

Registered number: 03568095  
Charity number: 1074469

**THE DUCKWORTH WORCESTERSHIRE TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MAY 2021**

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**CONTENTS**

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|  | Page    |
|--|---------|
| Reference and administrative details of the company, its Trustees and advisers | 1       |
| Trustees' report   | 2 - 11  |
| Independent examiner's report  | 12      |
| Statement of financial activities  | 13      |
| Balance sheet  | 14      |
| Notes to the financial statements  | 15 - 27 |

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MAY 2021**

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**Trustees**

Mrs B E Duckworth  
Miss J S Duckworth  
Mr P Bowman (appointed 28 February 2021)  
Mrs D Crabtree (appointed 28 February 2021)  
Mr M Jenkins (appointed 28 February 2021)  
Mr B Lewing (appointed 28 February 2021)  
Mr T Rolph (appointed 28 February 2021)  
Mr M Webb (appointed 28 February 2021)  
Mrs R White (appointed 28 February 2021)

**Company registered  
number** 03568095

**Charity registered  
number** 1074469

**Registered office** 1-3 College Yard  
Worcester  
Worcestershire  
WR1 2LB

**Independent Examiners** Bishop Fleming LLP  
Chartered Accountants  
1-3 College Yard  
Worcester  
WR1 2LB

**Bankers** National Westminster Bank plc  
1 The Cross  
Worcester  
WR1 3PR

**Solicitors** Hallmark Hulme LLP  
3, 4 & 5 Sansome Place  
Worcester  
WR1 1UQ

**Investment advisors** St James' Place  
Home Farm Stables  
The Berkswell Estate  
Meriden Road  
Berkswell  
CV7 7SL

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MAY 2021**

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The Trustees present their annual report together with the financial statements of the The Duckworth Worcestershire Trust for the 1 June 2020 to 31 May 2021. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

It would not be right to produce this year's Trustee's report, covering the period of June 2019 to May 2020, without mentioning my father Cecil, who sadly passed away in November 2020, a few short months ago, at the time of writing.

There was a huge local response to his passing with several articles in the Worcester News but our family favourite headline has been, 'A Statue for Cecil!' This is something that surely would have made him chuckle, along with the special committee that was set up to develop plans to commemorate his life. They came up with 48 suggestions which included an annual Duckworth Day and even a Duckworth Beer!

The Pump House Cafe wanted to commemorate Cecil in their Menu and as Dad last suggestion was hot dogs, they thought about 'Duckworth Dogs.'

All this has led me to imagining a future when the people of Worcester are going to eat hotdogs, drink beer on an annual Duckworth Day - and so, we can be sure that Cecil legacies are going to take some delightful turns.

Prior to Dad's death we talked about the Duckworth Worcestershire Trust, Covid 19 and of the damage caused by climate change. Dad hoped that we could continue to play a part in protecting the environment and raising awareness to all that came into contact with the DWT.

Although Dad's passion started with litter collection, where he and Beatrice would go for weekend walks and pick up litter, he was delighted by the work of WRE, the Cafe, the Rangers and all the activities and pursuits of the Pump House and knowing this work would continue was important to him.

In this spirit and with the support of the new trustees I feel like we can move forward and continue what he started.

**Jilly Duckworth**  
Chair

*Jilly Duckworth*

*May 26<sup>th</sup> 2022*

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES**

**a. POLICIES AND OBJECTIVES**

The principal activities of the Charity are to promote:

- 1- The preservation, protection and improvement of the natural and built environment of the County of Worcestershire
- 2 - Good citizenship among persons resident in the County of Worcestershire who by reason of their social or economic circumstances are in need and who are unemployed or subject to a community service order.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

**b. SUMMARY**

2020 to 2021 was dominated by Covid 19, through business closures and restricted openings, staff furlough and personal restrictions. Whilst income diminished across the board, the need for some services increased, such as litter picking equipment loans. DWT experienced another year of increased registrations of active volunteer litter wardens with the Volunteer Litter Warden Scheme.

Other areas of the Trust, such as management of Chapter Meadows and the Pump House had to continue, although there were at least some respites and no flooding this year. It also allowed time to attempt to tackle building issues with both WRE and the Pump House. Unfortunately, in the case of WRE, some of these issues have taken a long time to try to resolve and are still ongoing, which has forced WRE's closure for the time being.

During the period of subsequent lockdowns and the closure of projects the Trust was supported by an increase in micro volunteering and on-site conservation volunteering. Overall, there were 8,998 hours given by volunteers in support of DWT across the whole organisation.

A major change this year has been the appointment of new Trustees at the end of February 2021. The new Trustees spent the last quarter familiarising themselves with the staff and the various business within the Trust. At the end of the year, there were 9 permanent staff and 5 non-permanent staff in post in DWT and 7 permanent staff in WRE.

DWT and WRE would like to thank the businesses, organisations, customers and WRE members who maintain support and share the Trust's vision and enthusiasm for promoting environmental issues and creative reuse.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES (CONTINUED)**

**c. YEAR AT A GLANCE**

**June 2020**

Preparing for staff and public return with introduction of Covid measures - Worcester Repair Café steering committee - Livestock fencing on Chapter Meadows.

**July**

BBC H&W live radio interviews about lockdown litter and promotion of DWT Volunteer Litter Warden Scheme ? Pumphouse grounds maintenance. Chapter Meadows - windblown tree clearing, trough repair, livestock fencing repair, new gate fitted - Preparation of pumphouse fallen cedar tree into materials for Nunnery Wood School seating project.

**August**

BBC H&W live radio interview about lockdown litter, take out litter and petition for car registration numbers to be printed on drive through packaging - Repair Café Worcester (RCW) steering group - Nunnery Wood Forest School seating creation - Volunteer brash burning task on Chapter Meadows - Cattle corral repairs - Pumphouse pencil fencing replaced with volunteer help, new storage compound created.

**September**

Baseline biodiversity survey of wildlife garden - Take Pride subsidised 90 Hi Viz jackets and 15 litter pickers for Volunteer Litter Warden Scheme - RCW steering group meeting - Chapter Meadows scrub clearance - Pumphouse front garden cleared, mulched, planted with chamomile - Diglis Island clearance project with Canals & Rivers Trust and volunteers - Apex Park scrub and access clearance.

**October**

Worcester Festival Committee meeting - Trustee recruitment - Willow pollarding with volunteers at Chapter Meadows and preparations for donations - Meeting w/ Bransford Trust to discuss partnership working opportunities - Hazel fencing course for volunteers at Abberley Woods.

**November**

Joint volunteer task with Worcester Environment Group at Aconbury Orchard - Chapter Meadows scrub management.

**December**

Tree planting event at Nunnery Wood School - Delivery of hedge laying course at Diglis for Canal and River Trust staff and volunteers.

**January 2021**

Apex Park scrub clearance.

**February**

Grow Gheluveld biodiversity initiative with Gheluveld Friends and Barbourne in Bloom to plant spring bulbs in the formal part of Gheluveld Park - Earth Day 2021 Live event at The Cube, Malvern - Chapter Meadows fence and access repairs.

**March**

Repair Café Worcester AGM - Meeting at a local farm regarding establishment of a community horticulture/care farm project.

**April**

Post-flood clearance and livestock fencing with new grazier on Chapter Meadows.

**May**

Keep Britain Tidy's Great British Spring Clean - Nunnery Wood School story circle seating created - Stock fencing repairs on Chapter Meadows - Apex Park access works - Stoke Prior First School forest school area created - New Trustees & staff introduction and strategy meetings.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES (CONTINUED)**

**d. REVIEW OF ACTIVITIES**

**PUMP HOUSE ENVIRONMENT CENTRE**

The Pump House Environment Centre has been open to the public as an environmental centre and meeting venue since 2004. Originally set up to house multiple organisations, all with an environmental training remit, only The Duckworth Worcestershire Trust now remains.

The use of the centre has evolved organically, and it is now a popular venue for families and community groups. It is home to the eco cafe and shop, selling environmental and ethically traded products, it also aims to educate and raise awareness of wider environmental issues. Stock for the café continues to be ordered from our regular suppliers: Essentials cooperative providing vegetarian wholefoods and ethically based products. Local Worcester based suppliers Worcester Produce, for fruit, vegetable and some catering ingredients; Ma Bakers, for breads; Bennetts Farm for ice cream; Narraway's butchers for meat and eggs. Elsewhere Blakemore a regional supplier that supports small businesses; Tyrells, a regional snack supplier; Radnor Hills, offering soft drinks. And Bookers wholesale for all other stock requirements.

Covid and the associated lockdowns and takeaway service only, understandably had a huge impact on the Pump House this year, though when open visitors were pleased to support the business. Thankfully, all staff retained their positions throughout lockdown, with assistance from the Government's Coronavirus Job Retention Scheme.

The meeting remained closed for the entire year with a few payments trickling through from the previous year but ultimately, no income was derived from room hire this year.

Volunteer participation was also cancelled throughout the Pump House.

Taking into account furlough and grants, the Pump House still lost about £22,000.

The 'Love Our Park' A board for a '2minutebeachclean' style park litter pick returned once the café reopened in April 2021 for visitors to temporarily borrow equipment whilst visiting the park in order to raise litter awareness. For Covid safety a hand sanitiser was installed.

The Pump House continues to be a public drop off point for the Terracycle UK KP crisp and snack waste stream sending 81Kg of crisps to be recycled with Terracycle UK up to June 2021.

**SONS OF REST KIOSK, GHELUVELT PARK**

2020-2021 was a poor year for the kiosk and this cannot be down to Covid closures. In fact, the kiosk could have been permitted to trade under restrictions for many months it was closed but these are months in low season, where footfall is low. It was open for the majority of holidays but a combination of staffing difficulties, fear of Covid, poor weather and closures of the splashpad all contributed to a slow year. At the end of the financial year, the new trustees were debating whether to keep the project on.

**CHAPTER MEADOWS**

The COVID-19 pandemic continued to significantly impact Ranger activities throughout the 2020/21 reporting period, with the Trust's sole ranger accounting for the 226 hours of staff work on Chapter Meadows, which is approximately 50% of the time dedicated to the site's management in the year prior to the emergence of the virus, when the team numbered two Rangers.

After a hiatus due to social distancing requirements, the conservation volunteers returned to contribute 132 hours of labour through scrub burning, brash chipping, and pollarding of the veteran willows, which remain as a legacy of historical withy beds on the meadows, whereby the cuttings were utilised for basketry and hurdle making.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES (CONTINUED)**

Further tasks on the meadows included clearance of flood debris, livestock fencing repairs and access improvements in the form of new gates. A newly appointed grazier assisted with installation of fencing, lending the use of a tractor and post driver, both satisfying his obligations under our new contractual grazing agreement, and demonstrating a commitment to a fine working partnership.

Chapter Meadows was again entered into an Environmental Stewardship agreement for the 2020/21 period, and while significant changes are being implemented to the funding scheme at central government level, our agreements are currently extended annually throughout the transition. The future direction of the site's management, and DWT's involvement in its delivery, will dictate whether continued participation in a stewardship agreement remains in the best interests of the meadows or the Trust.

In 2021, DWT's Ranger was successful in a bid for More Woods funding, constituting Woodland Trust 100% grant funding for a wet woodland pilot planting scheme on Chapter Meadows. The 0.5ha woodland creation project is earmarked for delivery during the November 2022 – March 2023 planting season and will provide a case study for valuable research in the fields of local biodiversity gain and flood attenuation, while providing opportunities to the Trust for public engagement and profile building.

**ENVIRONMENTAL RANGER TEAM**

The Trust's sole Ranger continued management of the Pumphouse grounds and wildlife garden, the Local Nature Reserve and Special Wildlife Site at Chapter Meadows, and the "pocket" nature reserve at Apex Park. Volunteers assisted with a contribution of 286 hours in total, providing vital help when lone working was not an option.

The government furlough scheme supplemented our Ranger activities this past year, allowing close contact to be limited where appropriate and flexible working to be employed to deliver important functions as necessary. COVID restrictions did not preclude DWT's support for community initiatives, nor did it detract from our strong links with schools across the county. DWT supported a tree planting event and created three new forest school areas with seating for 90 children for Nunnery Wood Primary School, utilising timber from the fallen iconic cedar tree which once stood beside the Pump House. Inspired by the project, Stoke Prior School contracted our ranger to replicate one of the seating areas and fire pits within its own grounds.

Involvement with the Canal Corridor Group continued, with DWT's ranger and several volunteers planting local varieties of fruit trees along towpaths, from Lansdowne Park to the Arboretum. These trees constitute the beginning of a much wider planting project planned by the Canal & River Trust (CRT) and our Ranger further supported CRT's waterway improvement goals, by running volunteer conservation tasks on Diglis Island and delivering hedge laying courses for the organisation's staff and volunteers.

As well as strengthening existing partnerships, new bonds were formed with the Worcester Environment Group, with volunteer groups joining forces to restore orchards at Aconbury. A meeting at Haye Farm at Ribbenhall to view proposed community horticulture land, secured support in principle for potential future DWT projects, while a site visit with Link Nurseries in Worcester, also identified the potential for their horticulture scheme participants to progress to volunteer placements with DWT. At the time of writing, the departure of our Ranger in October 2021 brings a temporary cessation to DWT's conservation work; however, there remains great public support for DWT's mission, strength in reputation, and a need throughout the communities of Worcestershire for the continued conservation, protection and enhancement of our environment.

4 core volunteers, donating 189 hours of volunteering support to site management and community projects.



**THE DUCKWORTH WORCESTERSHIRE TRUST  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES (CONTINUED)**

**WORCESTERSHIRE RESOURCE EXCHANGE (WRE)**

2020 –2021 has been a difficult year with trading restricted heavily. When Covid-19 restrictions were lifted in July, the WRE scrap store was able to reopen to the public for a short time. A reduced number of members returned, with school memberships very low. General trade was down considerably in this time. The scrap store was required to close during the month of November as instructed by the Government, being classed as non-essential retail and reopened for a few weeks in December. Once again WRE closed due to Covid restriction from the beginning of January and staff were furloughed, with minimal hours worked by the manager who was partially furloughed. Online trade continued throughout this time and the online shop range was expanded. WRE maintained an online presence during the closures and produced short crafting videos to share on social media.

Partnerships

Bromsgrove Carnival shopping trolleys are still on loan to WRE and Worcestershire County Council continues to lend a van.

Staff

One member of staff left and was replaced with a Creative Projects officer, another retired.

1 processing volunteer continued to work from home during lockdowns and WRE closure and gave 107.5 hours to support WRE project.

**VOLUNTEER CO-ORDINATION AND COMMUNITY ACTIVITY**

Community

**Grow Gheluveld**

This event was supported by DWT with administration and design services to create the Grow Gheluveld event, a biodiversity initiative with Gheluveld Friends and Barbourne in Bloom. Its aim was to plant spring bulbs in the formal part of Gheluveld Park. Originally the event was scheduled for November 2020 but due to Covid restrictions had to be rescheduled for February 2021. DWT lent out planting equipment and Covid Safety supplies on the event day.

**Community group litter equipment loans**

Seven community groups requested the loan of litter picking equipment for community activities this year, for collection when the Pump House was open. Covid safety measures were put into place

**Worcester Show** - DWT continued its involvement in the planning committee of the Worcester Show (formerly the Worcester Flower Show). Although the August 2020 show was ultimately cancelled, meetings continued in 2021 to plan for a show later that year.

**Volunteer Litter Warden Scheme (VLWS)**

As of May 2021, there were 301 active litter wardens, with 166 new recruits over a 12-month period, an increase of over 370% from the previous year. Each volunteer or group adopts an area and agrees to litter pick the area for approximately an hour every day, week, fortnight, month or occasionally. This activity enhances the opportunity for social involvement and participation, encourages a compassionate community and increases physical activity for all ages.

Each litter warden receives equipment for them to carry out the clear ups in their adopted area. This year the cost increased by £3 per kit to £40 per person. The VLWS scheme cost approximately £8,153 per annum to run which includes staff time and sundries (£2,903.05) but not core costs. The Volunteer Litter web page on [dwt.org.uk](http://dwt.org.uk) was updated to signpost interested volunteers to their own district council schemes enabling the DWT VLWS to service Worcester City only. In addition, a 'donate' button was set up to promote financial support to the VLWS and to make volunteers aware of the cost of equipment to the charity. To date £120 has been donated by volunteers towards the cost of running the scheme. Two domain names were bought at a cost of £20.07 in order to facilitate a proposed litter awareness and community engagement campaign – 'Rubbish Dates'.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES (CONTINUED)**

41 out of 301 active VLWS registrations come from outside the City and because they have been registered for more than a year and are still active DWT have not actively asked for equipment back.

The top ten Worcester City wards with most active registered VLWS volunteers are as follows:

1. Warndon = 55
2. All = 36
3. St Stephen = 28
4. Nunnery = 23
5. Claines = 22
6. Arboretum = 20
7. Riverside = 20
8. St Peters = 18
9. Rainbow Hill = 14
10. St Johns = 14

To avoid possible fly tipping accusations for VLWS and community litter picks there have been talks with Worcester City Council (WCC) about providing different coloured bags to leave on the streets next to council bins. Currently DWT advise the wearing of Hi Viz jackets to prove registered volunteer action. Advice from WCC street scene and community safety is that volunteers should phone to arrange collection, avoiding the need of coloured bags. Evidence from Keep Britain Tidy is that stickers can be useful tool to mark volunteer bags thus avoiding fly tipping accusations and as a data tool to identify volunteer action quantifying the aid given to council cleansing services. This is an avenue DWT would like to investigate further and perhaps obtain sponsorship.

The total hours spent litter picking this year by volunteers was 8,702 hours.

**PooWatch**

The PooWatch app has provided a campaigning and signposting tool for complaints of dog fouling in Worcester since 2015. Reports are submitted by the community to develop an interactive hotspot map of Worcester City. This collated information is used as a campaigning and patrolling tool. Campaigning tools include bag dispensers that can be erected temporarily in hot spot areas by the Worcester City Council Community Safety team (CS) or lent out to community groups.

Chalk spray paint is used by 9 registered PooWatch volunteers and the City Council, who survey and spray dog poo found in their adopted areas. Stencilled messages are also used with chalk spray paint to highlight hotspot areas. Regular hot spot information is shared with Worcester City Council's Civil Enforcement Officers and local policing teams to aid their patrols.

This year, 898 reports were generated, with a monthly average of 74, a 35% increase from the previous year, signifying an increase in web app usage and possible actual offences.

The Worcester City Council Community Safety team have admin access to the backend of the website and can directly collate data for reporting and actioning purposes. Bag dispensers and bags loans are managed by the Worcester City Council Community Safety Team to promote responsible dog ownership. However, there is a need for a perception survey about social impact stencils and chalk paint before new funding is secured.

**Textile Repair events – social sew in and seasonal clothes swap**

There were no in person events organised due to covid safety concerns and issues with the Pump House building. 2 of the 9 core volunteers supported the Repair Café Worcester remote service whilst the social sew in and clothes swap events were suspended.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES (CONTINUED)**

**Repair Cafe Worcester**

DWT continued its support of this scheme with Transition Worcester, through a position on the steering committee and the lending of equipment to the remote Repair Café service through lockdowns and up to June 2021. This remote click and collect style service saw 76 items being collected from clients and delivered to volunteer repairers to assess at their own homes, where advice was given over the phone and then the items were delivered back to their owners by volunteer drivers.

**Schools and Educational Establishments**

As last year, there were no grants given out to schools this year.

**Volunteers**

In 2020/2021, 317 volunteers actively supported the Trust.

Within DWT, 5 volunteers contributed over 296.5 hours, by micro volunteering and on-site conservation volunteering. 9 PooWatch volunteers actioned hot spots autonomously as and when required by using supplies from DWT and information from the PooWatch web app.

The time spent by the 301 litter wardens' autonomous volunteering is difficult for DWT to measure. But an estimate of 8,702 litter picking hours was provided to the Take Pride partners to recognise the volunteers that agree to litter pick their adopted area on a regular basis.

4 of the 6 core Ranger conservation volunteers accrued 189 hours of volunteer time supporting the Senior Ranger with community projects and the management of Chapter Meadows and Apex Park. DWT took Covid safety very seriously and with the older demographic of our conservation volunteers it was decided to only invite volunteers out of lockdowns and when the task was considered to be as Covid safe as possible to all volunteers, staff and site managers.

One volunteer micro volunteered with WRE this year by processing materials that were considered a low Covid risk. These materials were processed primarily for the WRE online shop and event stalls. The total number of volunteering hours given to WRE was 107.5.

2 of the 9 Textile Repair volunteers (Social Sew and Sew-ers) supported the remote Repair Café Worcester service during lockdowns until June 2021, borrowing and using the DWT specialist equipment to support the 'click and collect' style of repair service offered by the City's community repairers.

There was no volunteering by Worcester Connect at the Pump House due to the closure of the centre to the public and because of the 1:1 covid measures put in place by Worcester Connect.

The volunteer reward scheme that was initiated in January 2020 had 59 uptakes from July 2020 to May 2021 when the Pump House eco café was re-open to the public. This volunteer scheme supplies a different password via a monthly DWT news and events email direct to active volunteers. This password, based on that month's events or awareness days, allows volunteers access to a free drink from the Pump House eco café and when open, shopping at WRE without the need of a prepaid membership to the equivalent to a bronze membership, and an insight and inspiration to eco events locally, nationally and globally.

DWT is part of the Take Pride partnership recognising the City's volunteering achievements. Certification recognition was sent during lockdowns when an in-person event was not possible.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**OBJECTIVES AND ACTIVITIES (CONTINUED)**

**FINANCIAL REVIEW**

**a. GOING CONCERN**

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. RESERVES POLICY**

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between six and nine month's expenditure, which is currently between £215,500 and £323,250. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. Unrestricted funds as at 31 May 2021 were £506,164 (2020: £774,111).

The Trust had a net decrease in funds of £267,947 (2020: £162,974 increase in funds) over the past twelve months as shown on the Statement of Financial Activities. The total funds have reduced to £594,444 from £862,391.

**c. NON-RECURRING TRANSACTIONS**

There are two financial items which caused the Trustees concern.

The write off of £110,778 has come to light and was a historic debt owed by WRFC Trading Limited, being interest due on funds previously lent to this company. As part of the sale of WRFC Trading Limited Mr Cecil Duckworth agreed to write this amount of as part of the transaction [he was at this stage owner of WRFC Trading Limited and chairman of The Duckworth Worcestershire Trust]. Unfortunately the accountants and management of DWT were not updated with this information at the time and the historic accounts have not reflected this. We have raised this as an issue with the Charity Commission but are waiting on their response.

In addition at the outset of the pandemic an amount of £75,000 was moved from DWT to the account of Mr Cecil Duckworth in order to achieve greater interest returns, this has now been repaid in full with full interest following the death of Mr Duckworth although its return was delayed because of his death.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**a. CONSTITUTION**

The Duckworth Worcestershire Trust is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

**b. METHODS OF APPOINTMENT OR ELECTION OF TRUSTEES**

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MAY 2021**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


Company law requires the Trustees to prepare financial statements for each financial . Under company 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 company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

**J S Duckworth**  
Trustee  
Date:

  
May 26<sup>th</sup> 2022

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MAY 2021**

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE DUCKWORTH  
WORCESTERSHIRE TRUST ('the company')**

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 May 2021.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

With the exception of the disclosure below, 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.

It was identified by the Trustees during the year, that in September 2018, a Trustee signed a declaration, without the approval of all Trustees, which resulted in a debt no longer being recoverable. Within these accounts, a balance of £110,778 has been written off in the year to 31 May 2021 as the Trustees no longer consider this to be recoverable.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed: 

Dated: 26th May 2022

A Wood FCCA DChA

**Bishop Fleming LLP**  
1-3 College Yard  
Worcester  
WR1 2LB

**THE DUCKWORTH WORCESTERSHIRE TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MAY 2021**

|   | Note | Endowment<br>funds<br>2021<br>£ | Unrestricted<br>funds<br>2021<br>£ | Total<br>funds<br>2021<br>£ | Total<br>funds<br>2020<br>£ |
|---|------|---------------------------------|------------------------------------|-----------------------------|-----------------------------|
| <b>INCOME AND ENDOWMENTS FROM:</b>                          |      |                                 |                                    |                             |                             |
| Donations and legacies                                      | 3    | -                               | 261,367                            | 261,367                     | 124,362                     |
| Charitable activities                                       | 5    | -                               | 104,567                            | 104,567                     | 214,069                     |
| Investments   | 6    | -                               | (110,148)                          | (110,148)                   | 5,541                       |
| <b>TOTAL INCOME AND ENDOWMENTS</b>                          |      | <b>-</b>                        | <b>255,786</b>                     | <b>255,786</b>              | <b>343,972</b>              |
| <b>EXPENDITURE ON:</b>                                      |      |                                 |                                    |                             |                             |
| Charitable activities                                       |      | -                               | 430,999                            | 430,999                     | 494,946                     |
| <b>TOTAL EXPENDITURE</b>                                    |      | <b>-</b>                        | <b>430,999</b>                     | <b>430,999</b>              | <b>494,946</b>              |
| <b>NET EXPENDITURE BEFORE NET<br/>LOSSES ON INVESTMENTS</b> |      | <b>-</b>                        | <b>(175,213)</b>                   | <b>(175,213)</b>            | <b>(150,974)</b>            |
| Net losses on investments                                   |      | -                               | (92,734)                           | (92,734)                    | (12,000)                    |
| <b>NET MOVEMENT IN FUNDS</b>                                |      | <b>-</b>                        | <b>(267,947)</b>                   | <b>(267,947)</b>            | <b>(162,974)</b>            |
| <b>RECONCILIATION OF FUNDS:</b>                             |      |                                 |                                    |                             |                             |
| Total funds brought forward                                 |      | 88,280                          | 774,111                            | 862,391                     | 1,025,365                   |
| Net movement in funds                                       |      | -                               | (267,947)                          | (267,947)                   | (162,974)                   |
| <b>TOTAL FUNDS CARRIED FORWARD</b>                          |      | <b>88,280</b>                   | <b>506,164</b>                     | <b>594,444</b>              | <b>862,391</b>              |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 15 to 27 form part of these financial statements.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)  
REGISTERED NUMBER:03568095**

**BALANCE SHEET  
AS AT 31 MAY 2021**

|  | Note | 2021<br>£             | 2020<br>£             |
|--|------|-----------------------|-----------------------|
| <b>FIXED ASSETS</b>                            |      |                       |                       |
| Tangible assets                                | 10   | 151,658               | 183,501               |
| Investments                                    | 11   | 321,649               | 414,383               |
|  |      | <u>473,307</u>        | <u>597,884</u>        |
| <b>CURRENT ASSETS</b>                          |      |                       |                       |
| Stocks   | 12   | 4,437                 | 4,080                 |
| Debtors  | 13   | 90,682                | 228,121               |
| Cash at bank and in hand                       |      | 41,156                | 57,711                |
|  |      | <u>136,275</u>        | <u>289,912</u>        |
| Creditors: amounts falling due within one year | 14   | (15,138)              | (25,405)              |
| <b>NET CURRENT ASSETS</b>                      |      | <u>121,137</u>        | <u>264,507</u>        |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>   |      | <u>594,444</u>        | <u>862,391</u>        |
| <b>TOTAL NET ASSETS</b>                        |      | <u><u>594,444</u></u> | <u><u>862,391</u></u> |
| <b>CHARITY FUNDS</b>                           |      |                       |                       |
| Endowment funds                                | 15   | 88,280                | 88,280                |
| Unrestricted funds                             | 15   | 506,164               | 774,111               |
| <b>TOTAL FUNDS</b>                             |      | <u><u>594,444</u></u> | <u><u>862,391</u></u> |

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

**J S Duckworth**

Trustee

Date:

*J S Duckworth*  
May 26<sup>th</sup> 2022

The notes on pages 15 to 27 form part of these financial statements.



**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

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**1. GENERAL INFORMATION**

The Duckworth Worcestershire Trust, registered number 03568095, is a charitable company incorporated in the UK and registered in England and Wales. The registered office is 1-3 College Yard, Worcester, Worcestershire, WR1 2LB. The company is limited by guarantee.

The company's presentational and functional currency is GBP. The financial statements are rounded to the nearest GBP.

**2. ACCOUNTING POLICIES**

**2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

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

The Duckworth Worcestershire 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.

**2.2 GOING CONCERN**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

**2.3 COMPANY STATUS**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**2.4 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 company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

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**2. ACCOUNTING POLICIES (continued)**

**2.5 INCOME**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**2.6 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

**2.7 GOVERNMENT GRANTS**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

**2.8 TANGIBLE FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

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**2. ACCOUNTING POLICIES (continued)**

**2.8 TANGIBLE FIXED ASSETS AND DEPRECIATION (CONTINUED)**

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives on the following bases.

Depreciation is provided on the following bases:

|                     |                                |
|---------------------|--------------------------------|
| Freehold land       | - Not Depreciated              |
| Leasehold Property  | - Over the period of the lease |
| Motor Vehicles      | - 20% straight line            |
| Fixtures & Fittings | - 20% straight line            |

**2.9 INVESTMENTS**

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

**2.10 STOCKS**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.11 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.12 CASH AT BANK AND IN HAND**

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

**2.13 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

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**2. ACCOUNTING POLICIES (continued)**

**2.14 FUNDS ANALYSIS**

Designated funds comprise of capital expenditure on the Pump House Environmental Centre project.

Restricted funds are comprised of income and expenditure relating to the Worcester Resource Exchange project.

Expendable endowment funds; income is available for general purposes. The fund is represented by investments and freehold land situated in Chapter Meadows.

Transfers from endowment funds to other reserves are made to support the charity's annual expenditure.

**2.15 FINANCIAL INSTRUMENTS**

The company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.16 OPERATING LEASES**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**2.17 PENSIONS**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

**3. INCOME FROM DONATIONS AND LEGACIES**

|                   | <b>Unrestricted<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|-------------------|--|---------------------------------------|---------------------------------------|
| Donations         | 155,042                                      | <b>155,042</b>                        | 41,423                                |
| Government grants | 106,325                                      | <b>106,325</b>                        | 82,939                                |
|                   | <u>261,367</u>                               | <u><b>261,367</b></u>                 | <u>124,362</u>                        |

In the Government grants, £79,837 (2020: £NIL) relates to funds received through the Coronavirus Job Retentions Scheme (CJRS).

**THE DUCKWORTH WORCESTERSHIRE TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2021**

**4. INCOME FROM DONATIONS AND LEGACIES - PRIOR YEAR**

|                   | <b>Unrestricted<br/>funds<br/>2020<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|-------------------|--|---------------------------------------|---------------------------------------|
| Donations         | 41,423                                       | <b>41,423</b>                         | 41,423                                |
| Government grants | 82,939                                       | <b>82,939</b>                         | 82,939                                |
|                   | <u>124,362</u>                               | <u><b>124,362</b></u>                 | <u>124,362</u>                        |
| <b>TOTAL 2020</b> | <u><u>124,362</u></u>                        | <u><u>124,362</u></u>                 |                                       |

**5. INCOME FROM CHARITABLE ACTIVITIES**

|                                 | <b>Unrestricted<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|---------------------------------|--|---------------------------------------|---------------------------------------|
| Activities for generating funds | 104,567                                      | <b>104,567</b>                        | 214,069                               |
|                                 | <u>104,567</u>                               | <u><b>104,567</b></u>                 | <u>214,069</u>                        |

All income from charitable activities in the current and comparative year were unrestricted.

**6. INVESTMENT INCOME**

|                      | <b>Unrestricted<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|----------------------|--|---------------------------------------|---------------------------------------|
| Rental income        | 630  | <b>630</b>                            | 5,541                                 |
| Loan interest waiver | (110,778)                                    | <b>(110,778)</b>                      | -                                     |
|                      | <u>(110,148)</u>                             | <u><b>(110,148)</b></u>               | <u>5,541</u>                          |

All investment income in the current and comparative year were unrestricted.

Interest on the WRFC loan of £110,778 (accrued over the life of the loan) was written off in agreement with the Waiver of Claim signed by a Trustee.

**THE DUCKWORTH WORCESTERSHIRE TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2021**

**7. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

|                                 | Activities<br>undertaken<br>directly<br>2021<br>£ | Support<br>costs<br>2021<br>£ | Total<br>funds<br>2021<br>£ | Total<br>funds<br>2020<br>£ |
|---------------------------------|---|-------------------------------|-----------------------------|-----------------------------|
| Activities for generating funds | 333,209   | -                             | 333,209                     | 378,857                     |
| Support costs                   | -   | 97,790                        | 97,790                      | 116,089                     |
| <b>TOTAL 2021</b>               | <b>333,209</b>                                    | <b>97,790</b>                 | <b>430,999</b>              | <b>494,946</b>              |

**ANALYSIS OF DIRECT COSTS**

|                                | Total<br>funds<br>2021<br>£ | Total<br>funds<br>2020<br>£ |
|--------------------------------|-----------------------------|-----------------------------|
| Staff costs                    | 277,086                     | 303,840                     |
| Grants payable                 | -                           | 500                         |
| Activities undertaken directly | 22,439                      | 1,293                       |
| Postage and stationery         | 394                         | 455                         |
| Sundry                         | -                           | 85                          |
| Stock                          | 25,039                      | 60,832                      |
| Governance costs               | 8,251                       | 11,852                      |
|                                | <b>333,209</b>              | <b>378,857</b>              |

**THE DUCKWORTH WORCESTERSHIRE TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2021**

**7. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)**

**ANALYSIS OF SUPPORT COSTS**

|                             | <b>Total<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|-----------------------------|---------------------------------------|---------------------------------------|
| Depreciation                | 35,026                                | 33,610                                |
| IT expenditure              | 3,151                                 | 5,372                                 |
| Postage and stationery      | 2,259                                 | 1,806                                 |
| Training costs              | 729                                   | 1,659                                 |
| Professional fees           | 9,528                                 | 9,432                                 |
| Telephone                   | 2,867                                 | 5,465                                 |
| Insurance                   | 13,698                                | 12,051                                |
| Sundry                      | 10,680                                | 14,810                                |
| Rent and rates              | 16,617                                | 17,965                                |
| Marketing                   | 157                                   | 1,031                                 |
| Security and maintenance    | 479                                   | 559                                   |
| Transport and vehicle costs | (434)                                 | 3,202                                 |
| Bank charges                | 3,033                                 | 9,127                                 |
|                             | <b>97,790</b>                         | <b>116,089</b>                        |

**8. STAFF COSTS**

|                       | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|-----------------------|-------------------|-------------------|
| Wages and salaries    | 254,122           | 277,606           |
| Social security costs | 14,486            | 15,902            |
| Other pension costs   | 8,478             | 10,332            |
|                       | <b>277,086</b>    | <b>303,840</b>    |

The average number of persons employed by the company during the year was as follows:

|                                | <b>2021<br/>No.</b> | <b>2020<br/>No.</b> |
|--------------------------------|---------------------|---------------------|
| Environmental Wardens          | 1                   | 1                   |
| Management and Administration  | 9                   | 9                   |
| Duckworth Worcestershire Trust | 6                   | 11                  |
|                                | <b>16</b>           | <b>21</b>           |

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

**8. STAFF COSTS (CONTINUED)**

No employee received remuneration amounting to more than £60,000 in either year.

**9. TRUSTEES' REMUNERATION AND EXPENSES**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 May 2021, no Trustee expenses have been incurred (2020 - £NIL).

**10. TANGIBLE FIXED ASSETS**

|                          | Freehold<br>land<br>£ | Leasehold<br>Property<br>£ | Motor<br>Vehicles<br>£ | Fixtures &<br>Fittings<br>£ | Total<br>£ |
|--------------------------|-----------------------|----------------------------|------------------------|-----------------------------|------------|
| <b>COST OR VALUATION</b> |                       |                            |                        |                             |            |
| At 1 June 2020           | 88,281                | 444,177                    | 25,360                 | 124,570                     | 682,388    |
| Additions                | -                     | -                          | -                      | 3,183                       | 3,183      |
| At 31 May 2021           | 88,281                | 444,177                    | 25,360                 | 127,753                     | 685,571    |
| <b>DEPRECIATION</b>      |                       |                            |                        |                             |            |
| At 1 June 2020           | -                     | 391,958                    | 15,525                 | 91,404                      | 498,887    |
| Charge for the year      | -                     | 20,889                     | 2,459                  | 11,678                      | 35,026     |
| At 31 May 2021           | -                     | 412,847                    | 17,984                 | 103,082                     | 533,913    |
| <b>NET BOOK VALUE</b>    |                       |                            |                        |                             |            |
| At 31 May 2021           | 88,281                | 31,330                     | 7,376                  | 24,671                      | 151,658    |
| At 31 May 2020           | 88,281                | 52,219                     | 9,835                  | 33,166                      | 183,501    |



**THE DUCKWORTH WORCESTERSHIRE TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2021**

**11. FIXED ASSET INVESTMENTS**

|                          | Listed<br>Investments<br>£ |
|--------------------------|----------------------------|
| <b>COST OR VALUATION</b> |                            |
| At 1 June 2020           | 414,383                    |
| Revaluations             | (92,734)                   |
| AT 31 MAY 2021           | <u>321,649</u>             |
| <b>NET BOOK VALUE</b>    |                            |
| AT 31 MAY 2021           | <u>321,649</u>             |
| AT 31 MAY 2020           | <u>414,383</u>             |

**12. STOCKS**

|                                     | 2021<br>£    | 2020<br>£    |
|-------------------------------------|--------------|--------------|
| Finished goods and goods for resale | <u>4,437</u> | <u>4,080</u> |

**13. DEBTORS**

|   | 2021<br>£     | 2020<br>£      |
|---|---------------|----------------|
| <b>DUE WITHIN ONE YEAR</b>              |               |                |
| Trade debtors                           | 1,876         | 127            |
| Amounts owed by participating interests | 75,000        | 75,000         |
| Other debtors                           | 2,851         | 35,716         |
| Prepayments and accrued income          | 6,928         | 117,278        |
| Grants receivable                       | 4,027         | -              |
|   | <u>90,682</u> | <u>228,121</u> |

Amounts owed by participating interests are repayable on demand.

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                              | 2021<br>£     | 2020<br>£     |
|------------------------------|---------------|---------------|
| Trade creditors              | 10,120        | 20,364        |
| Accruals and deferred income | 5,018         | 5,041         |
|                              | <u>15,138</u> | <u>25,405</u> |

**15. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

|                                 | Balance at 1<br>June 2020<br>£ | Income<br>£    | Expenditure<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 May 2021<br>£ |
|---------------------------------|--------------------------------|----------------|------------------|-------------------------|--------------------------------|
| <b>UNRESTRICTED FUNDS</b>       |                                |                |                  |                         |                                |
| <b>DESIGNATED FUNDS</b>         |                                |                |                  |                         |                                |
| Designated Funds                | 155,186                        | -              | -                | -                       | 155,186                        |
| <b>GENERAL FUNDS</b>            |                                |                |                  |                         |                                |
| General Funds                   | 618,925                        | 255,786        | (430,999)        | (92,734)                | 350,978                        |
| <b>TOTAL UNRESTRICTED FUNDS</b> | <u>774,111</u>                 | <u>255,786</u> | <u>(430,999)</u> | <u>(92,734)</u>         | <u>506,164</u>                 |
| <b>ENDOWMENT FUNDS</b>          |                                |                |                  |                         |                                |
| Endowment Fund                  | 88,280                         | -              | -                | -                       | 88,280                         |
| <b>TOTAL OF FUNDS</b>           | <u>862,391</u>                 | <u>255,786</u> | <u>(430,999)</u> | <u>(92,734)</u>         | <u>594,444</u>                 |

Endowment funds comprise of income available for general purposes. The fund is represented by freehold land situated in Chapter Meadows.

Designated funds comprise of capital expenditure on the Pump House Environmental Centre Project.

**THE DUCKWORTH WORCESTERSHIRE TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2021**

**15. STATEMENT OF FUNDS (CONTINUED)**

**STATEMENT OF FUNDS - PRIOR YEAR**

|                                 | Balance at<br>1 June 2019<br>£ | Income<br>£ | Expenditure<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 May 2020<br>£ |
|---------------------------------|--------------------------------|-------------|------------------|-------------------------|--------------------------------|
| <b>UNRESTRICTED FUNDS</b>       |                                |             |                  |                         |                                |
| <b>DESIGNATED FUNDS</b>         |                                |             |                  |                         |                                |
| Designated Funds                | 155,186                        | -           | -                | -                       | 155,186                        |
| <b>GENERAL FUNDS</b>            |                                |             |                  |                         |                                |
| General Funds                   | 781,899                        | 343,972     | (494,946)        | (12,000)                | 618,925                        |
| <b>TOTAL UNRESTRICTED FUNDS</b> | 937,085                        | 343,972     | (494,946)        | (12,000)                | 774,111                        |
| <b>ENDOWMENT FUNDS</b>          |                                |             |                  |                         |                                |
| Endowment Funds                 | 88,280                         | -           | -                | -                       | 88,280                         |
| <b>TOTAL OF FUNDS</b>           | 1,025,365                      | 343,972     | (494,946)        | (12,000)                | 862,391                        |

**16. SUMMARY OF FUNDS**

**SUMMARY OF FUNDS - CURRENT YEAR**

|                  | Balance at 1<br>June 2020<br>£ | Income<br>£ | Expenditure<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 May 2021<br>£ |
|------------------|--------------------------------|-------------|------------------|-------------------------|--------------------------------|
| Designated funds | 155,186                        | -           | -                | -                       | 155,186                        |
| General funds    | 618,925                        | 255,786     | (430,999)        | (92,734)                | 350,978                        |
| Endowment funds  | 88,280                         | -           | -                | -                       | 88,280                         |
|                  | 862,391                        | 255,786     | (430,999)        | (92,734)                | 594,444                        |

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

**16. SUMMARY OF FUNDS (CONTINUED)**

**SUMMARY OF FUNDS - PRIOR YEAR**

|                  | Balance at<br>1 June 2019 | Income         | Expenditure      | Gains/<br>(Losses) | Balance at<br>31 May 2020 |
|------------------|---------------------------|----------------|------------------|--------------------|---------------------------|
|                  | £                         | £              | £                | £                  | £                         |
| Designated funds | 155,186                   | -              | -                | -                  | 155,186                   |
| General funds    | 781,899                   | 343,972        | (494,946)        | (12,000)           | 618,925                   |
| Endowment funds  | 88,280                    | -              | -                | -                  | 88,280                    |
|                  | <u>1,025,365</u>          | <u>343,972</u> | <u>(494,946)</u> | <u>(12,000)</u>    | <u>862,391</u>            |

**17. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

|                               | Endowment<br>funds<br>2021<br>£ | Unrestricted<br>funds<br>2021<br>£ | Total<br>funds<br>2021<br>£ |
|-------------------------------|---------------------------------|------------------------------------|-----------------------------|
| Tangible fixed assets         | 88,280                          | 63,378                             | 151,658                     |
| Fixed asset investments       | -                               | 321,649                            | 321,649                     |
| Current assets                | -                               | 136,275                            | 136,275                     |
| Creditors due within one year | -                               | (15,138)                           | (15,138)                    |
| <b>TOTAL</b>                  | <u>88,280</u>                   | <u>506,164</u>                     | <u>594,444</u>              |

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

|                               | Endowment<br>funds<br>2020<br>£ | Unrestricted<br>funds<br>2020<br>£ | Total<br>funds<br>2020<br>£ |
|-------------------------------|---------------------------------|------------------------------------|-----------------------------|
| Tangible fixed assets         | 88,280                          | 95,221                             | 183,501                     |
| Fixed asset investments       | -                               | 414,383                            | 414,383                     |
| Current assets                | -                               | 289,912                            | 289,912                     |
| Creditors due within one year | -                               | (25,405)                           | (25,405)                    |
| <b>TOTAL</b>                  | <u>88,280</u>                   | <u>774,111</u>                     | <u>862,391</u>              |

**THE DUCKWORTH WORCESTERSHIRE TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2021**

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**18. PENSION COMMITMENTS**

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £8,478 (2020: £10,332).

**19. OPERATING LEASE COMMITMENTS**

At 31 May 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                       | 2021<br>£     | 2020<br>£     |
|-----------------------|---------------|---------------|
| Not later than 1 year | <u>14,548</u> | <u>13,250</u> |

**20. RELATED PARTY TRANSACTIONS**

During the year, an amount of £110,778 was written off in relation to interest accrued on a loan to WRFC Trading Limited. Until 15 November 2020 C Duckworth OBE was a trustee of the Duckworth Worcestershire Trust. At the date of the initial loan C Duckworth OBE was also a director and shareholder of WRFC Trading Limited. He resigned as a director in 2018.

WRFC Trading Limited performed payroll services on behalf of The Duckworth Worcestershire Trust. During the year salary and other sundry costs of £219,191 (2020 £308,738) were recharged to the charity. As well this an £110,778 of accrued interest was written off, as noted in the Trustees' and Independent Examiner's reports.