

Charity Registration Number: 271058

**THE WORSHIPFUL COMPANY OF ENVIRONMENTAL  
CLEANERS CHARITY TRUST**

**FOR THE YEAR ENDED**

**31 MARCH 2014**



**NEWBY CROUCH**

Ember House  
35-37 Creek Road  
East Molesey  
Surrey  
KT8 9BE

**THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST**

**YEAR ENDED 31 MARCH 2014**

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**THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST**

**YEAR ENDED 31 MARCH 2014**

**GENERAL INFORMATION**

<b>Trustees</b>	M G O'Connor (Past Master Emeritus & Chairman) M A Marden (Mrs) (Master 2013/2014) P W J Robb (Past Master 2012/2013) I K Tahhan T J Doyle J Broadley (Past Master Emeritus) M A F Bizley (Almoner, Clerk Emeritus & Hon. Assistant)	
<b>Clerk to the Company</b>	K L Lambert	
<b>Clerk's Office</b>	10 Seaton Close Lynden gate Putney London, SW15 3TJ	
<b>Almoner</b>	M A F Bizley	
<b>Charity Number</b>	271058 (England and Wales)	
<b>Accountants and Independent Examiner</b>	Newby Crouch Chartered Accountants Ember House 35-37 Creek Road East Molesey Surrey KT8 9BE	
<b>Bankers</b>	Clydesdale Bank plc Regent Street Piccadilly Circus London SW1Y 4ND	Child & Co 1 Fleet Street London EC4Y 1BD
<b>Investment Advisor</b>	Brewin Dolphin 12 Smithfield London EC1A 9BD	

# THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST

YEAR ENDED 31 MARCH 2014

## ANNUAL REPORT OF THE TRUSTEES

The Trustees have pleasure in presenting their report and financial statements of the Charity for the year ended 31 March 2014.

### Charity Trust

The Trust was established as a charity by a trust deed dated 29 September 1976 under the name of The Worshipful Company of Environmental Cleaners Benevolent Fund and is registered with the Charity Commissioners under No. 271058 (England and Wales). On 3 June 1997 it changed its name from Benevolent Fund to Charity Trust.

### Trustees

The following were trustees of the Charity Trust throughout the year

M G O'Connor	T J Doyle
M A Marden (Mrs)	J R Broadley
P W J Robb	I K Tahhan
M A F Bizley	

Trustees are appointed by the Trustees.

### Objects, Organisation and Activities

The Trustees shall out of the income of the Trust Fund defray the expenses of the administration of the Foundation and subject thereto shall hold the same upon trust for such of the following objects and in such shares and proportions as they think fit that is to say;

- (a) the relief of poor persons engaged in cleaning in industry, commerce and the public service and the wives, widows, children and other dependants of such persons being in necessitous financial circumstances
- (b) the furtherance of education and training in connection with the advancement of hygiene within the community
- (c) the benefit of such charitable institution or institutions purpose or purposes in such shares between them if more than one as the Trustees with the consent of the Worshipful Company of Environmental Cleaners shall from time to time think fit with power of such consent as aforesaid (but with prejudice to the generality of the foregoing) to apply the whole or any part or parts or such income in or towards the establishment of any charitable institution or organisation.

### Review of Progress and Achievements

The Trust made donations amounting to £8,961 during the year and spent £17,272 on other awards (see note 2 of the accounts).

### Finances and Reserves

During the year the Trust received covenants, donations and investment income of £25,212 made gifts and donations of £26,308 and spent £4,548 on investment management and governance costs, leaving a deficit of £5,644.

There were realised and unrealised gains of £15,774, disposals of £73,094 and additions of £72,478, giving an overall increase in value of the investments of £15,158 to £743,166.

A statement of the charity's policy on reserves is included in the accounting policies on page 7. At 31 March 2014 the balances in the Income Fund and Designated Fund were £63,016 and £749,016 respectively.

### Public Benefit Statement

The Trustees are pleased, during the past year, to have made available prizes for academic achievement to children at three London Schools as well as supporting Guildhall School of Music, three military cadet units, and a school for special needs students in Hampshire. Two City of London senior citizens clubs also receive financial support annually. A contribution has been made towards our Chaplaincy Church, St Olave's, Hart St, London. Donations were made to the Lord Mayor's Appeal, the Mansion House Scholarship Scheme, and to the Royal Army Medical Corps Benevolent Fund, as well as several other appeals. Education in environmental cleaning was supported by a prize for a student achieving excellence in City & Guilds examinations, to soldiers from the Army and RAF Environmental Health Cadre, a RAMC Doctor and street sweepers in London. A number of widows of members also received some support.

The Trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

YEAR ENDED 31 MARCH 2014

## ANNUAL REPORT OF THE TRUSTEES

### Responsibilities of the Trustees

The Charity's Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each year. Under that law, the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and the Income and Expenditure of the Charity for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved and signed on behalf of the Trustees on 5 June 2014.

.....  
M G O'Connor - chairman of the Trustees



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST**

**YEAR ENDED 31 MARCH 2014**

I report on the accounts of the Trust for the year ended 31 March 2014, which are set out on pages 5 to 11.

**Respective Responsibilities of Trustees and Examiner**

The Charity's Trustees 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 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;  
to follow the procedures laid down in the general Directions given by the Charity Commission under
- section 145(5)(b) of the 2011 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 you as 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 accordance with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
Peter Crouch FCA  
for and on behalf of Newby Crouch  
Ember House  
35-37 Creek Road  
East Molesey  
Surrey  
KT8 9BE

Date .....

**THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST**

**YEAR ENDED 31 MARCH 2014**

**STATEMENT OF FINANCIAL ACTIVITIES**

	Notes	Unrestricted Income £	Designated £	Total 2014 £	Total 2013 £
<b>Incoming Resources from generated funds</b>					
Voluntary income:					
Gift Aid, donations and legacies received		16,743	-	16,743	23,824
Activities for generating funds		10,955	-	10,955	
Income from investments		24,962	-	24,962	24,204
Bank interest receivable		-	-	-	-
<b>Total Incoming Resources</b>		<u>52,660</u>	<u>-</u>	<u>52,661</u>	<u>48,028</u>
<b>Resources Expended</b>					
Costs of generating funds:					
Investment manager's fees		-	4,548	4,548	3,936
Costs of generating voluntary income		7,457	-	7,457	-
Charitable Activities:					
Donations made and awards granted	2	26,308	-	26,308	23,960
Governance costs	3	<u>6,601</u>	<u>-</u>	<u>6,601</u>	<u>9,305</u>
<b>Total Resources Expended</b>		<u>40,366</u>	<u>4,548</u>	<u>44,915</u>	<u>37,201</u>
<b>Net Incoming Resources for the Year</b>		12,294	(4,548)	7,746	10,827
<b>Other recognised gains and losses</b>					
Realised and unrealised gains on investments	6	-	15,774	15,774	86,697
Transfer between funds		<u>(9,782)</u>	<u>9,782</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds for the year</b>		2,512	21,008	23,520	97,524
Fund balances brought forward	9	<u>60,504</u>	<u>728,008</u>	<u>788,512</u>	<u>690,988</u>
<b>Fund Balances Carried Forward</b>	9	<u><u>63,016</u></u>	<u><u>749,016</u></u>	<u><u>812,032</u></u>	<u><u>788,512</u></u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 7 to 11 form part of these financial statements.

THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST

YEAR ENDED 31 MARCH 2014

BALANCE SHEET

	Notes	2014 £	2014 £	2013 £	2013 £
<b>Fixed Assets</b>					
Tangible fixed assets	5		4,525		1,547
Investments	6		<u>778,286</u>		<u>728,008</u>
			782,811		729,555
<b>Current Assets</b>					
Stock		1,239		4,770	
Debtors	7	1,852		24,059	
Cash at bank		<u>31,718</u>		<u>32,288</u>	
		34,809		61,117	
<b>Current Liabilities</b>					
Creditors	8	<u>(5,588)</u>		<u>(2,160)</u>	
<b>Net Current Assets</b>			<u>29,221</u>		<u>58,957</u>
<b>Net Assets</b>			<u>812,032</u>		<u>788,512</u>
Represented by					
<b>Unrestricted Funds</b>					
Income fund	9		63,016		60,504
Designated fund	9		<u>749,016</u>		<u>728,008</u>
			<u>812,032</u>		<u>788,512</u>

The Trustees confirm that the company is exempt from an audit under charity law and the members have not required an audit.

Approved by the Board of Trustees, and authorised for distribution, on 5 June 2014  
and signed on its behalf by

..... Trustee  
M G O'Connor

The notes on pages 7 to 11 form part of these financial statements.



THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST

YEAR ENDED 31 MARCH 2014

NOTES TO THE FINANCIAL STATEMENTS

**1 Accounting Policies**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value, and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities Act 2011.

**Incoming Resources**

**a) Donations**

Donations are accounted for on a received basis

Gift Aid reclaimable from HMRC is accounted for on a receivable basis.

**b) Legacy Income**

Legacies to which the Charity is entitled are included in the statement of financial activities unless they are incapable of measurement. They are included when the Charity is advised by the personal representative of an Estate that payment will be made and the amount involved can be quantified.

**c) Investment Income**

Dividends and interest are brought into account on the date on which they become due. Bank interest is accounted for on an accrued basis.

**Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. VAT has been included within the relevant cost.

**Governance Costs**

These comprise all revenue costs associated with the administration of the Charity. 100% of support costs have been allocated to costs of generating funds.

**Tangible Fixed Assets**

Tangible fixed assets are initially recorded at cost.

The assets are not depreciated as the Trustees feel the value remains consistent.

**Investments**

Investments are stated at market value.

Investments are stated in the balance sheet at market value. The differences between market value and original cost of the investments are shown as unrealised investment gains or losses and transferred to the Income and Expenditure account. The difference between the Balance Sheet value and the proceeds of investments disposed of is shown as a gain/loss in the statement of financial activities.

**Stocks**

Stocks are stated at the lower of cost and net realisable value.

NOTES TO THE FINANCIAL STATEMENTS

**1 Accounting Policies (Cont)**

**Financial Reserves**

The Worshipful Company of Environmental Cleaners Charity Fund gives financial assistance to poor persons connected with the cleaning industry, for the furtherance of education and training, in connection with the advancement of hygiene within the community and for the benefit of charitable institutes generally. The Charity has no regular income other than the interest and dividends received from its investments as donations given to the charity tend to be small and vary from year to year, and they cannot be relied upon as a regular source of income. It is therefore the policy of the Trustees to build up the Charity's financial reserves wherever possible as the best way of generating income which can be distributed annually, while at the same time, ensuring continuing financial stability for the Charity's finances.

THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST

YEAR ENDED 31 MARCH 2014

NOTES TO THE FINANCIAL STATEMENTS

2 Donations Made and Awards Granted	2014 £	2013 £
<b>Donations:</b>		
Lord Mayor's Appeal	1,500	1,250
Royal British Legion	200	100
Royal British Legion (2013 unbanked donation)	(100)	
Sir Ralph Perring Citizens Club	700	1,500
3 Score & Over 60's club	500	1,150
3 Score & Over 60's club (2013 unbanked donation)	(500)	
Friends of St Olaves	750	500
City Police Widows	100	100
RAMC Benevolent Fund	1,000	1,000
United Guilds Trust	125	125
Sheriffs' & Recorder's Fund	-	500
McMillan Cancer	-	50
Sir J Cass Primary School (Carol Service Choir)	-	150
Isabelle Hospice	-	50
City of London (Diamond Jubilee Lunch Appeal)	-	1,200
Reserve Forces	300	-
Amber Wish	250	-
The Margaret Centre	25	-
Peace Ward	25	-
St Mungos	25	-
Child Victim Support	25	-
Red Cross	600	-
Red Cross (Donation from Charity Bank)	(500)	-
Corbet School	250	-
Pancake Race	40	-
Falklands Islands Memorial Chapel Trust	250	-
NMA Appeal	3,000	-
Carol Service	396	-
	<u>8,961</u>	<u>6,225</u>
<b>Awards and Gifts:</b>		
City & Guilds General Learning Prize	-	267
Guildhall School Music & Drama Annual Bursary	500	500
Guildhall School Music & Drama Annual (Livery Companies Appeal)	-	1,000
Bursary to City of London School for Girls	4,622	4,509
SELACF Annual Donation (75 Detachment)	1,000	1,000
ATC Annual Donation	1,000	1,000
Sea Cadets Annual Donation	1,000	1,000
Best Army Cadet Prize	125	125
Best ATC Cadet Prize	125	125
Best Sea Cadet Prize	150	125
Annual Army Senior NCO EHT Prize	450	-
Annual Army Junior NCO EHT Prize	350	350
Annual RAF EHT Prize	450	450
City of London School Prizes	400	400
City of London Freeman's School Prizes	400	400
City of London Girl's School Prizes	400	400
City of London Sweepers of the Year Prizes	375	400
RAMC TA Environmental Health Award	350	350
RAMC General Practice Prize	500	500
Mansion House Scholarship Scheme	1,250	1,250
Treloar Trust Bursary	1,850	1,000
Gifts to Widows	1,300	1,800
T Borland Presentation	-	70
Eric Hill Memorial Prize (Nordic Pioneer)	-	500
Presentation of awards from stock	-	95
Flowers for Funerals	-	119
C & G Cleaners Prize	250	-
Memorial	500	-
	<u>17,347</u>	<u>17,735</u>
	<u>26,308</u>	<u>23,960</u>

**THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST**

**YEAR ENDED 31 MARCH 2014**

**NOTES TO THE FINANCIAL STATEMENTS**

**3 Governance Costs**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Salary (inc. Employers National Insurance)	4,631	5,934
Independent Examiner's fee, accounts & bookkeeping	979	2,880
Bank charges	184	114
General expenses	808	377
	<u>6,601</u>	<u>9,305</u>

**4 Employees**

There was only one employee who was paid a salary including employer's NI of £4,631 (2013 - £5,934). This was on a part time basis.

The full time equivalent number of employees is less than 1 (2013: less than 1)

No Trustees received any remuneration and were not reimbursed in respect of any out of pocket expenses.

**5 Tangible fixed assets**

	<b>Equipment</b>
	<b>£</b>
<b>Cost</b>	1,547
At 31st March 2013	
Additions	-
Assets transferred from stock 01 April 2013	<u>2,978</u>
At 31st March 2014	<u>4,525</u>

**6 Fixed Asset Investments - Quoted**

	<b>Total</b>
	<b>£</b>
Market value at 1 April 2013	728,008
Additions at cost	72,478
Disposal proceeds	(73,094)
Realised and unrealised gains in year	<u>15,774</u>
<b>Market value at 31 March 2014</b>	743,166
Cash held as part of the investment portfolio	33,500
Accrued income on investments	<u>1,620</u>
<b>Total</b>	<u>778,286</u>
 Historical cost at 31 March 2014	 <u>600,691</u>

From the investments held the breakdown of UK and non UK is as follows:

UK Investments	417,837
Investments held outside the UK	182,854
	<u>600,691</u>



THE WORSHIPFUL COMPANY OF ENVIRONMENTAL CLEANERS CHARITY TRUST

YEAR ENDED 31 MARCH 2014

NOTES TO THE FINANCIAL STATEMENTS

**7 Debtors**

	2014 £	2013 £
Cash held by Investment Manager (held within investments in 2014)	-	24,059
Gift Aid debtor	1,852	-
	<u>1,852</u>	<u>24,059</u>

**8 Creditors**

	2014 £	2013 £
Accruals	800	2,160
Amount due to WCEC	4,788	-
	<u>5,588</u>	<u>2,160</u>

**9 Unrestricted Funds**

	Unrestricted £	Designated £
Balance brought forward at 1 April 2013	60,504	728,008
Net movement in funds	<u>2,512</u>	<u>21,008</u>
Balance carried forward at 31 March 2014	<u>63,016</u>	<u>749,016</u>

The Designated Fund was created by setting aside a proportion of the Charity's Unrestricted Funds in order to ensure continuing financial stability for the Charity without hindering the Charity's ability to promote its objectives over the long term.