



Queen Mother's Clothing Guild

a clothing and linen charity since 1882

Annual Report 2019

HELP US TO HELP OTHERS

www.qmcg.org.uk
Charity Registration No. 211764



Hugo Barnard

**HRH Princess Alexandra, the Hon. Lady Ogilvy
Patron**

I would like to thank the Trustees and all Guild members for another year of tireless work resulting in a successful Packing Week.

I am very proud that this unique and long-established charity continues to provide effective and much needed support to so many.

Alexandra



TRUSTEES' REPORT
For the year ended 31st December 2019

Patron: HRH Princess Alexandra, The Hon. Lady Ogilvy

Trustees: Gillie Jackson – Chairman of the Trustees
Sharon Stewart – Hon. Treasurer
Jane Fitzgerald
Majella Forster - until 27.6.19
Teresa Myers
Jane Tham - until 4.5.19
Linda Thompson - from 7.8.19
Roisin Tierney – from 5.12.19
Susan Wallace

Executive Committee: Majella Forster - Chairman until 27.6.19
Linda Thompson - CEO from 7.8.19
Julia Knight - Vice CEO
Sharon Stewart - Hon. Treasurer
Diana Dix - until 6.4.19
Mary Guppy
Sallie Hawkins
Victoria Spendlove - President of the Royal Group

Secretary: Heather Mears

Charity Number: 211764

Registered Address: 22 Stamford Brook Road
London
W6 0XH

Independent Examiner: Heyburn Bennett Ltd
9 Bridge Street, Walton on Thames
Surrey
KT12 1AE

Investment Advisors: Investec Wealth and Investment Limited
30 Gresham Street
London
EC2V 7QN

The Trustees present their accounts for the year ended 31st December 2019. The accounts have been prepared in accordance with the accounting policies set out in the statement and notes to the accounts.

Purpose of the Queen Mother's Clothing Guild (QMCG)

The aim of the Queen Mother's Clothing Guild is to make, buy and source new clothing, sleeping bags and linen and to distribute these items once a year to British charities, operating only in the United Kingdom, to help vulnerable and homeless people.

Why our work is important

QMCG is one of the oldest charities in the United Kingdom and, from its inception in 1882, its purpose has been to support those in need. QMCG responds to requests from charities right across the UK for items they have difficulty in sourcing or funding themselves. QMCG believes that the gift of brand new clothing and linen provides not only warmth and comfort but, importantly, also helps to restore dignity and self-respect.

How we work

Each year we ask charities that we support for a list of items that they need most and that will make a difference. Our list of supported charities includes refuges for women and children escaping violence, homeless shelters and outreach units, hostels providing support and rehabilitation for ex-servicemen and women, neonatal units and hospices providing respite and end of life care for children and adults - and many others.

Each year QMCG supporters knit and stitch beautiful handmade items. Over the year, the Guild also fundraises in order to purchase linen, sleeping bags and clothing most needed by those we support. All of these items of clothing and linen are distributed once yearly in the autumn. The timing works particularly well for charities helping the homeless as their need is greatest during winter months.

Where we work

QMCG works with charities across the UK, but its main activities are in England and Scotland.

Public Benefit

In setting the objectives and activities of the charity, the Trustees have given careful consideration to the Charity Commission's general guidelines concerning public benefit. QMCG continues to place great emphasis on its work to support other charities in their work by providing brand new clothing and linen to help where the charities have difficulty in sourcing these items themselves.

The public benefits of QMCG's work are wide reaching through the varied charities it supports and can be seen as both direct and indirect in their nature. Direct through the practical help that is given to the charities QMCG supports in response to their actual needs. Indirect through the positive effect of these donations of new clothing and linen on those who receive them, helping to restore their sense of self-worth and dignity – both essential to those facing hardship. Direct also through the friendship, purpose and sense of belonging that knitting and stitching gives to the many supporters all over the country, some of whom are isolated at home.



Fundraising

Under the Charities Act 2016, all charities in England and Wales that spend more than £100,000 a year on fundraising are expected to make a voluntary contribution to the regulator's running costs.

As QMCG spends considerably less than £100,000 a year on fundraising it is, therefore, not eligible to pay the voluntary contribution to the regulator's running costs that would be required under the Charities Act 2016.

Risk Assessment

Again this year, in making decisions, the Trustees have had due regard to the Charity Commission Guidance on public benefit, in compliance with section 4 of the Charities Act 2006, and have given consideration as to how the activities of QMCG contribute to its charitable status.

In terms of QMCG's risk assessment policy, the programme of visits to those charities we support continued this year. All charities we support, existing and proposed, are regularly visited. These visits provide us with information about the charities, their current needs and how we can best assist them. Importantly, visits help to guard against inappropriate use of our donations and help us monitor whether our donations are relevant and reaching those we aim to help.

The other main areas of risk are QMCG's two annual events, Packing Week and the AGM. Public Liability insurance continues in place for both these events.

The Guild in Scotland

Guild Presidents in Scotland, led by Clare Russell, have been very busy again this year with over 3,440 items being distributed to 20 charities all over Scotland. Guild stalwart Lynn Benge and her group took the Guild work and skills to the younger generation, welcoming children from Carrbridge Primary School to her View Day where they enjoyed learning to knit. Shona Doherty (daughter of the late much loved President Etta Brown BEM) and her group made a tremendous effort beating all previous records and distributing 907 handmade blankets and garments from their View Day. Mrs Pipe's wonderful legacy continues to fund the purchase of new clothing and linen, this year purchasing nearly 1,500 items which were distributed to 9 Scottish charities.

Chairman's Report

I am very pleased to report another successful year for the Queen Mother's Clothing Guild. Last year, the Guild distributed 35,362 items of clothing and linen to 64 charities, including 20 charities in Scotland, a pronounced increase in the number of items over the previous year. This is a wonderful total, and we are immensely grateful to all Guild Presidents and their groups for their continuing hard work and generosity, which enables us to help so many in need.

As we look ahead, we need to increase our fundraising and donating significantly, and also source charities eager to take more of our hand knitted items. The Trustees would like to ask each President to assist us with this, within their individual regions.

I would like to record my grateful thanks and appreciation to Majella Forster, who stepped down as Chairman of the Guild last summer, following 4 years of enormously hard work – and I was delighted to welcome Linda Thompson as our new CEO (a change of title not role, in order to avoid confusion with the Chairman of Trustees).



We have been pleased to welcome 2 new Presidents during the past year, Roisin Tierney and Sherry Watson. It is always a joy to see new members joining us and helping in our aim to do as much as we can to help others.

Both the Board of Trustees and the Executive Committee have worked extremely hard during the past year, and I am more than grateful to both. The Trustees have welcomed an excellent new Trustee, Roisin Tierney.

At this time, I would particularly like to record my thanks, and those of my fellow Trustees, to Jane Fitzgerald, a former Chairman of QMCG, who retires from the Board at the AGM in 2020 following long and dedicated service. Three long-serving and deeply valued Presidents retired from the Guild this year: Liza Jones, a former Chairman, Jane Tham and Naomi Robins – all of whom will be very much missed.

We record our heartfelt thanks to HRH Princess Alexandra for her continued and valued support for the Guild, and we look to the year ahead with optimism and enthusiasm.

We are pleased to confirm that the accountants Heyburn Bennett Ltd and the financial advisors Investec Wealth and Investment Limited have been re-appointed to act for the Guild for a further year.

Gillie Jackson
Chairman
Board of Trustees

The Chairman of the Trustees adds a postscript to her report:

As we go to print we find ourselves in the middle of the COVID-19 crisis, and I would like to reassure you all that the Trustees are determined that the QMCG will respond as it has done in previous situations, to do all that we can to help the Guild's supported charities in the most suitable way.

ACCOUNTS For year ending 31st December 2019

Please refer to the separate signed Accounts 2019 document.

Summary of income and expenditure account for the financial year ended 31st December 2019

Queen Mother's Clothing Guild has achieved a surplus for the 2019 financial year with income exceeding outgoings by £17,869. This compared to 2018 when total outgoings exceeded income by £41,636. Overall income was £92,830 in 2019 compared to £54,966 in 2018 (£37,864 increase). The income figure includes the cash withdrawal of £40,000 from the investment portfolio which was used to purchase items of clothing and linen. Overall outgoings were £74,961 in 2019 compared to £96,602 in 2018 (£21,641 decrease).

Purchasing of clothing and linen including those items distributed to Scottish charities from the income from Mrs Pipe's fund was £51,531 compared to £77,128 in 2018. The purchasing for distribution at Packing Week was £44,620 in 2019 compared to £70,036 in 2018.

The costs of running the Charity in 2019 were £23,430 compared to £19,474 in 2018.



Respective responsibilities of trustees and examiner

The charity's trustees 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. 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 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 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

1. Which gives me the reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act
 - 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.

Mark John Heyburn

Mark John Heyburn
Heyburn Bennett Ltd
Chartered Certified Accountants and Registered Auditors
9 Bridge Street, Walton on Thames, Surrey KT12 1AE

Date: 4 MARCH 2020



QUEEN MOTHER'S CLOTHING GUILD

Receipts and payments account for the year ended 31 December 2019

		Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Receipts					
Donations, Legacies and Grants	1	15,448		15,448	20,616
Fundraising events	2	10,886		10,886	13,182
Other Charitable Activities	3	2,203		2,203	1,341
Gift Aid	4	1,292		1,292	-
Income from Investments	5	63,001		63,001	19,927
	Sub total			92,830	54,966
Asset and investment sales					
Receipts from sale of investments	6	220,136		220,136	173,472
	Sub total			220,136	173,472
	Total receipts			312,966	228,438
Payments					
Purchasing of Clothing and Linen	7	51,531		51,531	77,128
Running Costs	8	22,462		22,462	19,090
Other Charitable Activities	9	968		968	384
	Sub total			74,961	96,602
Asset and investment purchases					
Purchase of investments	10	232,924		232,924	172,307
Investment Administration charges	11	5,789		5,789	3,216
	Sub total			238,713	175,523
	Total payments			313,674	272,125

Statement of assets and liabilities at the end of the period

Balances at Bank			
Bank Current Accounts		39,839	21,970
Investec Wealth and Investment	12	4,730	63,187
Investment Assets			
Investec Wealth and Investment	13	568,071	500,125
		612,640	585,282
Accumulated Fund			
		612,640	585,282

These accounts were approved by The Board of Trustees on 17th March 2020 and signed on its behalf by:

Gillie Jackson

MRS GILLIE JACKSON
Chairman

Notes to Receipt and Payments Account



	2019 £	2018 £
1 Donations, Legacies and Grants		
Donations and Subscriptions	15,448	20,616
Legacies	-	-
Grants	-	-
	<u>15,448</u>	<u>20,616</u>
2 Fundraising Events		
Raffle	2,607	2,124
Other Fundraising	8,279	11,058
	<u>10,886</u>	<u>13,182</u>
3 Other Charitable Activities		
Sales of Aprons/Tea Towels	315	170
Sales of Notelets / Cards	851	516
Sales of Badges	70	70
Donations for knitted items	951	-
Sales of Playing Cards	-	40
Miscellaneous Income	16	545
	<u>2,203</u>	<u>1,341</u>
4 Gift Aid	1,292	-
	<u>1,292</u>	<u>-</u>
5 Income from Investments		
Main Fund	15,884	12,994
Mrs Pipe's Fund	7,117	6,833
Cash withdrawn from Portfolio	40,000	-
	<u>63,001</u>	<u>19,827</u>
6 Sale of Investments		
Main Fund	167,767	100,452
Mrs Pipe's Fund	52,369	73,020
	<u>220,136</u>	<u>173,472</u>
7 Purchasing of Clothing and Linen		
Purchase of Clothing and Linen	44,620	70,036
Purchase of items distributed to Scottish Charities	6,911	7,092
	<u>51,531</u>	<u>77,128</u>

Notes to Receipt and Payments Account



	2019 £	2018 £
8 Running Costs		
Packing Week and AGM expenses	14,740	11,449
Printing/Stationery/Postage	412	402
Website	146	175
Insurance	639	639
Secretarial Fees	6,402	6,297
Miscellaneous Expenses	123	128
	<u>22,462</u>	<u>19,090</u>
9 Other Charitable Activities		
Purchasing of Notelets/Cards/Aprons	968	384
	<u>968</u>	<u>384</u>
10 Purchase of Investments		
Main Fund	177,189	72,702
Mrs Pipe's Fund	55,735	99,605
	<u>232,924</u>	<u>172,307</u>
11 Investec Administration Charges		
Main Fund	4,039	2,220
Mrs Pipe's Fund	1,750	996
	<u>5,789</u>	<u>3,216</u>
During the year Investec charged an additional £4,021 (2018 £4,814) as a collective funds charge for managing the portfolios.		
12 Investec Wealth & Investment Cash Balance		
Main Fund	3,311	43,620
Mrs Pipe's Fund	1,419	19,567
	<u>4,730</u>	<u>63,187</u>
13 Investec Wealth & Investment Assets (at cost)		
Main Fund	397,650	322,709
Mrs Pipe's Fund	170,421	177,416
	<u>568,071</u>	<u>500,125</u>
The market value of investments at 31 December 2019 was £638,388 (2018 - £559,042)		



LIST OF PRESIDENTS 2019

BENEFICIARIES 2019

CHARITIES SUPPORTED IN ENGLAND	
Age UK Wiltshire	St Luke's Hospice, Essex
Barons Court Project, West London	St Peter & St James Hospice, East Sussex
Canterbury Oast Trust, Kent	St Peter's, Little Sisters of the Poor, South London
Cardinal Hume, Central London	St Raphael's Hospice, Sutton
Changing Pathways, Essex	St Thomas' Hospital, London
Crawley Open House, West Sussex	Stoke Mandeville Hospital, Buckinghamshire
Croydon Refugee Day Centre, Croydon	Stonepillow, Chichester
Emmaus Greenwich, London	The Passage, Central London
Emmaus Hastings, East Sussex	The Upper Room, Central London
Glassdoor, London	Veterans Aid, Central London
Hestia, Hammersmith & Fulham	West London Synagogue
Home of Comfort, Southsea	
Hope Kitchen, East Sussex	CHARITIES SUPPORTED IN SCOTLAND
Kairos, South East London	Bethesda Hospice, Stornoway, Isle of Lewis
Leonard Cheshire St Cecilia's, Bromley	Cardinal Winning, Glasgow
Little Havens, Essex	Chanan, Glasgow
London City Mission, Central London	CHAS, Inverness
Manna Society, Central London	CHAS, Aberdeen
Marie Curie, Hampstead	Cyrenians, Aberdeen
Nelson Trust, Swindon	Erskine Home, Bishopton
Northwick Park Hospital, Harrow	Horseback UK, Aberdeenshire
Open Doors, East London	Little Sisters of the Poor, Glasgow
Pottergate Arc, Norwich	Raigmore Hospital, Inverness
Princess Royal Hospital, Haywards Heath	Robin House, Glasgow
Ronald McDonald House Charities, London	Ronald McDonald House, Glasgow
Royal London Hospital, East London	Richmondhill House, Aberdeen
Salvation Army Hoxton, East London	Simon Community Govanhill, Glasgow
Salisbury Women's Refuge, Wiltshire	St Vincent's Hospice, Renfrewshire
Seaview, East Sussex	The Meadows Nursing Home, Dornoch
Snowflake, East Sussex	Women's Aid, Caithness
Spitalfields Crypt Trust, East London	Women's Aid, Glasgow
SSAFA, Central London	Women's Aid, Inverness
St Anne's, Little Sisters of the Poor, North London	Women's Aid, Sutherland

BENGE, Mrs Lynn	KNIGHT, Mrs Julia
BRIANT, Mrs Ruth	LITTLETON, Miss Jeni
BRUNNING, Mrs Sally	MARDON, Mrs Sarah
CARTER, Miss Pamela	MARSH, Miss Wendy
CARVER, Mrs Elizabeth	McEWAN, Miss Vera
CLARENDON, The Dowager Countess	MEEHAN, Mrs Natalie
CLARKE, Mrs Daphne	MYERS, Mrs Teresa
COBBETT, Mrs Jane	PARRY, Mrs Rachel
CRAWFORD, Mrs Tessa	RIVAZ, Mrs Fiona
DAUGHTREE, Mrs Sheila	ROBINS, Mrs Naomi
DAVIES, Mrs Diane	RUSSELL, Mrs Clare
DENISON-PENDER, The Hon Mrs Robin	SAMPSON, Mrs Lois
DIX, Mrs Diana	SPENDLOVE, Mrs Victoria
DOHERTY, Mrs Shona	SQUIRE, Mrs Nicola
EDNEY, Mrs Jean	STEWART, Mrs Sharon
FITZGERALD, Mrs Jane	THAM, Mrs Jane
FORSTER, Mrs Majella	THOMAS, Mrs Sylvie
GILL, Mrs Karen	THOMPSON, Mrs Linda
GUPPY, Mrs Mary	TIERNEY, Miss Roisin
HALL, Mrs Zara	TRINDER, Mrs Kate
HAWKINS, Mrs Sallie	WALLACE, Mrs Susan
HELLIER, Mrs Norma	WATSON, Miss Sherry
HURLEY, Mrs Kathleen	WHITBREAD, Mrs Helen
JACKSON, Mrs Gillie	WILKINSON, Mrs Caroline
JONES, Mrs Liza	

35,362 items were distributed in 2019



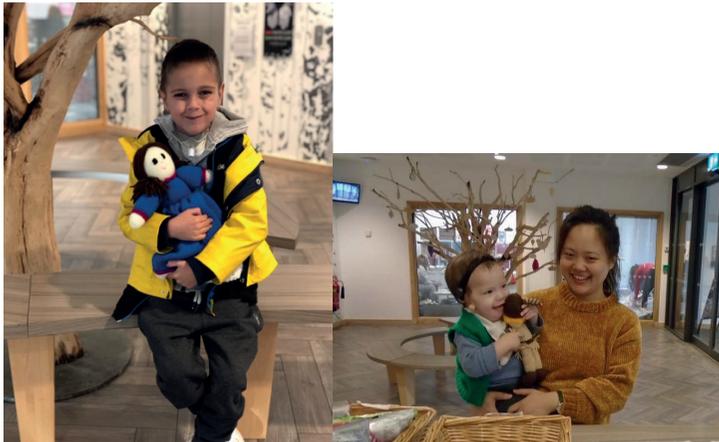
THANK YOU LETTERS

STONEPILLOW, HASTINGS

I just want to give my personal thanks for the amazing donations which you provided for us. They have provided much needed clothing for our clients. The coats and thermals have been a godsend as the cold weather kicks in. We have been able to put together a rough sleeper pack which includes items such as pants, thermal vests, scarves, hats and the foil thermal blankets along with toiletries which others have donated. Once again thank you for all your kindness and for helping our clients.

RONALD MCDONALD HOUSE, SOUTH LONDON

I just wanted to say a huge thank you again for the fantastic donation we received from you on Monday. Here are a couple of photos that you could pass on to your army of knitting geniuses of some of the knitted teddies going out to two very grateful little boys. There will be plenty more of these to come, I will send some more when we have gathered some more.



AGE UK, WILTSHIRE

The smaller sized blankets are going down a storm and the people we have issued them to as part of our 'Surviving Winter' campaign have been absolutely thrilled with them. We have also distributed some through our 'Living Well' service in Salisbury in particular and the surgeries have identified particularly vulnerable people who have been extremely grateful. Please could you pass on huge thanks once again to everybody at the Queen Mother's Guild.



GIFT AID DECLARATION – multiple donation

Boost your donation by 25p of Gift Aid for every £1 you donate
Gift Aid is reclaimed by the charity from the tax you pay in the current tax year. Your address is needed to identify you as a current UK tax payer.

In order to Gift Aid your donation you must tick the box below:

I want to Gift Aid my donation of £_____ and any donations I make in the future or have made in the past 4 years to:

Name of Charity: **QUEEN MOTHER'S CLOTHING GUILD**
Charity Number: **211764**

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

My Details

Title _____ First Name or initial (s) _____

Surname _____

Full Home Address _____

Postcode _____ Date _____

Please notify the charity if you:

- want to change this declaration
- change your name or home address
- no longer pay sufficient tax on your income and/or capital gains

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessed tax return or ask HM Revenue and Customs to adjust your tax code.

If you are making a donation through your Group President you can attach this form to your cheque and your President will send it on to the Treasurer.

QUEEN MOTHER'S CLOTHING GUILD
22 Stamford Brook Road
London W6 0XH

