

CHISWICK PIER TRUST  
COMPANY REGISTERED NUMBER: 2856997  
REGISTERED CHARITY NUMBER: 1026957  
ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2017



## **REPORT OF THE CHAIR 2016 – 2017**

It is a fantastic experience being involved with Chiswick Pier Trust, the huge range of activities that take place never ceases to amaze me. The organisation of these is seamless and apparently effortless, which shows that the small Pier Trust team is experienced and hugely competent. The Trust is extremely fortunate to have such a dedicated staff to make all this happen.

The events are becoming well known and popular, with positive comments and feedback. Party on the Pier has a large following of regular attendees, some of whom come from far afield and have been attracted by our publicity, either on line or in local newspapers and magazines. This year there seemed to be more visitors than ever before. The winter talks always have an appreciative audience and the broad range of topics guarantees a full house on every occasion.

A wide variety of people visit the Pier, to take part in the activities such as those that the Sea Cadets and the Canoe Club organise on a regular basis, and a myriad of school children come daily to the Pier Trust to learn about the river through the work done by the Thames Explorer Trust. Everyone is fascinated to hear about the work of the RLNI and their notice board of incidents is a big draw. Our boat trips through London get sold out early on, not least because we offer such fabulous food and have a licensed bar and sometimes music.

Our remit is to introduce people safely to the Thames, this is achieved either through our Core User organisations or by coming to one of our own events.

We are waiting to see if our recently submitted planning application to add a small extension to the upper floor in order to give extra facilities to the life saving RLNI is successful, we also have plans to improve the amenities on the Ground Floor, to meet the current health and safety requirements, specifically related to the separation of the toilets to male/female or adult/children.

The new decking on the pontoons is not only is much safer, but looks marvellous too. The Boat Owners have been very appreciative. One of the bonuses of having the work done has been having the crane and barges in place, making us look like a working pier.

Some things have not moved on during the year, there is still no resolution to the Pesaro's site, the owner has no plans to include a cafe of some kind in the development and the local pressure group is determined to have one.

We have recently heard that the river bank vegetation is about to be cleared as the contested ownership has been resolved and Hounslow is taking responsibility. This will mean that users of the hall and conference room will actually be able to see the river which will add to the attraction of hiring our facilities.

The 'cupola', the small domed building outside our front door, still is not used except as a storage place. I am sure it has huge potential if only a solution could be found that would satisfy both our neighbours, who own it, and the Trust. Perhaps you might have a solution! A garden perhaps, or a coffee/tea stall.

Please continue to support us by coming to our winter talks and join us on our boat trips. We are hoping to widen our scope of activities, so keep an eye on the publicity and please make suggestions of things you would like us to include.

My fellow Trustees really make the Trust function in the way that it does, they are innovative and supportive and we are truly lucky to have them on board. We are always on the lookout for new Trustees, so please come and join us.

Sarah Hodgson

August 2017

## 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 kayaks in the Pier House and canoes 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 2016-2017:

Sarah Hodgson	(Member Trustee – re-elected 24th November 2015)
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 24th November 2015)
Jan Wright	(Member Trustee – elected 15 <sup>th</sup> November 2016)
Jim Christensen	(Member Trustee – resigned 15 <sup>th</sup> November 2016)
Wayne Bellamy	(RNLI representative)
Simon Clarke	(Thames Explorer Trust representative)
Jaclyn Horton	(Chiswick Pier Sea Cadets representative)
Dean White/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 2017 AGM, are Sarah Hodgson, Oliver West.

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 (10<sup>th</sup> August 2017) has 158 members on its books, of which 113 were paid up at the year end (April 2017). 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 valuable.

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**

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

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.

Kristina Fearnley, Trust Officer (PR, Marketing and Development), who works 12 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 April 2016 to April 2017, but also on more recent developments and plans for the future.



## **SF & E SUB-COMMITTEE REPORT 2016 – 2017**

Wayne Bellamy (RNLI): Chair

Members: Jaclyn Horton, John Savage, Oliver West, Catherine Beckett (part), 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.

As reported last year, we were considering the replacement of the pontoon decking and this has now been completed, with the exception of the main brow. The new decking boards have incorporated carborundum strips to improve slip resistance, especially in adverse weather conditions.

The two pump-outs have both been replaced, having reached the end of their useful life.

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). There still remains however the issue of the Japanese Knotweed on the river bank which is to be removed (we understand) by specialists.

The sub-Committee continues to deal with the plan of refurbishment for the building. We have a reduced scheme for extension of the First Floor to accommodate the requirements of the RNLI and we have a preferred option for improvements to the Ground Floor to better serve the interests of our Core Users.

Wayne Bellamy

Chair of SF & E Sub-Committee

## **F & A SUB-COMMITTEE REPORT 2016 – 2017**

John Savage: Chair

Membership: Wayne Bellamy (RNLI), Sarah Hodgson

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**

The issues around the PLA Licence Fee continue to concern us. The fee has been reviewed during the year with a substantial increase, particularly in the fee charged for the commercial

pier. We are currently in discussion with the PLA regarding a charitable discount for this element of the fee.

We have also yet to resolve the question of VAT on the residential element of the PLA fee. All information supporting our view that VAT should not be charged has been submitted to the PLA and we continue to withhold the VAT on that element. The PLA have not issued invoices for the Pier Licence fees for some time now, and we have made suitable provision in the accounts for this.

There has been no further movement with the revised Mooring Licence and we continue to use the 2001 version for the time being.

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.

We have moved some of our investments to other funds due to changes in interest rates, while maintaining a limit placed with each provider to protect the investment.

John Savage

Chair of F & A Sub-Committee

## **DEVELOPMENT AND ACTIVITIES SUB-COMMITTEE REPORT 2016 - 2017 APRIL 2016 TO APRIL 2017**

Penny Franks: Chair

Membership: Gill Exton, Lucinda Macpherson/Kristina Fearnley, Sarah Hodgson

Staff: Anne Gill (Secretary)

This was another busy year for the D & A committee, with at least one activity and often more in almost every month (as may be seen in the accompanying Calendar of Events). It was also a year when we branched out and participated in new community events, namely TideFest and Super Saturday of Sport. Both of these succeeded in bringing the work of the Pier to new audiences.

We had our usual offer of cruises: Mother's Day, Jazz and Lord Mayor's Fireworks, which this year all sailed at or close to capacity. We had hoped to run a cruise to see the Christmas lights but numbers were disappointing and we had to cancel. There is perhaps too much else to compete with during December, sadly.

Our popular party for the Boat Race, and Party on the Pier were happy, very well-attended affairs. The Boat Race 2016 crowd was swelled by excellent advance publicity and very good weather, as was POP which had a lively and very cheerful family atmosphere. The free cruises,

donated by Fullers, as always, were immensely popular and sailed at capacity. The demand was such that, thanks to the kindness of Colliers, we were able to add an extra trip at the end of the afternoon. We are equally grateful to Fuller's for supplying the beer for our party bars, where there is always an appreciative queue. The Great River Race was less busy, sadly. The little publicity that is generated by the organisers appears to aim solely at attracting spectators to the finish at Ham and, despite our own extensive publicity, and support from Totally Thames, the crowds are not what they used to be when the race ran downstream instead of up.

Gill Exton is our tireless and highly experienced organiser of cruises and parties and is the cheerful presence behind her faithful but not always well-behaved Urn at our events. Gill created an additional two new events for us this year, which given their success are likely to be repeated – a 'Walk Tall' workshop with Alexander Technique practitioner Liz Dodgson and a Watercolour Painting day with artist Janet Weight Reed.

We were delighted with the response to our programme of Winter Talks and grateful as ever to our speakers, and to Lucinda McPherson who organised and presented all the talks on our behalf. Topics ranged widely but all, as always, had a connection with the river. Audiences have continued to benefit from the improved audio-visual technology in the hall and the talks have all been beautifully illustrated. Several of the talks were by authors speaking on the theme of their books and many people took the opportunity to buy books afterwards at a special rate.

This year we have joined in supporting other community and river-focused events, which have helped attract new audiences to the Pier. Sarah Hodgson, CPT chair, led a Heritage walk as part of our contribution to Tidefest. We supported the Source2Sea relay race as part of Totally Thames month in September, and our talk on Capability Brown was co-promoted by Totally Thames and listed on their website. We also took part in the Super Saturday of Sport community event which is attended by hundreds of Chiswick families. We ran origami fish-making sessions all day for the children who were delighted to 'catch a fish from Chiswick Pier'.

We have also continued to work with our core users. The Sea Cadets and the Canoe Club made a very significant contribution to the success of POP as did the The Thames Explorer Trust. TET also led a very successful river-dipping workshop on our behalf for local families at Easter which ran at capacity and we also sponsored two river-dipping events for children on the autism scale at the Swan Centre at Stand on the Green. This proved a great success and we are hoping to support further activities with this school.

We continue to expand our presence on social media. Our twitter account is very popular and we are almost at 1,500 followers. We also now have an Instagram account and will shortly be on Facebook too. Our website has been extensively refreshed so that it more accurately reflects the scope of work we do and the quality of our events and is more streamlined and user-friendly. We can also now take online bookings for our events.

Our 'real world' presence is improving too! We are grateful to Sarah Hodgson for the beautiful planters outside Pier House, and to Gill for organising our wonderful bird poster showing the most popular species of birds to be found on the river near the Pier. This drawing is also available to buy as a greetings card.

Lastly, we are grateful as always to Anne Gill, who runs the Trust Office with charm and efficiency and is a constant support for all the D&A committee's activities, and to Sarah Hodgson for her encouragement and boundless enthusiasm for all that the committee does.

The D&A Committee meets every month and these meetings are open to all. We always welcome fresh input and new ideas!

Kristina Fearnley, Trust Officer

Penny Franks, D & A Committee Chair

6 October, 2017

### Calendar of Events at Chiswick Pier: April 2016 – April 2017

APRIL 2016	2  11  26	<p><b>Boat Race</b> Our Boat Race party is always well attended by an eager crowd but, compared with last year, the date (Easter Sunday) and weather meant that the numbers were less than usual (a situation quite made up for this year).</p> <p><b>Heritage Walk</b> An event jointly organised with the River Thames Society and led by Peter Finch of the RTS, who guided the group along the river from Pier House to Hammersmith.</p> <p><b>Talk: Social Change along the River Thames</b> Jill Sanders and John Inglis showed Samuel Leigh's 1829 panorama and contrasted it with the contemporary Thames Panorama Project's video of the present day Thames.</p>
JUNE 2016	4  24	<p><b>Walk Tall</b> A talk and walk with Alexander Technique practitioner Liz Dodgson. The fifteen participants were split into two ability groups. Following a talk on posture, Liz led a walk over to Leg O'Mutton Reservoir and back.</p> <p><b>Midsummer Jazz Cruise</b> A great success with very positive feedback. The cruise was at capacity with 72 people onboard, and it was notable that there was a younger crowd joining in this year.</p>
JULY 2016	17         24	<p><b>Super Saturday of Sport</b> CPT took part in this popular family event in Chiswick for the first time, running a stall with crafting activities for children and promoting our programme of events. We handed out hundreds of flyers for Party on the Pier together with copies of our new 'Family Trail' which encourages children and parents to visit the Pier and look at the natural world around them. The Sea Cadets were also present and assisted at the event.</p> <p><b>Party on the Pier</b> Probably our most successful POP ever thanks to sunny weather and much advance publicity, including increased activity on Twitter. POP had a vibrant feel to it with even more families than usual. All the cruises, kindly sponsored by Fullers as always, were full and an extra cruise was laid on at 4:30pm which meant that a total of 800 people enjoyed free boat trips. We also enjoyed record-breaking takings on the BBQ, run by Barn Bacon of Barnes.</p>
AUGUST 2016	17	<p><b>Watercolour Painting Day: River Birds</b> This painting workshop led by watercolour artist Janet Weight Reed was a</p>

		great success and brought a new audience to the Pier.
SEPTEMBER 2016	3  11  19  27	<p><b>Great River Race</b> Poor weather and clashes with other local events in Chiswick made for a disappointing turnout, even though the event was also listed as part of the <b>Totally Thames</b> festival,</p> <p><b>TideFest / Heritage Walk</b> CPT participated in TideFest for the first time. Now in its third year, TideFest is an annual celebration of the tidal Thames organised and supported by Thames Water and Tideway. We joined at late notice but were able to host a guided walk based on our Heritage Trail from the Pier down to Hammersmith led by Sarah Hodgson with a group of twelve.</p> <p><b>Source2Sea</b> The organisers of this annual Thames relay event chose CPT for the Chiswick leg of their race. CPT arranged free use of Pier House for the organisers to also host a charity event on conservation of the Thames and ways to reduce pollution.</p> <p><b>Talk: Capital Capability</b> A talk by author Steffie Shields to coincide with the tercentenary celebrations of the birth of landscape gardener Lancelot 'Capability' Brown. In addition representatives from the Hammersmith Society presented their plans to erect a statue of Capability by the Thames in Hammersmith.</p>
OCTOBER 2016	23 and 24  25	<p><b>River-dipping workshops at the Swan Centre</b> Organised and funded by CPT, and run by TET. The Swan Centre is attached to Strand on the Green Primary School and caters for children on the autism scale. Two half-day workshops were provided – one for the Infants (Year 1 and 2) and one for the Juniors (Years 3 – 6). The children were taken onto the foreshore at Strand on the Green and participated in a bird walk and river dipping session, before and learning some of the key words associated with river geography. Back in the classroom, the children were treated to the story of Eric the Eel, complete with puppets. TET subsequently received beautifully hand-drawn thank you cards from all the pupils who took part.</p> <p><b>Talk: Everything You Know About the Thames is Wrong!</b> Talk by journalist and author Matt Brown based on his recently published book. A good-sized audience attended and there was a lively Q&amp;A session afterwards. Copies of Matt's book were available to purchase and many in the audience bought multiple copies.</p>
NOVEMBER 2016	12  22	<p><b>Lord Mayor's Fireworks Cruise</b> This cruise sold out quickly and was enjoyed by all, despite the fact that the PLA moved the Queen Elizabeth on from her original mooring, which meant that the view of the fireworks was less than had been planned.</p> <p><b>Talk: Johann Zoffany – A Cosmopolitan in Chiswick</b> A well-attended and beautifully illustrated talk by Matthew Morgan of The National Gallery. Talks on local artists are always very popular with our members and the local community.</p>
JANUARY 2017	24	<p><b>Talk: Putney to Chiswick – London's Historical Watercourse</b> Talk from author and historian Simon Inglis, based on his book</p>

		'Played in Britain'. The talk was very informative and dealt with sporting activities along and on the river. Audience members were also able to purchase copies of Simon's book afterwards.
FEBRUARY 2017	28	<b>Talk: 10,000 Years of Brentford</b> A well-attended talk from Jon Cotton, a former senior curator at the Museum of London. Jon talked about the artefacts found during various digs along the river in Brentford.
MARCH 2017	26  28	<b>Mothers Day Cruise</b> The Queen Elizabeth set sail fully booked thanks to a swell of last-minute bookings. Many passengers enjoyed the tea boxes provided by Butler's Catering. <b>Talk: Swans – Royal Birds of the Thames</b> A talk from Kay Webb of Swan Lifeline. An appreciative audience heard about the vital work of this charity and the traditions associated with swans on the Thames.
APRIL 2017	2       11	<b>Boat Race</b> A huge success this year thanks to good advance publicity and excellent weather. The bar ran out of beer and rose wine before the end of the event, and there were very long queues for the loos! This was the first time a Celebrity version of the Race had taken place (although that race was pre-recorded) and the first time Gloriana took part. We were all delighted to see her sail past the Pier and raise her oars to give us a special salute! <b>Easter Family River-Dipping Workshop</b> An introduction to river ecology for over 5s and their families, organised and sponsored by CPT and run by TET. This was a very popular event which ran at capacity (40 in total) and enjoyed good weather on the day.

## **TREASURER'S REPORT 2016 - 2017**

### **Summary**

The Trust made an operating surplus of £2,580 in the year to April 2017 on turnover of £162,483 (including income from the sale of The Cube of £38,500). The costs include considerable expenditure on maintenance of the Pier including re-decking and the replacement of the sewage pumps. Further costs from both of these items will be reflected in the year to 2018.

Total reserves at the year-end stood at £488,444 including an end of lease reinstatement fund for the pier of £155,779.

### **Breakdown of Accounts**

The accounts show a surplus of £2,580 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 up at £40,039 (from £39,623).

Pier Fees and Visitor Moorings are slightly down this year, from £23,624 to £22,926, but this is on the back of a large increase last year.

The cruises fared better this year than last (which was a particularly disappointing year) and our surplus on Events and Refreshments was up at £10,469 (last year £6,757) excluding the associated staff costs.

Investment income is slightly down at £4,529.

Works, Repairs and Cleaning are higher again at £45,028 but unlike last year the major part of the cost is on the maintenance and repair of the Pier rather than the Pier House.

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 (£5,290)

Staff Salaries are higher this year, due mainly to the 'overlap' of Lucinda Macpherson and Kristina Fearnley during the handover period.

### **Proposed Improvements to the Pier House**

This is an ongoing project and, at the time of writing of this report (August 2017) a planning application has been made for improvement works to the Ground Floor and a limited extension of the First Floor to accommodate the requirements of the RNLI.

While the planning application is being considered a detailed costing of the work is being prepared so that a suitable agreement can be negotiated with the RNLI, with the negotiation to

take place when (if) planning is achieved. No physical work will be committed without an agreement with the RNLI acceptable to the Board of Trustees.

### **Designated Funds**

The Pier Fund remains at £150,000 plus the annual increase attributed to its share of investment income. It now stands at £155,779.

### **PLA Licence Fee**

The Trustees are still in dispute with the PLA over the imposition by them of VAT on the Licence Fee for the Residential Moorings. It was hoped that this would have been resolved by the end of the previous financial year, but the PLA has been very slow in responding to the information we have provided. In the meantime, this has been noted in the accounts as a contingent liability amounting to £11,882 (see Note 13 to the Accounts). We believe that we are now close to agreement on this issue.

### **Outlook**

Operating costs and revenue remain generally in balance and the Trust continues to benefit from the income on boat sales as provided for in the Mooring Licence Agreements.

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

John Savage  
Treasurer



CHISWICK PIER TRUST  
(Company Limited by Guarantee)

COMPANY REGISTERED NUMBER: 2856997

REGISTERED CHARITY NUMBER: 1026957

ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2017

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

I report on the accounts of the company for the year ended 5 April 2017, 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. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Charities 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 report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the 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 matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records
- accounts fail to comply with the accounting requirements under section 386 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- there are any matters which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Anne Harraghy (BA, FCA)  
PK Audit LLP  
Chartered Accountants  
22 The Quadrant  
Richmond  
Surrey  
TW9 1BG

Date.....

CHISWICK PIER TRUST

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 5 APRIL 2017  
(including Income and Expenditure Account)

	<u>Notes</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
		£	£	£	£	£	£
<b><u>INCOMING RESOURCES</u></b>							
Grants and donations	(2a)	40,947	-	40,947	1,578	-	1,578
Charitable activities	(2b)	107,897	-	107,897	107,684	-	107,684
Activities for generating funds	(2c)	10,469	-	10,469	6,757	-	6,757
Investment income	(2d)	3,170	1,359	4,529	3,443	1,475	4,918
Total incoming resources		<b>162,483</b>	<b>1,359</b>	<b>163,842</b>	<b>119,462</b>	<b>1,475</b>	<b>120,937</b>
<b><u>RESOURCES EXPENDED</u></b>							
Fund generating activities	(3a)	9,778	-	9,778	7,642	-	7,642
Charitable activities	(3b)	119,851	-	116,851	92,064	-	92,064
Governance	(3c)	31,633	-	31,633	34,681	-	34,681
Total resources expended		<b>161,262</b>	<b>-</b>	<b>161,262</b>	<b>134,387</b>	<b>-</b>	<b>134,387</b>
Net (outgoing)/ incoming resources before transfers		<b>1,221</b>	<b>1,359</b>	<b>2,580</b>	<b>(14,925)</b>	<b>1,475</b>	<b>(13,450)</b>
Transfers between funds		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net movement in funds		<b>1,221</b>	<b>1,359</b>	<b>2,580</b>	<b>(14,925)</b>	<b>1,475</b>	<b>(13,450)</b>
Balance at 6 April 2016		<b>331,444</b>	<b>154,420</b>	<b>485,864</b>	<b>346,369</b>	<b>152,945</b>	<b>499,314</b>
Balance at 5 April 2017		<b>332,665</b>	<b>155,779</b>	<b>488,444</b>	<b>331,444</b>	<b>154,420</b>	<b>485,864</b>

CHISWICK PIER TRUST  
BALANCE SHEET - 5 APRIL 2017

	<u>Notes</u>	<u>2017</u>	<u>2016</u>
		£	£
FIXED ASSETS			
Tangible assets	6	-	-
		-	-
CURRENT ASSETS			
Debtors	7	7,968	7,696
Cash at bank and in hand		499,616	485,300
		507,584	492,996
CREDITORS;			
Amounts falling due within one year	8	19,140	7,132
		19,140	7,132
NET CURRENT ASSETS		488,444	485,864
TOTAL ASSETS LESS CURRENT LIABILITIES		488,444	485,864
NET ASSETS		488,444	485,864

CHISWICK PIER TRUST  
BALANCE SHEET - 5 APRIL 2017

(continued)

	<u>Notes</u>	<u>2017</u>	<u>2016</u>
		£	£
FUNDS			
Unrestricted Funds		332,665	331,444
Designated Funds	9	155,779	154,420
TOTAL CHARITY FUNDS		<u>488,444</u>	<u>485,864</u>

For the year ended 5 April 2017 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 30<sup>th</sup> August 2017 and signed on their behalf by

.....  
John Savage  
Trustee and Director

# CHISWICK PIER TRUST

## NOTES TO THE ACCOUNTS - 5 APRIL 2017

### 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.

Reconciliation with previous Generally Accepted Accounting Practice and transition to FRS 102:

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 if the restatement of comparative items was required. No restatements were required

#### b) 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.

##### ii) Grants

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

##### iii) Mooring fees and investment income

These are included in the SOFA when receivable.

CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

- c) 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.  
Staff salaries are allocated to charitable activities or governance costs in accordance with the activity carried out by the member of staff.

- d) 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.

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

- f) 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.

- g) 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.

- h) 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.

- i) 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 - 5 APRIL 2017  
(CONTINUED)

2 INCOMING RESOURCES:

2a GRANTS AND DONATIONS

	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
	£	£	£	£	£	£
Grants and donations	1,105	-	1,105	1,090	-	1,090
Membership	1,342	-	1,342	488	-	488
Share of sale of houseboat	38,500	-	38,500	-	-	-
	<b>40,947</b>	<b>-</b>	<b>40,947</b>	<b>1,578</b>	<b>-</b>	<b>1,578</b>

2b CHARITABLE ACTIVITIES

	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
	£	£	£	£	£	£
Pier house and boat stores	40,039	-	40,039	39,623	-	39,623
RNLI rents receivable	1,500	-	1,500	1,500	-	1,500
Mooring fees from boat residents	43,432	-	43,432	43,272	-	43,272
Pier fees and visitor moorings	22,926	-	22,926	23,264	-	23,264
Miscellaneous income	-	-	-	25	-	25
	<b>107,897</b>	<b>-</b>	<b>107,897</b>	<b>107,684</b>	<b>-</b>	<b>107,684</b>



CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

2c ACTIVITIES GENERATING INCOME

	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
	£	£	£	£	£	£
Events and refreshments	10,469	-	10,469	6,757	-	6,757
Book sales	-	-	-	-	-	-
	<b>10,469</b>	<b>-</b>	<b>10,469</b>	<b>6,757</b>	<b>-</b>	<b>6,757</b>

2d INVESTMENT INCOME

	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
	£	£	£	£	£	£
Bank Interest	3,170	1,359	4,529	3,443	1,475	4,918
	<b>3,170</b>	<b>1,359</b>	<b>4,529</b>	<b>3,443</b>	<b>1,475</b>	<b>4,918</b>

3. RESOURCES EXPENDED

3a COST OF GENERATING FUND

	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
	£	£	£	£	£	£
Events and refreshment costs	8,226	-	8,226	7,160	-	7,160
Advertising and publicity	1,171	-	1,171	246	-	246
Book costs	381	-	381	236	-	236
	<b>9,778</b>	<b>-</b>	<b>9,778</b>	<b>7,642</b>	<b>-</b>	<b>7,642</b>

CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

3b CHARITABLE ACTIVITIES

	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
	£	£	£	£	£	£
Rent, rates & insurance	22,864	-	22,864	22,227	-	22,227
Water, gas & electricity	6,613	-	6,613	7,596	-	7,596
Works, repairs & cleaning	45,028	-	45,028	35,303	-	35,303
Staff salaries	21,169	-	21,169	14,051	-	14,051
Pier house & pier rebates	10,438	-	10,438	11,643	-	11,643
Legal & professional	7,980	-	7,980	1,206	-	1,206
Core user funding	5,290	-	5,290	-	-	-
Miscellaneous expenses	469	-	41	38	-	38
	<b>119,851</b>	<b>-</b>	<b>119,851</b>	<b>92,064</b>	<b>-</b>	<b>92,064</b>

CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

3c GOVERNANCE

	Unrestricted Funds	Designated Funds	Total Funds <u>2017</u>	Unrestricted Funds	Designated Funds	Total Funds <u>2016</u>
	£	£	£	£	£	£
Telephone and postage	1,290	-	1,290	1,748	-	1,748
Printing and stationery	632	-	632	110	-	110
Staff salaries	25,505	-	25,505	22,834	-	22,834
Payroll expenses	-	-	-	1,073	-	1,073
Accountancy & examination fees	2,400	-	2,400	2,304	-	2,304
Other professional fees & subscription	456	-	456	605	-	605
Depreciation	-	-	-	3,881	-	3,881
Website & equipment costs	621	-	621	1,187	-	1,187
Bank charges	579	-	579	543	-	543
Miscellaneous	150	-	150	25	-	396
	<b>31,633</b>	<b>-</b>	<b>31,633</b>	<b>34,681</b>	<b>-</b>	<b>34,681</b>

CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

4. STAFF COSTS

	<u>2017</u>	<u>2016</u>
	£	£
Gross salaries	46,673	36,885
Employer's National Insurance	-	-
	<u>46,673</u>	<u>36,885</u>
Number of employees	<u>5</u>	<u>5</u>
Average full time equivalent staff	<u>1.5</u>	<u>1.5</u>
No employee received remuneration amounting to more than £60,000 in either year.		

5. FEES FOR EXAMINATION OF THE ACCOUNTS

	<u>2017</u>	<u>2016</u>
	£	£
Independent examiner's fee	1,600	1,560
Other fees for accountancy and taxation services	800	744
	<u>2,400</u>	<u>2,304</u>

CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

6. TANGIBLE FIXED ASSETS

	Office Furniture & Equipment ----- £	Total ----- £
<b>Cost</b>		
As at 6 April 2016	15,661	15,661
Additions	-	-
Disposals	-	-
On 5 April 2017	15,661	15,661
<b>Depreciation</b>		
On 6 April 2016	15,661	15,661
Charge for the year	-	-
Deduct for disposals	-	-
On 5 April 2017	15,661	15,661
<b>Net book value</b>		
On 5 April 2017	-	-
On 6 April 2016	-	-

7. DEBTORS

	<u>2017</u> £	<u>2016</u> £
Trade Debtors	6,622	7,696
Undeposited funds	314	-
Prepayments	1,032	-
	7,968	7,696

CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

8. CREDITORS: AMOUNTS FALLING DUE  
WITHIN ONE YEAR

	<u>2017</u>	<u>2016</u>
	£	£
Trade creditors	2,214	5,069
Fees paid in advance	1,777	-
Taxes and social security	453	453
Accruals	14,696	1,610
	<u>19,140</u>	<u>7,132</u>

9. DESIGNATED FUND

	<u>2017</u>	<u>2016</u>
	£	£
Pier Fund		
Balance at 6 April 2016	154,420	152,945
Incoming resources	1,359	1,475
Investment income	-	-
Outgoing resources	-	-
Balance at 5 April 2017	<u>155,779</u>	<u>154,420</u>

Pier Fund:

The purpose of the fund is for the repairs and reinstatement of the Pier at the end of the Lease, created out of the merged Property Maintenance Fund and Contingency Reserve Fund.

10. MEMBERS

	<u>2017</u>	<u>2016</u>
Number of members	<u>113</u>	<u>105</u>

CHISWICK PIER TRUST  
NOTES TO THE ACCOUNTS - 5 APRIL 2017  
(CONTINUED)

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. CONTINGENT LIABILITY

The company is in disagreement with the Port of London Authority over the treatment of VAT charged on resident moorings. The Port of London Authority has charged VAT amounting to £11,882 (2016: £8,258). The company has obtained advice on and has contested this amount, as it is considered to be charged in error. No provision has been made in these accounts in respect of this amount.

14. TRUSTEE REMUNERATION

No trustees received any remuneration or expenses in the year (2016 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.

## **APPENDIX: CORE USER REPORTS**

### **Chiswick Sea Cadets Report for CPT AGM Nov 2017**

Chiswick Sea Cadets is about to celebrate its 20<sup>th</sup> year. There are 22 cadets enrolled covering the full age range and spread over a wide range of cadet ranks. Our provision of the Sea Cadet Experience is 'very good' as demonstrated by the achievement of a Burgee (the top grading) as a result of the annual Unit Review.

Boating is of course an important part of the Sea Cadet experience. We now have instructional staff with qualifications for power boating, dinghy sailing and rowing. The unit offshore trip on TS John Jerwood with 11 cadets and three Chiswick staff on board with the regular crew was a great success. All the cadets achieved an offshore boating qualification and some are now booked for another session which will enable them to progress to higher level qualifications. In recent months, to make full use of our boats, we have lent the Champ and the Trinity to Wandsworth unit and in exchange have been able to access their boating facilities and staff.

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.

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, swimming and athletics. One of our cadets received Player of the Match in her group at the football and the Junior Boys and Junior Girls teams, aided by cadets from other units, went on to the next level of competition. Five cadets represented London Area Sea Cadets at the National Junior Indoor Rowing. For the first time for many years we entered a team at Open Boys level in the District Rowing competition and they came first, comprehensively winning all their heats.

**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**
- **all the people who put money in the collecting tins or buy something from us at Pier Trust events.**

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

**Jaclyn Horton  
Unit Management Committee  
13/9/17**



## **Chiswick Pier Canoe Club Chairman's Annual Report 2017**

2016 has been in my view a period in which the club has excelled in many aspects and especially in generating a real cohesive fun atmosphere typified by the absolutely fantastic Christmas Party organised by Sarah Hodgson. Congratulations of finding the almost perfect venue.

We have had many high points and indeed a few lows but from my perspective the club is in a good space and will continue to benefit from its dedicated members and eager volunteers.

The Sunday Sessions are the lifeblood of the club, from both a monetary perspective and in fulfilling the club's mandate to introduce people to kayaking and canoeing the tidal Thames. The sessions are great fun I enjoy every time of the year and throughout 2016 we have never had a Sunday session which did not proceed for lack of support. In the summer months we had Sunday's where practically our entire fleet was afloat – we have introduced over 400 people to paddling on the Thames in the last year.

We are still in the mid 50s in respect of members but I have noticed an increasingly regular attendance of many (especially through the autumn and winter) and there are many who seem to be willing to play a more active part in the club as both volunteers and those committed and interested in developing their skills and coaching qualifications. We have increased levels of coaches and are generally well supported each week.

The Thursday evening pool sessions have been plagued by the issue of car parking and the proposed redevelopment but after a stay of execution and a reduced weekly charge we are growing the regular attendance and the session is proving financially stable and importantly viable. Our thanks to Michelle Springhall who supported the session for much of last year, David Kitchen for his dedication and for Andy and Steve who have both played an important part this year.

The Weekly News Letters has been a huge success in expanding the profile of the Club and keeping members up to date and informed about conditions tides and off course Thames facts. A massive thank you to Steve Williams and also to Colm who has recently volunteered to take over from Steve.

There have been many events during 2016 which demonstrate the health of the CPCC. Of particular note last year was the Plas Y Brenin trip kindly organised by Sarah Deeks – a fantastic weekend of white water in Kayaks!!!!!!

And whilst I've already mentioned it the Christmas party was brilliantly organised by Sarah Hodgson with the unwavering commitment of Jim Christensen as Raffle Master!!!!

The Club also undertook a full kit audit and as a consequence in 2016 we commenced a programme of renewal which is continuing. During 2016 we took delivery of:

- Four new intermediate kayaks
- New spray decks
- Two new 15' prospector Canoes (again delivered to day)

A transformational clothes rack for the PFDs