

Dukes Meadows Trust

(A charitable incorporated organisation)

Report and Financial Statements

Year ended: 30th September 2024

Charity no: 1106538

Contents	Page
Legal and administrative information	3
Report of the Trustees	4-8
Report of the independent examiner	9
Statement of financial activities	10
Balance sheet	11
Chair's declaration and signature	12
Notes forming part of the financial statements	13-15

Legal and administrative information

Constitution

Dukes Meadows Trust is a charitable incorporated organisation (CIO) governed by its constitution. Charity number 1106538.

Trustees

The trustees of the CIO ("the Trust") are throughout this report collectively referred to as the trustees. As set out in the constitution, trustees are nominated and appointed by members serving for an initial period of three years and may be reappointed for three consecutive terms. Trustees can also be invited on to the Trust during the year by serving Trustees and will then have their appointment ratified by members at the next AGM. The committee of serving trustees will elect the chair of trustees.

The trustees serving during the year and since the year-end were as follows:

Chair

Paul Davis

Elected Trustees

Carol Beauchamp
Paul Davis
Jennifer Figaro
Dennis Flaherty
Clifford Sykes
Andrew Tucker
Jack Emsley

Secretary

Kathleen Healy

Registered Office

The Pavilion, Market Drive, Chiswick, London W4 2RX

Independent Examiner

Martin Stokes 92 Staveley Gardens, Chiswick London W4 2SD

Bankers

Barclays Hammersmith Business Centre

Report of the Trustees for the year ended 30th September 2024

The Trustees are pleased to present their report together with the financial statements of the Charity for the year ended 30th September 2024.

Legal and administrative information set out on page 3 forms part of this report. The financial statements comply with current statutory requirements, the constitution and the Statements of Recommended Practice – Accounting and Reporting by Charities.

Objects of the Charity

The objects of the Charity are to promote the conservation, protection and improvement of the physical and natural environment of the area known as Duke's Meadows and Riverside Lands in the London Borough of Hounslow ("the area of benefit") to provide or assist in the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for those living or working in the area of benefit; and to advance public education in environmental matters. To achieve this Dukes Meadows Trust;

- Consults and involves the community and raises grants to achieve sustainable capital improvements in the park
- Has established and maintains successful social enterprises to generate revenue to maintain the capital assets in the park upon which it holds leases or which it has created or improved.
- Organises regular volunteer opportunities for local people to enable them to help care for the park and learn new skills
- Organises occasional entertainments in the park for the enjoyment of the local community and funds activities for local children, particularly those from low income families.

Trustees' induction and training

New Trustees are provided with a copy of the Trusts M&A's, a copy of the last annual report, copies of the minutes of the previous three meetings, the Trusts' current strategy document and a copy of the Charity Commission handbook "Responsibilities of Trustees". Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation

A board of Trustees, who meet four times each year, administers the Charity. A Development Manager is appointed by the trustees to manage the day-to-day operations of the Charity.

Investment powers

Under the constitution, the Charity has the power to make any investment that the trustees see fit.

Related parties

The Charity works with Hounslow Council, which owns the park that it works on and which has from time to time provided funding for specific projects to support the Charity's objectives.

Review of activities and future developments

It was another busy year for the Trust. Volunteering events continued every other Friday through the year to maintain all the trees, hedges, shrubs and plants the Trust has planted. More birch trees were added to the copse beside the playground. The Trust secured another silver gilt award from London in Bloom.

The project to restore Promenade Approach Promenade advanced well. A contractor Blakedown was appointed, and work is due to start in December. The plans were developed after extensive consultation. Drawings of the proposed scheme were shared online through local media and we ran stalls at the Sunday Market and on the tow path by Chiswick Pier. 107 people responded and 94% agreed that restoring Promenade Approach was important and worthwhile. Comments on the proposals were overwhelmingly in favour.

We became aware that the Council had allocated funding to improve the area around Emanuels Hollow. We assisted with consulting on priorities for the area by organising a meeting on site with key stakeholders, the clubs and residents. We also arranged a visit following the consultation to Northcote Nature Reserve, as attendees at the first event suggested it as a good example of a low maintenance scheme that supported biodiversity. We supported the Council to carry out a survey consultation obtaining 123 responses. These should help shape the proposals.

Warmer summers are affecting some of the trees we planted, particularly the Willows. Two we planted around the circle bench, in the play, died. Whilst thinking about what to plant to replace them and having a mismatched circle of trees, we met up with Artist Elizabeth Rolins Scott. Elizabeth is an artist and founder of Diesel House studios, she helped us when we set up our studios. We saw some of her beautiful ceramic heads and thought one would make a lovely replacement for the missing trees. We commissioned Elizabeth to make a Sleeping Angel head for the playground, which should be installed early in the new year.

Our partnership with Hogarth Youth Club continued. We funded Hogarth to meet and accompany children from Cavendish School to the youth club on Monday afternoons after school. Feedback from the children is very good with most saying that they made new friends and would like to visit again next term. Hogarth has fantastic facilities children can cook, make crafts and play sport.

We started planning a project to monitor the wildlife at Dukes Meadows. Monitoring is vital so that the wildlife present is recorded and crucially the habitat it relies on, so that that can be protected. In the past year we have had to prevent the removal of hedges, which are a vital habitat for the Meadows Sparrow population. Monitoring will enable us to see what is happening to wildlife over time, to take early action if there are declines. It will also help assess the impact of interventions we make such as allowing grass to grow over the summer, to understand whether it is promoting greater biodiversity.

Gross income from the market was £42,614, an increase on the previous year (2023 £38,499). The market has continued to attract customers despite the increased competition from other markets opening nearby. We continue to promote and work to keep it attractive and interesting to visit.

Income from the Pavilion was £121,114 slightly down on the previous year, (2023 £122,317). This was due to a void period in the summer whilst we divided the large new studio at the back into two spaces.

Kathleen continues to Chair the Hounslow Parks Forum, which is an opportunity for all Park Friends to contribute to how parks are managed.

My thanks as always to our wonderful volunteers and trustees, who make what the Trust does possible.



Paul Davis
Chair

Reserves policy and risk management

The Trust has a two-year plan outlining the strategic objectives that it will seek to achieve. Trustees review the plan in their regular quarterly meetings. As the Trust has grown and its projects to regenerate and improve the park have been completed, the Trust has become responsible for maintaining and repairing these newly created facilities. Some, such as the play area and water play area generate little or no income. Their successful maintenance, however, is critical to achieving the Trust's aim of establishing a sustainable park for the benefit of the community. The trust has established social enterprises to fund maintenance and ensure their ongoing success through careful management is a key focus of Trustees' efforts.

Statement of public benefit

The objectives and activities and achievements and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

Structure governance and management

The charity is constituted as a Charitable incorporated Organisation. In accordance with the charity's constitution, there shall not be less than three Trustees at any time.

Trustees are nominated and appointed on the basis of specific skills and knowledge to enable them make a contribution to the management of the charity. During the year, one new Trustee was recruited, who is a local councillor with experience in marketing, including digital and social media.

Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees.



Paul Davis
Chair

Trustees' responsibility in relation to the financial statements

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008.

Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, because SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice

for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2017), (The SORP). In particular, charity law requires the Trustees, if they prepare accounts on an accruals basis, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to:

- prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law);
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;

- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under 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.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

Independent Examiner

A resolution will be proposed at the annual general meeting that Martin Stokes be appointed as independent examiner to the Charity for the ensuing year.

Independent Examiners report

Respective responsibilities of trustees and examiner

The charity's Trustees are responsible for the preparation of the financial statements in accordance with the Charities Act 2011

and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to

- examine the financial statements of the charity under Section 145 of the Act;
- follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of the independent examiner's report

In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide.

Consequently, I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

Independent examiner's statement

In connection 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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

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

Martin Stokes
2 Staveley Gardens
Chiswick
London
W4 2SD



Date

15/06/25

Statement of Financial Activities
(Including Income & Expenditure Account)
For the year ended 30th September 2024

Profit and Loss October 2023 - September 2024

Distribution account	General	Restricted	Total Funds	
	Oct 1 2023 - Sep 30 2024	Oct 1 2023 - Sep 30 2024	Oct 1 2023 - Sep 30 2024	Oct 1 2022 - Sep 30 2023
Income				
Farmer's Market	42,614.00		42,614.00	38,499.00
Gifts and donations income	175.00		175.00	100.00
Interest Income	1,330.24		1,330.24	597.12
Kiosk rent	4,000.00		4,000.00	4,000.00
Pavilion Rent Income	122,114.20		121,114.20	122,317.25
Bowls Club rent	1,000.00		1,000.00	500.00
Total for Pavilion Rent Income	£123,114.20		£123,114.20	£122,817.25
Grants				5,500.00
Total for Income	£170,233.44		£170,233.44	£171,513.37
Cost of Sales				
Farmer's Market expenses	12,813.48		12,813.48	13,738.00
Total for Cost of Sales	£12,813.48		£12,813.48	£13,738.00
Gross Profit	£157,419.96		£157,419.96	£157,775.37
Expenses				
Total for in furtherance of Charitable objectives	£140,762.60	500.00	£140,762.60	£109,470.36
Total for Management and admin costs	£34,331.43	0.00	£34,331.43	£33,187.36
Total for Expenses	£174,594.03	500.00	£175,094.03	£142,657.72
Net Operating Income	-£17,174.07	-500.00	-£17,674.07	£15,117.65

Balance Sheet
As of September 30, 2024

Distribution account	Total	
	As of September 30, 2024	As of September 30, 2023 (PY)
Fixed Asset		
Leasehold Amortisation	-132,402.00	-117,866.00
Leasehold Am Garfield Weston	-9,600.00	-8,800.00
Total for Leasehold Amortisation	-£142,002.00	-£126,666.00
Leasehold property	337,106.65	337,106.65
Fixed Assets Additions	60,000.00	60,000.00
Total for Leasehold property	£397,106.65	£397,106.65
Total for Tangible assets	£255,104.65	£270,440.65
Total for Fixed Asset	£255,104.65	£270,440.65
Cash at bank and in hand		
00239577	22,621.99	14,823.63
10047945	86,967.93	89,637.69
Total for Cash at bank and in hand	£109,589.92	£104,461.32
Accounts receivable	-2,740.40	4,142.50
Total for Debtors	-£2,740.40	£4,142.50
Total for Current Assets	0.00	0.00
NET CURRENT ASSETS	£106,849.52	£108,603.82
Total for Trade Creditors	0.00	0.00
HMRC	3,143.34	1,759.57
Total for Payroll Liabilities	£3,143.34	£1,759.57
Total for Current Liabilities	£3,143.34	£1,759.57
Total for Creditors: amounts falling due within one year	£3,143.34	£1,759.57
NET CURRENT ASSETS (LIABILITIES)	£103,706.18	£106,844.25
TOTAL ASSETS LESS CURRENT LIABILITIES	£358,810.83	£377,284.90
Creditors: amounts falling due after more than one year	0.00	0.00
TOTAL NET ASSETS (LIABILITIES)	£358,810.83	£377,284.90
Capital and Reserves		
Retained Earnings; general fund	308,804.90	292,967.25
Net Income	-17,674.07	15,117.65
Total for Designated Funds	0.00	0.00
Prov for maintenance and rep {114}	58,000.00	58,000.00
Restricted Funds Capital Grants	10,400.00	11,200.00
Total for Restricted funds	£10,400.00	£11,200.00
Total for Capital and Reserves	£358,810.83	£377,284.90

Signed
Paul Davis



Director

Dukes Meadows Trust

Date... 15/06/25

Notes forming part of the financial statements
For the year ended 30th September 2024

1. Accounting policies

a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2017), (The SORP). The principal accounting policies adopted in the preparation of the financial statements are as follows:

b) Cash flow

The accounts do not contain a cash flow statement because the Trust, as a small reporting entity, is exempt from the requirement to prepare such a statement.

Incoming resources

c) Grants

When donors specify that grants, including capital grants, are for particular restricted purposes, this income is included in incoming resources of restricted funds when receivable. If not spent in the year it is received it is shown as a restricted funds reserve and is transferred from this reserve back into the income and expenditure account when spent.

d) Tangible Fixed Assets

Depreciation and amortisation are provided at the following annual rates in order to write off each asset over its estimated useful life:

Leasehold property (Studios)	over 25 years approximately, from Aug 2002
Leasehold property (Pavilion Flat)	over 25 years approximately, from Dec 2003
Leasehold property (Studio improvements)	over 25 years approximately, from Oct 2012
Leasehold property (Studio improvements)	over 25 years approximately, from Oct 2023

2. Net incoming resources

Net incoming resources are stated after charging:

	2024	2023
Depreciation of tangible fixed assets	14,536	14,536

3. Grants Received

None

4. Cost of activities in furtherance of charitable objectives

Distribution account	General	Restricted	Total Funds	Total
	Oct 1 2023 - Sep 30 2024	Oct 1 2023 - Sep 30 2024	Oct 1 2023 - Sep 30 2024	Oct 1 2022 - Sep 30 2023
Community and education	6,452.53	500.00	6952.53	3,846.29
DM Summer Fun Expenses	1,375.00		1,375.00	710.00
Dues and Subscriptions	1,736.00		1,736.00	1,096.40
Grants made	5,226.00		5,226.00	0.00
Project expenditure				
Adventure Play Area	461.42		461.42	1,101.93
New Studio at Rear	288.00		288.00	4,198.63
Electrical work	1,101.00		1,101.00	4,308.72
Total for New Studio at Rear	£1,389.00	0.00	£1,389.00	£8,507.35
Park projects - general	16,517.70		17,273.70	8,951.23
Promenade Approach	7,205.97		7,205.97	8,150.00
Total for Project expenditure	£25,574.09	0.00	£25,574.09	£27,275.26
Proj Mgmt/Facilities Mgmt/Bookkeeping	480.00		480.00	600.00
Rent Payable	2,000.00		2,000.00	2,000.00
Repairs and maintenance				
Adventure Play Area	4,437.60		4,437.60	3,150.22
Artists Flat	13,945.44		13,945.44	1,243.90
Park repairs - general	4,374.42		4,374.42	3,432.89
Pavilion	27,041.80		27,041.80	22,312.29
Water Play Area	6,488.02		6,488.02	5,950.73
Total for Repairs and maintenance	£56,287.28	0.00	£56,287.28	£36,090.03
Tools, equipment, PPE, etc	181.82		181.82	674.14
Training	90.00		90.00	857.67
Payroll costs				
Wages	37,008.00		37,008.00	33,000.00
Taxes	3,851.88		3,851.88	3,320.57
Total payroll costs	40,859.88		40,859.88	36,320.57
Total for In furtherance of Charitable o	£140,262.60	500.00	£140,762.60	£109,470.36

5. Management and Admin Costs

Distribution account	General	Restricted	Total Funds	Total
	Oct 1 2023 - Sep 30 2024	Oct 1 2023 - Sep 30 2024	Oct 1 2023 - Sep 30 2024	Oct 1 2022 - Sep 30 2023 (PY)
Management and admin costs				
Advertising Farmers Market	4,003.27		4,003.27	3,250.76
Business Rates and Council Tax	390.90		390.90	881.20
Cleaning and waste	7,343.45		7,343.45	5,534.48
Depreciation Expense	14,536.00		14,536.00	14,536.00
Insurance	886.23		886.23	862.66
Internet	711.39		711.39	1,205.14
IT Support	797.28		797.28	1,722.49
Licenses and Permits	416.00		416.00	250.00
Office Supplies, Postage, Etc	43.47		43.47	307.28
Utilities	5,203.44		5,203.44	4,626.25
Travel expenses				11.10
Total for Management and admin costs	£34,331.43	0.00	£34,331.43	£33,187.36

6. Grants made

The Trust agreed a maximum grant of £5,226 to LB Hounslow in the year ended Sept 2024, for new steel runners for the Promenade Approach Gates.

7. Amortisation of Capital Grant

A capital grant of £20,000 was received in 2012 from the Garfield Weston Foundation towards the building of new studios. This is being released to unrestricted funds over 25 years against the depreciation charge of the studios.

8. Tangible fixed assets

	2024	2023
Cost		
As at 30 Sep 2023	397106.7	397106.7
Fixed asset additions	0	
Less accumulated depreciation to 30 Sept 2023	117,866	126766
Less depreciation charge to 30 Sept 2024	<u>15,336</u>	<u>15,336</u>
Accumulated depreciation to 30 Sep 2024	112,128	142102
Net book value at 30 Sep 2024	255,004	285,777

9. Debtors		
Trade Debtors		2,638
10. Creditors: amounts falling due within one year		
Trade Creditors	0	0
Others	0	0
11. Restricted Funds		
Studios (Garfield Weston)	10,400	11,200
Total	10,400	11,200
12. Designated funds		
Pavilion Maintenance	58,000	58000
Total Designated funds	58,000	58,000

13. Fund accounting

Funds held by the Charity can be:

Unrestricted General Funds—these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated Funds—these are funds set aside by trustees out of unrestricted general funds for specific future purposes or projects.

Restricted Funds—these are funds that can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

14. Legal Status of the Charity

The Charity is a Charitable Incorporated Organisation and has no share capital.

The liability of each member in the event of winding up is limited to £1.

15. In addition to the bank accounts shown in the balance sheet:

- The Charity maintains an account (30255742) in which the deposits paid by artist studio tenants are held. As at 30 Sep 24 the balance on this account was £15,926 (30 Sep 22 £14,326). These funds are held in trust and do not form part of the assets of the Charity.
- The Charity maintains an account (20154954) which holds funds received for a project to develop an arboretum in Chiswick Burial Grounds in which the Trust participated as a partner with other local groups and individuals. As at 30 Sep 23 the balance on this account was £ 498.22
- (30 Sep 22 £490.67). These funds are held in trust and do not form part of the assets of the Charity.