

CHISWICK PIER TRUST
COMPANY REGISTERED NUMBER: 2856997
REGISTERED CHARITY NUMBER: 1026957
ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2018



CHISWICK PIER TRUST

ANNUAL REPORT 2017 - 2018

This is the annual report for the Chiswick Pier Trust for the year ended 31st March, as agreed by the Trustees.

It sets out basic information about the Trust, its aims and objectives, and reports on its activities, achievements and finances for the period under review. It also takes the opportunity to bring members up-to-date on the Trust and its activities, and sets out some of its plans for the future.

CHAIR'S REPORT 2017 – 2018

I took over the challenge of Chair from Sarah Hodgson in February and I would like to take this opportunity to thank her for everything she has done for the Trust during her extended tenure. She was, and remains, the face of the Trust, she still works tirelessly as a Trustee and I would not be surprised to see her back in the Chair before too long. Jan Wright has now taken over as Treasurer.

While on the subject of Trustees I would like to thank them all for their commitment and support and, in particular, to welcome our new Trustee Melany Hughes who joined us in February as a co-opted member and will be standing for formal election at the AGM. She brings a wealth of experience as an independent Trustee. Thanks also to Sam Hearn who is standing down as one of the Hounslow appointed Trustees after many years.

I would also like to thank all of our staff who work very hard to ensure that the many events in the Pier House and on the Pier are a success and that the facilities are run and maintained efficiently. During the year we lost our PR and Marketing Officer Kristina Fearnley as she moved with her family to Hampshire and we wish her well in the future. We were fortunate to be able to replace her with Kate Vick who has a strong track record in PR and has fitted in well with the team.

The events have again been a great success but I will leave the detailed report on them to the D & A Committee. Suffice to say that we continue to satisfy our core object of putting people in touch with the river. Much of this is achieved through our partnership with our core users, the Chiswick Sea Cadets, Thames Explorer Trust and the Chiswick Pier Canoe Club. Our other core user, the RNLI, can perhaps be better described as helping to *prevent* inappropriate contact with the river! While their rescue exploits are well known it is their contribution to accident prevention and river safety where they have the most impact.

As at this time last year, there is still no progress on the adjoining Pissarro's site, the last planning application was turned down and the appeal was rejected.

The Trust is moving into a significant period now in terms of its leases on the Pier House and the Pier. Both leases run from 1996 for a period of 30 years, expiring in August 2026. While 8 years remaining may seem like a long time it is already having an adverse effect on some of our residential Boat Owners who, through the revised licence agreement dating from 2001, share in the enhanced value of the boat on a secure mooring.

We also, as reported last year, wish to proceed with improvements to the Pier House and our application for a small extension to the upper floor of the Pier House and a small extension to the Boat Store has been approved. However it is now unclear whether the RNLI will require the space on the upper floor beyond the end of the lease. The Trustees have agreed that it would be unwise to embark on this expenditure without a degree of certainty on the situation beyond 2026.

We have opened discussions with our Landlord, the London Borough of Hounslow, however these discussions are at the time of writing in preliminary stages only. The only positive (negative!) outcome to date is that we have been advised that the rental rebate we currently enjoy may be taken from us given the parlous state of local authority finances. Needless to say we have requested that this be reconsidered.

We see our biggest challenge over the next year as resolving all of these issues so that we can both proceed with the much-needed improvements to the Pier House and deal fairly with our Boat Owner tenants who are a fundamental part of the local river community established by the London Borough of Hounslow in the first place.

John Savage
6th September 2018

BACKGROUND TO THE CHISWICK PIER TRUST

The Chiswick Pier Trust is a charitable company limited by guarantee with no share capital and is registered as a charity. It was originally incorporated as the Corney Reach Development Trust on 23 August 1993, and changed its name to the Chiswick Pier Trust on 5th February 1997.

The objects of the Trust

In summary, the Trust's objectives are to:

- Preserve and increase access to and from the River Thames in and around Hounslow
- Raise public awareness of the River Thames, its history, ecology and wildlife
- Provide facilities for leisure, recreation and other charitable purposes in the local area

The Trust manages the Chiswick Pier and Pier House, on which it has two, thirty-year leases - both dated 1st November 1996 - from the London Borough of Hounslow. The existence of the Pier, the Pier House and the Trust owes much to the foresight of the Borough in committing funds to the creation of this community asset where there was once a run-down works depot, and creating the Trust to manage it.

The Pier provides permanent moorings for eight residential boats, visitors' moorings, moorings for two RNLi (Royal National Lifeboat Institution) rescue boats, the Sea Cadets' boat, and storage and access to the River for the Chiswick Pier Canoe Club. The square and kiosk adjoining the Pier House are the property, not of the Trust, but of the Corney Reach Estate.

The Pier House provides accommodation for the Trust and the four core users described below. It also has a hall and a committee room, which overlook the River and are available for hire for social, community or other use. The hall is used for events and on a regular basis by two of our core users.

The Trust's core users

The **RNLi**, which has the **Chiswick Lifeboat Station** based on the first floor and its lifeboats moored at the Pier;

The **Thames Explorer Trust**, an educational charity working with schools and young people to raise awareness of the River, which has its office in the Pier House and uses the hall on a regular basis;

The **Chiswick Sea Cadets**, who have a store in the Pier House, use the hall twice a week and have their boat moored on the Pier, and

The **Chiswick Pier Canoe Club**, which stores canoes in the Pier House and on the Pier, and gains access to the river from the Pier.

These are charities or community organisations with similar aims to the Trust, and through which the Trust realises some of its own charitable aims. They also contribute in different ways to Trust events. The Thames Explorer Trust, the Sea Cadets and the Canoe Club have submitted reports on their work and activities, and these are attached at Annex C.

Public Benefit

The Trust encourages people to get close to the River Thames by organising events either in its own right, such as the Party on the Pier or around external activities such as the Boat Race. These events are open to all members of the public. At the last Party on the Pier free boat trips were available for most of the afternoon. It also organises regular river cruises, for which there is a charge to cover expenses, providing a different view of London.

There are also talks over the winter months on a wide variety of topics relating to the Thames and its history, to make people aware of what is happening or has happened around them. Admission is free to members or for a small charge to others.

In addition the Trust supports other river based activities, the Canoe Club and Sea Cadets, by providing a subsidised base for them to operate from.

Finally, since 2002 it has provided a base for the Chiswick Lifeboat Station, continuously manned to provide the security of an immediate response service for those on, or adjoining the river.

Trust Administrative details

Company Number 2856997

Charity Number 1026957

Registered office and operational address

The Pier House, Corney Reach Way, Chiswick, London. W4 2UG.

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Independent Examiners

PK Audit LLP, Chartered Accountants, 22 The Quadrant, Richmond, Surrey, TW9 1BP

PEOPLE AT THE PIER

Trustees

The Trust may have up to twenty trustees at any one time, who form a Management Committee to manage the Trust in the same way that Company Directors manage commercial companies.

The Trustees are made up as follows:

Not less than six nor more than twelve representatives of individual members, to be elected by members at the AGM for a period of two years. There are currently seven member trustees.

Up to six representatives from Group Members (i.e. the core user organisations mentioned above). There are currently four: one from each organisation.

Two representatives of the London Borough of Hounslow, appointed by Hounslow Council

The Management Committee may co-opt members as trustees between AGMs but not more than a third of the total membership. Co-opted trustees may hold office until the next AGM, and are then eligible for re-election.

The Trust's sub-committees may also co-opt people to their committees.

Trustees during the year 2017-2018:

Sarah Hodgson	(Member Trustee – re-elected 21st November 2017)
John Savage	(Member Trustee – re-elected 15th November 2016)
Penny Franks	(Member Trustee – re-elected 15th November 2016)
Catherine Beckett	(Member Trustee – re-elected 15th November 2016)
Oliver West	(Member Trustee – re-elected 21st November 2017)
Jan Wright	(Member Trustee – elected 15 th November 2016)
Melany Hughes	(Co-opted 7 th February 2018)
Wayne Bellamy	(RNLI representative)
Simon Clarke	(Thames Explorer Trust representative)
Jaclyn Horton	(Chiswick Pier Sea Cadets representative)
Sarah Deeks	(Chiswick Pier Canoe Club representative)

Nominated by LB Hounslow:

Cllr Corinna Smart	(LB Hounslow representative)
Cllr Sam Hearn	(LB Hounslow representative)

The Trust always requires new independent member trustees to bring fresh ideas and commitment to the Trust. While we now have seven (minimum six, maximum twelve), four may be conflicted on some issues as members of the Canoe Club or as Residential Boat Owners

Existing elected or co-opted Trustees, whose tenure is about to expire, and who will need to stand down or stand for re-election at the forthcoming 2018 AGM, are John Savage, Penny Franks, Catherine Beckett, Jan Wright and Melany Hughes.

We are grateful to all the trustees, who freely contribute their time and have made a significant contribution to the successful operation of the Trust.

Members

The Trust currently (14th August 2018) has 158 members on its books, of which 114 were paid up at the year end (31st March 2018). Membership of the Trust is open to anyone, subject to their being approved by the Management Committee. Membership subscription is currently £10 per annum,

with a family membership of £15 for more than one person at the same address, plus a concessionary rate of £3.

Paid up members may vote at the AGM, and may attend meetings of the Management Committee, although they need permission to speak. They also receive a regular e-mail newsletter. The increase in membership has been in large part due to the fact that members are able to attend any of the Trust's winter talks without charge. The Trust hopes that more members will become involved in the Trust in a number of ways, including becoming trustees or volunteers at events.

Volunteers

Although the Trust employs a small number of part-time staff (see below), it also relies on the work of trustees and volunteers who contribute through helping with events, in the office, acting as part-time pier masters, or in some cases by being seconded to sub-committees where their skills and experience are invaluable.

We are always pleased to receive offers of help. Members or others who would like to support the Trust in a practical way are invited to contact any Trustee or member of staff.

Staff

Kristina Fearnley has resigned as Trust Officer, PR, Marketing and Development, and during the year completed the hand-over to her successor, Kate Vick.

The staff employed by the Trust are as follows:

Anne Gill as Trust Officer (Administration) for 21 hours per week, spread over five weekdays. The Trust office is open 11am to 3pm on all these days.

Gill Exton, Events Organiser, working just over 7 hours a week.

Kate Vick, Trust Officer (PR, Marketing and Development), who works 10 hours per week.

Isabel Augusto, Cleaner, working 48 hours plus per month.

We also have a contract with Luis Garcia's company, MGB Cleaning Services Ltd, to provide first line maintenance which averages one day a week.

This is a cost effective allocation of human resources to meet the Trust's particular needs, and we appreciate the skills, expertise and commitment which all our staff, and our maintenance contractor, bring to their work for the Trust.

Our thanks also go to Patricia Green, who supports the Trust in a number of ways including providing office cover when required.

The Trust's structure and how it operates

The Trust's Management Committee, which meets every two months and on which all trustees sit, is the main decision-making body of the Trust. The Trust also has three sub-committees, which also meet as required and may take some executive decisions, e.g. on the organisation of individual events, but make recommendations on policy and more important decisions to the Management Committee for approval. Increasingly, the Management Committee has considered issues under the headings of the relevant sub-committees, and this report takes a similar approach, reporting on the financial year 1st April 2017 to 31st March 2018, but also on more recent developments and plans for the future.

SF & E SUB-COMMITTEE REPORT 2017 – 2018

Wayne Bellamy (RNLI): Chair

Members: Jaclyn Horton, John Savage, Oliver West, Sarah Hodgson

Staff/Contractor: Anne Gill (Secretary), MGB Cleaning Services Ltd (Maintenance)

The sub-committee continues to meet when required and addresses the general maintenance and cleaning and improvements of the facilities.

The re-decking of the main pontoon brow has now been completed to complement the redecking of the pontoons themselves.

There have been problems with freezing of the water in the service bollards, and work has been put in hand to address this.

There has been considerable discussion with the riparian owner (now established as the London Borough of Hounslow) with regard to the maintenance of the trees and vegetation on the river bank. This took a long time to resolve but tree pruning and vegetation removal was mainly completed in the late summer (2017). The Japanese Knotweed was treated during the year to 2018 by contractors employed by LBH but further treatments are required.

General maintenance within the building has included an assessment for (the prevention of) Legionella in the water system. Some remedial and cleaning work was required and this has been completed.

The Trust has acquired lifejackets for the use of visitors or Trust employees who access the unprotected areas of the pontoons, and notices have been installed to the effect that lifejackets should be worn.

The sub-Committee continues to deal with the plan of refurbishment for the building and a planning application was successfully submitted to LBH, with approval given in October 2017. However the Trustees have agreed that no substantial improvement work should be carried out until the situation regarding the leases on the pontoons and the buildings beyond 2026 has been resolved. See Chair's Report

F & A SUB-COMMITTEE REPORT 2017 – 2018

John Savage: Chair

Membership: Wayne Bellamy (RNLI), Sarah Hodgson, Jan Wright (part)

Staff: Anne Gill (Secretary)

The sub-committee deals with office administration, finance and funding. It meets when required and reports to the next Management Committee.

Issues Addressed

As reported last year there are a number of issues around the PLA Licence fee which were unresolved and remain unresolved. In spite of representations from the Trust to the PLA we are still not being billed, though we are making provision in the accounts. We are no longer, however, making provision for the VAT which we are reasonably satisfied that we are not required to pay.

There has again been no further movement with the revised Mooring Licence and we continue to use the 2001 version for the time being. We have, however, carried out a review, in November 2017, of the level of mooring fees for residential boats and these have been increased with effect from 1st April to begin to bring them in line with fees charged in other locations.

We continue to support Thames Explorer Trust for financial aid to allow them to support an additional administrator. This enables them to reach out to more young people in the area.

The sub-committee has ensured that funding is available for the proposed improvements to the Pier House and that funding is available for all necessary maintenance of the Pier as it exists.

DEVELOPMENT AND ACTIVITIES SUB-COMMITTEE REPORT 2017 – 2018

Calendar of Events at Chiswick Pier

May 2017	19	River Life on the Thames Ian Green, Wildlife Wonder. A popular course which was fully booked.
June 2017	21	Summer Solstice Jazz Cruise Well attended cruise passengers
July 2017	8	Super Saturday of Sport Distribution of CPT leaflets on the day.
	16	Party on the Pier Key event in CPT calendar featuring free boat trips, canoe taster sessions and a live band, barbeque and bar (with the men's Wimbledon final on screens inside), stalls and Amanda's Action Kids which brings a different demographic to the river than our other events.
	26	Watercolour workshop with Janet Weight-Reed A watercolour workshop on approaches to capturing the Thames river bank in paint.
August 2017	21	Mencap Cruise A successful cruise for 50 people which was much appreciated by the charity.
September 2017	9	Great River Race Open bar and eats to support this spectacular event.

	10	<p>Tidefest <i>Through the Porthole</i> showed, accompanied by a talk on Houseboat living by Hilary Pickles. Full page in Out and About</p>
	26	<p>River of Beer Beer tasting - the Thames, its many breweries and its role in the history of porter and IPA by Martyn Cornell – Beer historian and blogger</p>
October 2017	30	<p>Monet and the Thames Sell-out talk by Matthew Morgan from the National Gallery. Exceptional attendance with people being turned away at the door.</p>
November 2017	11	<p>Lord Mayor's Fireworks Cruise, Golden Salamander Sell-out cruise, using a new supplier WMBC's Golden Salamander which was very successful.</p>
	28	<p>Frost Fairs on the River Hazel Forsyth from Museum of London's fascinating and very well-attended talk (55 people) about the Thames freezing over and the fairs that took place between 1309 - 1813. <i>Seal story – photo story to local media</i></p>
December 2017		<p>Email out of Xmas card featuring seal picture photoshopped so it was wearing a Christmas hat.</p>
January 2018	30	<p>Unbuilt London by Matt Brown from the Londonist. Very popular and well attended talk exploring architectural schemes which were never built.</p>

February 2018	27	Bridges that Built London by Chris Roberts, author of 'Cross River Traffic' Good attendance although much of London under 6 inches of snow! <i>Snow photography – story in W4</i>
March 2018	11	Mothering Sunday Cruise Cruise at capacity, excellent commentary from boat skipper, elegant tea and all in all a very successful cruise.
	24	Boat Race party Excellent vantage point from the Middlesex bank, promoted in Boat Race literature and interactive map, as well as by CPT. <i>Gloriana photostory in W4/Chiswick Calendar</i>
	24	
	27	A Trip to the Foreshore by Brenna Boyle, Wild Capital Popular talk by Zoologist Brenna Boyle supported by competition mudlarking prize from TET, featured in W4.
April 2018	20	Houseboat Sign Positive response to pre-application for Houseboat sign from Hounslow Council.
	24	Emery Walker and the Arts and Crafts Movement by Julie Ashdown OBE – an extra Talk by the Thames added to coincide with the opening of the house after Winter closure.

It was another busy year for the D & A committee with establishing the website and twitter feed, staff change, an extra 'Talk by the Thames' and a programme of events that continues to build year on year, as well as several other new initiatives.

Cruises

We had excellent response to our cruises: Summer Solstice Jazz Cruise, Mother's Day Cruise and the Lord Mayor's Fireworks which attracted an excellent response. We added a new supplier, WMBC, with whom we are now working as well as Colliers, and have been delighted at the quality of the service and flexibility this provides us. As with last year, we explored the possibility of a Christmas Lights cruise in December but again demand wasn't high enough to warrant going ahead.

In August we funded a charity cruise with MENCAP for 50 people, for those who are not usually able to participate in river events.

Events

We had a very busy programme of events this year with *Party on the Pier*, *the Boat Race* and *the Great River Race*, as well as a programme of workshops.

Party on the Pier 2017 coincided with the Men's Final at Wimbledon so we showed it on our big screen in the conference room. Attendance figures were very good, and Colliers very kindly added an extra session on the free boat ride as demand was high. Although TET sadly weren't able to be there due to a conflict with another river event, the Canoe Club and Sea Cadets were in attendance, along with other stall holders, and Amanda's Action Kids. As usual, our thanks go to Fullers for sponsoring the Colliers Cruise, and Sworn and Co for supporting Amanda's Action Kids, which was very popular with young families. We hired a professional photographer to record the event, which has been very helpful in the press and promotion for the 2018 POP.

We had a successful *Boat Race* with excellent press and publicity arranged by Gill Exton, including Chiswick Pier being designated as one of the best places to watch the race from the Middlesex bank on the Boat Race organiser's interactive map, and in copy.

Gill continues to develop our programme of activities and workshops, including a watercolour workshop by Janet Weight-Reed and a photographic workshop.

Talks by the Thames

This year, the Talks by the Thames season included our most popular talk ever. In October, the National Gallery's Matthew Morgan came speak about Monet and the River, to coincide with the exhibition. Response was excellent, with over 70 people attending and the organisers having to turn people away. The talk, also, was excellent and gave the CPT membership a real benefit.

The rest of the talks, most of which were booked by Trust Officer Kristina Fearnley, were idiosyncratic and charming, and included; a beer tasting and talk by beer expert Martin Cornell called *River of Beer*, Senior Curator from the Museum of London Hazel Forsyth who gave a fantastic talk on the Frost Fairs that took place on the Thames between 1300-1800 (she also was the curator of the Cheapside Horde), a talk on 'Unbuilt London' by the Londonist's Matt Brown, a 'Virtual Visit to the Foreshore' by the popular zoologist, Brenna Boyle, and Chris Roberts, author of 'Cross River Traffic' braving a foot of snow to speak to us. This year we also added an extra talk to support the Emery Walker House, and in April Julie Ashdown OBE came to speak about the treasures and history of the house.

Website and Twitter

To date we have 1,628 followers, are following 1,493 and have put out 1,831 tweets and rising. Both the Trust PR and Administrator tweet regularly.

We would also like to thank Mark Wardell from MW Consulting who designed and manages our website at no cost to the Trust. As a charity, we are supported by him as a charity client. We are extraordinarily grateful to him.

Media

This year we have had good support from our local media, in particular W4, the Chiswick Calendar and the Chiswick Herald, who promote Gill Exton's events heavily. The Trust was featured in a spread in Chiswick Locals, and included on the front cover (Spring 2018). We had full page coverage in Out and About for Tidefest, number of inserts in the Richmond Magazine, and have been well supported by Chiswick W4 com and Chiswick Calendar for every single one of our events. We are also featured as a landmark in Chiswick Calendar's website.

We have explored offering extra news and photostories, taking a picture of Gloriana docked before the Boat Race for a sell-in to the Telegraph, which sadly didn't work as most papers featured vandals taking camera's off the bridges, but was used by Chiswick W4. We also sent photo-stories of the seal on the pier, and Chiswick Pier under snow, both of which were picked up as photo stories by either or both W4 and Chiswick Calendar.

OTHER ACTIVITIES

TideFest

In September 2017, CPT supported TideFest by hosting a showing of the Houseboat documentary *Through the Porthole*, with Hilary Pickles doing a talk on houseboat living. Unfortunately, attendance was low because the distance between Strand on the Green and Chiswick Pier was too great, and the promotional efforts by TideFest too small.

GDPR

Anne Gill led on the work with Trustee Jan Wright to ensure the Trust is compliant with GDPR as far as the membership is concerned, and took steps to ensure the rest of the organization is compliant, as well. We are very grateful for her work on this complex new legislation.

Houseboat Sign

The Trust is creating a sign to feature the historic houseboats moored at the pier. In April 2018, following a pre-application and a meeting with the council officer, the sign was agreed, and the D&A is putting in a proper application, and organizing the design and copy of the board.

Newsletter

Newsletter readership continues to grow, and has now reached 530, and response to pre-booked events shows people are opening the newsletter and reading it. We produce 10 newsletters a year (a double one in November/December and July/August).

Staff and Environment

The D&A would like to thank Gill Exton and Anne Gill for their tireless work, enthusiasm, creativity and positive support throughout the year, and Patricia Green for her help at events, and in manning the Trust office in Anne Gill's absence.

The CPT team would like to thank the chair of the D&A, Penny Franks, and trustee Sarah Hodgson for their unstinting support, advice, help and attendance at our programme of events and activities. Their generosity and expertise has been invaluable in the creation and running of the D&A programme.

Penny Franks
Chair, D&A

Kate Vick
Development Officer

October 2018

INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF CHISWICK PIER TRUST

I report on the accounts of the company for the period 6 April 2017 to 31 March 2018, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes.

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 accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

The charity's trustees consider that an audit is not required for this year under Part 16 of the 2006 Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts did not accord with such records; or
- the accounts did not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination or
- the accounts have not been prepared in accordance with the Charities SORP (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.

Anne Harraghy (BA, FCA)
PK Audit LLP
Chartered Accountants
1 Parkshot
Richmond
Surrey
TW9 2RD

Date.....

CHISWICK PIER TRUST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 MARCH 2018
(including Income and Expenditure Account)

	Notes	Unrestricted Funds	Designated Funds	Total Funds_2018	Unrestricted Funds	Designated Funds	Total Funds_2017
		£	£	£	£	£	£
<u>INCOMING RESOURCES</u>							
Grants and donations	(2a)	2,096	-	2,096	40,947	-	40,947
Charitable activities	(2b)	105,511	-	105,511	107,897	-	107,897
Activities for generating funds	(2c)	11,032	-	11,032	10,469	-	10,469
Investment income	(2d)	2,518	1,079	3,597	3,170	1,359	4,529
Total incoming resources		121,157	1,079	122,236	162,483	1,359	163,842
<u>RESOURCES EXPENDED</u>							
Fund generating activities	(3a)	8,517	-	8,517	9,778	-	9,778
Charitable activities	(3b)	143,649	91,717	235,366	151,484	-	151,484
Total resources expended		152,166	91,717	243,883	161,262	-	161,262
Net (outgoing)/ incoming resources before transfers		(31,009)	(90,638)	(121,647)	1,221	1,359	2,580
Transfers between funds		-	-	-	-	-	-
Net movement in funds		(31,009)	(90,638)	(121,647)	1,221	1,359	2,580
Balance at 6 April 2017		332,665	155,779	488,444	331,444	154,420	485,864
Balance at 31 March 2018		301,656	65,141	366,797	332,665	155,779	488,444

CHISWICK PIER TRUST

BALANCE SHEET - 31 MARCH 2018

	<u>Notes</u>	<u>2018</u>		<u>2017</u>	
		£	£	£	£
FIXED ASSETS					
Tangible assets	6	-	-	-	-
CURRENT ASSETS					
Debtors	7	11,206		7,968	
Cash at bank and in hand		413,725		499,616	
		<u>424,931</u>		<u>507,584</u>	
CREDITORS:					
Amounts falling due within one year	8	(58,134)		(19,140)	
		<u>(58,134)</u>		<u>(19,140)</u>	
NET CURRENT ASSETS			<u>366,797</u>		<u>488,444</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>366,797</u>		<u>488,444</u>
NET ASSETS			<u><u>366,797</u></u>		<u><u>488,444</u></u>
FUNDS					
Unrestricted Funds			301,656		332,665
Designated Funds	9		<u>65,141</u>		<u>155,779</u>
TOTAL CHARITY FUNDS			<u><u>366,797</u></u>		<u><u>488,444</u></u>

For the period ended 31 March 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the trustees on 19th September 2018 and signed on their behalf by

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John Savage
Trustee and Director

CHISWICK PIER TRUST

NOTES TO THE ACCOUNTS – 31 MARCH 2018

1. ACCOUNTING POLICIES

Company information

Chiswick Pier Trust is a charitable company limited by guarantee. The registered office is The Pier House, Corney Reach Way, Chiswick, London, W4 2UG.

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are prepared in sterling which is the functional currency. Monetary amounts in these financial statements are rounded to the nearest £1. The financial statements have been prepared under the historical cost connection.

The Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Preparation of the financial statements on a going concern basis.

The Trust reported a net deficit for the period ended 31 March 2018 of £123,121. The trustees are, however, of the view that the charity is a going concern on the basis of the level of reserves held.

c) Incoming Resources:

i) Donations and grants

Donations and gifts are included in full in the Statement of Financial Activities (SOFA) when receivable. The value of services provided by volunteers has not been included.

Grants including for the purchase of fixed assets, are recognised in full in the SOFA in the year in which they are receivable.

ii) Mooring fees and investment income

These are included in the SOFA when receivable.

CHISWICK PIER TRUST
NOTES TO THE ACCOUNTS – 31 MARCH 2018
(CONTINUED)

- d) Resources expended
Resources are accounted for when payable and allocated to the particular activity where the cost relates directly to that activity.

The cost of overall direction and administration on each activity, comprising the salary and overhead costs of the central function is not apportioned.

All staff salaries are allocated to charitable activities.

Where costs have been re-allocated to charitable activities, the relevant comparative amounts have also been re-allocated.

- e) Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life: Furniture and Equipment - 25% on cost.

Fixed assets are capitalised if they can be used for more than one year and the cost exceeds £1,000.

- f) Debtors
Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

- g) Cash at bank and in hand
Cash at bank and cash in hand includes cash and short term highly liquid investment with a short maturity of three months or less from the date of acquisition or opening of deposit or similar account.

- h) Creditors and provision
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discount due.

- i) Financial Instruments
The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

- j) Fund accounting
General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds which have been earmarked by the Board of Trustees for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets the donor's criteria is charged to the fund.

CHISWICK PIER TRUST
NOTES TO THE ACCOUNTS - 31 MARCH 2018
(CONTINUED)

2 INCOMING RESOURCES:

2a GRANTS AND DONATIONS

	Unrestricted Funds	Designated Funds	Total Funds_ <u>2018</u>	Unrestricted Funds	Designated Funds	Total Funds_ <u>2017</u>
	£	£	£	£	£	£
Grants and donations	1,120	-	1,120	1,105	-	1,105
Membership	976	-	976	1,342	-	1,342
Share of sale of houseboat	-	-	-	38,500	-	38,500
	2,096	-	2,096	40,947	-	40,947

2b CHARITABLE ACTIVITIES

	Unrestricted Funds	Designated Funds	Total Funds_ <u>2018</u>	Unrestricted Funds	Designated Funds	Total Funds_ <u>2017</u>
	£	£	£	£	£	£
Pier house and boat stores	37,898	-	37,898	40,039	-	40,039
RNLI rents receivable	1,500	-	1,500	1,500	-	1,500
Mooring fees from boat residents	44,326	-	44,326	43,432	-	43,432
Pier fees and visitor moorings	21,787	-	21,787	22,926	-	22,926
Miscellaneous income	-	-	-	-	-	-
	105,511	-	105,511	107,897	-	107,897

CHISWICK PIER TRUST
NOTES TO THE ACCOUNTS - 31 MARCH 2018
(CONTINUED)

2c ACTIVITIES GENERATING INCOME

	Unrestricted Funds	Designated Funds	Total Funds_ <u>2018</u>	Unrestricted Funds	Designated Funds	Total Funds_ <u>2017</u>
	£	£	£	£	£	£
Events and refreshments	11,032	-	11,032	10,469	-	10,469
Book sales	-	-	-	-	-	-
	11,032	-	11,032	10,469	-	10,469

2d INVESTMENT INCOME

	Unrestricted Funds	Designated Funds	Total Funds_ <u>2018</u>	Unrestricted Funds	Designated Funds	Total Funds_ <u>2017</u>
	£	£	£	£	£	£
Bank Interest	2,518	1,079	3,597	3,170	1,359	4,529
	2,518	1,079	3,597	3,170	1,359	4,529

3. RESOURCES EXPENDED

3a COST OF GENERATING FUNDS

	Unrestricted Funds	Designated Funds	Total Funds_ <u>2018</u>	Unrestricted Funds	Designated Funds	Total Funds_ <u>2017</u>
	£	£	£	£	£	£
Events and refreshment costs	8,171	-	8,171	8,226	-	8,226
Advertising and publicity	100	-	100	1,171	-	1,171
Book costs	246	-	246	381	-	381
	8,517	-	8,517	9,778	-	9,778

CHISWICK PIER TRUST
NOTES TO THE ACCOUNTS - 31 MARCH 2018
(CONTINUED)

3b CHARITABLE ACTIVITIES

	Unrestricted Funds	Designated Funds	Total Funds_ <u>2018</u>	Unrestricted Funds	Designated Funds	Total Funds_ <u>2017</u>
	£	£	£	£	£	£
Licence fees, rates & insurance	27,098	-	27,098	22,864	-	22,864
Water, gas & electricity	6,051	-	6,051	6,613	-	6,613
Works, repairs & cleaning	27,890	91,717	119,607	45,028	-	45,028
Staff salaries	44,855	-	44,855	46,674	-	46,674
Pier house & pier rebates	11,858	-	11,858	10,438	-	10,438
Legal & professional	1,740	-	1,740	7,980	-	7,980
Core user funding	9,900	-	9,900	5,290	-	5,290
Telephone and postage	1,461	-	1,461	1,290	-	1,290
Printing and stationery	488	-	488	632	-	632
Accountancy & examination fees	4,715	-	4,715	2,400	-	2,400
Other professional fees & subscription	550	-	550	456	-	456
Website & equipment costs	3,305	-	3,305	621	-	621
Bank charges	664	-	664	579	-	579
Miscellaneous	3,074	-	3,074	619	-	619
	143,649	91,717	235,366	151,484	-	151,484

CHISWICK PIER TRUST
 NOTES TO THE ACCOUNTS - 31 MARCH 2018
 (CONTINUED)

4. STAFF COSTS

	<u>2018</u>	<u>2017</u>
	£	£
Gross salaries	44,855	46,674
Pension costs	-	-
	44,855	46,674
	6	5

Average number of staff employed during the year
 No employee received remuneration amounting to more than £60,000 in either year.

The charitable company operates a defined contribution pension scheme.

5. FEES FOR EXAMINATION OF THE ACCOUNTS

	<u>2018</u>	<u>2017</u>
	£	£
Independent examiner's fee	2,400	1,600
Other fees for accountancy and taxation services	1,200	800
Underprovision from previous years	1,090	-
Software costs	25	-
	4,715	2,400
	4,715	2,400

CHISWICK PIER TRUST
 NOTES TO THE ACCOUNTS - 31 MARCH 2018
 (CONTINUED)

6. TANGIBLE FIXED ASSETS

	Office Furniture & Equipment ----- £	Total ----- £
Cost		
As at 6 April 2017	15,661	15,661
Additions	-	-
Disposals	-	-
On 31 March 2018	15,661	15,661
Depreciation		
On 6 April 2017	15,661	15,661
Charge for the year	-	-
Deduct for disposals	-	-
On 31 March 2018	15,661	15,661
Net book value		
On 31 March 2018	-	-
On 5 April 2017	-	-

7. DEBTORS

	<u>2018</u> £	<u>2017</u> £
Trade Debtors	9,466	6,622
Undeposited funds	224	314
Prepayments	1,516	1,032
	11,206	7,968

CHISWICK PIER TRUST
NOTES TO THE ACCOUNTS - 31 MARCH 2018
(CONTINUED)

8. CREDITORS: AMOUNTS FALLING DUE
WITHIN ONE YEAR

	<u>2018</u>	<u>2017</u>
	£	£
Trade creditors	15,424	2,214
Fees paid in advance	-	1,777
Taxes and social security	428	453
Accruals	42,282	14,696
	<u>58,134</u>	<u>19,140</u>

9. DESIGNATED FUND

	<u>2018</u>	<u>2017</u>
	£	£
Pier Fund		
Balance at 6 April 2017	155,779	154,420
Incoming resources:		
Investment income	1,079	1,359
Outgoing resources	(91,717)	-
Balance at 31 March 2018	<u>65,141</u>	<u>155,779</u>

The purpose of the Designated fund is for the repairs and reinstatement of the Pier at the end of the lease. The Fund was created out of the merged Property Maintenance Fund and Contingency Reserve Fund and the trustees transfer further funds each year to increase the Fund.

CHISWICK PIER TRUST
 NOTES TO THE ACCOUNTS - 31 MARCH 2018
 (CONTINUED)

10. MEMBERS

	<u>2018</u>	<u>2017</u>
	No.	No.
Number of members of the charity	114	105

11. LIMITED LIABILITY

Every member of the company agrees to contribute £1 or any smaller amount required if the company is wound up while he or she is a member or within a year afterwards and if the company has debts and liabilities which it cannot meet out of its assets.

In the case of winding up none of the accumulated funds are distributable to the members, but shall be given, or transferred to, some other charitable institution having similar objectives.

12. FUTURE FINANCIAL COMMITMENTS

Under the terms of the lease agreement with the London Borough of Hounslow, the company shall return the Pier and Pier House in good condition at the end of the lease in August 2026.

13. ACCRUED LICENCE FEES

The accounts include an accrual for licence fees due to the Port of London Authority of £37,128 (2017 £11,882) which have not yet been invoiced. The amount is in accordance with the PLA's advice of fees payable for resident moorings.

14. TRUSTEE REMUNERATION

No trustees received any remuneration or expenses in the year (2017 Nil)

15. TAXATION

Chiswick Pier Trust is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as they fall within the various exemptions available to registered charities

TREASURER'S REPORT 2017 – 2018

Summary

The Trust made an operating deficit of £31,009 in the year to April 2018 on turnover of £121,157. Unlike the previous year there was no additional income from boat sales. There was further exceptional expenditure, as forecast in 2017, of £90,638 relating to overhaul and maintenance of the pontoons (mainly re-decking) and replacement of the sewage pumps. There was also exceptional cost relating to the upgrading of the fire alarm installation to the Pier House, the cost of which was shared with the RNLI

Given that the Pier lease now has only 8 years to run the exceptional costs was taken from the Pier Reinstatement Fund. Total reserves at the year-end stood at £366,797 including an end of lease reinstatement fund for the pier of £65,141.

Breakdown of Accounts

The accounts show a total deficit of £121,647 for the year.

Residential Mooring Fees income is slightly increased after the RPI increase last year.

The Pier House and Boat Store income is slightly down at £37,898 (from £40,039).

Pier Fees and Visitor Moorings are slightly this year, from £22,926 to £21,787.

Our surplus on Events and Refreshments was up at £11,032 (last year £10,469) excluding the associated staff costs.

Investment income, as expected, is down at £3,597.

Works, Repairs and Cleaning are much higher at £119,607 mainly reflecting the cost of refurbishment of the pontoons.

As part of our support for our Core Users we are now funding an additional member of staff for Thames Explorer Trust to enable them to extend their reach and increase the number of young people they can educate in the ways of the river. This is reflected in the accounts under Core User Funding (£9,900 for the whole year)

Staff salaries are a little lower this year at £44,855 (against 46,674) though additional costs were incurred as a result of Kristina Fearnley leaving us and being replaced by Kate Vick.

Proposed Improvements to the Pier House

Planning consent has been granted for the works to both the Ground Floor and the First Floor. However it is now not clear whether the RNLI would have an interest in the space gained beyond the end of our current lease on the building (August 2026) and so this phase of the work is now on hold.

We are still keen to progress the refurbishment of the Ground Floor with the provision of additional facilities. However we (the Board of Trustees) have agreed that it would not be appropriate to carry out substantial improvements until we have clarification on the status of our lease beyond 2026.

Designated Funds

As noted above the Pier Reinstatement Fund now stands at £65,141 following the works carried out in 2018.

PLA Licence Fee

We have requested that the PLA reconsider the licence fee review effective 1st August 2017, mainly on the grounds that it does not fairly reflect our income from the commercial pier and also that we have in the past received a charitable discount. We have also, as previously reported, objected to the imposition of VAT on the residential mooring. We have received no invoices from PLA during the year (pending resolution) but provision has been made in the accounts for the full amount of the invoices due under the review with the exception of VAT on the residential mooring.

Outlook

Normal operating costs and revenue remain generally in balance, however it is becoming increasingly difficult for the Trust to benefit from the boat sale income due to the difficulty of achieving sales given the length of the Pier and Pier House leases now remaining. Mooring fees, both for the Residential Moorings and for the Commercial Pier, have been increased to reflect the increases generally in other river locations, however our costs are also increasing due to PLA licence increases and a proposed increase in the rent for the Pier House.

The Trust is still seeking ways in which it can use surplus funds to benefit the wider community in accordance with its charitable objects.

Jan Wright
Treasurer

Approved by the Board on 19th September 2018 and signed on their behalf by

John Savage
Trustee and Director

APPENDIX – CORE USER REPORTS

CHISWICK RNLI ANNUAL REPORT TO CHISWICK PIER TRUST SEPTEMBER 2018

Rescue activities

In 2017 Chiswick RNLI Lifeboat attended 177 incidents and rescued 74 people. By mid September 2018 this number has already been equalled; on current trends this will be one of our busiest years. At the beginning of July the number of shouts equalled the quietest year but the warm weeks of summer resulted in a marked increase in incidents as more people took to the water. There were many incidents of people trying to cool off in the river as well as a number of leisure boaters whose craft were not the best maintained. Chiswick remains the second busiest lifeboat station in the whole of the UK and Ireland.

Education and Outreach

The duty crews have continued to inform and entertain visiting school groups in conjunction with the Thames Explorer Trust. Members of Chiswick RNLI also visited a number of schools and youth groups and gave talks to companies and local societies. We continue to promote talks at George IV pub, the next is Sir Matthew Pinsent on 15 October.

The RNLI drowning reduction initiative “Respect the Water” was relaunched in the summer with a major campaign ‘Float to Live’ aimed at young men, the highest risk group. Hard hitting videos were released on TV and in cinemas.

Awareness and Fundraising

Co-ordination of local fundraising activities with the operational side of the lifeboat has continued with both full-time and volunteer crew participating in many events. Presence of crew in full kit continues to be a great draw and helped greatly with fundraising at Irvins funfair in Chiswick, collections at Southside in Wandsworth, carol singing at Hammersmith, Party on the Pier, Chiswick House dog show and comedy night in Chiswick. Chiswick RNLI was also the beneficiary of the January charity lunches at Rick Stein’s restaurant in Barnes.

The revenue from collection boxes in local pubs, filling stations and other businesses has continued to rise. Chiswick Lifeboat Management Group hosted visits from neighbouring fundraising branches and held joint events. Facebook and Twitter followers continue to increase and these channels have become the main media for instant news releases. Several rescue stories this year have reached over 6,000 people within 24 hours.

Notable rescues and Media coverage

Notable rescues include many capsized rowers, broken down vessels, missing persons, and seven dogs in the water. There was significant press and online media coverage of the tragic drowning of a man in Corney Reach in August. The station was featured on ITV London news, BBC radio 4 PM programme and Get West London.

CHISWICK SEA CADETS ANNUAL REPORT TO CHISWICK PIER TRUST SEPTEMBER 2018

Chiswick Sea Cadet Unit continues to flourish. There are 27 cadets enrolled covering the full age range and spread over a wide range of cadet ranks, including a very strong team of senior cadets. Space restrictions at the Pier House prevent us from running a Junior Cadet section for 10 to 12 year olds but in cooperation with Wandsworth unit, our potential recruits join with their juniors for activities with one of our senior cadets helping out.

Cadets have been awarded a wide range of qualifications, many of which have been achieved via the multi- training camps provided at District level. This system enables the unit to access the expertise of staff at other units whilst making the expertise of our volunteer adults available to other cadets. Many extra friendships have also been struck up at these camps.

Boating is of course an important part of the Sea Cadet experience. Cadets have been dinghy sailing, sailing offshore on the TS Royalist (a tall ship) and on the powerboat (TS Jack Petchey), windsurfing, fixed seat rowing and doing paddlesport. Three competed in the National Junior Indoor Rowing competition. We had a team in the Sea Cadets 24 hour sailing race at Welsh Harp (the first time for many years that we have had cadets at the required level to compete) and two cadets were invited to try out for the London Area Sailing team. One cadet also rowed the Gloriana whilst attending the Sea Cadets National Regatta at Royal Victoria Docks.

We continue to participate fully in many of the local sea cadet competitions, especially those in which most of the cadets can take part – Cross Country, Tug-of-War, Five-a-side football , and athletics. Our five-a-side teams were exceptionally successful, achieving a clean sweep in all four categories at the District plus two ‘Player of the Match’ awards. They went on to represent the District at Area level and then the Senior Boys and Junior Girls teams continued to the National competition representing London Area.

Overall it has been an excellent year and our provision of the Sea Cadet Experience has been classified as ‘very good’ as indicated by the award of a Burgee (the top grading) as a result of the annual Unit Review

Thank you to the following for helping to fund the unit during the year

- The Worshipful Company of World Traders
- Mrs Pat Davies
- Jack Petchey Foundation - both the awards to young people scheme and Leadership scheme

Our thanks also go to Chiswick Pier Trust who are very supportive of all our efforts.

Jaclyn Horton
Unit Management Committee
9/9/18