reserve €	Realised reserves €	Total reserves €
<b>Opening balance at 1<sup>st</sup> October 2020</b>	<b>2,437,942</b>	<b>100,000</b>	<b>104,668</b>	<b>95,209</b>	<b>1,048,639</b>	<b>3,786,458</b>
Excess of income over expenditure for the year	-	-	-	-	184,904	184,904
Reserve used during the year	-	-	-	-	-	-
Dividends paid during the year (Note 6)	-	-	-	-	-	-
Interest rebate paid during the year	-	-	-	-	-	-
Transfer between reserves	41,097	-	-	-	(41,097)	-
<b>Closing balance at 30<sup>th</sup> September 2021</b>	<b>2,479,039</b>	<b>100,000</b>	<b>104,668</b>	<b>95,209</b>	<b>1,192,446</b>	<b>3,971,362</b>
<b>Opening balance at 1<sup>st</sup> October 2021</b>	<b>2,479,039</b>	<b>100,000</b>	<b>104,668</b>	<b>95,209</b>	<b>1,192,446</b>	<b>3,971,362</b>
Excess of income over expenditure for the year	-	-	-	-	175,315	175,315
Reserve used during the year	-	-	-	-	-	-
Dividends paid during the year (Note 6)	-	-	-	-	-	-
Interest rebate paid during the year	-	-	-	-	-	-
Transfer between reserves	65,486	-	-	-	(65,486)	-
<b>Closing balance at 30<sup>th</sup> September 2022</b>	<b>2,544,525</b>	<b>100,000</b>	<b>104,668</b>	<b>95,209</b>	<b>1,302,275</b>	<b>4,146,677</b>

- (1) The Regulatory reserve of the Credit Union as % of total assets as at 30<sup>th</sup> September 2022 was 12%. (2021: 11.5%).
- (2) In accordance with S45 of the Credit Union Act 1997 (as amended) Swilly Mulroy Credit Union Ltd. put in place an Operational Risk reserve in 2016. The Board approved a transfer of €100,000 from the realised reserve to the new Operational Risk reserve, following the completion of an internal process of assessing the level of the reserve required to cover the operational risk within the Credit Union. The operational risk reserve as a % of total assets as at 30 September 2022 was 0.47% (2021: 0.46%).
- (3) Following commencement of S13 of the 2012 Act, the requirement for Credit Unions to transfer 10% of their annual surplus to their statutory reserve (now known as the Regulatory reserve) each year has been removed. Notwithstanding this the Board of Swilly Mulroy Credit Union Ltd. has transferred €65,486 (2021: €41,097) of its current year surplus to its Regulatory reserve so that the reserve would stand at 12% current year end, in excess of the required limit of 10%.



**Cash Flow Statement**  
as at 30 September 2022



	Note	2022 €	2021 €
<b>Cash flows from operating activities</b>			
Loans repaid by members	12a	3,141,762	3,388,204
Loans granted to members	12a	(2,842,815)	(2,966,141)
Loan interest received	4	602,699	692,576
Investment income received		144,898	157,301
Other income received	7	16,261	8,665
Bad debts recovered	12d	60,685	72,467
SPS refund received	7a	81,599	-
Dividends paid	6	-	-
Interest rebate paid	6	-	-
Operating expenses paid to include employment costs		(670,952)	(655,581)
<b>Net cash (outflow) / inflow from operating activities</b>		<b>534,137</b>	<b>697,491</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment	11	(24,334)	-
Net cash flow from investments		(1,122,799)	155,468
<b>Net cash (outflow) from investing activities</b>		<b>(1,147,133)</b>	<b>155,468</b>
<b>Cash flow from financing activities</b>			
Members' shares received	15	6,531,685	8,453,247
Members' shares withdrawn	15	(7,095,874)	(8,249,422)
<b>Net cash flows from financing activities</b>		<b>(564,189)</b>	<b>203,825</b>
<b>Net decrease in cash and cash equivalents</b>		<b>(1,177,185)</b>	<b>1,056,784</b>
Cash & cash equivalents at beginning of year		3,279,781	2,222,997
<b>Cash &amp; cash equivalents at end of year</b>	10	<b>2,102,596</b>	<b>3,279,781</b>



## **Notes to the Financial Statements**

for the year ended 30<sup>th</sup> September 2022

### **1. Legal and regulatory framework**

Swilly Mulroy Credit Union Ltd. is established under the Credit Union Act 1997, as amended. The Credit Union is registered with the Registrar of Credit Unions and is regulated by the Central Bank of Ireland. The principal place of business is Shore Road, Kerrykeel, Co Donegal.

### **2. Accounting policies**

#### **2.1. Statement of compliance and basis of preparation**

These financial statements have been prepared in accordance with FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS 102”).

The financial statements have been prepared on the historical cost basis.

#### **2.2. Currency**

The financial statements are prepared in Euro, which is the functional currency of the Credit Union. Monetary amounts in these financial statements are rounded to the nearest Euro.

#### **2.3. Going concern**

The financial statements are prepared on the going concern basis. The directors of Swilly Mulroy Credit Union Ltd. believe this is appropriate as the Credit Union:

- Is generating annual surpluses;
- Maintains an appropriate level of liquidity; and
- Has reserves that are currently above the minimum requirements of the Central Bank.

#### **2.4. Income**

##### *Interest on members' loans*

Interest on loans to members is recognised using the effective interest method, and is calculated and accrued on a daily basis.

##### *Investment income*

The Credit Union currently only has investments that are valued at amortised cost, and use the effective interest method to recognise investment income.

##### *Other income*

Other income such as commissions receivable on insurance products and foreign exchange services arises in connection to specific transactions. Income relating to individual transactions is recognised when the transaction is completed.

#### **2.5. Dividends to Members**

##### *Dividends on shares and loan interest rebates*

Dividends are made from current year's surplus. The Board's proposed distribution to members each year is based on the dividend and loan interest rebate policy of the Credit Union. The Board in determining the level of distribution considers its ongoing operating expenses, capital requirements and financial risks. Dividends are accounted for when members ratify such payments at the Annual General Meeting. No liability to pay a distribution is recognised in the financial statements until the majority of members vote at the AGM.

The rate of dividend and loan interest rebate recommended by the Board will reflect:

- the risk profile of the Credit Union, particularly in its loan and investment portfolios;
- the Board's desire to maintain a stable rather than a volatile rate of dividend each year; and
- members' legitimate dividend and loan interest rebate expectations;

all dominated by prudence and the need to sustain the long-term welfare of the Credit Union.



**2.5 Dividends to Members (continued)**

For this reason the Board will seek to build up its reserves to absorb unexpected shocks and still remain above minimum regulatory requirements.

The Credit Union accounts for dividends and rebates of loan interest when members ratify such payments at the Annual General Meeting.

**2.6. Taxation and Deferred Taxation**

The Credit Union is not subject to income tax or corporation tax on its activities as a Credit Union.

**2.7. Cash and cash equivalents**

Cash and cash equivalents comprise operating cash on hand and cash deposited with banks with original maturity of less than or equal to three months.

**2.8. Financial instruments**

The Credit Union has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the Credit Union becomes a party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when, and only when, there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Financial assets and liabilities are classified according to the substance of the contractual arrangements entered into.

**2.9. Basic financial assets**

Basic financial assets are initially measured at the transaction price, including transaction costs, and are subsequently carried at amortised cost using the effective interest method. Basic financial instruments include the following:

*Loans to members*

Loans to members are financial assets with fixed or determinable payments. Loans are recognised when cash is advanced to members and measured at amortised cost using the effective interest method.

*Investments held at amortised cost*

Investments held at amortised cost are measured at amortised cost using the effective interest method less impairment. This means that the investment is measured at the amount paid for the investment, minus any repayments of the principal; plus or minus the cumulative amortisation using the effective interest method of any difference between the amount at initial recognition and the maturity amount; minus, in the case of a financial asset, any reduction for impairment or un-collectability. This effectively spreads out the return on such investments over time, but does take account immediately of any impairment in the value of the investment.

*Held to Maturity investments*

Investments designated on initial recognition as held-to-maturity are investments that the credit union intends, and is able to, hold to maturity. These are carried at amortised cost using the effective interest method. The fair value of some investment products will change during their life, but they will have a fixed maturity value at some future date. When designated as held-to-maturity, any change in the fair value during the term of the investment is ignored, with the credit union only accounting for interest received.





**2.10. Other receivables**

Other receivables such as prepayments are initially measured at transaction price including transaction costs and are subsequently measured at amortised cost using the effective interest method.

**2.11. Impairment of loans to members**

Swilly Mulroy Credit Union Ltd assesses, at each balance sheet date, if there is objective evidence that any of its loans to members are impaired. The loans are assessed collectively in groups that share similar credit risk characteristics except for individually significant loans which are assessed on a loan by loan basis for impairment. In addition, if, during the course of the year, there is objective evidence that any individual loan is impaired, a specific loss will be recognised.

Any impairment losses are recognised in the Income and Expenditure account, as the difference between the carrying value of the loan and the net present value of the expected cash flows.

**2.12. Basic financial liabilities**

Basic financial liabilities are initially recognised at the transaction price, including transaction costs, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities are subsequently carried at amortised cost using the effective interest method.

*Financial liabilities members' shares and deposits*

Members' shares in the Credit Union are redeemable and therefore are classified as financial liabilities. They are initially recognised at the amount of cash deposited and subsequently members' deposits are measured at the nominal amount.

*Other payables*

Other payables are classified as current liabilities if payment is due within one year or less. Other payables are recognised initially at transaction price.

**2.13. Tangible fixed assets**

Tangible fixed assets comprises items of property, fixtures and fittings, and office and computer equipment, which are stated at cost, less accumulated depreciation and any accumulated impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the asset.

Depreciation is provided to write off the cost of each item of property, plant and equipment, less its estimated residual value over its estimated useful life. The categories of property, plant and equipment are depreciated as follows:

Freehold property	2% reducing balance
Office equipment	20% reducing balance
Computer hardware	33.3% reducing balance



**2.14. Impairment of tangible fixed assets**

At each reporting end date, the Credit Union reviews the carrying value of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in the Income and Expenditure account.

**2.15. Employee benefits**

*Other Employee Benefits*

The costs of short-term employee benefits, including holiday pay, are recognised as a liability and as an expense (unless those costs are required to be recognised as part of the cost of fixed assets) over the period they are earned.

**2.16. Reserves**

*Regulatory reserve*

The Credit Union is required to maintain and establish a minimum Regulatory reserve of at least 10% of the assets of the Credit Union in accordance with Credit Union Act 1997 (Regulatory Requirements) Regulations 2016.

*Operational Risk reserve*

The Credit Union has established an Operational Risk reserve which is separate, distinct and in addition to the reserves the Credit Union is required to hold in its Regulatory reserve. The amount held in the Operational Risk reserve is the predicted impact of operational risk events that may have a material impact on the Credit Union's business.

*Other reserves – Realised reserves*

Realised reserves are the accumulated surpluses to date that have not been declared as dividends returnable to members.



Notes to the Financial Statements

for the year ended 30<sup>th</sup> September 2022



3. Use of estimates and judgements

The preparation of financial statements requires the use of certain accounting estimates. It also requires the Directors to exercise judgement in applying Swilly Mulroy Credit Union Ltd.'s accounting policies. The areas requiring a higher degree of judgement, or complexity, and areas where assumptions or estimates are most significant to the financial statements are disclosed below:

*Impairment losses on loans to members*

The Credit Union's accounting policy for impairment of financial assets is set out in accounting policy in Note 2.11. The estimation of loan losses is inherently uncertain and depends upon many factors, including historic loan loss trends, credit risk characteristics in loan classes, local and international economic climates, conditions in various sectors of the economy to which the Credit Union is exposed, and, other external factors such as legal and regulatory requirements.

*Impairment of buildings*

The credit union's policy is to carry out periodic impairment reviews of the credit union's premises comparing the carrying value of each property to the market value at the balance sheet date. Impairment reviews are subject to the assumption that a market exists for the relevant property at the date of review. The estimates of impairment based on market value are recognised in the Income & Expenditure account in the period identified.

4. Interest on members' loans

	2022	2021
	€	€
Closing accrued loan interest receivable	8,970	13,011
Loan interest received in year	602,699	692,576
Opening accrued loan interest receivable	(13,011)	(16,985)
<b>Total interest on members' loans</b>	<b>598,658</b>	<b>688,602</b>

5. Other interest income and similar income

	2022	2021
	€	€
Investment income and gains received by the Balance Sheet date	94,968	99,963
Receivable within 12 months of Balance Sheet date	45,165	49,930
<b>Total investment income</b>	<b>140,133</b>	<b>149,893</b>



**Notes to the Financial Statements**  
for the year ended 30<sup>th</sup> September 2022



**6. Dividends payable**

The dividends and loan interest rebate for the current and prior year periods were as follows:

	2022	2021
		€
<b>Dividend paid during the year</b>	-	-
Dividend rate:		
Members' shares	%	%

**Dividend proposed, but not recognised**

The directors do not propose payment of a dividend for the year ended 30<sup>th</sup> September 2022.

	2022	2021
	€	€
<b>Loan interest rebate paid during the year</b>	-	-
Loan interest rebate rate:		
Members' loan interest	%	%

**Loan interest rebate proposed, but not recognised**

The directors do not propose payment of a loan interest rebate on higher interest loans for the year ended 30<sup>th</sup> September 2022.

**7. Other income**

	2022	2021
	€	€
Other income	7,515	8,665
LPLS refund	8,746	-
<b>Total other income</b>	<b>16,261</b>	<b>8,665</b>



**Notes to the Financial Statements**

for the year ended 30<sup>th</sup> September 2022



**8. Expenses**

		2022	2021
		€	€
Employment costs	9b	<b>269,523</b>	256,185
Depreciation	11	<b>31,288</b>	32,669
Other management expenses (Schedule 1)		<b>410,723</b>	336,965
		<b>711,534</b>	625,819

**9. Employees and employment costs**

**9a. Number of employees**

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Manager	1	1
Other staff	7	8
<b>Total</b>	<b>8</b>	<b>9</b>

**9b. Employment costs**

	2022	2021
	€	€
Wages and salaries	<b>243,961</b>	236,120
Social security costs	<b>25,562</b>	20,065
<b>Total employment costs</b>	<b>269,523</b>	256,185

**9c. Key management personnel**

The remuneration of key management personnel was as follows:

	2022	2021
	€	€
Short term employee benefits	<b>95,316</b>	92,868
<b>Total key management personnel compensation</b>	<b>95,316</b>	92,868



**Notes to the Financial Statements**  
for the year ended 30<sup>th</sup> September 2022



**10. Cash and cash equivalents**

	2022	2021
	€	€
Cash and balances at bank	1,967,115	3,182,027
Deposits and investments	135,481	97,754
<b>Total cash and cash equivalents</b>	<b>2,102,596</b>	<b>3,279,781</b>

Deposits and investments categorised under cash and cash equivalents above are those with maturity of less than or equal to three months.

**11. Tangible fixed assets**

Tangible fixed assets comprise the following property, plant and equipment:

	Freehold land & buildings €	Office equipment €	Computer equipment €	Total €
<b>Cost</b>				
At 1 <sup>st</sup> October 2021	575,817	214,002	252,338	1,042,157
Additions	-	11,454	12,880	24,334
<b>At 30<sup>th</sup> September 2022</b>	<b>575,817</b>	<b>225,456</b>	<b>265,218</b>	<b>1,066,491</b>
<b>Depreciation</b>				
At 1st October 2021	213,465	195,865	210,795	620,125
Charge for the year	7,247	5,918	18,123	31,288
<b>At 30<sup>th</sup> September 2022</b>	<b>220,712</b>	<b>201,783</b>	<b>228,918</b>	<b>651,413</b>
<b>Net Book Value</b>				
<b>At 30<sup>th</sup> September 2022</b>	<b>355,105</b>	<b>23,673</b>	<b>36,300</b>	<b>415,078</b>
At 30 <sup>th</sup> September 2021	362,352	18,137	41,543	422,032



*Swilly-Mulroy Credit Union Limited*  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30<sup>th</sup> September 2022



**12. Loans to members – financial assets**

**12a. Loans to members**

		<b>2022</b>	2021
		€	€
	Note		
As at 1 <sup>st</sup> October		<b>6,758,381</b>	7,270,129
Advanced during the year		<b>2,842,815</b>	2,966,141
Repaid during the year		<b>(3,141,762)</b>	(3,388,204)
Loans written off		<b>(38,911)</b>	(89,686)
<b>Gross loans to members</b>	12b	<b>6,420,523</b>	6,758,381
Impairment allowances			
Individual loans		<b>(437,077)</b>	(465,501)
Groups of loans			-
<b>Loan provision</b>	12c	<b>(437,077)</b>	(465,501)
<b>As at 30<sup>th</sup> September</b>		<b>5,983,446</b>	6,292,880



**Swilly-Mulroy Credit Union Limited**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30<sup>th</sup> September 2022



**12b. Credit risk disclosures**

The carrying amount of the loans to members represents Swilly Mulroy Credit Union Ltd. maximum exposure to credit risk. The following table provides information on the credit quality of loan repayments. Where loans are not impaired it is expected that the amounts repayable will be received in full.

	2022		2021	
	Amount €	Proportion %	Amount €	Proportion %
<b>Gross loans Not impaired:</b>				
Not past due	5,944,816	92.59%	5,911,172	87.47%
<b>Gross loans individually impaired</b>				
Not past due	234,653	3.65%	455,734	6.74%
Up to 9 weeks past due	163,784	2.55%	293,756	4.35%
Between 10 and 18 weeks past due	41,999	0.66%	50,257	0.74%
Between 19 and 26 weeks past due	19,303	0.30%	9,663	0.14%
Between 27 and 39 weeks past due	7,027	0.11%	30,372	0.45%
Between 40 and 52 weeks past due	8,941	0.14%	3,792	0.06%
53 or more weeks past due	-	-	3,635	0.05%
Gross loans individually impaired	475,707	7.41%	847,209	12.53%
<b>Gross loans collectively impaired</b>				
Not past due	-	-	-	-
Up to 9 weeks past due	-	-	-	-
Between 10 and 18 weeks past due	-	-	-	-
Between 19 and 26 weeks past due	-	-	-	-
Between 27 and 39 weeks past due	-	-	-	-
Between 40 and 52 weeks past due	-	-	-	-
53 or more weeks due	-	-	-	-
Gross loans collectively impaired	-	-	-	-
<b>Total gross loans</b>	<b>6,420,523</b>	<b>100%</b>	6,758,381	100%





**12b. Credit risk disclosures (Cont'd)**

	<b>2022</b>	2021
	€	€
Impairment allowance		
Individual loans	<b>(43,891)</b>	(60,541)
Groups of loans	<b>(393,186)</b>	(404,960)
<b>Total carrying value</b>	<b>5,983,446</b>	6,292,880

Factors that are considered in determining whether loans are impaired are discussed in Note 3, dealing with estimates.

**12c. Loan provision account for impairment losses**

	<b>2022</b>	2021
	€	€
As at 1 <sup>st</sup> October	<b>465,501</b>	446,283
Net movement in loan provisions for loans outstanding	<b>10,487</b>	108,904
Decrease in loan provisions during the year	<b>(38,911)</b>	(89,686)
<b>As at 30<sup>th</sup> September</b>	<b>437,077</b>	465,501

**12d. Net recoveries or losses recognised for the year**

	<b>2022</b>	2021
	€	€
Bad debts recovered	<b>60,685</b>	72,467
(Increase) / Decrease in loan provisions during the year	<b>28,424</b>	(19,218)
Loans written off	<b>(38,911)</b>	(89,686)
<b>Net (recoveries) / losses on loans to members recognised for the year</b>	<b>50,198</b>	(36,437)



**Notes to the Financial Statements**

for the year ended 30<sup>th</sup> September 2022



**12e. Analysis of Gross Loans Outstanding**

	<b>2022</b>		<b>2021</b>	
	<b>Number</b>		<b>Number</b>	
	<b>of</b>		<b>of</b>	
	<b>Loans</b>	<b>€</b>	<b>Loans</b>	<b>€</b>
Less than one year	<b>226</b>	<b>264,853</b>	218	283,832
Greater than 1 year and less than 3 years	<b>414</b>	<b>1,813,942</b>	392	1,894,401
Greater than 3 and less than 5 years	<b>259</b>	<b>2,112,571</b>	282	2,536,730
Greater than 5 years and less than 10 years	<b>88</b>	<b>2,075,633</b>	87	1,791,775
Greater than 10 years and less than 25 years	<b>5</b>	<b>153,525</b>	8	251,643
Greater than 25 years	-	-	-	-
	<b>992</b>	<b>6,420,523</b>	<b>987</b>	<b>6,758,381</b>

**13. Prepayments and accrued income**

	<b>2022</b>	<b>2021</b>
	<b>€</b>	<b>€</b>
Prepayments	<b>32,940</b>	5,842
Accrued income investments	<b>45,165</b>	49,930
Accrued loan interest income	<b>8,970</b>	13,011
	<b>87,075</b>	<b>68,783</b>



**Notes to the Financial Statements**

for the year ended 30<sup>th</sup> September 2022



**14. Deposits and investments**

Investments at the current and prior Balance Sheet date were all measured at amortised cost as appropriate and comprised of the following:

**Cash Equivalents (Original Maturity within 3 months)**

	2022 €	2021 €
Fixed term deposits with banks (note 10)	135,481	97,754
<b>Total cash equivalents</b>	<b>135,481</b>	<b>97,754</b>

**Other (Original Maturity after 3 months)**

	2022 €	2021 €
Fixed term deposits with banks	12,236,403	11,113,382
Central Bank Minimum deposits	379,778	380,000
<b>Total other</b>	<b>12,616,181</b>	<b>11,493,382</b>

The category of counterparties with whom the deposits and investments were held was as follows:

	2022 €	2021 €
A1	8,348,009	5,739,710
A2	-	-
A3	-	-
Baa	4,268,172	5,753,672
<b>Total deposits and investments</b>	<b>12,616,181</b>	<b>11,493,382</b>



Notes to the Financial Statements

for the year ended 30<sup>th</sup> September 2022



15. Members' Shares – financial liabilities

	2022 €	2021 €
As at 1 <sup>st</sup> October	17,459,057	17,255,232
Received during the year	6,531,685	8,453,247
Repaid during the year	(7,095,874)	(8,249,422)
Other movements		-
<b>As at 30<sup>th</sup> September</b>	<b>16,894,868</b>	<b>17,459,057</b>

Members' shares are repayable on demand except for shares attached to loans. The breakdown of the shares between attached and unattached is as follows:

	2022 €	2021 €
Unattached shares	14,278,143	15,071,476
Attached shares	2,616,725	2,387,581
<b>Total members' shares</b>	<b>16,894,868</b>	<b>17,459,057</b>

16. Other payables

	2022 €	2021 €
PAYE/PRSI	35,988	37,913
Other accruals	126,843	88,525
	<b>162,831</b>	<b>126,438</b>

17. Rate of interest on members loans

	<u>APR %</u>
Standard Loan	10.47%
Student loans	6.7%
Car loan (promotional)	7.12%
First Time Borrowers loan	8.72%
Home Improvement loans	7.18%
Secured loans	6.49%
Back to School loans	6.49%
Christmas loans	6.49%
Communion loan	6.49%
Medical/Green loan	6.98%
Home Improvement Standard Loan	12.62%
Business standard	12.62%
Business secured	6.49%
Community loan - secured	6.49%
Community loan - standard	12.62%
Social Responsibility Loan	12.92%



**18. Additional financial instruments disclosures**

**18a. Financial risk management**

Swilly Mulroy Credit Union Ltd. is a provider of personal and community loans and also provides savings products to its members. The Credit Union invests excess funds with a view to ensuring that the return from members' loans and investments is adequate to meet the overheads of the Credit Union and provide a reasonable return to members on shares and deposits. The Credit Union has a risk register in place to help the directors manage the various risks arising from its activities to include the issuing of loans to members and investing the excess funds of the Credit Union.

The main financial risks arising from Swilly Mulroy Credit Union's activities are credit risk, liquidity risk and interest rate risk. The Board reviews and agrees policies for managing each of these risks, which are summarised below.

**Credit risk:** Credit risk is the risk that a borrower will default on their contractual obligations relating to repayments to Swilly Mulroy Credit Union Ltd., resulting in financial loss to the Credit Union. In order to manage this risk the Board approves the Credit Union's credit policy, and all changes to it. All loan applications are assessed with reference to the credit policy in force at the time. Subsequently loans are regularly reviewed for any factors that may indicate that the likelihood of repayment has changed. The credit risk on members' loans is disclosed in Note 12b.

The Credit Union's investments are also exposed to credit risk and the Credit Union mitigates the risk by only placing investments with financial institutions where the counterparties have strong credit ratings and using investment products authorised by the Central Bank.

**Liquidity risk:** The Credit Union's policy is to maintain sufficient funds in liquid form at all times to ensure that it can meet its liabilities as they fall due. The Credit Union adheres on an ongoing basis to the minimum liquidity ratio and minimum short term liquidity ratio as set out in the Credit Union Act 1997 (Regulatory Requirements) Regulations 2016.

**Market risk:** Market risk is generally comprised of interest rate risk, currency risk and other price risk. Swilly Mulroy Credit Union Ltd. conducts all its transactions in Euro and does not deal in derivatives or commodity markets. Therefore, the Credit Union is not exposed to any form of currency risk or other price risk.

**Interest rate risk:** The Credit Union's main interest rate risk arises from differences between the interest rate exposures on the receivables and payables that form an integral part of a Credit Union's operations. The Credit Union considers rates of interest receivable on investments and members' loans when deciding on the dividend rate payable on shares and on any loan interest rebate.

**18b. Interest rate risk disclosures**

The interest rates applicable to loans to members are disclosed in note 17. The dividend on shares and interest on deposits is determined on the basis of income less administrative expenses and, as can be seen above, a consistent margin is maintained between interest receivable and dividend on shares. As a result, the surplus for the year is not particularly sensitive to interest rate risk and no sensitivity analysis is presented.

**18c. Liquidity risk disclosures**

All of the financial liabilities of the Credit Union are repayable on demand except for some members' shares attached to loans and members' deposits which have a fixed maturity date.

**18d. Fair value of financial instruments**

Swilly Mulroy Credit Union Ltd. does not hold any financial instruments at fair value.



**18e. Capital**

The Credit Union maintains sufficient reserves to buffer the Credit Union against any losses on its members' loans and also its investments. The current Regulatory Reserves are in excess of the minimum requirement set down by the Central Bank, and stand at 11.5% of the total assets of the Credit Union at the Balance Sheet date.

**19. Post Balance Sheet events**

There are no material events after the Balance Sheet date to disclose.

**20. Contingent liabilities**

In September 2018, the Registry of Credit Unions advised all credit unions of a potential matter in relation to accrued interest outstanding on certain top-up loans which may have led to a potential over-collection of interest. Following this, Swilly Mulroy Credit Union undertook this review to ascertain whether any top-up loans made to members might be impacted by these circumstances, and if so, to determine what actions may need to be taken.

The credit union has undertaken a review of a sample of top up loans and based on this review, is satisfied that no over-collection of interest has occurred in the sample chosen.

The credit union is satisfied that the sample chosen is a representative sample, mindful of the nature, scale and complexity of the credit union.

**21. Capital commitments**

There were no capital commitments either contracted for or approved by the Board at the year end.

**22. Insurance against fraud**

The Credit Union has insurance against fraud in the amount of €1,300,000 (2020: €1,300,000) in compliance with Section 47 of the Credit Union Act 1997, as amended.

**23. Related party transactions**

During the year loans were advanced to directors and the management team of the Credit Union in the amount of €57,200 (2020: €6,200). These loans were approved in accordance with the Standard Credit Union rules and the Credit Union Act 1997 (Regulatory Requirements) Regulations 2016. The loans outstanding from these parties at 30th September 2021 were €221,885 (2020: €53,243). These loans amounted to 3.28% of total gross loans due at 30th September 2021 (2020: 0.73%).

There were no provisions against the loans due from the directors and the management team at the current or prior Balance Sheet date.

The directors and management team share balances stood at €75,332 at 30th September 2021 (2020: €127,455).

**24. Approval of Financial Statements**

The financial statements were approved, and authorised for issue, by the Board on ...



*Swilly-Mulroy Credit Union Limited*  
**Schedule to the Financial Statements**  
for the year ended 30<sup>th</sup> September 2022



**Schedule 1 - Other management expenses**

	2022	2021
	€	€
Rent & Rates	2,839	1,942
Light, Heat & Cleaning	12,754	4,941
Repairs & renewals	2,386	2,663
Printing & stationery	2,353	3,820
Security Costs	2,404	1,202
Postage & Telephone	8,213	6,367
Donations and sponsorship	1,950	190
Promotion and advertising	17,045	3,863
Staff & Board Training	3,776	5,503
AGM expenses	3,220	2,153
Travel & subsistence	2,448	-
Debt Collection	3,213	2,912
Bank Charges	21,261	9,804
Professional Fees	42,465	28,598
Audit Fees	9,225	8,450
Internal Audit Fee	10,763	2,922
Irish Credit Bureau	-	-
General Insurance	15,737	15,453
Share and loan insurance	93,048	96,006
Savings Protection Scheme	2,227	1,165
Death Benefit Insurance	34,668	34,355
Computer Maintenance	27,553	46,211
Miscellaneous Expenses	4,479	14,897
Affiliation Fees	9,397	6,527
Deposit Guarantee Scheme	19,197	17,252
Regulatory and other levies	21,297	6,709
CUSOP expenses	12,988	13,060
Interest on members loans	23,817	-
<b>Total other management expenses</b>	<b>410,723</b>	<b>336,965</b>

**Swilly Mulroy Credit Union Ltd**  
**Annual General Meeting in**  
**The Old School**  
**Community**  
**Centre,**  
**Kerrykeel**  
**on Thursday 26th January 2023**  
**at 8.00pm**

--- I R E L A N D ---

**Opening Hours :-**

**Bridge Street, Kerrykeel**

**Tel. 074-9150188**

Opened:	Monday	10am to 4pm
	Tuesday,	10am to 4pm
	Wednesday	10am to 4pm
	Thursday	10am to 4pm
	Friday	10am to 4pm
	Saturday	10am to 3pm

**Milford Office**

**Tel. 074-9163300**

Opened:	Friday	10am to 1pm
		2pm to 4pm
	Saturday	10am to 2pm

**Rathmullan Office**

**Tel. 074-9158700**

Opened:	Saturday	10am to 1pm
		1.30pm to 3pm