



**THE OUTDOOR TRUST**

**ANNUAL REPORT**

**FOR THE YEAR ENDED 31 JULY 2014**

**CHARITY NUMBER 1148702  
COMPANY NUMBER 8130120**

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**THE OUTDOOR TRUST**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 JULY 2014**

**Charity Registration number:** 1148702 **Company Registration number:** 8130120

**Registered Office:** 24 Moorend Road, Cheltenham, Gloucestershire, GL53 0HD.

**Trustees:** Hugo Vickers DL, James Walker, Bronwen Thornton.

**A. Achievements and Performance**

The Outdoor Trust is a charity committed to getting people more active outdoors by creating Walkways which connect people together, improve their everyday health and celebrate The Queen as Head of The Commonwealth.

This is the second Annual Report of the Outdoor Trust and we can report some good progress. The Trust's focus for the year was on 4 key areas:

**1. The Queen's Walkway in Windsor**

Our plans for a walkway in Windsor were developed to ensure a route is in place for 9<sup>th</sup> September 2015, the moment when The Queen becomes Britain's longest-reigning monarch, out-reigning Queen Victoria.

The Trust secured new practical partnerships with the Museum, Museum Friends, Town Centre team, Visitor Services team and Windsor Festival team in particular to help with the delivery of the project.

The Historic Towns Trust agreed to be the official historical advisors for the walkway and a joint launch was held on 23<sup>rd</sup> September 2013 of the new Historical Map of Windsor.

The Trust raised the majority of the finances necessary for completing The Queen's Walkway. The Trust organised a dinner, hosted by the Constable and Governor of Windsor Castle, Air Marshal Ian Macfadyen, for 24 guests of the Trust, on 2<sup>nd</sup> July 2014 to thank the donors.

**2. A Commonwealth Walkway for Glasgow**

A 20-mile Walkway, connecting many of the highlights of the City, was drafted by the Trust and the first marker was installed outside City Chambers on George Square.

The Trust was delighted by the support received from Louise Martin – Hon Secretary to The Commonwealth Games Federation, Chair of Sport Scotland and on the Executive of the Glasgow 2014 Games. Through Louise the Trust were given the opportunity to speak at the CGF General Assembly on 20<sup>th</sup> July and gave every participating Games Association a mini Commonwealth Walkway marker. This resulted in invitations to visit several Commonwealth countries.

### **3. Commonwealth Walkways in Australia**

The Trust visited Australia in the first two weeks of October 2013 to scope the potential support for Commonwealth Walkways.

The Trust spoke at the Western Australia Annual Trails Conference and Walkway plans were warmly welcomed by The Hon Barry House MLP, Leader of the House of Representatives at the Western Australia Government.

The Trust visited Canberra, Australia's Capital City, and was given private tours of both the National Gallery and National Portrait Gallery as part of research into a potential Walkway route in the town.

A potential Walkway was drafted by the Trust in Sydney for further discussion.

The Trust met with the Commonwealth Games 2018 hosts from the Gold Coast on 21<sup>st</sup> July 2014 in Glasgow to explore the potential of connecting Walkway plans in the Commonwealth to the next Queen's Baton Relay.

### **4. The Jubilee Walkway and Jubilee Greenway in London**

The Trust audited the Jubilee Greenway in February 2014 and discovered 19 of the 650 glass markers had been broken. The Trust arranged for these to be replaced with metal markers paid for by Transport for London.

The Jubilee Walkway was checked in March and a replacement disc provided for The City of Westminster to complete the street improvement works in Parliament Square in March 2014.

## **B. Structure, Governance and Management**

The Trust's articles of association were registered at Companies House on 4<sup>th</sup> July 2012. The Trust became a charity officially on 24<sup>th</sup> August 2012.

The three Trustees meet, on average, every six weeks and are supported by a wider Advisory Board that meet, on average, twice a year.

## **C. Financial Review**

The Trust repaid the loan from Access Associates Limited during the year which had been used to help set up the charity in the first year.

The main income for the Trust during the year came from Glasgow City Council to cover the costs of installing the foundation marker outside City Chambers and generous donations from private individuals and Trusts to support the costs of The Queen's Walkway in Windsor.

The Trust paid an independent fundraiser to help with raising the necessary resources for Windsor.

## **D. Public benefit statement**

The Outdoor Trust's articles of association specify that the charity will:

1. Preserve and protect the physical and mental health of people by promoting outdoor recreation
2. Promote conservation, protection and improvement of the historical and natural environment
3. Advance the education of the public in relation to natural and cultural heritage.

The Trust confirms that they have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties.

## **E. Plans for future periods**

Within the next twelve months the Trust plans to complete most of The Queen's Walkway in Windsor in advance of a launch in October 2015; visit a sample 7 Commonwealth cities to explore the practical potential for delivering Commonwealth Walkways overseas; develop a close partnership with The Commonwealth Games 2018 team; and, explore fundraising opportunities to cover the core costs of providing Walkways in 100 cities in the Commonwealth.

## **F. Statement of trustees' responsibilities**

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the

Trustees are required and have fulfilled the requirement to:

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

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed:

**Hugo Vickers**  
**Chair**  
**28 April 2015**

# THE OUTDOOR TRUST

## STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an income and expenditure account)

YEAR ENDED 31 JULY 2014

	Notes	2014		2013
		Unrestricted Fund	Restricted Funds	Total
		£	£	£
<b><u>Incoming resources</u></b>				
Incoming resources from generated funds:				
Voluntary income		146	133,213	133,359
Incoming resources from charitable activities:				
Fees charged		8,943	-	8,943
<b>Total incoming resources</b>		<b>9,089</b>	<b>133,213</b>	<b>142,302</b>
<b><u>Resources expended</u></b>				
	2			
Charitable activities		4,992	37,378	42,370
Governance costs		-	-	-
<b>Total resources expended</b>		<b>4,992</b>	<b>37,378</b>	<b>42,370</b>
<b>Net income (expenditure) for the year</b>		<b>4,097</b>	<b>95,835</b>	<b>99,932</b>
Funds brought forward		(1,492)	-	(1,492)
<b>Funds carried forward</b>		<b>2,605</b>	<b>95,835</b>	<b>(1,492)</b>

**THE OUTDOOR TRUST**  
 (Company number 2315305)  
**BALANCE SHEET**  
**AS AT 31 JULY 2014**

		<b>2014</b>		<b>2013</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Current assets</b>					
Debtors and prepayments		3,589		647	
Cash at bank and in hand		<u>102,282</u>		<u>12,353</u>	
		105,871		13,000	
Creditors: amounts falling due within one year	4	<u>(7,431)</u>		<u>(14,492)</u>	
<b>Net current assets</b>			98,440		(1,492)
			<u>98,440</u>		<u>(1,492)</u>
<b>Net assets</b>	5		<u>98,440</u>		<u>(1,492)</u>
<b>Unrestricted fund</b>	6		2,605		(1,492)
<b>Restricted funds</b>	6		95,835		-
			<u>98,440</u>		<u>(1,492)</u>

For the year ended 31 July 2014 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

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

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

These accounts were approved by the trustees on 28 April 2015 and are signed on their behalf by:

Bronwen Thornton - Trustee and Secretary

# **THE OUTDOOR TRUST**

## **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 JULY 2014**

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### **1. Accounting Policies**

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain fixed assets, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006 and comply with the Statement of Recommended Practice: Accounting and Reporting by Charities (Revised 2005). The policies adopted for items which are judged material to the financial statements are as follows:

#### **Incoming resources**

Voluntary income, including donations under Gift Aid are recognised as income when received. Where applicable, associated income tax recovery is recognised when the associated income is received. Interest is recognised as income when receivable.

#### **Resources expended**

Costs of generating funds comprise the costs associated with attracting voluntary income. Costs of activities in furtherance of the charity's objects comprise those costs incurred by the charity as a result of the delivery of its service. Governance costs comprise those costs incurred by the charity in meeting its constitutional and statutory requirements.

#### **Funds**

Restricted funds represent the funds specifically earmarked for the charity's property and other projects, specified by the donor. Designated funds are unrestricted funds earmarked by the trustees for a particular purpose. Unrestricted funds are funds which can be utilised at the discretion of the trustees.



## THE OUTDOOR TRUST

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 JULY 2014 (continued)

#### 2. Resources expended

	2014			2013
	Unrestricted	Restricted	Total	Total
	Fund	Funds		
	£	£	£	£
<b>Costs of making walkways</b>	4,792	1,000	5,792	12,310
<b>Support costs</b>				
Consulting	-	20,400	20,400	-
Training	4	91	95	342
Travel and subsistence	77	10,973	11,050	9,094
Entertaining	6	1,564	1,570	368
Postage	1	28	29	-
Stationery and printing	10	508	518	10
Subscriptions	1	315	316	17
Bank charges	4	90	94	-
Insurance	14	331	345	57
Equipment	4	100	104	-
Software	4	89	93	177
Accountancy	62	1,511	1,573	1,004
Advertising and PR	13	378	391	1,053
	200	36,378	36,578	12,122
<b>Governance</b>				
Legal and professional	-	-	-	2,060
	-	-	-	2,060
	4,992	37,378	42,370	26,492

Trustees' expenses amounted to £11,050. There was no remuneration paid to trustees.

#### 3. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# THE OUTDOOR TRUST

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 JULY 2014 (continued)

### 4. Creditors: amounts falling due within one year

	2014	2013
	£	£
Trade creditors	690	359
Other creditors	6,741	14,133
	<u>7,431</u>	<u>14,492</u>

### 5. Analysis of net assets between funds

	General	Restricted	Total
	£	£	£
Current assets	10,036	95,835	105,871
Current liabilities	(7,431)	-	(7,431)
As at 31 July 2014	<u>2,605</u>	<u>95,835</u>	<u>98,440</u>

### 6. Movement in funds

Name of fund	Opening balance	Incoming resources	Outgoing resources	Closing balance
	£	£	£	£
<b>Restricted funds</b>				
Queens Walkway in Windsor	-	133,213	(34,337)	98,876
Glasgow	-	-	(3,041)	(3,041)
	-	133,213	(37,378)	95,835
<b>General Fund</b>	(1,492)	9,089	(4,992)	2,605
<b>Total funds</b>	<u>(1,492)</u>	<u>142,302</u>	<u>(42,370)</u>	<u>98,440</u>

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE OUTDOOR TRUST**

I report on the accounts of The Outdoor Trust for the year ended 31 July 2014 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes.

### **Respective responsibilities of trustee and examiner**

The trustees (who are also directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the Act'), and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 130 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (made under section 145 (9) (b) of the Act); and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below:

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements
  - (a) to keep accounting records in accordance with 386 of the Companies Act 2006; and
  - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

JB Price  
Chartered Accountant  
1b Oxford Street, Cheltenham, GL52 6DT  
[www.johnprice.org.uk](http://www.johnprice.org.uk)

28 April 2015