

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION  
Charity Commission registered number: 286312

REPORT AND ACCOUNTS

YEAR ENDED 15 MARCH 2015

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

COMPANY INFORMATION

Administrator:

R W Murfin TD DL

The Clerk to the Worshipful Company of Pattenmakers

Correspondence address:

3 The High Street

Sutton Valence

Kent

ME17 3AG

Honorary Treasurer:

S J Goodman FCA

16 Lime Tree Road

Norwich

Norfolk

NR3 4RR

Accountants:

Day, Smith & Hunter

Globe House

Eclipse Park

Sittingbourne Road

Maidstone

Kent

ME14 3EN

Bankers

HSBC Bank Plc

Investment advisers and stockbrokers:

Killik & Co LLP

46 Grosvenor Street

London

W1K 3HN

Charity Commission registered number:

286312

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION  
Charity Commission registered number: 286312

## REPORT OF THE TRUSTEES

### CONSTITUTION

The Pattenmakers Company Charitable Foundation was set up on 12 January 1983 under a Deed of Trust. Its objects are the advancement of education, the relief of poverty, the advancement of religion and any other charitable purposes beneficial to the community.

### TRUSTEES AND MANAGEMENT

The trustees are the members of the Court of the Worshipful Company of Pattenmakers, a City of London Livery Company, which was incorporated by Royal Charter in 1670. In exercising their responsibilities, the trustees are assisted by a charity committee comprising some trustees and some additional members of the livery company.

### TRUSTEES

During the year under review, the trustees were as follows:

HRH The Duke of Gloucester GCVO (Royal Patron)	S H Lamb
C M Hayward (Master)	J W A Timpson CBE
N C G Andrews (Upper Warden)	R L Page
M Kemsley (Renter Warden)	S J Goodman
N Robertson (Warden to the Trade)	J A Watson-Gandy
M P Fincham	C P Sewell-Rutter
N J Linstead	J A Bryant-Pearson
The Hon Dame Heather Steel DBE	S Marsh
D Newell	D Best
C W Stone	A C Truphet
B A K Rider OBE	C V Nakajima
T E Watts	I M Lawson (resigned 18.03.15.)
H R Auty	

### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the charity's financial affairs during the year and of its financial position at the end of the year.

In preparing these accounts, the trustees should follow best practice and are required to:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- d) observe the methods and principles in the Charities SORP.

REPORT OF THE TRUSTEES (cont/d)

STATEMENT OF TRUSTEES' RESPONSIBILITIES (cont/d)

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Deed of Trust. 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.

REVIEW OF THE CHARITY'S ACTIVITIES AND POLICIES

The trustees have developed charity policies based upon the charity's objects, which are regularly reviewed (the results of the last major review being approved in July 2013). The policies define generic methods of fundraising, specific areas of grant aid, financial control mechanisms and other matters. They meet the requirements of the Charities Act 2011, and in particular the need to ensure public benefit.

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, and in the planning of future activities, and are satisfied that the requirements are fulfilled.

Income generation

The charity's income is sourced through the following means:

- a) from members of the livery company, who are invited to make voluntary annual donations, under the Gift Aid scheme where applicable;
- b) through other donations, sponsorships and legacies, from both livery company members and others;
- c) by specific fundraising initiatives, one-off and regular annual events, which in recent years have included the London Marathon and Livery Halls walk;
- d) interest and investment gains.

Grants

The trustees approve an annual budget for its grant-giving.

The primary focus of the charity's support has been and remains related to the livery company's historic foundations of footwear. With the fall into disuse of pattens, the charity has for many years chosen to make the provision of orthopaedic footwear its core area of grant-giving. It funds both the provision of orthopaedic footwear to needy individuals, particularly those in the UK's armed forces who have been injured in conflict, and also the training of students in this discipline. In relation to the armed forces, the charity has developed a strong working relationship with the Defence Medical Rehabilitation Establishment at Headley Court. In relation to training, bursaries and other grants are awarded to students at both de Montfort University's footwear faculty and the University of East London's School of Podiatry.

In its support of education, further bursaries are awarded to students at the City of London Boys' and Girls' Schools and at the Guildhall School of Music and Drama. There are several other regular grants, both educational and otherwise given within the City of London, the largest of which funds a chorister at St Paul's Cathedral School. Amongst the other City of London grants are support for the Lord Mayor's charities, the Museum of London, the Guildhall Library and the Sheriffs' and Recorder's Fund.

In fulfilment of the charity's purpose to advance religion, grants are regularly given to support the ministry, fabric and functioning of St Margaret Pattens Church, the spiritual home of the livery company for several centuries, and the only church in the City of London with a specific livery dedication in its name.

The fourth important sector of the charity's giving is support for the UK's armed forces. Regular grants are given to personnel involved with each of the Royal Navy's minehunter HMS Chiddingfold, 101 (City of London) Engineer Regiment (Explosive Ordnance Disposal), the University of London Air Squadron and the Kent Army Cadet Force.

## REPORT OF THE TRUSTEES (cont/d)

### REVIEW OF THE CHARITY'S ACTIVITIES AND POLICIES (cont/d)

#### Grants (cont/d)

Finally, a small number of other grants are given from time to time, with individual hardship being a key consideration. Examples are the Young Homeless Charity of St Mary-le-Bow in the City of London and the Royal British Legion.

Support for those in hardship and for young people are threads running through all categories of the charity's support. The charity makes a number of individual awards to young people, including an annual Young Managers Award which has hitherto been focused upon encouraging development in the footwear trade.

In all cases of giving, the charity seeks opportunities whereby the livery company can build a relationship with the beneficiary, so that the support is not purely financial. The trustees aim to continue increasing the grant budget year on year, for so long as fund growth continues to provide the opportunity to do so.

A list of the specific grants awarded to beneficiaries is given in the detailed statement of financial activities on page 12.

### REVIEW OF THE CHARITY'S FINANCIAL RESULTS FOR THE YEAR

Total incoming resources increased by a healthy 5.8% to £98,702 (2014 - £93,288), but because some planned grants for orthopaedic footwear could not be taken up in the year, the total of grants awarded fell by 15.9% to £52,850 (2014 - £62,841). This situation is expected to be recovered in 2016. Hence the total resources expended consequently fell by 12.2% to £65,904 (2014 - £75,062). As a result of these variances, and before investment adjustments, there was an increase in net incoming resources for the year of 80.0% to £32,798 (2014 - £18,226).

### RESERVES POLICY

The trustees have reviewed the reserves of the charity. The review encompassed the nature of the income and expenditure streams and the need to match variable income with commitments and the nature of the reserves.

The practice of the trustees has been to retain one third of incoming resources, net of fundraising and administrative and management expenditure each year, thereby increasing the charity's unrestricted reserves and enabling it to continue meeting its objectives over the longer term.

### RISK MANAGEMENT

The trustees actively review the strategic business and operational risks to which the charity is exposed and regular reporting procedures enable them to take all necessary steps to lessen any risk to the charity. The trustees have appointed investment managers, and investments are reviewed at regular meetings of an investment committee comprising a number of experienced trustees and members of the livery company's Honorary Court, which reviews their recommendations and oversees their performance.

### THE FUTURE

The trustees have been pleased to report healthy fund growth and anticipate being more able to support causes identified in its charity policy in the coming year.

This report was approved by the trustees on 15 September 2015 and signed on their behalf.

M Kemsley  
Renter Warden 2014-15

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF  
THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

I report on the accounts of the Pattenmakers Company Charitable Foundation for the year ended 15 March 2015, which are set out on pages 6 to 13.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts. The trustees consider that an audit is not required this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

R Coates FCA  
Day, Smith & Hunter  
Chartered Accountants

Globe House  
Eclipse Park  
Sittingbourne Road  
Maidstone  
Kent

15 September 2015

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 15 March 2015

	Unrestricted funds £	Restricted fund £	Total 2015 £	Total 2014 £
<b>INCOMING RESOURCES</b>				
Gifts and donations	17,604	6,300	23,904	21,952
Operating activities to generate funds	32,851	-	32,851	34,798
Investment income receipts	41,947	-	41,947	36,538
<b>TOTAL INCOMING RESOURCES</b>	<b>92,402</b>	<b>6,300</b>	<b>98,702</b>	<b>93,288</b>
<b>RESOURCES EXPENDED</b>				
Payments for generating funds	2,845	-	2,845	2,000
Charitable payments	45,170	7,680	52,850	62,841
Management and administration	8,229	-	8,229	8,289
Governance costs	1,980	-	1,980	1,932
<b>TOTAL RESOURCES EXPENDED</b>	<b>58,224</b>	<b>7,680</b>	<b>65,904</b>	<b>75,062</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>	<b>34,178</b>	<b>(1,380)</b>	<b>32,798</b>	<b>18,226</b>
<b>OTHER RECOGNISED GAINS</b>				
Realised on investments	(7,779)	-	(7,779)	13,378
Unrealised on investments	114,773	-	114,773	(2,566)
<b>NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR</b>	<b>141,172</b>	<b>(1,380)</b>	<b>139,792</b>	<b>29,038</b>
Accumulated funds brought forward	1,131,273	3,596	1,134,869	1,105,831
<b>ACCUMULATED FUNDS CARRIED FORWARD</b>	<b>£1,272,445</b>	<b>£2,216</b>	<b>£1,274,661</b>	<b>£1,134,869</b>

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

BALANCE SHEET

15 March 2015

	Notes	£	2015 £	£	2014 £
<b>FIXED ASSETS</b>					
Investments	2		1,189,740		1,075,058
<b>CURRENT ASSETS</b>					
Debtors	3	6,688		14,691	
Cash at bank		<u>81,044</u>		<u>48,738</u>	
		87,732		63,429	
CREDITORS - amounts falling due within one year	4	<u>2,811</u>		<u>3,618</u>	
<b>NET CURRENT ASSETS</b>			84,921		59,811
<b>NET ASSETS</b>			<u>£1,274,661</u>		<u>£1,134,869</u>
<b>FUNDS</b>					
General reserve funds			840,819		814,421
Unrealised gains on investments	2		<u>431,626</u>		<u>316,852</u>
			1,272,445		1,131,273
Restricted fund					
Orthopaedic shoe fund	5		2,216		3,596
			<u>£1,274,661</u>		<u>£1,134,869</u>

Approved by the trustees on 15 September 2015

M Kemsley  
Renter Warden 2014-15

# THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

## NOTES TO THE ACCOUNTS

### 1 ACCOUNTING POLICIES

#### Basis of preparation:

The accounts have been prepared under the historical cost convention as modified by the revaluation of investments and in accordance with the Statement of Recommended Practice "Accounting by Charities".

#### Investments:

In order to comply with the Charities (Accounts and Reports) Regulations 1995 and the Statement of Recommended Practice "Accounting by Charities", investments are included in the balance sheet at market value instead of historical cost.

Market value for the purposes of the accounts is based on a portfolio valuation dated 31 March 2015, prepared by the stockbrokers Killik & Co Llp.

Realised and unrealised gains and losses arising on investments are recognised in the statement of financial activities and credited or charged to general funds.

#### Fund accounting:

The Foundation's general reserve funds are all unrestricted and they may be used for its purposes at the trustees' discretion.

The restricted fund represents money raised for, and its use restricted to, a specific purpose (note 5).

#### Income recognition:

##### General income

Income is credited in the statement of financial activities on the basis of actual receipts, except as stated below.

##### Investment income

This is accounted for on an accruals basis but income tax recoverable thereon is accrued for the year ended 5 April 2015.

##### Donations under Gift Aid

During the year further income tax was recovered from gift aid on donations and deductions from investment income. A debtor has been included in these accounts in respect of amounts due at the end of the year and reclaimed subsequently.

#### Taxation:

The Foundation is a registered charity and therefore is not liable for income tax.

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

NOTES TO THE ACCOUNTS

2 INVESTMENTS

	Fixed interest stocks £	Equities £	Total £
Cost:			
At 16 March 2014	30,594	727,612	758,206
Additions	-	77,034	77,034
Disposals	-	(77,126)	(77,126)
	<u>30,594</u>	<u>727,520</u>	<u>758,114</u>
At 15 March 2015	30,594	727,520	758,114
Listed investments at market value:			
Unrealised revaluation adjustment	2,814	428,812	431,626
	<u>£33,408</u>	<u>£1,156,332</u>	<u>£1,189,740</u>
At 15 March 2015	<u>£33,408</u>	<u>£1,156,332</u>	<u>£1,189,740</u>
Investment income therefrom	<u>£1,376</u>	<u>£40,332</u>	<u>£41,708</u>

Investments representing more than 5% of the portfolio's value were:

Equities

Anheuser-Busch Inbev	NPV shares	£66,598
Finsbury Growth & Income Trust	ordinary 25p shares	£61,655
WPP Plc	ordinary 10p shares	<u>£75,019</u>

3 DEBTORS

	2015 £	2014 £
Gift aid and income tax recoverable	2,634	3,433
Other debtors	1,204	8,658
Prepayments	2,850	2,600
	<u>£6,688</u>	<u>£14,691</u>

4 CREDITORS - amounts falling due within one year

Accruals	1,590	1,607
Income in advance	1,221	2,011
	<u>£2,811</u>	<u>£3,618</u>

## THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

### NOTES TO THE ACCOUNTS

5 ORTHOPAEDIC SHOE FUND	2015 £	2014 £
At 16 March 2014	3,596	14,960
Donations	<u>6,300</u>	<u>8,301</u>
	9,896	23,261
Purchase of orthopaedic shoes	7,680	19,665
	<u>£2,216</u>	<u>£3,596</u>

The fund was created to assist with the supply of orthopaedic footwear for people who generally cannot be helped by the National Health Service. The Foundation works closely with an orthopaedic shoemaking specialist in order to bring relief to deserving people. The trustees' present policy is to honour all grant requests from this fund in order to diminish it, and the Foundation is to fund this work in future from its general fund.

### 6 TRUSTEES' REMUNERATION AND EXPENSES

None of the trustees received any remuneration or expenses during the year (2014 - £Nil).

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 15 March 2015

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>INCOMING RESOURCES</b>				
<b>GIFTS AND DONATIONS</b>				
Donations - general	3,543	6,300	9,843	6,765
Quarterage donations	11,933	-	11,933	11,780
Gift aid recoverable	2,128	-	2,128	3,407
	<u>17,604</u>	<u>6,300</u>	<u>23,904</u>	<u>21,952</u>
<b>OPERATING ACTIVITIES TO GENERATE FUNDS</b>				
London Marathon sponsorship	25,499	-	25,499	28,929
Livery Halls sponsored walk sponsorship	2,280	-	2,280	2,460
Sheep drive sponsorship	406	-	406	-
Wine tasting	1,135	-	1,135	-
Gift aid recoverable	3,531	-	3,531	3,409
	<u>32,851</u>	<u>-</u>	<u>32,851</u>	<u>34,798</u>
<b>INVESTMENT INCOME RECEIPTS</b>				
Dividends and fixed interest	41,708	-	41,708	36,276
Interest receivable	199	-	199	236
Income tax recoverable	40	-	40	26
	<u>41,947</u>	<u>-</u>	<u>41,947</u>	<u>36,538</u>
<b>TOTAL INCOMING RESOURCES</b>	<u><b>£92,402</b></u>	<u><b>£6,300</b></u>	<u><b>£98,702</b></u>	<u><b>£93,288</b></u>
<b>RESOURCES EXPENDED</b>				
<b>PAYMENTS FOR GENERATING FUNDS</b>				
London Marathon expenses	2,045	-	2,045	1,800
Livery Halls sponsored walk expenses	250	-	250	200
Wine tasting expenses	550	-	550	-
	<u>2,845</u>	<u>-</u>	<u>2,845</u>	<u>2,000</u>

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES (cont/d)  
Year ended 15 March 2015

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>CHARITABLE PAYMENTS</b>				
St Margaret Pattens Church				
General	8,000	-	8,000	8,000
Bell restoration	-	-	-	10,000
	<u>8,000</u>	<u>-</u>	<u>8,000</u>	<u>18,000</u>
School bursaries				
City of London School	6,360	-	6,360	1,489
City of London School for Girls	7,945	-	7,945	6,087
	<u>14,305</u>	<u>-</u>	<u>14,305</u>	<u>7,576</u>
Other education				
De Montfort University	500	-	500	500
Guildhall School of Music and Drama	5,000	-	5,000	4,000
Kent Army Cadet Force	750	-	750	750
Livery Companies Skills Council membership	100	-	100	-
Livery schools link	100	-	100	100
St Paul's Cathedral Chorister Trust	7,000	-	7,000	-
University of East London	500	-	500	500
	<u>13,950</u>	<u>-</u>	<u>13,950</u>	<u>5,850</u>
Other charitable expenditure				
Almoner's expenses	59	-	59	60
Broadway Homelessness and Support	-	-	-	1,000
Friends of Helmshore Museum	50	-	50	-
HMS Chiddingfold	500	-	500	-
Ironbridge Gorge Museum Trust	250	-	250	250
Kinderspital Zürich	168	-	168	-
Master's discretionary fund	500	-	500	500
Royal British Legion	500	-	500	250
Sandys Row Synagogue	-	-	-	72
St Mary-le-Bow Young Homeless Charity	1,000	-	1,000	1,000
Sundry including entertainment of award winners and charity representatives	631	-	631	992
The Huguenots of Spitalfields	-	-	-	144
United Guilds' Service Trust	150	-	150	125
University of London Air Squadron prize	500	-	500	500
	<u>4,308</u>	<u>-</u>	<u>4,308</u>	<u>4,893</u>
City of London				
City of London Police Widows' and Orphans' Fund	500	-	500	-
Guildhall Library	300	-	300	300
Lord Mayor's appeal	500	-	500	500
Museum of London	500	-	500	500
Sheriffs' and Recorder's fund	500	-	500	200
Sustainable City award	500	-	500	500
	<u>2,800</u>	<u>-</u>	<u>2,800</u>	<u>2,000</u>
Footwear trade				
Footwear Friends	1,000	-	1,000	1,000
Paice Memorial Bursary	(165)	-	(165)	1,111
Young managers' award scheme	972	-	972	2,746
	<u>1,807</u>	<u>-</u>	<u>1,807</u>	<u>4,857</u>
Purchase of orthopaedic shoes	-	7,680	7,680	19,665
<b>TOTAL CHARITABLE PAYMENTS</b>	<u>45,170</u>	<u>7,680</u>	<u>52,850</u>	<u>62,841</u>

THE PATTENMAKERS COMPANY CHARITABLE FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES (cont/d)  
Year ended 15 March 2015

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>MANAGEMENT AND ADMINISTRATION</b>				
Administrator's fee	6,080	-	6,080	5,900
Financial controller's fees	2,118	-	2,118	2,371
General expenses	12	-	12	12
Bank charges	19	-	19	-
Interest	-	-	-	6
	<u>8,229</u>	<u>-</u>	<u>8,229</u>	<u>8,289</u>
<b>GOVERNANCE COSTS</b>				
Independent examiner	960	-	960	942
Stockbroker	1,020	-	1,020	990
	<u>1,980</u>	<u>-</u>	<u>1,980</u>	<u>1,932</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>£58,224</u>	<u>£7,680</u>	<u>£65,904</u>	<u>£75,062</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>	34,178	(1,380)	32,798	18,226
<b>OTHER RECOGNISED GAINS</b>				
Realised on investments	(7,779)	-	(7,779)	13,378
Unrealised on investments	114,773	-	114,773	(2,566)
<b>NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR</b>	<u>£141,172</u>	<u>£(1,380)</u>	<u>£139,792</u>	<u>£29,038</u>