

Charity number: 275076  
Company number: 01339783

**Epping Forest Centenary Trust**  
*(A company limited by guarantee)*

**Trustees' report and financial statements**  
**for the year ended 31st December 2013**

***Gane Jackson Scott LLP***  
***Chartered Certified Accountants***  
***144 High Street***  
***Epping***  
***Essex CM16 4AS***

**Epping Forest Centenary Trust**  
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**Epping Forest Centenary Trust**  
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**Legal and administrative information**

<b>Charity number</b>	275076	
<b>Company number</b>	01339783	
<b>Registered office</b>	The Warren Lodge Loughton Essex IG10 4RN	
<b>Trustees</b>	T S Mallinson CBE DL MA J L Adams MIEEM BSc MSc MBA J I Besent OBE FRICS R S Morris OBE (resigned 18/09/13) MP Slade (appointed 30/01/14) C S McGuinness MA Oxon	
<b>Secretary</b>	Mrs Marian Haddad	
<b>Accountants</b>	Gane Jackson Scott LLP 144 High Street Epping Essex CM16 4AS	
<b>Bankers</b>	CAF Bank Limited Kings Hill West Malling Kent ME19 4TA	National Westminster Bank Plc 102 High Road Loughton Essex IG10 4HT
<b>Investment advisers</b>	Charles Stanley and Company Limited 25 Luke Street London EC2A 4AR	

**Epping Forest Centenary Trust**  
**(A company limited by guarantee)**

**Report of the Trustees (incorporating the Directors' report)**  
**for the year ended 31st December 2013**

The Trustees present their report and the financial statements for the year ended 31st December 2013. The Trustees, who are also Directors for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Directors are appointed at the annual general meeting for a term of five years.

The Trust was incorporated on 21st November 1977 as a company limited by guarantee and is governed by its Memorandum and Articles of Association. It was registered as a charity on 8th February 1978.

**Charitable objects**

The objects of the Epping Forest Centenary Trust are:

- To conserve the natural aspect, distinctive features and animal and plant life of the Forest.
- To advance the education and training of young people in voluntary work and social service through schemes directed to the conservation of the Forest.
- To encourage research into the Forest ecology and conservation and to publish the results.
- To assist the public in their understanding and safe enjoyment of the Forest.

**Achievements and Performance**

***Our vision is to inspire people to understand, enjoy and value  
Epping Forest and appreciate the many values of trees,  
woodlands and forest products.***

During the year, there were changes in our Board membership; Richard Morris Trustee and Vice Chairman, who had acted as Treasurer during part of the year, resigned from the Board after ten years of service. He had led with Terence Mallinson our relationship with Charles Stanley & Company Ltd and had also supported the Trustee management group. The Board was very appreciative of his work for the Trust.

At our AGM, Terence Mallinson, our Chairman since 1977, stood down as Chairman and was appointed by the Board as President of the Trust. John Besent who had worked with him since 1978 expressed the Trust's gratitude for his work during this time and his thanks were endorsed by all those present.

The Board had appointed Judith Adams, a Director/Trustee of six years standing, as Chairman of the Trust.

David Miller, Conservation Officer (part time), led groups during the year, undertaking learning activities and practical habitat management for conservation and access. He was supported by volunteers: Peter Adams who led the Green Team, Mike Hacker who supported Little Heath and the Green Team and Alan Bailey and Alan Munt who supported Happy Loppers.

Marian Haddad, Trust Administrator, continued through the year, primarily as Secretary to the Board and to administer our finances.

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**Report of the Trustees (incorporating the Directors' report)**  
**for the year ended 31st December 2013**

**Developing People, developing Epping Forest**

During 2013, we continued to support our two long standing groups with learning difficulties who contribute to habitat management work in Epping Forest. Our part time Conservation Officer led the Happy Loppers on Fridays and Little Heath Sixth Form on Tuesday mornings. Their work provides many of the volunteer hours we give to Epping Forest to help with habitat conservation.

The Happy Loppers met for 31 sessions contributing 1,432 hour of volunteer work for the Forest and Little Heath took part in 29 sessions contributing 141 hours in total.

The Happy Loppers continued their work in Bury Wood clearing some of the dense holly from along the Cuckoo Brook up to Boundary Ride at the edge of the Forest.

A group from Little Heath's Sixth Form for students with special education needs comes each term for about ten sessions. Their programme is somewhat different, combining practical habitat management work largely at Warren Hill, Loughton, with a variety of discovery activities. These include bird watching, trees and leaves, nature art and shelter building. This year we undertook work with Little Heath to help assess and interpret the learning and skills development that these experiences provide. They include increasing self-confidence, improving motor skills, building respect for the environment and many more. We hope to build on this work more extensively in our future programmes.

**Conservation with a light touch**

Much of the work in Epping Forest takes place through the City of London Epping Forest's Forest Operations team, along with the use of external contractors. Volunteers are increasingly playing a part in Forest management. EFCT's Green Team which has been operating for over 30 years, has undertaken habitat management work where a 'light touch' is required; using only hand tools and tackling sites where special species may be present and a more complex mosaic of management is required.

The Green Team worked on 34 days over the year and provided 1,272 volunteer hours of support to the Forest.

During the year, they worked on five sites:

Fairmead Oak site - site of the historic Fairmead Oak, they cleared around a veteran oak to preserve it into the future and promoted an open grown standard oak to become the new Fairmead Oak for centuries to come.

They completed the work undertaken by Project Plus at Chingford Plain and undertook coppice and thinning management along the Green Ride creating open patches along the ride. Most recently they have been working along the Loughton Brook from the Staples Pond towards Baldwin's Hill Pond. The Green Team members also supported some of our work with groups with learning difficulties and the Scout work.

Members of both the Happy Loppers and the Green Team did some of their habitat management work in the south of the Forest; at Bush Wood and Jubilee Pond. This gave them the opportunity to work in a new area and enabled us to explore the potential of working more in the south in the future.

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**Report of the Trustees (incorporating the Directors' report)**  
**for the year ended 31st December 2013**

**Activities with Scouts**

The EFCT also supported two Scout activity days, with groups from East London and Orpington; the former were based at the Fairmead Campsite near High Beach and the latter used Gilwell Park.

In preparation for Scout Project, EFCT ran the Project Plus weekend. 40 Scout leaders tackled one of the large hawthorn and blackthorn thickets on Chingford Plain, coppicing it to maintain a variety of ages of scrub over the Plain.

The main Scout Project in August, run jointly by Project Scout Active Support, City of London Epping Forest and ourselves was in its 25th year. Our staff and volunteers organised and led a number of the task days. More work was done along Jubilee Ride, at Long Running and at Bulrush Pond in Walthamstow, which now has more water. With the City of London, they undertook a range of tasks at Gifford Wood (30 acres of land recently acquired by the Conservators) to open up and improve access.

Project Plus contributed 400 hours (40 participants) to the Forest and Scout Project 1,700 hours (85 participants).

**Ensuring we are able to grow and develop as an organisation**

During the year, we have maintained our services involving people in 'hands on' habitat management in the Forest. This work has supported the conservation of the Forest and developed the personal, social and operational skills of the participants; largely young people and adults, particularly those with learning difficulties and other special educational needs.

In addition, we have undertaken a review of the Trust within the Forest community of other providers and participants, and have been planning and developing proposals for its future operation, management and priorities.

We are committed to developing our work with those for special needs, along with an increase in volunteering and outreach. We are also seeking to explore the feasibility of a natural history and historical resource centre where volunteers could be supported to develop and support Forest surveying and research to better understand the value of Epping Forest and its future management needs.

At present, we are working on an Epping Forest Learning vision and strategy for Epping Forest, with other learning partners and exploring short term funding opportunities to ensure that we do not deplete our capital resources. This is building on the consultants' Review of Learning Provision in Epping Forest, which took place during 2012/13.

**Epping Forest Centenary Trust**  
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**Report of the Trustees (incorporating the Directors' report)**  
**for the year ended 31st December 2013**

**Looking to the Future**

During 2014, the main focus will be the development and initiation of the next chapter for the Trust, whilst maintaining some conservation services, including:

- the completion and endorsement by the City of London Corporation of the Vision and Strategic Framework for Learning in Epping Forest
- the maintenance of the current programme of leading habitat conservation work in Epping Forest for groups and individuals, through part time staff and volunteers
- securing of grant aid support for work to develop our work with people with learning difficulties
- agreement on and promotion of the vision and future direction for the Trust
- completion of feasibility work on the potential development of an Epping Forest learning trust
- the pursuit of activities commensurate with achieving the actions identified above

**Grants and Donations**

Epping Forest Centenary Trust relies on our Associate members, supporters, legacies, grant aid and donations to fund our work, along with help from volunteers and partners with whom we work. We are grateful to the City of London for providing us with office accommodation, tool storage and occasional human resources advice. We are also pleased to thank the Charles French Charitable Trust who supported our work with the Happy Loppers during the year and the earlier legacy from Charles Knight, which supported work at Jubilee Pond.

**Legacies in 2013**

We received no legacies in 2013.

**In Memorium**

We received donations in memory of Hedley Frederick Mountstephen.

**Partners and Supporters in 2013 include:**

Charles French Charitable Trust  
Green Team - volunteers and members  
Happy Loppers Group - volunteers and members  
Little Heath School  
PALS (Personal Assistants for Life)  
Project Scout Active Support  
Mr D Weetch

**Epping Forest Centenary Trust**  
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**Report of the Trustees (incorporating the Directors' report)**  
**for the year ended 31st December 2013**

**Reserves policy**

In the early years of the Trust grants and legacies allowed it to hold a small portfolio of assets, the income from which was used to fund its operating costs. In recent years the charity has had a policy of allowing its reserves to gradually decline in order to meet the costs of its increasing activity. This is not sustainable in the long term and the volatility of the stock market in recent years makes it difficult to be certain both what might be realised if stocks are sold, and also what income can be relied on.

The Trust has reviewed its reserves policy and the charity now aims to maintain reserves equivalent to not less than 3 years projected costs at the current level of activity.

**Investment powers**

The Board has power to invest funds not immediately required for operational purposes in such investments, securities or properties as it thinks fit, subject to any restrictions within the Memorandum and Articles of Association.

**Review of finances**

The Trust's operating costs for 2013 were £30,975. This was funded in part by grants and donations of £9,378 and income from investments of £14,522, providing a total of £23,900. The value of our assets at 31st December 2013 was £464,584.

**Risk policy**

The Directors have reviewed the major risks to which the charity is exposed and systems have been established to mitigate those risks.



**Epping Forest Centenary Trust**  
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**Report of the Trustees (incorporating the Directors' report)**  
**for the year ended 31st December 2013**

**Statement of Trustees' responsibilities**

The Trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law 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 charity and of the surplus or deficit of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees have complied with the duty under section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which 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.

**Small company provisions**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the board on 17th April 2014.

**J L Adams, MIEEM BSc MSc MBA**  
**Director**

**Epping Forest Centenary Trust**  
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**Independent examiner's report to the Trustees on the unaudited financial statements of Epping Forest Centenary Trust.**

I report on the financial statements of Epping Forest Centenary Trust for the year ended 31st December 2013 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), under the historical cost convention as modified by the inclusion of fixed asset investments at market value and the accounting policies set out therein.

**Respective responsibilities of Trustees and independent examiner**

The charity's Trustees (who are also the Directors of the company for the purpose 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 Charities 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 145 of the Charities Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charities 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 the 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:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - 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
  
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
**Paul J Thain FCCA, Ba (Hons)**  
**Gane Jackson Scott LLP**  
**Chartered Certified Accountants**  
**144 High Street**  
**Epping**  
**Essex, CM16 4AS**

**Epping Forest Centenary Trust**  
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**Statement of financial activities (incorporating the income and expenditure account)**

**For the year ended 31st December 2013**

	Notes	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
<b>Incoming resources</b>					
Incoming resources from generating funds:					
Voluntary income	3	7,378	2,000	9,378	36,461
Investment income	4	14,522	-	14,522	14,644
<b>Total incoming resources</b>		<u>21,900</u>	<u>2,000</u>	<u>23,900</u>	<u>51,105</u>
<b>Resources expended</b>					
Costs of generating funds:					
Investment management costs	5	1,212	-	1,212	-
Charitable activities	6	24,640	3,726	28,366	62,493
Governance costs	7	1,397	-	1,397	1,364
<b>Total resources expended</b>		<u>27,249</u>	<u>3,726</u>	<u>30,975</u>	<u>63,857</u>
<b>Net incoming/(outgoing) resources for the year</b>		(5,349)	(1,726)	(7,075)	(12,752)
Gains (losses) on investment assets	14	67,964	-	67,964	37,833
<b>Net movement in funds/Net income/(expenditure) for the year</b>		62,615	(1,726)	60,889	25,081
Total funds brought forward		398,697	4,998	403,695	378,614
<b>Total funds carried forward</b>		<u>461,312</u>	<u>3,272</u>	<u>464,584</u>	<u>403,695</u>

The notes on pages 12 to 19 form an integral part of these financial statements.

**Epping Forest Centenary Trust**  
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**Balance sheet**  
**as at 31st December 2013**

		2013		2012	
Notes	£	£	£	£	
<b>Fixed assets</b>					
Tangible assets	13	5,187		7,576	
Investments	14	441,788		354,426	
		446,975		362,002	
<b>Current assets</b>					
Debtors	15	2,261		4,450	
Cash at bank and in hand		17,279		38,768	
		19,540		43,218	
<b>Creditors: amounts falling due within one year</b>	16	(1,931)		(1,525)	
<b>Net current assets</b>		17,609		41,693	
<b>Net assets</b>		464,584		403,695	
<b>Funds</b>					
Restricted income funds		3,272		4,998	
Unrestricted income funds	17	461,312		398,697	
<b>Total funds</b>		464,584		403,695	

The notes on pages 12 to 19 form an integral part of these financial statements.

**Epping Forest Centenary Trust**  
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For the year ended 31st December 2013 the Company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

(i) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;

(ii) The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements are prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). They were approved and authorised for issue by the Directors on 17th April 2014 and signed on their behalf by:

**T S Mallinson CBE DL MA**  
**Director**

**J L Adams MIEEM BSc MSc MBA**  
**Director**

**Epping Forest Centenary Trust**  
**Company number 01339783**

**The notes on pages 12 to 19 form an integral part of these financial statements.**

**Epping Forest Centenary Trust**  
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**Notes to financial statements**  
**for the year ended 31st December 2013**

**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1. Basis of accounting**

The financial statements are prepared under the historical cost convention, except for investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006.

**1.2. Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Donations and subscriptions are recognised when they are receivable.

Grants are recognised in the statement of financial activities when they are receivable. Where the donor imposes conditions specifying that the grant is to be used in a future period or where the charity must fulfil conditions before it has unconditional entitlement to the grant and there is uncertainty as to whether these conditions shall be met, then the income is deferred and recognised as a liability.

Income from investments is included in the year in which it is receivable.

**1.3. Resources expended**

Expenditure is accounted for on an accruals basis and is recognised in the statement of financial activities when there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of those resources.

Costs of generating voluntary income represents the costs of securing donations and grants together with the associated support costs.

Governance costs are those costs relating to the governance infrastructure which allows the charity to operate and to generate the information required for public accountability.

Support costs comprise those costs relating to the direct management and general running of the charity. They are allocated across the expense categories on a basis which reflects their effective contribution to that expense category.

**1.4. Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Motor vehicles	-	20% straight line
Computer equipment	-	20% straight line

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**Notes to financial statements**  
**for the year ended 31st December 2013**

**1.5. Investments**

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the statement of financial activities.

**1.6. Defined contribution pension schemes**

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

**1.7. Fund accounting**

Restricted funds are those subject to special conditions imposed by the donor. The restrictions are binding upon the Trustees.

Unrestricted funds represent income received for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Designated funds represent amounts set aside from unrestricted funds by the Trustees for specific purposes.

**1.8. Volunteers**

The charity relies on the support of unpaid volunteers. The value of volunteers' time is not included in the statement of financial activities.

**2. Premises**

We are grateful to the Corporation of London for the use of the premises at the Warren free of charge.

**3. Voluntary income**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>2013 Total £</b>	<b>2012 Total £</b>
Donations	5,135	-	5,135	20,055
Gift aid	425	-	425	397
Memorium	50	-	50	1,500
Grants receivable	-	2,000	2,000	12,353
Subscriptions	1,768	-	1,768	2,156
	<u>7,378</u>	<u>2,000</u>	<u>9,378</u>	<u>36,461</u>

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**Notes to financial statements**  
**for the year ended 31st December 2013**

**4. Investment income**

	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Bank interest receivable	184	-	184	37
Investment income	14,338	-	14,338	14,607
	<u>14,522</u>	<u>-</u>	<u>14,522</u>	<u>14,644</u>

**5. Investment management costs**

	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Investment management fees	1,212	-	1,212	-
	<u>1,212</u>	<u>-</u>	<u>1,212</u>	<u>-</u>

**6. Costs of charitable activities**

	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Project officers salaries	6,878	3,726	10,604	33,105
Project officers employer's NIC	433	-	433	3,006
Pension costs	611	-	611	1,038
Events & groups	266	-	266	310
Tools & events insurance	1,017	-	1,017	854
Tools, materials & clothing	196	-	196	437
Support costs (Note 8)	15,239	-	15,239	23,743
	<u>24,640</u>	<u>3,726</u>	<u>28,366</u>	<u>62,493</u>

**7. Governance costs**

	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Accountancy fees	1,350	-	1,350	1,260
AGM costs	47	-	47	104
	<u>1,397</u>	<u>-</u>	<u>1,397</u>	<u>1,364</u>



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**Notes to financial statements**  
**for the year ended 31st December 2013**

**8. Analysis of support costs**

	<b>2013</b>	<b>2012</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Administration salaries	4,871	10,934
Employer's NIC	2	488
Pension costs	273	-
Educational & staff training	781	134
Recruitment	66	22
IT project	205	122
Telephone, light & heat	573	729
General insurance	-	384
Motor vehicle expenses	5,351	6,255
Travel expenses & mileage	85	302
Professional fees	48	49
Health, safety & welfare	130	43
Subscriptions	-	12
Postage	156	225
Profit on sale of vehicle	(500)	-
Depreciation	2,389	2,389
Office supplies & equipment	809	1,655
	<u>15,239</u>	<u>23,743</u>

In the opinion of the Trustees, support costs are incurred almost entirely in respect of charitable activities. Any amounts attributable to other cost headings are negligible.

**9. Net outgoing resources for the year**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Net outgoing resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	<u>2,389</u>	<u>2,389</u>

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**Notes to financial statements**  
**for the year ended 31st December 2013**

**10. Employees**

<b>Employment costs</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Wages and salaries	15,475	44,039
Social security costs	435	3,494
Pension costs	884	1,038
	<u>16,794</u>	<u>48,571</u>

No salaries or wages have been paid to Trustees during the year.

**Number of employees**

During the year there were two part time employees and one on maternity leave.

	<b>2013</b>	<b>2012</b>
	<b>Number</b>	<b>Number</b>
Project officers - part time/maternity leave	2	2
Administration - part time	1	1
	<u>3</u>	<u>3</u>

**11. Pension costs**

The company operates a defined contribution pension scheme in respect of the employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Pension charge	<u>884</u>	<u>1,038</u>

**12. Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

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**Notes to financial statements**  
**for the year ended 31st December 2013**

<b>13. Tangible fixed assets</b>	<b>Motor vehicles</b>	<b>Computer equipment</b>	<b>Total</b>
	£	£	£
<b>Cost</b>			
At 1st January 2013 and At 31st December 2013	9,900	2,045	11,945
<b>Depreciation</b>			
At 1st January 2013	3,960	409	4,369
Charge for the year	1,980	409	2,389
At 31st December 2013	5,940	818	6,758
<b>Net book values</b>			
At 31st December 2013	3,960	1,227	5,187
At 31st December 2012	5,940	1,636	7,576

<b>14. Fixed asset investments</b>	<b>Total</b>
	£
<b>Valuation</b>	
At 1st January 2013	354,426
Additions	111,133
Disposals	(91,735)
Revaluations	67,964
At 31st December 2013	441,788

All investments are held primarily to provide an investment return for the charity. All fixed asset investments are held within the United Kingdom.

<b>15. Debtors</b>	<b>2013</b>	<b>2012</b>
	£	£
Other debtors	-	179
Prepayments and accrued income	2,261	4,271
	<u>2,261</u>	<u>4,450</u>

**Epping Forest Centenary Trust**  
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**Notes to financial statements**  
**for the year ended 31st December 2013**

**16. Creditors: amounts falling due within one year**

	2013	2012
	£	£
Other creditors	-	203
Accruals and deferred income	1,931	1,322
	1,931	1,525
	1,931	1,525

**17. Analysis of net assets between funds**

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fund balances at 31st December 2013 as represented by:			
Tangible fixed assets	5,187	-	5,187
Investment assets	441,788	-	441,788
Current assets	16,268	3,272	19,540
Current liabilities	(1,931)	-	(1,931)
	461,312	3,272	464,584
	461,312	3,272	464,584
 Unrealised gains included in tangible fixed assets	 61,274	 -	 61,274
	 61,274	 -	 61,274

**18. Unrestricted funds**

	At 1st January 2013	Incoming resources	Outgoing resources	Gains and losses	At 31st December 2013
	£	£	£	£	£
Unrestricted fund	398,697	21,900	(27,249)	67,964	461,312
	398,697	21,900	(27,249)	67,964	461,312
	398,697	21,900	(27,249)	67,964	461,312

**Epping Forest Centenary Trust**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31st December 2013**

<b>19. Restricted funds</b>	<b>At</b>			<b>At</b>
	<b>1st January</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>31st December</b>
	<b>2013</b>	<b>resources</b>	<b>resources</b>	<b>2013</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Charles French Grant	-	2,000	(2,000)	-
Charles Knight legacy	4,998	-	(1,726)	3,272
	<u>4,998</u>	<u>2,000</u>	<u>(3,726)</u>	<u>3,272</u>

The Charles French grant was awarded for EFCT's 2013 programme for the Happy Loppers, a group for adults with learning difficulties. This group operated throughout the year, for a total of 31 sessions. The cost of the Officer's salary exceeded the contribution from Charles French and hence their grant has been spent in full.

The Charles Knight legacy was received in 2010 to be used to repair and maintain the old round model yacht pond and then to restore the children's boating pond by the side of Centre Road in Wanstead Flats and reinstate the broken drainage system from Wanstead Park.

**20. Related party transactions**

The Trustees Miss C S McGuinness and Mr R Morris are members of the City of London Corporation's Epping Forest and City Commons Committee. The Epping Forest and City Commons Committee allows the charity to use the premises at Warren Lodge free of charge.

**21. Company limited by guarantee**

Epping Forest Centenary Trust is a company limited by guarantee and accordingly does not have a share capital. Each member undertakes to contribute such amount as may be required not exceeding £1 to the assets of the company in the event of it being wound up. At the date of approval of these accounts, there are 10 members.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.