

**RSPCA NOTTINGHAMSHIRE WEST BRANCH  
TRUSTEES' ANNUAL REPORT  
FOR YEAR ENDED 31 DECEMBER 2019**

**(A) REFERENCE AND ADMINISTRATIVE DETAILS**

Charity Number: 255762

**Trustees:** Mrs V Vasper (Chairman)

Mr M Boyd (Vice Chairman)

Mr P Harrison (Treasurer)

Mr B Hufton (Secretary)

Mrs A Hufton

Mr P Wood

Mrs M Wood

Mrs K Harrison

Mrs S Boyd

**Principal Address:** RSPCA Nottingham West Branch  
329 Mansfield Road  
Skegby  
Sutton -in - Ashfield  
Notts  
NG17 3AJ

**Accountants** STOPFORD ASSOCIATES LIMITED  
Chartered Accountants  
Synergy House  
7 Acorn Business Park  
Commercial Gate  
Mansfield  
Notts  
NG18 1EX

**Bankers:** Yorkshire Bank 26 West Gate, Mansfield. Notts. NG18 1HS

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The branch is constituted as an unincorporated association. The branch operates as an autonomous branch of the National RSPCA subject to its rules for branches (as updated in 2012).

A Committee, elected at the AGM governs the branches, who are Trustees of the branch. All trustees are briefed on their responsibilities as trustees prior to their acceptance of the role. The trustees hold bi monthly meetings at which decisions are made. Day to day running of the shop is delegated to the Shop Manager.

The branch operates within a national network of organisations that pursue the same objectives and which are known collectively as the Royal Society for the Prevention of Cruelty to Animals. The network comprises of separately registered branches operating within a defined geographical area for the purposes of fundraising and the provision of animal care facilities and treatments. A regional structure also exists that is overseen on a national basis. This structure provides a team of specialist Inspectors and coordinates the policies and objectives of the branches.

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

The branch also has links with other organisations committed to the same objectives.

The trustees actively review the risks, which the branch faces on a regular basis through regular meetings of the trustees that cover operational and financial reviews. The trustees also examine other operational and business risks which the branch face and confirm that they have established systems to mitigate the significant risks, which have been identified as:

- Loss of reputation through error or fraud.
- Loss of income through error or fraud.
- Insufficient funds to cover the costs of animal welfare activities.

## **(B) OBJECTS, AND PUBLIC BENEFIT STATEMENT**

The objects of the branch are to promote the work and objects of the National Society of the RSPCA – to promote kindness or to suppress cruelty to animals by all lawful means – with particular reference to the area of the Branch, in accordance with the policies of the Society.

The Trustees have reviewed the outcomes and achievements of the Branch's objectives and activities for the year to ensure they remain focussed on the charity's aims and continue to deliver benefits to the public.

The Trustees have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission which can be illustrated as follows:

- The Branch supports the local Inspectors by taking in, free of charge, mistreated or abandoned animals including pets whose owners suffer ill health or financial difficulties or pass away.
- The Branch provides education, information and advice, benefiting the public by promoting compassionate human sentiments towards animals.
- The Branch provides subsidised veterinary treatment for animals which are sick or injured and belong to local people on low incomes. This is achieved through a voucher scheme. During 2019 welfare vouchers were issued to the public with a value of £23,548 Thus benefiting those on means tested benefits by giving financial help to obtain veterinary care for companion animals.
- The Branch offers subsidised neutering and micro-chipping of companion animals for owners on low incomes. This helps to control dog and cat populations and promotes responsible pet ownership.
- RSPCA Notts West Branch provides volunteering opportunities for those who wish to support our work including trusteeship, fundraising and shop volunteers. This benefits local people, schools and companies by providing the possibility of doing work which is compassionate and rewarding.



### **(C) ACHIEVEMENTS AND PERFORMANCE**

The Branch continues to provide financial assistance to members of the public in the branch area and helping the inspectorate. The committee decided to increase the support allowance for neutering vouchers in light of increased veterinary costs the continued success of the Charity Shop providing the majority of funds required. Supporting the Radcliffe -on -Trent animal shelter which takes in all the unwanted animals from our area.

Our branch continues to use Links Ferret Rescue following an inspection by a field officer granting approval.

A branch volunteer Peter Northing successfully carried out a charity Sky Diving event raising £500 for our charity, a certificate of appreciation was given to him with a photograph receiving this in the newspaper.

The Notts West Branch have again been ranked 9<sup>th</sup> in the North Region another great achievement for such a small branch.

Mr Harrison has received confirmation as Branch representative to the East Midland Regional Board.

### **(D) FINANCIAL REVIEW**

The total incoming resources for the year amounted to £136,147 including legacies Of £20,843. Expenditure in the year amounted to £106,355

The surplus for the year of £29,792

#### **Reserves Policy**

It is the policy of the branch to maintain the free reserves of the branch, at a level equal to one year's unrestricted expenditure. As the charity relies heavily on donations and legacies, both of which can fluctuate enormously from year to year to fund its animal welfare work in the area.

Free reserves at the year-end were 30 months. Trustees are of the opinion that the existing level of reserves is sufficient to meet any reduction in incoming resources in the next twelve months. Free reserves are defined as unrestricted funds not held as tangible assets.

The branch holds reserves that are both restricted and unrestricted. Restricted reserves represent funds donated for a specific purpose, which cannot be used for

anything other than the purpose for which they were donated. The total level of restricted funds is N/A

The trustees have designated some funds for expenditure in the next twelve months the total level of designated funds is £90,000 {Purchase of additional shop}

### **(E) FUTURE PLANS**

Purchase of additional shop adjacent to existing shop planned for 2020

### **(F) STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statement by law to give a true and fair view of the state of affairs and the net incoming or outgoing resources of the charity for that period.

In preparing the financial statements, Trustees are required to:

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

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy, at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the Charity and to prevent and to detect fraud and other irregularities.

So far as the Trustees are aware, there is no relevant audit information of which the auditors are unaware.

Additionally, the Trustees have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

The Board of Trustees approved this report on 25th September 2020

*B Hufton 4-6-2020*

Mr B Hufton Hon Branch Secretary

ROYAL SOCIETY FOR THE PREVENTION  
OF CRUELTY TO ANIMALS  
NOTTINGHAM WEST BRANCH

STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2019

CHARITY REFERENCE 255762

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

**Region:** North

**Branch:** Nottingham West

**Accounts to 31 December 2019**

**Person responsible for the preparation of these accounts**

**Name:** Mr P Harrison

**Address:** 329 Mansfield Road  
Skegby  
Sutton in Ashfield  
Nottinghamshire  
NG17 3AJ

**Telephone:** 01623 442673



ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

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FOR THE YEAR ENDED 31 DECEMBER 2019

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Annual Report	2
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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

I report on the accounts of the charity for the year ended 31 December 2019 which are set out on pages 3 to 5.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

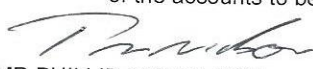
Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives us reasonable cause to believe that in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
MR PHILLIP NICHOLSON  
STOPFORD ASSOCIATES LIMITED  
CHARTERED ACCOUNTANTS  
SYNERGY HOUSE  
7 ACORN BUSINESS PARK  
COMMERCIAL GATE  
MANSFIELD  
NOTTS  
NG18 1EX

Date: 4 June 2020

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**  
**ANNUAL REPORT OF THE COMMITTEE FOR THE YEAR TO 31 DECEMBER 2019**

Royal society for prevention of cruelty to animals is registered with the Charities Commissions (No 255862) and constituted by Deed of Trust.

The Charity is administered by a Committee, comprising:-


Chairman -	Mrs V Vasper
V Chairman -	Mr M Boyd
Secretary -	Mr B Hufton
Treasurer -	Mr P Harrison
Other Members -	Mrs K M Harrison, Mrs A Hufton, Mrs S Boyd, Mr P Wood and Mrs M Wood


The object of the charity is to promote kindness and prevent or suppress cruelty to animals.

The charity is run mainly on a voluntary basis and supplemented by a fully trained paid shop manageress.

**Financial summary**

The revenue account shows a surplus of £29,992 (2018 surplus £155,866) detailed in the Income and Expenditure account on page 4 of the financial statements, which has been transferred to reserves. The branch's major source of income is a charity shop.

  
.....  
Mrs V Vasper  
Chairman  
For and on behalf of the committee

  
.....  
Date xxxxxx

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2019**

	<u>Notes</u>	£	<u>2019</u> £	£	<u>2018</u> £
Funds					
General (accumulated fund)	1	£	<u>495,579</u>	£	<u>465,787</u>
Assets					
Investments	2		-		200
Tangible fixed assets	3		153,581		166,639
Current assets					
Cash and bank balances		350,622		303,604	
Current liabilities					
Creditors		<u>8,624</u>		<u>4,656</u>	
		£	<u>341,998</u>		<u>298,948</u>
			<u>495,579</u>	£	<u>465,787</u>



**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	<u>Notes</u>	£	2019 £	£	2018 £
Income					
Sale of goods - shop			85,125		90,430
General					
Subscriptions and donations		2,995		1,519	
Bank and building society interest received		315		246	
			3,310		1,765
Donations:					
Door to door collections		26,739		27,009	
Legacies		20,843		136,510	
General including collecting boxes		130		78	
			47,712		163,597
Total income			£ 136,147	£	255,792
Expenditure					
Branch contribution			3,359		500
Ratcliffe on Trent - Boarding costs		14,647	14,647	18,389	18,389
Homeless animal veterinary costs		23,548		19,832	
Occupation costs (kennels)		2,469		1,475	
			26,017		21,307
Publicity and appeals					
Publicity and advertising			5,765		4,386
Motor					
Depreciation		5,298		9,939	
Loss on sale		2,625		-	
General expenses		6,847		5,938	
			14,770		15,877
Fixtures and fittings depreciation			338		186
Property improvements depreciation			-		646
Administration					
Telephone and postage		830		1,427	
Other expenses(including shop)		40,629		37,208	
			41,459		38,635
Total expenditure			106,355		99,926
Surplus/(deficit) of income over expenditure	1		29,792		155,866
			£ 136,147	£	255,792

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**1. Funds**

	£
Balance at beginning of the year	465,787
Income for the year	136,147
	<hr/>
	601,934
Expenditure for the year	106,355
	<hr/>
Balance at end of the year	£ 495,579

**2.**

	31.12.19		31.12.18	
	Market Value	Original Cost	Market Value	Original Cost
Government and Corporation stocks				
£200 3 1/2% War stock	-	-	201	200
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	201	200

Due to Bank of England regulations, stock must be registered in the names of the Trustees.

**3. Tangible Fixed Assets**

	Land & Buildings	Property Improvements	Van	Fixtures & Fittings	Total
<b>Cost</b>					
At 1st January 2019	135,767	11,739	54,589	6,219	208,314
Additions	-	-	-	1,203	1,203
Disposals	-	-	(26,334)	-	(26,334)
At 31st December 2019	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	135,767	11,739	28,255	7,422	183,183
<b>Depreciation</b>					
At 1st January 2019	-	11,739	24,773	5,163	41,675
Charge for the year	-	-	5,298	338	5,636
Disposals	-	-	(17,709)	-	(17,709)
At 31st December 2019	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	11,739	12,362	5,501	29,602
<b>Net book value</b>					
At 31st December 2019	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	135,767	-	15,893	1,921	153,581
At 31st December 2018	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	135,767	-	29,816	1,056	166,639

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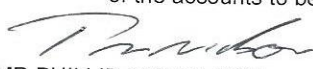
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