REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019 FOR

$\frac{\text{CANTERBURY AND DISTRICT BRANCH OF THE}}{\text{RSPCA}}$

Spain Brothers & Co Chartered Accountants Westgate House 87 St Dunstans Street Canterbury Kent CT2 8AE

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

The Trustees present their report and the audited financial statements of the charity for the year ended 31st December 2019.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: 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 published in October 2019.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational Structure

The Society for the Prevention of Cruelty to Animals (SCPA) was founded on 16 June 1824 and granted the "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 and its work is governed by this Act and, more recently, by the Animal Welfare Act 2006, as well as by the Rules of the Society. Membership of the RSPCA is by subscription and may be on life, annual, ex-officio or junior basis.

The RSPCA is managed by an elected Council who, subject to the rules, control the affairs, funds, property and proceedings of the Society. They are assisted in the administration and operation of their charitable activities by a central organisation, headquarters, regional networks and local branches, of which this Branch is one.

Representatives of the branches, regional and national organisations meet on an annual basis to consider all issues affecting animal welfare and to develop policies for the future pursuit of common aims.

Governance & Management

The RSPCA Canterbury and District Branch is a separately registered and autonomous branch of the RSPCA. The Branch is constituted as an unincorporated charity governed by the deed of trust and its governing document known as the 'RSPCA Branch Rules', which was issued by the RSPCA on 18 February 2002 and amended on 2 May 2012.

The Branch is governed by a Committee who are appointed Trustees of the Branch. This committee is essentially the Trust Board. Members of the Committee are appointed by vote each year at the Annual General Meeting (AGM). The Trustees can co-opt up to three additional places during the year, and the co-opted Trustees can be elected by the Branch membership at the following year's AGM. All trustees are briefed on their responsibilities as trustees prior to their acceptance of the role and are invited to attend any relevant induction and training in relation to their specific roles. In 2019 we carried out a major restructure of the Branch and its operation. Our prime trustee-led working groups now comprise Animal Welfare, People, Asset Management, Project Management & Procurement and Income Generation & Marketing. The Committee is kept up to date on RSPCA general developments, by the RSPCA Business Support Specialist, as well as via other advice communicated to us by the RSPCA, monthly.

Subject to the overall support of the RSPCA network, the Trustees control and monitor all fundraising and animal welfare initiatives of the Branch. The Trustees of the Branch have an individual and collective responsibility for the overall management of the Branch and its funds. The Trustees hold monthly meetings at which strategic decisions as to the performance and operation of the Branch are made.

The day-to-day running of the Canterbury and District Animal Centre (CADAC) is delegated to the Animal Welfare Leader with the day-to-day running of the Branch's retail/fundraising shops supported by the Area Retail Manager. The management is supported in the day to day operation by a team of directly employed staff some of which are part-time, and c. 100 volunteers. The Branch also employs a part-time Finance Manager. The remuneration of key management personnel is reviewed annually in line with market rates and comparable roles within the charity sector.

The major risks affecting the charity have been reviewed and procedures are in place to manage those risks; for example all bank payments are subject to a dual signatory method.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

OBJECTIVES AND ACTIVITIES

The overall mission of the Branch is to promote the work and objectives of the National Society of the RSPCA - by lawful means to seek to prevent cruelty, promote kindness and alleviate suffering of animals – in accordance with the policies of the Society. The Branch aims to fulfil this mission within its District through education, encouragement, communication and other activities.

The Branch's key aims are to provide suitable homes for as many animals as it receives, from all sources, to provide proper care and rehabilitation for abandoned or mistreated animals and to promote animal welfare across its District. Animals in the care of the Branch receive veterinary health checks, treatment, vaccination, neutering and microchipping and are assessed for suitable homing.

The number of animals received, cared for and rehomed is monitored and reported, see SUMMARY OF ANIMAL WELFARE ACTIVITIES below for more details.

Our work at CADAC is supported by a number of volunteers who help us look after the animals entrusted to our care. We are extremely grateful to them for their support and hard work. We also have many volunteers working in our charity shops across the region, and we value the input and commitment of our volunteers across the region enormously.

Public Benefit Statement

The Trustees have reviewed the outcomes and achievements of the Branch in relation to their objectives and activities for the year to ensure they remain focused on the charitable aims of both the trust and the Society and to continue to deliver benefits to the public, as prescribed by the Charity Commission's general guidance on public benefit. This is illustrated by the following activities:-

- Support to local Inspectors by taking in, free of charge, mistreated or abandoned animals, including pets whose owners have suffered ill health, financial difficulties, or have passed away.
- Raising awareness of and providing free education, information and advice on animal care, benefiting the public by promoting compassionate human sentiments towards animals via social media, telephone, information leaflets and face-to-face at regular events and workshops.
- Providing subsidised veterinary treatment for animals which are sick or injured and belong to local people on low incomes. Provision is met through an assessment procedure using a clearly defined policy for owners who are eligible.
- Offering subsidised neutering and micro-chipping services to animal carers. This helps to control pet populations and promotes responsible pet ownership.
- Inviting tenders for veterinary services every 2-3 years to seek the best value for money for the Branch and
 its users. The selected Veterinary Practice provides the main support for the Branch at the animal centre with
 weekly visits, while other veterinary practices are used in other areas, such as Dover and Sittingbourne, if
 more convenient.
- Offering volunteering opportunities and work experience through alliances with schools, colleges and employment organisations as part of a development programme and stepping stones towards employment and vocational development. Volunteering experiences have provided the background for several people who have gained employment elsewhere from this route.
- Supporting and encouraging ongoing training programmes for all staff, volunteers and Trustees to improve knowledge, experience and confidence in their work.
- Fostering links with other local animal welfare organisations committed to the same objectives to share information and make the most efficient use of resources.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

The Branch generates revenue from its retail shops, from donations, fundraising projects and other activities. This revenue is used to support various activities to achieve its objectives, including the operation of its main animal welfare and operational centre, known as the Canterbury & District Animal Centre (CADAC) which also provides other welfare services to external bodies, including other branches of the RSPCA.

Covid-19 statement and pre-2020 Annual Report statement.

Whilst this report is concerned with performance in 2019, it has to be recognised that there has been a delay in producing it as we would have done under normal circumstances in March 2020. However, in March 2020 the Charity was forced to temporarily close to the public the Animal Centre and all eight of its Retail shops due to the Covid-19 pandemic and following government instructions. A reduced staff has been kept in place at the Centre to ensure the welfare of the animals in our care.

The Trustees are currently implementing plans to safeguard the future of the Charity. There will be a significant reduction in the 2020 income as a result of the Retail closures, and it may not be possible to fully replace this in the short-term. Measures being taken to mitigate the lost income during 2020, include:

- Applications have been made for all available grants (some of which have already been received)
 - Local Authorities
 - o Government (eg CJRS "furlough scheme")
 - o RSPCA National
 - o RSPCA Regional
 - o RSPCA Emergency Fund
 - Other charitable organisations
- Staff have been furloughed where possible, with only essential roles being carried out
- Landlords and other suppliers have been contacted to negotiate reductions and/or waivers, some success has already been achieved by this
- Plans have been finalised for the re-opening of Retail shops, this process has begun and three of our shops have re-opened as at the date of this Report.
- A detailed assessment of the Retail shops is taking place, with the individual merits of each being evaluated.
- Fundraising ideas and options are being evaluated as a priority
- Constant review and appraisal of latest plans is taking place, to ensure maximum benefit is realised with corrective actions implemented where necessary.

It's expected that the impact of Covid-19 for 2020 will be a reduction in cash reserves of at least £50,000. For 2021, the challenge will be to ensure no further erosion of reserves, and to find new ways to bolster the cash held by the Branch. Whilst there are sufficient reserves in place to absorb this anticipated reduction in 2020, all Trustees and staff are focussed on finding ways to improve this outcome. The Trustees fully expect the Charity to remain a going concern during the next 12 months, and beyond.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

ACHIEVEMENTS & PERFORMANCE

CADAC is licensed to care for up to 80 cats in specially designed units and it is estimated that around 300 cats will be cared for and successfully re-homed each year. During 2019, 300 cats, 11 rabbits and 3 dogs were re-homed via the Centre (compared to 2018: 236 cats, 5 rabbits, 5 guinea pigs and 2 dogs).

The following statistics are taken from the annual return to RSPCA's Head Office in Horsham.

SUMMARY OF ANIMAL WELFARE ACTIVITIES for RSPCA Canterbury & District Branch:-

IN	Entry Route

in Entry Route					
Animals in need – Inspectorate	Dog	Cat	Rabbit	Misc	Total
Inspectorate case animals	0	2	0	0	2
Inspectorate welfare concern	0	14	0	1	115
Inspectorate – networked from PBE/society hospital	0	16	0	0	16
Animals in need - Other Branch welfare concern	3	160	5	2	170
Unowned sick & injured via NCC	0	1	0	0	1
Pet Retreat, Home for Life & born on site	0	6	0	4	10
Transfers from RSPCA centres	0	14	0	0	14
Returns	0	19	1	0	20
Total in - Animals in need	3	332	6	7	348

	Dog	Cat	Rabbit	Misc	Total
Rehomed	3	300	11	0	314
Died	0	4	3	0	7
Transferred out – other RSPCA	0	0	0	0	0
Transferred out – non-RSPCA	0	0	0	0	0
Other	0	13	0	0	13
PTS	0	16	0	0	16
Total out	3	333	14	0	350

Home Visiting

	Dog	Cat	Rabbit	Misc	Total
Pre-home visits	3	140	8	0	151
Post-home visits	2	112	6	0	120

Micro-Chipping

	Dog	Cat	Rabbit	Misc	Total
Branch animals	1	239	10	0	250
Other RSPCA animals	0	0	0	0	0
Public/other owned - clinic	0	2	0	0	2
Public/other owned - other	0	4	0	0	4
Total	1	245	10	0	256

Neutering

	Dog	Cat	Rabbit	Misc	Total
Branch animals	2	179	8	0	189
Other RSPCA animals	0	8	0	0	8
Public/other owned - clinic	0	17	0	0	17
Public/other owned - other	2	38	0	0	40
Total	4	242	8	0	254

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

Welfare Assistance (veterinary care)

	Dog	Cat	Rabbit	Misc	Total
Other RSPCA animals (non-Branch	0	2	0	0	2
Public/other owned - clinic	0	0	0	0	0
Public/other owned - other	1	26	0	0	27
Sub-Total	1	28	0	0	29
PTS at owner's insistence	0	0	0	0	0

Feral Cats

Feral Cats Neutered and Released	5

Length of Stay in Care

No. of non-Case animals	Dog	Cat	Rabbit	Misc	Total
0-3 months	0	42	1	7	50
4-6 months	0	3	0	0	3
Over 6 months	0	4	2	0	6
Total	0	49	3	7	59

Fundraising Initiatives

In addition to the usual sales activities of the Branch shops across the district, their staff and volunteers also held seasonal tombolas, raffles and attended weekend events/fairs. The Branch also has a fundraising and events group in order to raise awareness of and generate additional income for the animal centre and other charitable activities. These activities raised £4,506.

The Trustees would like to thank all the staff and volunteers working in the fundraising shops, at the Animal Centre, conducting home checks and taking part in other fundraising activities.

FINANCIAL REVIEW

The Branch generated income of £509,837 in 2019 (£526,761 in 2018) and incurred expenses of £552,713 (£553,152 in 2018), giving a deficit before recognised gains and losses on investments of £(42,876) (deficit of £(26,391) in 2018). The income for the year included legacies of £16,934 (£31,520 in 2018). Overall shop income decreased by £19,818 year on year to £336,519 giving a net surplus of £65,367 (£82,079 in 2018).

Despite a good performance from our shop staff against targets set for sales and % Gift Aid, competition is ever fiercer on the High Street from other low-cost retailers and charity shops and we constantly seek to research and embrace new ways of promoting and making sales, such as social media and online sales sites, for the future

CADAC: overall operating costs of £274,148(£275,130 in 2018) shows a slight reduction from the prior year, despite the increase in the number of animals cared for and rehomed, as a result of a heightened focus on costs. Wages costs for the CADAC were £127,694 (£134,049 in 2018), including the Branch Finance Manager.

All Trustees are unpaid and provide their time on a regular basis helping the Branch in its strategic direction and implementation of operational activities.

Reserves Policy

It is Branch policy to maintain free reserves (unrestricted funds not held as tangible assets) of the Branch at a level equal to six months' unrestricted expenditure. As the Branch relies heavily on donations and legacies, both of which can fluctuate enormously from year to year, it is felt prudent to maintain reserves at this level in order to fund the running of the animal centre and other animal welfare work across the District. Trustees are of the opinion that the existing level of reserves is sufficient to meet any reduction in incoming resources during the next six months.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

Restricted Funds

The Branch had restricted funds of £13,732 during 2019 from a Support Adoption for Pet grant specifically to underpin the work of the branch with community and feral cats in the District.

Investment Policy

The approach to investments changed in 2019. Due to the extremely low returns available in the current economic conditions, it was decided by the Trustees to close the investment account at Scottish Widows and deploy the £63,175.18 into operating cash. Once opportunities become more attractive, the Trustees will review the cash position and may elect to deposit any surplus in a new investment.

FUTURE PLANS

Our strategic plan for 2020 and beyond is summarised below:-

Mission & Guiding Principles

As per the mission statement of the national RSPCA, the Branch will by lawful means seeks to prevent cruelty, promote kindness and alleviate undue suffering of animals. Further, as guiding principles the Branch aims to fulfil this mission within our district through education, encouragement and communication.

Vision

Our vision is of a caring world where all animals are respected and treated with compassion.

Values

We shall deliver our business and operation with compassion, integrity, vision, leadership and commitment.

Core Strategies

Our core strategies are....

- 1. We will actively work across the communities in our district to educate and promote responsible pet ownership and compassion and kindness towards all animals as sentient beings
- 2. We will seek to rehabilitate and re-home as many animals as possible on an ongoing basis, prioritising those most in need to assist the national Inspectorate
- 3. We will maintain a robust but nimble governance model to ensure the current and future legality, safety and financial stability of the Branch
- 4. We will consider and manage risk and seek to improve the quality of our business processes and procedures
- 5. We will always operate our activities with a commitment to legal, health & safety and environmental requirements. We are committed to people's and animals' safety.
- 6. We will constantly seek opportunities to improve and add to the facilities we operate within our Branch, always mindful of financial and human resources
- 7. We will recruit and retain a group of committed trustees, who will possess a diversity of skills to facilitate the delivery of the Branch objectives
- 8. We will recruit and retain a group of trained and well equipped full/part-time/zero hours' staff to reflect the needs and demands of the Branch. We will always treat our staff with respect and ensure that their working conditions are safe and conform with at least minimum regulatory requirements
- 9. We will recruit and retain a committed group of volunteers, recognizing that they are the life blood of the Branch
- 10. We will manage and maintain our assets to ensure value is retained to the benefit of the Branch
- 11. We will have a robust and transparent procurement process to ensure we extract maximum value from our vendors
- 12. We will maximize our revenue generation through efficient operation of our chain of shops.
- 13. We will actively explore and develop all other viable sources of revenue generation.
- 14. Our aim will be to become to self-financing for our animal welfare activities through our own commercial activities.

These strategies will be constantly monitored and amended as appropriate but will be reviewed at least annually in January.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

Cat Friendly Homing Update

Following on from a successful pilot project undertaken in conjunction with International Cat Care we are delighted to say we will be continuing with the project, which enables us to look at alternative ways of rehabilitating and rehoming cats with different backgrounds and therefore very different homing needs. Since undertaking this scheme, we have seen a significant reduction in the average length of stay for cats at the rehoming centre before a successful outcome is found and an increase in the number of foster homes offered. This work is now being supported by an additional grant from Support Adoption for Pets enabling us to find non-domestic outcomes for up to 60 community and feral cats in the district and share our good practice and new ways of working with fellow animal welfare organisations.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number: 210743

Principal Address: Canterbury and District Animal Centre

Haseden Farm Island Road

Hersden, Canterbury Kent CT3 4JD

Trustees: Kate Alberry

Keith Aldis (Interim Chair)

Natalie Archer (Chair - until February 2020)

Alex Enachioaie

Kate Flaherty (Treasurer)

Gemma Friend Debbie Hawkes Steve Jones

Barrie Seton-Thomas Angela Weaving (Secretary)

Anca Mamaische (resigned 16 November 2019) Jonathan Mansfield (resigned 31 November 2019) Gordon Russell (resigned 31 January 2020)

Peter Little (resigned 21 July 2019) Deborah Condor (resigned 21 June 2019)

Senior Staff: Tara Luxford (Animal Welfare Leader)

Denise Johnson-Rogers (Area Retail Manager) Phil Browning (Finance Manager - part time)

Independent Examiner: Helen P Lucas

Spain Bros & Co. Chartered Accountants

Westgate House 87 St. Dunstans Street

Canterbury Kent CT2 8AE

The Board of Trustees approved this report on 6th October 2020 and is signed on its behalf by:-

Keith Aldis (Chair) - Trustee

Kate Flaherty (Treasurer) - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CANTERBURY AND DISTRICT BRANCH OF THE RSPCA

Independent examiner's report to the trustees of CANTERBURY AND DISTRICT BRANCH OF THE RSPCA I report to the charity trustees on my examination of the accounts of the CANTERBURY AND DISTRICT BRANCH OF THE RSPCA (the Trust) for the year ended 31st December 2019.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of the ICAEW which is one of the listed bodies

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 Trust as required by section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts 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 P LUCAS FCA ICAEW Spain Brothers & Co Chartered Accountants Westgate House 87 St Dunstan's Street Canterbury Kent CT2 8AE

Date:

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2019

	Not	Unrestricted funds	Restricted funds	Total 2019 £	Total funds £
INICOME AND ENDOMMENTED EDOM	es				
INCOME AND ENDOWMENTS FROM Donations and legacies	2	127,307	13,732	141,039	147,217
Charitable activities	5	127,007	10,.02	111,005	117,217
General		23,326	-	23,326	18,373
Other trading activities	3	345,289	_	345,289	361,074
Investment income	4	183		183	97
Total		496,105	13,732	509,837	526,761
EXPENDITURE ON Raising funds Charitable activities	6	278,565	-	278,565	278,022
General General	O	255,459	-	255,459	245,526
Other		18,689		18,689	29,604
Total		552,713	-	552,713	553,152
NET INCOME/(EXPENDITURE)		(56,608)	13,732	(42,876)	(26,391)
RECONCILIATION OF FUNDS					
Total funds brought forward		1,372,095	-	1,372,095	1,398,486
TOTAL FUNDS CARRIED FORWARD		1,315,487	13,732	1,329,219	1,372,095

The notes form part of these financial statements

BALANCE SHEET AT 31ST DECEMBER 2019

		2019	2018
	Not	£	£
	es		
FIXED ASSETS	1.1	4 0 40 00	1.066.105
Tangible assets	11	1,048,295	1,066,135
CURRENT ASSETS			
Stocks	12	9,545	9,383
Debtors	13	15,797	17,875
Prepayments and accrued income		16,105	6,056
Cash at bank		253,975	288,002
			
		295,422	321,316
CREDITORS			
Amounts falling due within one year	14	(14,498)	(15,356)
Amounts faming due within one year	14	(14,470)	(13,330)
NET CURRENT ASSETS		280,924	305,960
TOTAL ASSETS LESS CURRENT			
LIABILITIES		1,329,219	1,372,095
		1,020,210	1,572,075
NET ASSETS		1,329,219	1,372,095
		<u></u>	
EVINDS	17		
FUNDS Unrestricted funds	17	1 215 407	1 272 005
Unrestricted funds Restricted funds		1,315,487	1,372,095
Nestricted fullus		13,732	
TOTAL FUNDS		1,329,219	1,372,095
			1,572,075

The financial statements were approved by the Board of Trustees on 6^{th} October 2020. and were signed on its behalf by:

K Aldis -Trustee

Kate Flaherty

Ms K Flaherty -Trustee

The notes form part of these financial statements

<u>CASH FLOW STATEMENT</u> <u>FOR THE YEAR ENDED 31ST DECEMBER 2019</u>

Cash flows from operating activities: Cash generated from operations	Notes	2019 £ 	2018 £
Net cash provided by (used in) operating activities		(23,580)	10,875
Cash flows from investing activities: Purchase of tangible fixed assets Sale of tangible fixed assets Interest received Net cash provided by (used in) investing activities		(10,780) 150 183 (10,447)	(2,880) 97 (2,783)
Change in cash and cash equivalents in the reporting period Cash and cash equivalents at the beginning of the reporting period	f	(34,027) 288,002	8,092 279,910
Cash and cash equivalents at the end of the reporting period		<u>253,975</u>	288,002

The notes form part of these financial statements

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31ST DECEMBER 2019

1.	RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NOPERATING ACTIVITIES	NET CASH F	LOW FROM
		2019	2018
		£	£
	Net income/(expenditure) for the reporting period (as per the statement		
	of financial activities)	(42,876)	(26,391)
	Adjustments for:		
	Depreciation charges	27,797	27,707
	Loss on disposal of fixed assets	673	282
	Interest received	(183)	(97)
	Increase in stocks	(162)	(1,715)
	(Increase)/decrease in debtors	(7,971)	24,444
	Decrease in creditors	<u>(858</u>)	<u>(13,355</u>)
	Net cash provided by (used in) operating activities	<u>(23,580</u>)	10,875
2.	ANALYSIS OF CHANGES IN NET FUNDS		
	At 1/1/19	Cash flow	At 31/12/19
	£	£	£
	Net cash		
	Cash at bank 288,002	(34,027)	253,975
	Total <u>288,002</u>	(34,027)	253,975

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2019

1. ACCOUNTING POLICIES

General information and basis of preparing the financial statements

Canterbury and District Branch of the RSPCA is an unincorporated charity, registered at the Charity Commission in England and Wales. The principal address is shown on page 9 of these financial statements. The nature of the charity's operations and principal activates are to promote the work of the RSPCA in the branch area, namely to use all lawful means to prevent cruelty, promote kindness to and alleviate suffering for animals.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has evolved following the Accounting and Reporting by Charities: 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

1. ACCOUNTING POLICIES - continued

Income

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Gifts donated for resale are included as income when they are sold.

Donated services and facilities are only included in incoming resources where the benefit to the Branch is reasonably quantifiable, measurable and material.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

Freehold property - 2% on cost

Fixtures and fittings - 15% on reducing balance
Motor vehicles - 25% on reducing balance

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

1. ACCOUNTING POLICIES - continued

Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition. Cost is calculated using the first-in, first-out formula. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Debtors and creditors receivable/ payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Pensions

The charity makes contributions into a defined contribution pension for employees. The annual contributions payable are charged to the statement of financial activities.

2. DONATIONS AND LEGACIES

Contributions from RSPCA Inspector Donations, collections and other voluntary income Gift aid Legacies and bequests Grants	2019 £ 80,217 17,149 13,007 16,934 13,732	2018 £ 82,022 18,315 15,360 31,520
The legacies received in the year is attributed to unrestricted funds.		
Grants received, included in the above, are as follows:	2019	2018
Other grants	£ 13,732	£

The grant received was from Support Adoption for Pets.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

3.	OTHER TRADING ACTIV	TITIES		
	Fundraising events Shop income CADC shop		2019 £ 4,506 336,519 4,264	2018 £ 1,831 356,337 2,906
			345,289	361,074
4.	INVESTMENT INCOME			
	Deposit account interest		2019 £ 	2018 £
5.	INCOME FROM CHARIT	ABLE ACTIVITIES		
	Subscriptions	Activity General	2019 £ 40	2018 £ 118
	Re-homing and treatment income	General	23,286	18,255
			23,326	18,373

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

6. CHARITABLE ACTIVITIES COSTS

Charitable expenditure	e			2019 £	2018 £
Animal home costs Establishment costs Support costs Governance costs				233,873 19,630 17,029 3,616	208,552 27,391 25,998 13,189
				274,148	275,130
Analysis of total resource	ces expended				
Cost of generating funds	Staff costs £	Other costs £	Depreciation £	2019 £	2018 £
- Shop costs - Fundraising costs - Purchases of goods	133,334	138,178 992 6,061	- - -	271,152 992 6,061	274,258 963 2,801
	133,334	145,231		278,565	278,022
Charitable activities					
-see above	127,694	117,984	28,470	274,148	275,130
	259,330	267,339	27,985	552,713	553,152

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2019 nor for the year ended 31st December 2018.

Trustees' expenses

3 trustees received payments totalling £1,982 (2018 - £521) during the year ended 31st December 2018, for reimbursements of administrative expenses paid.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

8. STAFF COSTS

Staff costs

Wages and salaries Social security costs Pension costs	2019 £ 250,597 7,894 	2018 £ 249,713 7,899 1,732
	261,028	259,344
Employee information The average no. of	2019 No	2018 No
persons employed during the year was:	21	22

No employee earned remuneration above £60,000 per annum (2018 :none).

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted	Restricted	Total funds
	funds £	fund £	£
INCOME AND ENDOWMENTS FROM	a.	æ	£
Donations and legacies	147,217	_	147,217
Charitable activities	,		,
General	18,373	-	18,373
Other to dia a patinities	271.074		261.074
Other trading activities Investment income	361,074 97	-	361,074 97
nivestment income	91		
Total	526,761	-	526,761
EXPENDITURE ON			
EXPENDITURE ON Raising funds	278,022	_	278,022
Charitable activities	270,022	-	270,022
General	245,526	-	245,526
Other	29,604		29,604
Total	553,152	_	553,152
2000			
NET INCOME/(EXPENDITURE)	(26,391)	-	(26,391)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

9.	COMPARATIVES FOR THE STATEMENT OF FIN	ANCIAL ACTIVITIE	S - continued	
		Unrestricted funds	Restricted fund	Total funds
		£	£	£
	RECONCILIATION OF FUNDS			
	Total funds brought forward	1,398,486	-	1,398,486
	TOTAL FUNDS CARRIED FORWARD	1,372,095		1,372,095

10. INDEPENDENT EXAMINERS REMUNERATION

The independent examiners remuneration amounts to an independent examination fee of £550 (2018 £550) and other services of £2,142 (2017 £1,814).

11. TANGIBLE FIXED ASSETS

12.

	Freehold property £	Fixtures and fittings	Motor vehicles £	Totals £
COST				
At 1st January 2019	1,215,715	23,668	20,084	1,259,467
Additions	3,200	3,380	4,200	10,780
Disposals		-	(6,885)	(6,885)
At 31st December 2019	1,218,915	27,048	17,399	1,263,362
DEPRECIATION				
At 1st January 2019	164,778	14,726	13,828	193,332
Charge for year	24,383	1,459	1,955	27,797
Eliminated on disposal			(6,062)	(6,062)
At 31st December 2019	189,161	16,185	9,721	215,067
NET BOOK VALUE				
At 31st December 2019	1,029,754	10,863	7,678	1,048,295
At 31st December 2018	1,050,937	8,942	6,256	1,066,135
STOCKS				
			2019	2018
			£	£
Stocks			<u>9,545</u>	9,383

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

13.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	Other debtors	2019 £ 15,797	2018 £ 17,875
14.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	Taxation and social security Other creditors	2019 £ 2,893 11,605 14,498	2018 £ 2,191 13,165
15.	LEASING AGREEMENTS		
	Minimum lease payments under non-cancellable operating leases fall due as follows	:	
	Within one year Between one and five years In more than five years	2019 £ 54,561 137,144 27,000 218,705	2018 £ 41,526 44,695

The total amount of operating lease payments recognised as an expense in the year was £97,790 (2018 £110,980).

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

			2019	2018
	Unrestricted	Restricted	Total funds	Total funds
	funds	funds		
	£	£	£	£
Fixed assets	1,048,295	-	1,048,295	1,066,135
Current assets	281,690	13,732	295,422	321,316
Current liabilities	(14,498)		(14,498)	(15,356)
	1,315,487	13,732	1,329,219	1,372,095

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

17. MOVEMENT IN FUNDS

	At 1/1/19 £	Net movement in funds £	Transfers between funds £	At 31/12/19
Unrestricted funds General fund Designated Fund - CADAC building fund	318,893 1,053,202	67,083 (123,691)	(101,639) 101,639	284,337 1,031,150
	1,372,095	(56,608)	-	1,315,487
Restricted funds Grant Support Adoption for Pets	-	13,732	-	13,732
TOTAL FUNDS	1,372,095	(42,876)		1,329,219
Net movement in funds, included in the above are	as follows:			
		Incoming resources	Resources expended £	Movement in funds £
Unrestricted funds General fund Designated Fund - CADAC building fund		355,621 140,484	(288,538) (264,175)	67,083 (123,691)
		496,105	(552,713)	(56,608)
Restricted funds Grant Support Adoption for Pets		13,732		13,732
TOTAL FUNDS		509,837	(552,713)	(42,876)
Comparatives for movement in funds		Net	Transfers	
	At 1/1/18	movement in funds	between funds £	At 31/12/18 £
Unrestricted Funds General fund Designated Fund - CADAC building fund	322,778 1,075,708	72,939 (99,330)	(76,824) 76,824	318,893 1,053,202
	1,398,486	(26,391)	-	1,372,095
TOTAL FUNDS	1,398,486	(26,391)		1,372,095

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

17. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended £	Movement in funds £
Unrestricted funds General fund Designated Fund - CADAC building fund	375,422 151,339	(302,483) (250,669)	72,939 (99,330)
	526,761	(553,152)	(26,391)
TOTAL FUNDS	<u>526,761</u>	<u>(553,152</u>)	(26,391)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/18 £	Net movement in funds £	Transfers between funds £	At 31/12/19
Unrestricted funds				
General fund	322,778	140,022	(178,463)	284,337
Designated Fund - CADAC building fund	1,075,708	(223,021)	178,463	1,031,150
Restricted funds				
Grant Support Adoption for Pets		13,732		13,732
TOTAL FUNDS	1,398,486	(69,267)		1,329,219

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended £	Movement in funds
Unrestricted funds		~	•
General fund	731,043	(591,021)	140,022
Designated Fund - CADAC building fund	291,823	(514,844)	(223,021)
	1,022,866	(1,105,865)	(82,999)
Restricted funds			
Grant Support Adoption for Pets	13,732		13,732
TOTAL FUNDS	1,036,598	(1,105,865)	(69,267)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2019

17. MOVEMENT IN FUNDS - continued

The designated Fund CADC building fund is the income received in grant funding from the national RSPCA as well as donations to help run the animal centre at Haseden Farm and the relating costs to run the centre including veterinary fees and drugs as well as the wages and other related operating costs.

The restricted fund is for the grant received from Support Adoption for Pets in relation to the proposed expansion of the community cat programme.

18. PENSION COMMITMENTS

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £2,537 (2018 - £1,732).

The amount payable at the year end, was £483 (2018 - £342).

19. CAPITAL COMMITMENTS

	2019	2018
	£	£
Contracted but not provided for in the financial statements	-	-
•		

20. RELATED PARTY DISCLOSURES

The charity received £80,217 (2018 £80,997) from the national RSPCA door to door share.

21. VOLUNTARY HELP

The charity received voluntary help from the public for the raising of funds and also with the direct care of animals.

22. GOING CONCERN

The trustees anticipate that the charity's operations will be impacted by the Covid-19 pandemic due to the resulting economic downturn, but are taking all possible steps to safeguard staff in accordance with government guidelines, and to alleviate the impact on the charity's operations as far as possible, including taking advantage of government support where available.

For the company's 31 December 2019 consolidated financial statements, the Coronavirus outbreak and the related impacts are considered non-adjusting events. Consequently, there is no impact on the recognition and measurement of assets and liabilities. Due to the uncertainty of the outcome of the current events, the trustees cannot reasonably estimate the impact these events will have on the charity's financial position, results of operations or cash flows in the future.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2019

	2019 €	2018 £
INCOME AND ENDOWMENTS	æ	£
Donations and legacies Contributions from RSPCA Inspector	80,217	82,022
Donations, collections and other voluntary income	17,149	18,315
Gift aid	13,007	15,360
Legacies and bequests	16,934	31,520
Grants	13,732	
	141,039	147,217
Other trading activities		
Fundraising events Shop income	4,506 336,519	1,831 356,337
CADC shop	4,264	2,906
	345,289	361,074
Investment income	102	07
Deposit account interest	183	97
Charitable activities		
Subscriptions	40	118
Re-homing and treatment income	23,286	18,255
	23,326	18,373
Total incoming resources	509,837	526,761
EXPENDITURE		
Raising donations and legacies Fundraising costs	992	963
Other trading activities		
Purchases of goods for resale	6,061	2,801
Shop wages	133,334	123,775
Other shop expenses	138,178	150,483
	277,573	277,059
Charitable activities		
Veterinary fees and drugs	55,586 127,694	46,826
CADAC and coordinator wages Other CADAC operating costs	127,694 43,709	134,049 36,662
Carried forward	226,989	217,537

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DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2019

	2019	2018
	£	£
Charitable activities		
Brought forward	226,989	217,537
Freehold property	24,378	24,312
Fixtures and fittings	1,464	1,314
Motor vehicles	1,955	2,081
Loss on sale of tangible fixed assets	<u>673</u>	282
	255,459	245,526
Other		
Postage, printing, stationery and advertising	3,140	3,323
Motor expenses	7,883	6,203
Sundries	62	2,320
Bank and credit card charges	3,988	4,569
Accountancy	2,692	2,569
Legal fees and subscriptions	924	941
Consultancy fees	-	9,679
	18,689	29,604
Total resources expended	552,713	553,152
Net expenditure	(42,876)	(26,391)

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