

CHARITY REGISTRATION NUMBER: 205156

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO  
ANIMALS - OXFORDSHIRE BRANCH**

**UNAUDITED FINANCIAL STATEMENTS**

**31 DECEMBER 2019**

**NOCKELS GEE**

Chartered Certified Accountants  
5 The Chambers  
Vineyard  
Abingdon-on-Thames

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO  
ANIMALS - OXFORDSHIRE BRANCH**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2019**

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# **ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 DECEMBER 2019**

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2019.

### **Objectives and activities**

#### **Policies and Objectives**

The branch is an unincorporated charitable association and a separately registered branch of the Royal Society for the Prevention of Cruelty to Animals (the Society), carrying out its direct animal welfare work in the areas of Oxfordshire.

The objectives of the Branch are to promote the work and objectives of the Society - to promote kindness and to prevent or suppress cruelty to animals by all lawful means - with particular reference to the area of the Branch, in accordance with the policies and guidelines of the Society.

#### **Public Benefit**

The Trustees have reviewed the outcomes and achievements of the objectives and activities for the charity for the year, to ensure they remain focused on the charitable aims, and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. These are satisfied by the activities undertaken by the charity.

The Trustees confirm that they have had regard to the Charity Commission's guide on public benefit and are satisfied that the activities of the charity are for public benefit. The Trustees use this guidance in the forward planning of the charity.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### Objectives and activities *(continued)*

#### Strategies and Activities for Achieving Objectives

Under the Charities Act 2011, the advancement of animal welfare is recognised as a distinct statutory charitable purpose. This legislation and the Animal Welfare Act of 2006 indicate an acceptance by society as a whole that treating living creatures with compassion and care has a moral benefit for the public as a whole. Whilst this public benefit is clear, it is sometimes difficult to quantify and must be balanced against any detriment.

The Branch's animal welfare work, although local in nature, benefits society at large, and also aims to help people in need with the care of their animals. The next section of this report highlights the Branch's main activities and demonstrates the benefit provided to the public. All our charitable activities, as described in more detail in the following pages of this report, focus on promoting compassion and kindness, and preventing or suppressing cruelty to animals and are undertaken to further these purposes for the public benefit.

1. The Branch supports the local Inspectorate of the Society by taking in mistreated or abandoned animals, including pets whose owners suffer ill health or financial difficulties or pass away, leaving that animal without care. As well as providing education, information and advice, the Society's Inspectorate rescue animals in distress and enforces laws against the cruel mistreatment of animals in England and Wales. This work is key to 'the prevention or suppression of cruelty' part of the Society and Branch objects, and promotes compassionate and humane sentiments towards animals which involves moral benefit to humankind as a whole.

2. The Branch provides subsidised veterinary treatment for animals in the Branch area which are sick or injured and belong to local people on low incomes; we do this through a voucher scheme with Veterinary practices. This work benefits those on means-tested benefits by giving them financial help to obtain care for companion animals in need of veterinary treatment.

3. The Branch provides subsidised neutering of companion animals for those in the Branch area on low income, we do this by voucher schemes with Veterinary practices; this work assists those on means-tested benefits by giving them financial help to neuter companion animals and thereby help to control dog/cat populations. The Branch also provides low-cost microchipping, made available at local events, often in association with the Police and community support officers. The neutering and microchipping services benefit the local community by promoting responsible pet ownership by education and guidance.

4. Animals in the Branch's direct care receive all necessary veterinary treatment, vaccinations, neutering, microchipping and are assessed for rehoming. This work helps to control the incidence and spread of disease and general suffering through vaccination and neutering.

5. The Branch rehomes animals in need, at low cost to people willing and able to adopt and home a companion animal. Whilst we recognise that companion animals provide measurable benefits to people's physical and mental health, we consider the provision of these animals as pets as subsidiary to the main charitable aim of this service, which is to reduce animals suffering and provide care and welfare. The Branch's policy to charge a reasonable adoption fee for animals aims to highlight the ongoing personal and financial commitment of pet ownership. It would not be in the best interest of animals, and therefore would fall outside our objects, to rehome animals to those who could not afford to keep and care for them long term.

6. The Branch takes in lost or stray animals picked up by the Society's Inspectorate and take steps to reunite them with owners. This work benefits our local community by preventing animals continuing to stray and posing a risk to themselves and to people through road traffic accidents.

7. The Branch responds to enquiries (both direct and via the Society's national call centre) from the public about animals in the Branch area. The public benefits from knowing that we can assist animals in need and/or provide appropriate guidance.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### **Objectives and activities** *(continued)*

8. The Branch offers free animal care advice by information on our website and responding to telephone enquiries. The public benefits through education and the promotion of responsible pet ownership.

9. Within the terms of the Branch's governing document, we support the National Society and other RSPCA branches (and where necessary other local animal welfare charities and community agencies) through collaboration to: (a) provide animal care and welfare services; (b) ensure the provision of a suitable new home for rescued animals; (c) promote responsible pet ownership through education and guidance.

10. The Branch provides volunteering opportunities for those who wish to support our work, including trusteeship, animal care, fostering and fundraising. This benefits local people and companies by providing the opportunity of doing work which is compassionate and rewarding.

#### **Volunteers**

Volunteer recruitment continues to be actively pursued. At the end of 2019, we had 63 volunteers of which, 31 were recruited in the year. Our volunteers are one of the most important and valuable assets of the branch. They are active in all areas including, fostering of dogs, cats and rabbits, care and socialisation at our cattery and rabbit rescue centres, home visiting, help at events and volunteer driving. We are pleased and grateful to our volunteer team. The work they do on behalf of the branch enables us to continue to provide services to the highest possible standards.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2019

### Achievements and performance

#### Review of Activities and Developments and significant events

Calls upon the Branch to assist with animal welfare and general pet advice has seen little significant increase during 2019. The Trustees have continued to work with those organisations best able to support animal welfare in the local area. During the year all of the Inspectorate generated animals, that were suitable for Branch intake, were satisfactorily accommodated and the majority were successfully rehomed locally.

#### Animal Reports

##### Cats

The start of 2019 was not good for our cats as yet again during a cold spell the pipes froze and burst at Abingdon and Witney College and had to be evacuated to Woodstock cattery once again. The problem seemed to take longer to fix and it was September before we were able to use the cattery facility once again. On a positive note we have had several meetings with the Farm Manager and animal supervisor at the college and have new procedures in place. As diminished college funding does not allow major investment to the barn where the cattery is held we have now reduced our lease to just 9 months of the year, namely April until end of December. The college has however agreed to improve the facilities provided giving increased stimulation to the cats. Ramps are to be installed to aid older cats to access their shelves, all cats now have play tunnels, scratch posts and numerous activity toys to reduce boredom. Better signage is to be installed for a potential campaign to increase cat fosterers means that we now have 18 active fosterers so many more cats can be taken in and cared for in a home environment before moving to the cattery once they are ready to be rehomed. This works to the benefit of all, cats are socialised more, adopters have a history of the cats behaviour, are in tiptop health and condition at the rehoming stage and more cats can be rehomed. At the cattery itself we have one socialiser who visits on a daily basis and several more now that visit on a rota basis.

##### Dogs

2019 was a good year for dogs in the branch and we were able to help the Inspectorate out with a number of dogs, several of them being case dogs from other branches. One was with us for several months, due to ill health resulting in costly front leg amputation and then once recovered sufficiently he had to have a growth on his prostate removed, luckily this was able to be done at the same time as neutering. An older dog and a staffie, luckily for him, his fosterer fell in love with him, I think it was at the time of when the dog came round from anaesthetic having just had his front leg removed, seeing his fosterer waiting for him and running (yes running) over to him to greet him, a match made in heaven. We offered to take in one or two French bulldogs after a breeder died suddenly leaving the Inspectorate with 38 dogs to find fosterers for. We ended up taking 3 puppies, keeping us busy running around after, but great fun, needless to say they were rehomed really quickly once ready to go. One of our dogs has been in foster for more than a year now as it has had behavioural issues, the fosterer has been marvellous with him and working alongside an animal behaviourist is now ready to be rehomed, what a success story. A total of 16 dogs were taken in during 2019 and 16 have been successfully rehomed.

##### Rabbits

The year was busy at the centre and we took in a total of 43 rabbits over 12 months, with July being the most challenging with 15 intakes. We were delighted to be able to rehome 43 rabbits and return 3 to their owners where they had strayed. This shows that we are extremely successful at rehoming our rabbits and we are lucky enough to rarely have long stay animals. February was our most successful month where we rehomed 12 rabbits which were mostly our intake from 2018.

The success of the centre is wholly down to the dedicated team of volunteers that care, socialise and

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2019

clean out the bunnies and mend and build hutches. Without their time and patience we would not be able to function so we are very grateful. Thank you so very much.

We appreciate that the weather has not always been the greatest which has impacted the experience at the centre for all. We will work to improve this throughout 2020.

There have been a number of young adults volunteering at the centre working towards the Duke of Edinburgh award. This is a wonderful experience for all and enables them to develop new skills.

Thank you to Cherry who continues to allow us use of the land and access to the facilities. Without this we would not be able to provide spaces for rabbits coming in via the inspectorate.

We have a small number of fosterers who give amazing support where we have a rabbit with special or additional requirements. Thank you so much to this small team who give much needed additional care and love.

The future remains bright for Paws and Claws in Harwell and we will continue to provide support to the Inspectorate and the general public.

#### **Welfare**

We received fewer requests for Welfare again this year, welfare assistance vouchers down by 7% and neutering by 25%. We hope that this means that the public are benefitting from our education and taking responsibility for their own pet care. All requests for help with veterinary costs are dealt with appropriately according to our trustee guidelines. Our concern is to ensure that suffering animals are, at the very least, seen by a vet.

Vouchers issued are followed up with the vet and/or owner to ensure that the animal had received any necessary treatment. Additional support was given in the most serious or deserving cases to alleviate animal suffering.

Although used less this year, our neutering scheme, offering assistance to neuter one pet per household, remains popular. Considering the undoubted benefits of encouraging neutering, we may begin to offer help with more than one animal per household.

In 2019 funding from the branch to the Inspectorate for a new initiative, Treat and Leave, was agreed by the trustee board. The aim is to support pet owners through a period of difficulty, and so enable the animal to remain in their home. Under this scheme the branch agrees to fund up to £200 per week for vet fees and fund boarding up to £350 per month. This £350 represents sponsorship of one dog for two weeks per month. No unused amounts may be carried forward.

To date there has been little use of this scheme and we are monitoring this with a view to deciding whether it should be continued.

#### **Home Visiting**

Over 100 home visits were performed during 2019, by our dedicated team of home visitors, several new visitors have been recruited during the year and all been trained and mentored by experienced home visitors on specially adapted training courses. Thanks to the Internet many animals are adopted out of area and many animals from other branches are adopted into our area, which enable us to establish good relationships with volunteers from many other branches throughout the country.

# **ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

## **TRUSTEES' ANNUAL REPORT *(continued)***

### **YEAR ENDED 31 DECEMBER 2019**

#### **Achievements and performance *(continued)***

##### **Fundraising Events**

During the year we held a major fundraising event with a popular local band at the Woodstock Social club. The event raised in excess of £2,000. We also held a Christmas Fair with Hanover Court and the Didcot Football Club at which, raised £250 in cash donations in addition to a large amount of donated animal food and supplies. We aim to hold more such events in future years.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### Financial review

Since the change in treasurer during the year, we have reviewed and updated all our financial controls. During the year we had a review of our internal controls by William Giles Limited. Whilst they found no major causes for concern, recommendations were made to strengthen financial controls. All recommendations have now been implemented.

The branch is working toward more income generation from sources other than investments in order to begin to use our investments for initiatives that will more directly further animal welfare within Oxfordshire.

#### Principle Funding Sources

Income for the year is £71,802 (2018 - £54,854).

We received voluntary income of £53,737 (2018 - £31,611) during the year ended 31 December 2019, which includes £2,979 as donations (2018 - £4,577) and £26,739 received from RSPCA Door to Door Collections (2018 - £27,034). The charity gratefully received legacies totalling £24,019 during the year (2018 - £nil).

Charitable activities are made up of animal rehoming and rechargeable fees and generated £11,047 (2018 - £19,228).

Fundraising events generated income of £2,438 (2018 - £nil).

Investments generated income of £4,580 (2018 - £4,015).

In addition, investments were sold totalling £32,890, which generated a realised loss £11,575 (2018 - no investments were sold).

Expenditure for the year amounted to £65,436 (2018 - £93,124).

Overall there was a surplus for the year of £104,515 (2018 - deficit - £82,329). The surplus also includes the realised and unrealised gains in respect of investments held of £98,149 (2018 - deficit - £44,059), which is made up of a realised loss of £11,575 (2018 - £nil) and an unrealised gain of £109,724 (2018 - loss - £44,059). All surpluses are reinvested back into the charity to help it grow and further the aims of the charity.

The trustees review current and future funding needs on a regular basis.

#### Reserve Policy

Unrestricted reserves available to be carried forward as at 31 December 2019 amounted to £689,207 (2018 - £584,692). This is represented by net current assets of £13,645 (2018 - net current liabilities - £23,848), fixed assets of £nil (2018 - £800) and investments of £675,562 (2018 - £607,740). Such reserves represent approximately 10 years worth of expenditure based on gross expenditure levels in 2019.

The Branch holds reserves in order that levels of service provided for animal welfare may be maintained should there be a reduction in incoming resources. Reserves in this context mean funds that are freely available for the Branch's general purposes after all commitments have been met.

In addition to such 'unrestricted reserves' the Branch may also hold additional 'restricted reserves', such reserves represent funds donated for a specified purpose which cannot be used for anything other than the purpose for which they were donated. The Branch also designates 'ring fenced' funds for various projects considered important and beneficial to the long term development of the Branch in support of ongoing sustainable animal welfare.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2019

It is the opinion of the Trustees that the existing reserves are sufficient to meet any reduction in incoming resources in the ensuing year.

#### **Investment Policy and Performance**

Our investment funds are professionally managed and over the years we have been able to build up an investment portfolio because of a substantial legacy received in the past.

As at 31 December 2019, it is the policy of the Branch to hold surplus funds in professionally managed Investment Funds or interest bearing accounts. Sufficient funds are always readily available in order to enable the charity to achieve its objectives; the Trustees are committed to safeguarding these reserves whilst seeking any prudent performance enhancing initiatives.

Note 19 shows the current investment portfolio, together with its valuation as at 31 December 2019, which totals £675,562 (2018 - £607,740).

Growth units were added to the portfolio in the year from investments already held.

With full trustee authority we sold the entire Fidelity Aviva investment for £17,890 and released £15,000 of the COIF Charities Investment Fund, which enabled us to pay the balance on the long overdue National RSPCA invoices.

Gains on investments amounted to £98,149 (2018 - loss - £44,059), which was made up of realised losses amounting to £11,575 (2018 - £nil) and unrealised gains of £109,724 (2019 - loss - £44,059).

Investment income received increased to £4,580 (2018 - £4,015).

#### **Structure, governance and management**

##### **Constitution**

The society for the Prevention of Cruelty to Animals was founded on 16 June 1824 and granted 'Royal' prefix by Queen Victoria in 1840. The current constitution of the RSPCA was created with the adoption of the Royal Society for the Prevention of Cruelty to Animals Act 1932, the work of the society is governed by the RSPCA Act and by the Rules of the Society.

There have been no changes in the objectives since the last annual report.

##### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Royal Society for the Prevention of Cruelty to Animals Act 1932 and by the Rules of the Society.

New trustees are appointed by the Board. All trustees must be 18 years of age and capable of managing their own affairs and are DBS checked, if necessary.

New trustees are given an induction to the working of the charity. Trustees are encouraged to get to know the animals we support and our team. Training is given as required.

Trustees are elected typically at the Annual General Meeting for a term of three years. Any Trustee so appointed shall remain in office until the next Annual General Meeting and shall then be eligible for re-election.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS – OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### Structure, governance and management *(continued)*

##### Organisational Structure and Decision Making

The Branch is governed by a committee who are the Trustees of the Branch. They have individual and collective responsibility for the management of the Branch and its funds. Subject to the overall supervision of the Society, the committee controls and monitors all the fundraising and animal welfare initiatives of the Branch.

##### Risk Management

The Branch has carried out a review to identify major risks and has taken steps to mitigate them.

The major risks identified are:

- loss of reputation through error or fraud
- loss of income through error or fraud
- loss of income through poor investment performance
- insufficient trustees for the Branch to continue
- insufficient volunteers for fundraising activities
- insufficient funds to cover the cost of animal welfare activities
- risk of unnecessary influence from Head Office which does not agree with local aims

The risks are regularly reviewed by having regular trustee meetings so we have up to date financial information and are aware of significant variances or changes before they happen and can take action to mitigate these if they are unavoidable.

Work continues to ensure that the Charity acts in a safe environment, with regular Health and Safety reviews. New volunteers carry out a safety briefing prior to looking after any animals. Provision has been made to ensure continued safe operation.

It is the opinion of the Trustees that the Branch's policies, procedures and controls are adequate to mitigate financial and reputation loss through error or fraud and to maintain the future financial viability of the Branch. Steps are taken to address the issues of recruitment of trustees and volunteers in the future.

The trustees are aware of their responsibilities to ensure compliance with all statutory legislation.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS – OXFORDSHIRE BRANCH

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### Reference and administrative details

<b>Registered charity name</b>	Royal Society for the Prevention of Cruelty to Animals – Oxfordshire Branch
<b>Charity registration number</b>	205156
<b>Principal office</b>	PO BOX 631 Abingdon-on-Thames Oxfordshire OX14 9HT

#### The trustees

H Newell	(Appointed 17 September 2019)
Mrs L Oliver	
G Larkin	(Retired 14 May 2019)
S Richards	
R A Dowell	(Retired 14 May 2019)
C Oliver	
N Heptonstall	
Mrs J Thomas	
M Cook	(Appointed 17 September 2019)
P Thomas	(Appointed 14 October 2019)
Mrs S Annesley	(Appointed 26 May 2020)
Mrs B Diboll	(Appointed 30 June 2020)

<b>Independent examiner</b>	Helen Gee FCCA 5 The Chambers Vineyard Abingdon-on-Thames
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#### Plans for future periods

The uncertain political and economic climate continues to cause concern. The volatility of economic performance and investment markets, including doubts surrounding both the Brexit effect and the Corona virus pandemic is concerning. Therefore, any likely impact on demand for Branch services related to animal welfare assistance and unwanted animals has never been more difficult to predict.

The branch is working with RSPCA National towards incorporation in 2020.

We are also looking to increase our fundraising activities to increase awareness of what we do and generate further income for the charity.

The trustees' annual report was approved on 25 August 2020 and signed on behalf of the board of trustees by:

Mrs L Oliver  
Trustee

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

YEAR ENDED 31 DECEMBER 2019

I report to the trustees on my examination of the financial statements of Royal Society for the Prevention of Cruelty to Animals - Oxfordshire Branch ('the charity') for the year ended 31 December 2019.

### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Helen Gee FCCA  
Independent Examiner

5 The Chambers  
Vineyard  
Abingdon-on-Thames

25 August 2020

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2019

		2019		2018
	Note	Unrestricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>				
Donations and legacies	4	53,737	53,737	31,611
Charitable activities	5	11,047	11,047	19,228
Other trading activities	6	2,438	2,438	–
Investment income	7	4,580	4,580	4,015
<b>Total income</b>		<u>71,802</u>	<u>71,802</u>	<u>54,854</u>
<b>Expenditure</b>				
Expenditure on raising funds:				
Costs of raising donations and legacies	8	455	455	564
Costs of other trading activities	9	1,200	1,200	1,200
Expenditure on charitable activities	10	63,781	63,781	91,360
<b>Total expenditure</b>		<u>65,436</u>	<u>65,436</u>	<u>93,124</u>
Net (gains)/losses on investments	11	(98,149)	(98,149)	44,059
<b>Net income/(expenditure) and net movement in funds</b>		<u>104,515</u>	<u>104,515</u>	<u>(82,329)</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		584,692	584,692	667,021
<b>Total funds carried forward</b>		<u>689,207</u>	<u>689,207</u>	<u>584,692</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 14 to 23 form part of these financial statements.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## STATEMENT OF FINANCIAL POSITION

31 DECEMBER 2019

	Note	2019 £	£	2018 £
<b>Fixed assets</b>				
Tangible fixed assets	16		–	800
Investments	17		675,562	607,740
			<u>675,562</u>	<u>608,540</u>
<b>Current assets</b>				
Debtors	18	1,864		4,070
Cash at bank and in hand		<u>22,801</u>		<u>8,337</u>
		24,665		12,407
<b>Creditors: amounts falling due within one year</b>	<b>19</b>	<u>11,020</u>		<u>36,255</u>
<b>Net current assets</b>			<u>13,645</u>	<u>(23,848)</u>
<b>Total assets less current liabilities</b>			<u>689,207</u>	<u>584,692</u>
<b>Net assets</b>			<u>689,207</u>	<u>584,692</u>
<b>Funds of the charity</b>				
Unrestricted funds			<u>689,207</u>	<u>584,692</u>
<b>Total charity funds</b>	<b>20</b>		<u>689,207</u>	<u>584,692</u>

These financial statements were approved by the board of trustees and authorised for issue on 25 August 2020, and are signed on behalf of the board by:

Mrs L Oliver  
Trustee

Mrs J Thomas  
Trustee

The notes on pages 14 to 23 form part of these financial statements.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2019

### 1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is PO Box 631, Abingdon on Thames, Oxfordshire, OX14 9HT.

### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

### 3. Accounting policies

#### Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### Going concern

There are no material uncertainties about the charity's ability to continue.

#### Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Volunteers

The charity benefits from the services of volunteers, who spend many hours assisting the charity. The trustees are in the opinion that the volunteer services are not reasonably qualifiable.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires trustees to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome.

#### **Taxation policy**

Royal Society for the Prevention of Cruelty to Animals - Oxfordshire Branch is a registered charity and accordingly is exempt for taxation on its income and gains where they are to be applied for charitable purposes.

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### **Incoming resources**

All incoming resources are included in the statements of financial activities when entitlement has passed to the charity; it is probable that economic benefits associated with the transaction will flow to the charity; and the amount can be reliably measured. The following specific policies are applied to particular categories of income.

- income from donations, legacies or grants is recognised where there is evidence of entitlement to the gift, receipt is probable and its amount can be reliably measured.
- income from charitable activities is recognised where there is evidence of entitlement to the funds, receipt is probable and its amount can be reliably measured.
- income from fundraising costs is recognised where there is evidence of entitlement to the funds, receipt is probable and its amount can be reliably measured.
- income from investments is recognised when received.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### 3. Accounting policies *(continued)*

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Motor vehicles	-	25% reducing balance
Equipment	-	25% reducing balance

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### 3. Accounting policies *(continued)*

##### Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities include the net gains and losses arising on revaluation and disposals throughout the year.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if required subsequent to their first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and the carrying value. Realised and unrealised gains and losses are calculated are combined in the Statement of Financial Activities.

The main form of financial risk faced by the charity is that volatility in equity markets and investment markets due to wider economic conditions.

#### 4. Donations and legacies

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
<b>Donations</b>				
Donations	2,979	2,979	4,577	4,577
<b>Legacies</b>				
Legacies	24,019	24,019	–	–
<b>Grants</b>				
Related party income - Door to Door	26,739	26,739	27,034	27,034
	<u>53,737</u>	<u>53,737</u>	<u>31,611</u>	<u>31,611</u>

#### 5. Charitable activities

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
Animal rehoming and rechargeable fees	11,047	11,047	19,228	19,228

#### 6. Other trading activities

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
Fundraising events	2,438	2,438	–	–

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

**YEAR ENDED 31 DECEMBER 2019**

**7. Investment income**

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
Income from listed investments	4,442	4,442	3,935	3,935
Branch share of interest	138	138	80	80
	<u>4,580</u>	<u>4,580</u>	<u>4,015</u>	<u>4,015</u>

**8. Costs of raising donations and legacies**

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
Costs of raising donations and legacies - Donations	455	455	564	564

**9. Costs of other trading activities**

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
Costs of other trading activities - Shop costs	1,200	1,200	1,200	1,200

**10. Expenditure on charitable activities by fund type**

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
Animal welfare	29,767	29,767	45,191	45,191
Support costs	34,014	34,014	46,169	46,169
	<u>63,781</u>	<u>63,781</u>	<u>91,360</u>	<u>91,360</u>

**11. Net (gains)/losses on investments**

	Unrestricted Funds £	<b>Total Funds 2019 £</b>	Unrestricted Funds £	Total Funds 2018 £
(Gains)/losses on listed investments	98,149	98,149	(44,059)	(44,059)

**12. Net income/(expenditure)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2019 £</b>	2018 £
Depreciation of tangible fixed assets	-	267
Loss/(gains) on disposal of fixed assets	<u>300</u>	<u>(676)</u>

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### 13. Independent examination fees

	2019 £	2018 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,460</u>	<u>1,390</u>

#### 14. Staff costs

There were no staff costs for the current year or the previous year under review.

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

During the year, 7 Trustees received reimbursement of expenses totalling £5,113 (2018: 6 trustees - £5,134). The expenses related to mileage, animal consumables, telephone, fundraising costs, postage, stationery and general running costs.

At 31 December 2019, expenses totalling £232 were owed to trustees (2018 - £nil).

#### 16. Tangible fixed assets

	Motor vehicles £	Equipment £	Total £
<b>Cost</b>			
At 1 January 2019	7,642	1,562	9,204
Disposals	(7,642)	(1,562)	(9,204)
<b>At 31 December 2019</b>	<u>—</u>	<u>—</u>	<u>—</u>
<b>Depreciation</b>			
At 1 January 2019	6,877	1,527	8,404
Disposals	(6,877)	(1,527)	(8,404)
<b>At 31 December 2019</b>	<u>—</u>	<u>—</u>	<u>—</u>
<b>Carrying amount</b>			
<b>At 31 December 2019</b>	<u>—</u>	<u>—</u>	<u>—</u>
At 31 December 2018	<u>765</u>	<u>35</u>	<u>800</u>

The trustees decided that all items held under equipment should be scrapped in the year as the items were obsolete and had been replaced by donated goods over the years. The van was also sold.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### 17. Investments

	<b>Listed investments £</b>
<b>Cost or valuation</b>	
At 1 January 2019	607,740
Additions	2,562
Disposals	(32,890)
Fair value movements	98,150
<b>At 31 December 2019</b>	<u>675,562</u>
<b>Carrying amount</b>	
<b>At 31 December 2019</b>	<u>675,562</u>
At 31 December 2018	<u>607,740</u>

All investments shown above are held at valuation.

#### Financial assets held at fair value

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

#### 18. Debtors

	<b>2019 £</b>	<b>2018 £</b>
Trade debtors	79	553
Prepayments and accrued income	264	814
Other debtors	1,521	2,703
	<u>1,864</u>	<u>4,070</u>

Other debtors relates to VAT.

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

	<b>2019 £</b>	<b>2018 £</b>
Amounts owed to HQ	–	19,289
Accruals and deferred income	9,460	10,449
Other creditors	1,560	6,517
	<u>11,020</u>	<u>36,255</u>

Other creditors relates to amounts owed to suppliers.

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO  
ANIMALS - OXFORDSHIRE BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS *(continued)***

**YEAR ENDED 31 DECEMBER 2019**

**20. Analysis of charitable funds**

**Unrestricted funds**

	At 1 January 2019 £	Income £	Expenditure £	Gains and losses £	At 31 December 20 19 £
General funds	237,192	71,802	(65,436)	98,149	341,707
Designated Funds	347,500	–	–	–	347,500
	<u>584,692</u>	<u>71,802</u>	<u>(65,436)</u>	<u>98,149</u>	<u>689,207</u>

  

	At 1 January 2018 £	Income £	Expenditure £	Gains and losses £	At 31 December 2018 £
General funds	319,521	54,854	(93,124)	(44,059)	237,192
Designated Funds	347,500	–	–	–	347,500
	<u>667,021</u>	<u>54,854</u>	<u>(93,124)</u>	<u>(44,059)</u>	<u>584,692</u>

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### 20. Analysis of charitable funds *(continued)*

Transfers were made during 2014 to establish designated funds for specific projects:

**Paws and Claws Development Fund** - to provide for the replacement of aged rabbit hutches and runs, ongoing ground works and landscape improvements, and additional rodent deterrent measures.

**Charity Shop Fund** - to provide for two new retail charity outlets in Oxfordshire, replacing the facility previously closed in Banbury, to raise awareness of the branch to Oxfordshire residents and provide additional income streams.

**Mobile Pet Clinic Fund** - to provide regular basic animal welfare almoning needs and general pet advice to various demographics and socio-economic groups not currently registered or accessing private veterinary practices.

**Rehoming Centre Fund** - to provide for a replacement facility in a more central area of Oxfordshire with potential for more diverse animal inventory and wider visitor interest, combined with possible inter-branch amalgamation.

**Multi Agency Neutering Projects Fund** - to promote the importance and benefit of animal neutering through multi-agency events offering supported and subsidised financial assistance in targeted areas within Oxfordshire.

There have been no incoming resources nor resources expended from the above designated funds.

The designated fund balances brought forward and carried forward are as follows:

- Paws and Claws Development Fund **£5,000**
- Charity Shop Fund **£120,000**
- Mobile Pet Clinic Fund **£65,000**
- Rehoming Centre Fund **£150,000**
- Multi Agency Neutering Projects Fund **£7,500**

At the year end, the trustees had not received authorisation from Head Office for use of the Designated Funds, in accordance with their updated rules.

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE FINANCIAL STATEMENTS *(continued)*

### YEAR ENDED 31 DECEMBER 2019

#### 21. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2019 £
Tangible fixed assets	–	–
Investments	675,562	675,562
Current assets	24,665	24,665
Creditors less than 1 year	(11,020)	(11,020)
<b>Net assets</b>	<u>689,207</u>	<u>689,207</u>
	Unrestricted Funds £	Total Funds 2018 £
Tangible fixed assets	800	800
Investments	607,740	607,740
Current assets	12,407	12,407
Creditors less than 1 year	(36,255)	(36,255)
<b>Net assets</b>	<u>584,692</u>	<u>584,692</u>

#### 22. Related parties

During the year expenses were paid to a volunteer, who is the son of one of the trustees for pet food totalling £242 (2018 - £nil). All transactions were undertaken on normal terms at market rate.

During the year, Related party income in respect of Door to Door donations was received totalling £26,739 (2018 - £27,034).

At 31 December 2019, there was £nil owing to the branch (2018 - £473).

The branch was also charged a contribution from the regional head quarters totalling £22,050 (2018 - £33,500).

The charity also incurs costs with head office in respect of van road tax, insurance, information materials, staff uniform and other associated expenditure.

At 31 December 2019, there was £nil owed to the regional head quarters (2018 - £19,290).

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO  
ANIMALS - OXFORDSHIRE BRANCH**

**MANAGEMENT INFORMATION**

**YEAR ENDED 31 DECEMBER 2019**

**The following pages do not form part of the financial statements.**

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2019

	2019 £	2018 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Donations	2,979	4,577
Legacies	24,019	–
Related party income - Door to Door	26,739	27,034
	<u>53,737</u>	<u>31,611</u>
<b>Charitable activities</b>		
Animal rehoming and rechargeable fees	11,047	19,228
	<u>11,047</u>	<u>19,228</u>
<b>Other trading activities</b>		
Fundraising events	2,438	–
	<u>2,438</u>	<u>–</u>
<b>Investment income</b>		
Income from listed investments	4,442	3,935
Branch share of interest	138	80
	<u>4,580</u>	<u>4,015</u>
<b>Total income</b>	<u>71,802</u>	<u>54,854</u>
<b>Expenditure</b>		
<b>Costs of raising donations and legacies</b>		
Advertising and promotions	455	564
	<u>455</u>	<u>564</u>
<b>Costs of other trading activities</b>		
Rent	1,200	1,200
	<u>1,200</u>	<u>1,200</u>
<b>Expenditure on charitable activities</b>		
Veterinary fees for sick animals	15,939	15,877
Insurance	531	131
Kennel and occupational costs for homeless animals	11,664	23,577
Motor vehicle expenses	1,372	4,143
Other motor/travel costs	492	2,015
Legal and professional fees	8,023	8,511
Telephone	563	507
Other office costs	2,847	3,508
Depreciation	–	267
Loss on disposal of fixed assets	300	(676)
Contribution to Regional HQ	22,050	33,500
	<u>63,781</u>	<u>91,360</u>
<b>Total expenditure</b>	<u>65,436</u>	<u>93,124</u>

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO  
ANIMALS - OXFORDSHIRE BRANCH**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES *(continued)***

**YEAR ENDED 31 DECEMBER 2019**

	<b>2019</b>	2018
	<b>£</b>	£
<b>Net (gains)/losses on investments</b>		
(Gains)/losses on listed investments	<u>(98,149)</u>	<u>44,059</u>
<b>Net income/(expenditure)</b>	<u><u>104,515</u></u>	<u><u>(82,329)</u></u>

# ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

## NOTES TO THE DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2019

	2019 £	2018 £
<b>Costs of raising donations and legacies</b>		
<b>Costs of raising donations and legacies - Donations</b>		
Advertising and promotions	455	564
	<u>          </u>	<u>          </u>
<b>Costs of raising donations and legacies</b>	<u>455</u>	<u>564</u>
<b>Costs of other trading activities</b>		
<b>Costs of other trading activities - Shop costs</b>		
Storage container rental	1,200	1,200
	<u>          </u>	<u>          </u>
<b>Costs of other trading activities</b>	<u>1,200</u>	<u>1,200</u>
<b>Expenditure on charitable activities</b>		
<b>Animal welfare</b>		
<i>Activities undertaken directly</i>		
Veterinary fees for sick animals	15,939	15,877
Kennel and occupational costs for homeless animals	11,664	23,577
Motor vehicle expenses	1,372	4,143
Other motor/travel costs	492	2,015
Depreciation	–	255
Loss on disposal of fixed assets	300	(676)
	<u>29,767</u>	<u>45,191</u>
<b>Support costs</b>		
Contribution to regional HQ	22,050	33,500
	<u>          </u>	<u>          </u>
<b>Governance costs</b>		
Insurance	531	131
Accountancy and bookkeeping fees	4,748	4,890
Professional and consultancy fees	40	–
Trustees mileage expenses	3,235	3,621
Telephone and communications	563	507
Printing, postage, stationery and sundries	2,847	3,508
Depreciation	–	12
	<u>11,964</u>	<u>12,669</u>
<b>Expenditure on charitable activities</b>	<u>63,781</u>	<u>91,360</u>