Company registration number: 07697602 Charity registration number: 1143122

# Woodside Animal Welfare Trust

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2019

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# Trustees' Report

# Reference and Administrative Details

Trustees Mrs C Bowles MBE

Mrs J Gorman Mrs J Rogers Mrs M Maclean Mrs A Marshall Mrs M Gudonis

Principal Office WAWT. The Sanctuary

Elfordleigh Plymouth Devon PL7 5ED

The charity is incorporated in England & Wales.

Company Registration Number 07697602

**Charity Registration Number** 1143122

Solicitors Kitsons LLP

Ashleigh Way

Langage Business Park

Plympton Plymouth Devon PL7 5ED

Bankers Lloyds TSB

8 Royal Parade Plymouth Devon PL1 1HB

**Auditor** PKF Francis Clark

Chartered Accountants North Quay House Sutton Harbour Plymouth

Devon PL4 0RA

# Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditor's report of the charitable company for the year ended 31 December 2019.

#### **Period**

The Trustees present their report and the audited financial statements for the period 1 January 2019 to 31 December 2019. The accounts have been drawn up in compliance with the Statement of Recommended Practice - Accounting and Reporting by Charities (as effective from 1 January 2019) (SORP); the Charities Act 2011; the Companies Act (2006) and in accordance with the company's Memorandum and Articles of Association.

#### Structure, Governance and Management

The Company was incorporated on 7 July 2011 and attained registered status as a Charity 1143122 on 27 July 2011, running alongside the original Charity 299789 which continues at a reduced level - predominantly as a deposit vessel for longstanding and supporter donations via standing order.

Day to day decisions regarding taking in animals, homing animals and vet treatments are taken by management. Management meet with the Chair of Trustees on a weekly basis to discuss any difficult decisions that have to be taken. The Trustees make decisions on all finance and budget issues and also any significant operational decisions.

Key management personnel during the year were Helen Lecointe, Debbie Haynes, Dawn Cornish, Jo Arscott, Nichola Sloan and Lisa Darcy. The Board of Trustees set the levels of remuneration received by these staff.

#### The Board of Trustees

The Board appoints Trustees; deals with induction and training of new Trustees and puts plans in place to manage work required to maintain properties owned by the charity and the funding available.

Trustees who served during the period: Carole Bowles MBE, Amanda McArthur, Janet Gorman, Anne Taylor, Jennifer Rogers, Miranda MacLean, Anne Marshall and Margaret Gudonis.

#### **Risk Management**

The Trustees confirm that the major risks to which the charity is exposed are actively reviewed on a regular basis. The Board of Trustees meets regularly throughout the year to discuss, identify and establish working systems and routines to mitigate those risks. A comprehensive risk analysis has been completed and ongoing checks maintained.

## **Objects of the Charity**

The objects of the Charity are to relieve the suffering of any species which is in need of care and attention and in particular provide or maintain kennels, catteries, refuges, rescue homes, animal hospitals, sanctuaries or other facilities for the reception and care of unwanted animals and the treatment of sick or ill-treated animals.

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

# Trustees' Report

#### Aims for the Period

- Continue work to reduce the overpopulation of cats and dogs within the charity's local population through spaying and neutering;
- Implementation of minimum wage increases and pension provision for staff;
- Maintain an ongoing commitment to staff welfare;
- Provide an onsite permanent, qualified dog trainer;
- Provide a secluded purpose built area for dog / adopter pairings & interviews;
- Continue to improve HR compliance and administration;
- Provide accomodation for overnight cover;
- Staff Training; and
- Replace the Welfare Van.

#### **Achievements**

During 2019, the charity homed a total of 461 cats, 240 dogs and 222 small animals including rabbits, guinea pigs, ferrets, chinchillas, degus, hamsters, chipmunks and a variety of birds. The Trust has taken in animals from other charities who needed help when space allowed including ex greyhound racers.

Provision of funds from the Portugal legacy for spaying and neutering dogs and cats in Portugal.

The charity spayed and neutered locally through a coalition with the local branch RSPCA, 139 dogs, 175 cats, 72 rabbits, 20 ferrets/ rats / degus etc.

Provision of purpose built concrete paths around the sanctuary fields to enable the safe exercise of dogs in all weathers.

The provision of further successful neutering and microchipping schemes.

April 19 – Community - We help many strays each year. Cats being the highest with 95 to date this year. One week it is a stray hamster, the next a peacock which staff went out into the local vicinity to investigate after many calls from the public.

April 19 Welfare - Staff investigate the report of an abandoned / lost lamb which was subsequently picked up and brought back to the sanctuary.

# Trustees' Report







March 19 - Welfare - Picked up on our welfare round, Colin had been living as a stray for over a year and was found with his leg through his collar. Two weeks after treatment the wound was healing really well. With careful handling Colin didn't show any signs of being in pain. He started to show more trust in people too.

March 19 – Appeals- Early in the year, an appeal was set up towards installing an aviary on site. The Trust has seen a vast rise in the number of requests to help pet birds. The aviary is spacious at 17 foot long and will give them good flying space. Special mesh has been purchased to ensure it is safe for birds who nibble. We are going to need it as at one stage we had over 40 birds waiting for our help.





Education - We work with other charities to educate through raising awareness on our social media site.

July 2019 - Many animal charities do not help rabbits as they cost too much to put through and are not "viable". We do but sometimes it feels hopeless. Please stop irresponsible breeding.

Education - Education is a priority with school visits, public talks and using social media to educate the public to dangers.

# Trustees' Report

March 19 - Resident Whisper - Whisper is such a gentle lady, originally rescued from a neglected home almost 10 years ago. She is a Dartmoor pony and this year required a dental, following routine x-rays. She needed to have some teeth removed and a successful appeal was set up to help with costs. All went well including with the follow up checks. She was an absolute darling throughout.







Our memorial garden is looking lovely. The resident cats love to sunbathe and generally chill in this space. Our main cattery pods also overlook the garden, which gives the cats lots to look at.

Woodside takes in all kinds of animals with up to 18 different varieties on site at any one time. The Trust is the only local charity to do so. Here we have Sunday morning natters with rats Ivy and Holly looking for a new home. Degus, budgies & stray cockateels include the menagerie being cared for whilst awaiting new homes.







June 19 Welfare Round - Baskets full of unwanted rabbits came in via our welfare round. Rabbits can live for 12 years, long after children get bored with them. These owners did the right thing and called for help but we can only take so many. Rescued - 10 chinchillas on our welfare round. Poor Dick and Dom our teenage Chins don't stand a chance of being chosen now!

# Trustees' Report



Residents - Harry and Martin came to us too traumatised by their previous experiences to be able to be rehomed successfully. Harry in particular cannot cope with strangers, cars, unusual noises etc. They are however dedicated to each other and although with us for over two years they seem happy living at the rescue. Seen here enjoying a staff day off at the beach. They have a very, very devoted staff member who puts in much extra time to their care in and out of work hours.

We support every animal for life if needs be. What is "Rescue Back Up?" Are you AND the animal supported when you adopt (as you are through Woodside) especially when the adopted animal originates from abroad. It seems often this is not the case. Please check this, for your sake, and for theirs.

Upgrading Facilities - Thanks to grants received we have been able to put down new flooring in two of our elderly and special care cat units. Both Sunnyside and Cosy Cats are looking fab!



June 19 Spaying & Neutering - We will help anyone on any BENEFIT who requests help and lives in the Plymouth or surrounding areas to have a rabbit both neutered and chipped for just £15.

# Trustees' Report

Staff Training - Staff members attended the Rabbit Welfare Association Conference in June kicking off Rabbit Awareness Week. Managers attended a residential course held by Battersea Dogs Home which, amongst other things, provided them with plenty of new ideas, especially for enrichment; further contacts within the animal welfare sector and it reaffirmed that we have good working practices for the animals in our care. Reception staff attended a course regarding grant applications which proved useful, as the Trust make good use of grant making bodies where available.

Welfare - This little lad was collected during our welfare round. He had been purchased for £100 and was in poor health. His new owner had tried her best and bought him in good faith but he would not feed. Now safe in foster. Please be careful where you buy pets.





Volunteer Walkers - Our dogs (and volunteer walker) enjoying field time. Our paddock enables the dogs in our care to have a good run around after "on lead" walks in the woodland opposite the sanctuary.

Residents - The sun's out. Happy as pigs in ......... a giant mud bath with every need pampered actually. The Trust goes out of its way to ensure all its residents have everything they need to live happy and fulfilled lives.







Portugal - Early 2015, Bridget Hicks, lifelong animal champion, passed away in The Algarve, Portugal. Mrs Hicks left her Portuguese property to two long time friends - Woodside Founder Carole Bowles MBE being one of them.

# Trustees' Report

A lack of clarity in Mrs Hicks' will left the animals residing at her property in the Algarve in dire need and with a precarious future as no long term suitable rehoming or adoption solutions were available locally.

Thus it was that Carole travelled to the Algarve to meet Mrs Hicks' Trust Fund Managers. As a result of this meeting, Officials were persuaded to finance the transportation of Bridget's animals to Woodside's Devon sanctuary - thirteen in all - eight dogs and five cats. From here suitable and loving homes have been found for all except two of the dogs who will stay at our refuge as residents due to various complex behavioural and medical issues.

Subsequent funds received from Mrs Hicks' Estate released into the care of Woodside Trust for use in animal welfare work in Portugal are being used to support the work of several Algarve animal charities. Extensive investigations into their work and welfare priorities by Woodside Trustees has resulted in a commitment to work with these organisations in memory of Bridget. Carole's share of the proceeds of the sale of Bridget's property is also being used to this end. In addition, Woodside Animal Welfare Trust has set up a fund into which donations in support of ongoing work in The Algarve can be made. It is hoped in this way work can continue even when the Estate funds have been exhausted. This fund is kept completely separate to all funds raised or donated for Woodside's work in our local Community, and will in no way detract from that work.

In 2019 Woodside rehomed 34 dogs and supported neutering schemes of Portugal's stray dogs with funds from the legacy. One of the first to arrive in 2019 was Adam...... Adam lost his leg after being attacked by a pack of dogs in Portugal when he was homeless. He enjoyed his time in reception and copes really well on three legs. Despite his ordeal, he is super friendly. Adam lived happily in a foster home in Portugal while recovering from his injuries. Later he was fostered by a Woodside supporter whilst awaiting adoption here.

#### Ten Year Plan

- Develop a policy to review the training needs of new Trustees.
- Establish a £600K reserve fund.
- Provision of an on site veterinary clinic. Complete
- Develop the current welfare round into a full time, permanent service.
- Employ an animal behaviourist at the Centre on a permanent basis.
- Establish a separate administration / staff to deliver education programmes on the work, principles and aims of the Trust, in particular to the owners of tomorrow via schools, youth groups, social media etc.
- Appoint a fundraising co-ordinator to sanction and oversee all fundraising events; co-ordinate fundraising groups and establish new opportunities to generate income to support and expand the work of the Trust.

### **Fundraising**

The charity runs various fundraising events throughout the year which, with the help of our kind supporters, also raise vital funds and spread awareness of our charity's work. The charity did not make use of any external professional fund raisers to raise funds on behalf of the charity during the year. The charity received no compliants about its fundraising activities during the year. The charity follows no official fund-raising standard but always acts to ensure that vulnerable people are protected whenever it carries out fund-raising activities.

# Trustees' Report

#### **Financial Review**

Primary sources of Trust funds comes from legacies, donations and sales income from 7 charity shops, of which 5 are owned by the Trust and 2 are rented premises. The unincorporated charity continues to collect some donations, acting as agent for the charitable company in order to capture some gift aid-ed revenue which also provides an important, although minor additional source of income. Legacy income continues to represent a large proportion of the Trust income.

Overall the Trust has made a surplus of £222,977 (2018: £169,471) during the financial year. Legacy income continues to represent a large proportion of income, with a 25% increase on last year's legacy income. The reserves of the Trust have increased to £3,926,829 (2018: £3,703,852).

#### **Reserves Policy**

The charity does not hold large financial reserves in its bank accounts. The Board of Trustees is committed to utilising the maximum level of financial resources available that it is responsibly able to do so. The Trustees are however mindful of the necessity to hold reserves and it is Trust policy to aim to hold reserve funds of at least 6 months running costs to cover any unexpected downturn in the pattern of donations.

Free reserves at year end are £525,929 (2019: £547,514) which is 4.5 months of total costs for the year.

#### Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

# Trustees' Report

#### Going concern

At the date of signing the accounts the full impact of the Coronavirus on the medium term is not well understood but may include continuing disruption to the opening to the public of the charity's animal sanctuary, the operation of the charity's shops and the pattern of donations received.

Following government guidance during the UK lockdown all the charity's shops were closed and the sanctuary was closed to all visitors. The charity however continued to care for all animals at the sanctuary during this period. Whilst in lockdown the charity made use of the various government grants schemes, including accessing the Coronavirus Job Retention Scheme (CJRS) for all furloughed employees.

As at the current time 6 of the charity's 7 shops are once again operational. The financial impact of the pandemic to date has resulted in the charity experiencing a deficit in the financial year to date of approximately £200,000. Although significant the charity had accumulated £526,000 of free reserves as at 31st December 2019 which have enabled it to absorb this deficit with no significant issues to date.

The Trustees have prepared a cash-flow forecast that reflects their best prediction for donations and expenditure going forward at the current time.

The charity continues to have access to its pre-existing bank facilities and the Trustees take further comfort from the support they continue to receive in the form of legacies and donations from their supporters. Furthermore, the UK government has indicated that continuing support will be available, as required, to support UK businesses and charities.

The charity retains the flexibility to obtain additional financing, potentially access further government funding or further delay repayment of certain liabilities in the event that the impact of the Coronavirus is more prolonged or the financial impact more severe than originally forecast. Indeed at the time of this report the Trustees are in the process of arranging a further £250,000 facility with their bank to provide the charity with even further cash headroom.

As at the end of August the charity retained £400,000 in cash in addition to their investment portfolio valued at approximately £200,000. Furthermore the charity owns 5 of its charity shops and additional land surrounding the sanctuary site which in a worst case scenario could be sold to support the cash-flow of the charity.

On the basis of these forecasts and analysis, the Trustees remain confident that the charity will continue to be a going concern for a period of at least 12 months from the date of approving these financial statements. The accounts have accordingly been prepared on a going concern basis.

Mrs C Bowles MBE

Trustee

# Statement of Trustees' Responsibilities

The trustees (who are also the directors of Woodside Animal Welfare Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- · select suitable accounting policies and apply them consistently;
- · observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on ...... and signed on its behalf by:

Mrs C Bowles MBE

L Bowles

Trustee

# Independent Auditor's Report to the Members of Woodside Animal Welfare Trust

### **Opinion**

We have audited the financial statements of Woodside Animal Welfare Trust (the 'charity') for the year ended 31 December 2019, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of its results for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that
  may cast significant doubt about the charity's ability to continue to adopt the going concern basis
  of accounting for a period of at least twelve months from the date when the financial statements
  are authorised for issue.

#### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

# Independent Auditor's Report to the Members of Woodside Animal Welfare Trust

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

#### Matters on which we are required to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- · we have not received all the information and explanations we require for our audit.

## Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 11), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

# Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

# Independent Auditor's Report to the Members of Woodside Animal Welfare Trust

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Duncan Leslie (Senior Statutory Auditor)

For and on behalf of PKF Francis Clark, Statutory Auditor

North Quay House Sutton Harbour Plymouth Devon PL4 0RA

Date: ......

# Statement of Financial Activities

Year Ended 31 December 2019 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

		Unrestricted funds	Restricted funds	Total 2019
	Note	£	£	£
Income and Endowments from:				
Donations and legacies	2	1,020,774	3,741	1,024,515
Charitable activities	3	67,887	-	67,887
Other trading activities	4	460,828	-	460,828
Investment income	5	60,050		60,050
Total Income		1,609,539	3,741	1,613,280
Expenditure on:				
Raising funds	6	(364,000)	-	(364,000)
Charitable activities	7	(1,008,698)	(22,874)	(1,031,572)
Total Expenditure		(1,372,698)	(22,874)	(1,395,572)
Gains/(Losses) on investment assets		5,269		5,269
Net income/(expenditure)		242,110	(19,133)	222,977
Net movement in funds		242,110	(19,133)	222,977
Reconciliation of funds				
Total funds brought forward		3,293,767	410,085	3,703,852
Total funds carried forward	21	3,535,877	390,952	3,926,829

Statement of Financial Activities

Year Ended 31 December 2019 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

# Comparative year

	Note	Unrestricted funds £	Restricted funds £	Total 2018 £
Income and Endowments from:				
Donations and legacies	2	883,351	17,360	900,711
Charitable activities	3	72,947	-	72,947
Other trading activities	4	505,529	-	505,529
Investment income	5	56,026		56,026
Total Income		1,517,853	17,360	1,535,213
Expenditure on: Raising funds Charitable activities	6 7	(375,905) (965,072)	- (23,480)	(375,905) (988,552)
Total Expenditure Gains/(Losses) on investment assets		(1,340,977) (1,285)	(23,480)	(1,364,457) (1,285)
Net income/(expenditure)		175,591	(6,120)	169,471
Net movement in funds		175,591	(6,120)	169,471
Reconciliation of funds				
Total funds brought forward		3,118,176	416,205	3,534,381
Total funds carried forward	21	3,293,767	410,085	3,703,852

All of the charity's activities derive from continuing operations during the above two periods.

(Registration number: 07697602) Balance Sheet as at 31 December 2019

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	14	2,918,479	2,866,618
Investments	15	197,335	192,066
		3,115,814	3,058,684
Current assets			
Debtors	16	378,771	470,836
Cash at bank and in hand		836,144	632,667
		1,214,915	1,103,503
Creditors: Amounts falling due within one year	17	(114,377)	(132,205)
Net current assets		1,100,538	971,298
Total assets less current liabilities		4,216,352	4,029,982
Creditors: Amounts falling due after more than one year	18	(289,523)	(326,130)
Net assets		3,926,829	3,703,852
Funds of the charity:			
Restricted funds		390,952	410,085
Unrestricted income funds			
Unrestricted funds		3,535,877	3,293,767
Total funds	21	3,926,829	3,703,852

The financial statements on pages 15 to 36 were approved by the trustees, and authorised for issue on  $\frac{13}{10}\frac{2020}{2020}$  and signed on their behalf by:

Mrs C Bowles MBE

Trustee

# Statement of Cash Flows for the Year Ended 31 December 2019

	Note	2019 £	2018 £
Cash flows from operating activities			
Net cash income		222,977	169,471
Adjustments to cash flows from non-cash items			
Depreciation	6	85,101	83,302
Investment income	5	(60,050)	(56,026)
(Gains)/ losses on investments		(5,269)	1,285
Decrease in debtors	16	92,065	19,406
(Decrease)/increase in creditors	17	(18,132)	19,704
Net cash flows from operating activities		316,692	237,142
Cash flows from investing activities			
Interest receivable and similar income	5	476	81
Purchase of tangible fixed assets	14	(136,962)	(136,127)
Sale of investments		-	216,035
Income from dividends and investment properties	5	59,574	55,945
Net cash flows from investing activities		(76,912)	135,934
Cash flows from financing activities			
Repayment of loans and borrowings	17	(36,303)	(35,657)
Net increase in cash and cash equivalents		203,477	337,419
Cash and cash equivalents at 1 January		632,667	295,248
Cash and cash equivalents at 31 December		836,144	632,667

All of the cash flows are derived from continuing operations during the above two periods.

Notes to the Financial Statements for the Year Ended 31 December 2019

#### 1 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

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

## Statement of compliance

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 (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

#### **Basis of preparation**

Woodside Animal Welfare Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the Charity. For further discussion on the impact of Covid-19 see the Trustees' Report.

#### Key sources of estimation uncertainty

The fair valuation of investment property at each year end by the Trustees by nature is subject to a significant degree of estimation uncertainty. The Trustees prepare their valuation by carefully considering the market value at acquisition and subsequent known movements in the residential property market. The carrying amount is £172,014 (2018 -£172,014).

#### Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

# Notes to the Financial Statements for the Year Ended 31 December 2019

### Donations and legacies

All donations are recognised on a received basis.

Goods donated to the Trust for sale in the charity shops are recognised when the items are sold and are shown as income from other trading activities in the Statement of Financial Activities.

Life memberships are recognised on a received basis.

Donations or bequests received, for which the donor earmarks a specific purpose, are allocated to a restricted fund. Funds which are expendable at the discretion of the Trustees in accordance with the charity's objectives are allocated to unrestricted funds.

Bequests and legacies are recognised when it is probable that they will be received. Receipt is normally probable when there has been grant of probate, the executors have established that there are sufficient assets in the estate to pay the legacy and any conditions attached to the legacy are either within the control of the charity or have been met.

#### Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income.

#### Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity on the accruals basis. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

### Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

## Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

# Notes to the Financial Statements for the Year Ended 31 December 2019

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

### Tangible fixed assets

Individual fixed assets costing £100 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

#### **Asset class**

Freehold buildings Leasehold buildings Kennels Motor vehicles Plant and equipment

Land

#### Depreciation method and rate

2% straight line
Over the life of the lease
2% straight line
25% reducing balance
20% reducing balance
Not depreciated

#### **Investment property**

Investment property is carried at fair value, derived from the current market prices for comparable real estate determined annually by the Trustees. Changes in fair value are recognised in profit or loss.

# Notes to the Financial Statements for the Year Ended 31 December 2019

#### **Fixed asset investments**

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

#### **Fund structure**

Unrestricted income funds are expendable at the discretion of the Trustees in the furtherance of the objects of the charity.

Restricted income funds are to be used in accordance with the specific restrictions imposed by donors or which have been raised by the charity for a specific purpose. The costs 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.

#### **Financial instruments**

#### Classification

The charity holds the following financial instruments:

- · Short term trade and other debtors and creditors;
- · Long term bank loans; and
- · Cash and bank balances.

All financial instruments are classified as basic.

#### Recognition and measurement

The charity has chosen to apply the recognition and measurement principles in FRS102.

Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument and derecognised when in the case of assets, the contractual rights to cash flows from the assets expire or substantially all the risks and rewards of ownership are transferred to another party, or in the case of liabilities, when the charity's obligations are discharged, expire or are cancelled.

Except for bank loans, such instruments are initially measured at transaction price, including transaction costs, and are subsequently carried at the undiscounted amount of the cash or other consideration expected to be paid or received, after taking account of impairment adjustments.

Bank loans are initially measured at transaction price, including transaction costs, and are subsequently carried at amortised cost using the effective interest method.

Notes to the Financial Statements for the Year Ended 31 December 2019

# 2 Income from donations and legacies

	Unrestricted funds £	Restricted funds	Total 2019 £	Total 2018 £
Donations and legacies:				
Donations from individuals	144,512	-	144,512	205,148
Legacies	838,595	3,741	842,336	671,024
Gift aid reclaimed	23,876	-	23,876	21,039
Grants, including capital grants:				
Grants from other charities	13,791		13,791	3,500
	1,020,774	3,741	1,024,515	900,711
3 Income from charitable activitie	es			
		Unrestricted funds £	Total 2019 £	Total 2018 £
Homings		60,852	60,852	61,465
Memberships		2,928	2,928	3,267
Boarding fees		4,107	4,107	8,215
		67,887	67,887	72,947
4 Income from other trading activ	rities			
<b>3</b>		Unrestricted funds £	Total 2019 £	Total 2018 £
Trading income: Shop income from sale of donated	goods and		_	
services	~	454,691	454,691	500,040
Sponsorship income		1,239	1,239	1,419
Other income from other trading active	vities	4,898	4,898	4,070
		460,828	460,828	505,529

Notes to the Financial Statements for the Year Ended 31 December 2019

# 5 Investment income

	Unrestricted funds £	Total 2019 £	Total 2018 £
Income from dividends:			
Dividends receivable from other listed investments Interest receivable and similar income;	1,155	1,155	971
Interest receivable on bank deposits	476	476	81
Income from rents	58,419_	58,419	54,974
	60,050	60,050	56,026

# 6 Expenditure on raising funds

# Costs of trading activities

	Unrestricted funds £	Total 2019 £	Total 2018 £
Fundraising trading costs:			
Fundraising and publicity	22,076	22,076	19,791
Shop running costs	56,274	56,274	61,097
Shop and admin wages costs	275,501	275,501	283,977
Depreciation	4,255	4,255	4,165
Allocated support costs	5,894	5,894	6,875
	364,000	364,000	375,905

Notes to the Financial Statements for the Year Ended 31 December 2019

### 7 Expenditure on charitable activities

	Activity undertaken directly £	Total 2019 £	Total 2018 £
Vet and spaying fees	111,838	111,838	107,398
Shelter wages costs	521,492	521,492	474,111
Food	10,843	10,843	11,990
Depreciation	80,846	80,846	79,137
Bank interest	11,210	11,210	12,663
Administration costs	255,626	255,626	264,931
Support costs	32,548	32,548	31,365
Governance costs	7,169	7,169	6,957
	1,031,572	1,031,572	988,552

£1,008,698 (2018 - £965,072) of the above expenditure was attributable to unrestricted funds and £22,874 (2018 - £23,480) to restricted funds.

Included in the expenditure analysed above, there are governance costs of £7,169 (2018 - £6,957) which relate directly to charitable activities. See note 8 for further details.

## 8 Analysis of governance and support costs

#### **Support costs**

Wages (£57,753) and other support costs (£7,343) are allocated evenly between costs of raising funds and expenditure on charitable activities. The allocation to each category was £32,548 (2018: £31,365). The Trustees consider that this accurately reflects the way in which expenditure is incurred.

#### **Governance costs**

	Unrestricted funds £	Total 2019 £	Total 2018 £
Audit fees			
Audit of the financial statements	4,589	4,589	4,457
Other fees paid to auditors	2,578	2,578	2,500
	7,167	7,167	6,957

Notes to the Financial Statements for the Year Ended 31 December 2019

## 9 Auditors' remuneration

	2019 £	2018 £
Audit of the financial statements	4,589	4,457
Other fees to auditors All other non-audit services	2,578	2,500
10 Net incoming/outgoing resources		
Net incoming resources for the year include:		
	2019 £	2018 £
Depreciation of fixed assets	85,101	83,302

#### 11 Trustees remuneration and expenses

No Trustees have received any remuneration from the charity during the year.

During the year the daughter of a Trustee was paid a salary of £34,128 (2018: £32,957). The salary paid was in line with the charitable company's standard payscale and included an overnight allowance.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Notes to the Financial Statements for the Year Ended 31 December 2019

## 12 Staff costs

The aggregate payroll costs were as follows:

	2019 £	2018 £
Staff costs during the year were:		
Wages and salaries	781,925	749,290
Social security costs	35,047	28,967
Pension costs	9,408	7,905
Other staff costs	1,712	104
	828,092	786,266

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as average head count was as follows:

	2019 No	2018 No
Kennels	44	41
Charity shops	26	30
	70_	71

As required under the Charity SORP we confirm that no employee received emoluments of more than £60,000 during the year.

Key management personnel comprises six members of staff who are listed in the Trustees' Report.

The total employee benefits of the key management personnel of the charity were £142,540 (2018 - £133,326).

#### 13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Notes to the Financial Statements for the Year Ended 31 December 2019

# 14 Tangible fixed assets

	Land and buildings	Motor vehicles £	Kennels £	Plant and equipment £	Total £
Cost					
At 1 January 2019	1,687,554	59,419	1,719,754	323,593	3,790,320
Additions	113,292	11,250	4,946	7,474	136,962
At 31 December					
2019	1,800,846	70,669	1,724,700	331,067	3,927,282
Depreciation					
At 1 January 2019	229,955	51,827	389,261	252,659	923,702
Charge for the year	30,010	4,712	34,478	15,901	85,101
At 31 December					
2019	259,965	56,539	423,739	268,560	1,008,803
Net book value					
At 31 December					
2019	1,540,881	14,130	1,300,961	62,507	2,918,479
At 31 December 2018	1,457,599	7,592	1,330,493	70,934	2,866,618
2010	1,401,000	1,002	1,000,400	70,004	2,300,010

Included within the net book value of land and buildings above is £1,540,881 (2018 - £1,457,599) in respect of freehold land and buildings and £Nil (2018 - £Nil) in respect of leaseholds.

# Restriction on title and pledged as security

£2,918,479 (2018 - £2,866,618) has been pledged as security for an unlimited fixed and floating charge.

Notes to the Financial Statements for the Year Ended 31 December 2019

# 15 Fixed asset investments

At 31 December 2019

At 31 December 2018

	2019 £	2018 £
Investment properties	172,014	172,014
Other investments	25,321	20,052
	197,335	192,066
Investment properties		
		Investment properties £
Cost or Valuation		
At 1 January 2019		172,014
At 31 December 2019		172,014
Provision		
At 1 January and at 31 December 2019		
Net book value		

During the year the Trustees revalued the investment properties based on their assessment of open market value.

172,014

172,014

There has been no valuation of investment property by an independent valuer.

Notes to the Financial Statements for the Year Ended 31 December 2019

## Other investments

	Listed investments £	Total £
Cost or Valuation		
At 1 January 2019	20,052	20,052
Revaluation	5,269	5,269
At 31 December 2019	25,321	25,321
Net book value		
At 31 December 2019	25,321	25,321
At 31 December 2018	20,052	20,052
16 Debtors		
	2019 £	2018 £
Trade debtors	4,866	9,014
Amounts owed by Trust	10,990	11,629
Prepayments	19,354	15,230
Accrued income	307,405	386,291
VAT recoverable	14,581	12,239
Other debtors	21,575	36,433
	378,771	470,836

The balance of £378,767 includes £10,990 owed by the unincorporated charity, Woodside Animal Welfare Trust (charity number 299789), for amounts collected on behalf of the associated charitable company but held in the Trust's bank accounts at the year end.

Included within accrued income is a legacy debtor totaling £138,909 (2018: £147,168) which is being paid by instalments until 31 March 2021.

Notes to the Financial Statements for the Year Ended 31 December 2019

## 17 Creditors: amounts falling due within one year

	2019 £	2018 £
Bank loans	36,145	35,841
Trade creditors	47,837	44,689
Other taxation and social security	2,726	7,817
Other creditors	732	275
Accruals	26,937	43,583
	114,377	132,205

Creditors due within one year includes the following liabilities, on which security has been given by the charity:

	2019	2018
	£	£
Bank loans	36,145	35,841

### **Bank borrowings**

The 1st bank loan is denominated in sterling with a nominal interest rate of 3% (2018 - £3), and the final instalment is due on 19 December 2025. The carrying amount at year end is £166,723 (2018 - £190,746).

The 2nd bank loan is denominated in sterling with a nominal interest rate of 3% (2018 - £3), and the final instalment is due on 22 January 2031. The carrying amount at year end is £158,945 (2018 - £171,225).

Both loans are secured by a 1st Legal Charge over the property owned by the Charity at Elfordleigh, Plympton, Plymouth and an unlimited debenture incorporating a fixed and floating charge.

# 18 Creditors: amounts falling due after one year

	2019	2018
Bank loans	289,523	326,130
Creditors amounts falling due after more than one year includes the security has been given by the charity:	following liabilitie	s, on which
	2019	2018
Bank loans	289,523	326,130
Included in the creditors are the following amounts due after more than f	five years:	

	2019	2018
	£	£
After more than five years by instalments	129,298	170,888

Notes to the Financial Statements for the Year Ended 31 December 2019

## 19 Pension and other schemes

#### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £9,408 (2018 - £7,905).

#### 20 Commitments

#### **Financial commitments**

Operating lease commitments for land and buildings are detailed below.

The total amount contracted for but not provided in the financial statements was £1,823,763 (2018 - £1,858,460).

2019	2018
£	£
30,697	34,697
98,788	98,788
1,702,278	1,724,975
1,823,763	1,858,460
	98,788 1,702,278

The amount of non-cancellable operating lease payments recognised as an expense during the year was £34,697 (2018: £65,697).

Notes to the Financial Statements for the Year Ended 31 December 2019

# 21 Funds

	Balance at 1 January 2019 £	Incoming resources	Resources expended £	Other recognised gains/(losses) £	Balance at 31 December 2019 £
Unrestricted funds					
General Unrestricted funds	3,293,767	1,609,539	(1,372,698)	5,269	3,535,877
Restricted funds Kennel Fund Gwen Rees Trust Jean Sainsbury Animal Welfare Trust Portugal Animal Welfare Total restricted funds Total funds	116,737 3,430 197 289,721 410,085 3,703,852	3,741 3,741 1,613,280	(3,173) (737) (39) (18,925) (22,874) (1,395,572)	- - - - - 5,269	113,564 2,693 158 274,537 390,952 3,926,829
	Balance a 1 January 2018	y Incoming B resources	s expended		Balance at 31 December 2018 £
Unrestricted funds	1 January 2018	y Incoming B resources	s expended	d Transfers	31 December 2018
Unrestricted funds  General  Unrestricted funds	1 January 2018	y Incomine 8 resource E	s expended £	d Transfers £ £	31 December 2018
General Unrestricted funds Restricted funds Kennel Fund Gwen Rees Trust Jean Sainsbury Animal Welfare Trust	1 January 2018 3,118,176 119,910 4,373	y Incoming resources 1,517,853	(1,340,977 (3,173 (943 (49	Transfers £  (1,285)  (1,285)  -  -  -	31 December 2018 £ 3,293,767 116,737 3,430 197
General Unrestricted funds Restricted funds Kennel Fund Gwen Rees Trust Jean Sainsbury Animal	1 January 2018 3,118,176 119,910 4,373	y Incoming resources 1,517,853	expended (1,340,977) (3,173) (943) (49) (19,315)	Transfers £  (1,285)  (1,285)  (1,285)	31 December 2018 £ 3,293,767 116,737 3,430

# Notes to the Financial Statements for the Year Ended 31 December 2019

The specific purposes for which the funds are to be applied are as follows:

Kennel Fund - Funds were donated to enable the charity to expand and update its kennels. This expenditure was all capitalised and is being depreciated in line with the accounting policies detailed above.

Gwen Rees Trust - Funds were donated for the charity to spend on animal pens and transport facilities. This expenditure was all capitalised and is being depreciated in line with the accounting policies detailed above.

Jean Sainsbury Animal Welfare Trust - Fund were left to the charity to be spent on the welfare of small animals. Small animal pens were purchased with the funds, and is being depreciated in line with the accounting policies detailed above.

Portugal Animal Welfare - A legacy was left to the charity, from a long established contact of the Trust, who lived and cared for animals in Portugal. The funds have been left on the condition that it is spent on the welfare of animals in Portugal, or used to bring them across to the United Kingdom.

### 22 Analysis of net assets between funds

	Unrestricted funds		
	General £	Restricted funds £	Total funds £
Tangible fixed assets	2,802,064	116,415	2,918,479
Fixed asset investments	197,335	-	197,335
Current assets	940,378	274,537	1,214,915
Current liabilities	(114,377)	-	(114,377)
Creditors over 1 year	(289,523)		(289,523)
Total net assets	3,535,877	390,952	3,926,829
	Unrestricted funds		
			Total funds
	General £	Restricted funds £	at 31 December 2018 £
Tangible fixed assets	2,746,254	120,364	2,866,618
Fixed asset investments	192,066	-	192,066
Current assets	813,782	289,721	1,103,503
Current liabilities	(132,205)	-	(132,205)
Creditors over 1 year	(326,130)		(326,130)
Total net assets	3,293,767	410,085	3,703,852

Notes to the Financial Statements for the Year Ended 31 December 2019

# 23 Analysis of net funds

At 1 January 2019 £	Cash flow £	Other non-cash changes £	At 31 December 2019 £
632,667	203,477	-	836,144
(35,841)	36,303	(36,607)	(36,145)
(326,130)	-	36,607	(289,523)
270,696	239,780		510,476
At 1 January 2018 £	Cash flow £	Other non-cash changes £	At 31 December 2018 £
295,248	337,419	-	632,667
(34,728)	34,544	(35,657)	(35,841)
(361,787)	-	35,657	(326,130)
(101,267)	371,963		270,696
	2019 £ 632,667 (35,841) (326,130) 270,696 At 1 January 2018 £ 295,248 (34,728) (361,787)	2019	At 1 January 2019         Cash flow £         non-cash changes £           632,667         203,477         -           (35,841)         36,303         (36,607)           (326,130)         -         36,607           270,696         239,780         -           At 1 January 2018         Cash flow £         Changes £           295,248         337,419         -           (34,728)         34,544         (35,657)           (361,787)         -         35,657

The charity was under the control of the trustees throughout the financial year.

Notes to the Financial Statements for the Year Ended 31 December 2019

#### 25 Related party transactions

During the year the charity made the following related party transactions:

#### Mrs C Bowles

Mrs C Bowles is a Trustee of Woodside Animal Welfare Trust.

The kennels are built on land which is owned personally by Mrs C Bowles.

From 1984, the Trust enjoyed occupancy without charge on Mrs Bowles' land and buildings where she ran a boarding cattery. In 2002, because of a building proposed to be built by Woodside with public money, the Charity Commission insisted on a formal lease of 99 years to protect the charity assets.

The land was initially valued by two land agents at an annual rent of £18,424. The lease was approved by the Charity Commission. Mrs Bowles closed the considerable business of her cattery and continues to work for the charity as she has always done without a salary. During the year rent was paid, in accordance with the above valuation (uplifted per the rental agreement), of £22,697 (2018:£26,970) to Mrs Bowles. In addition a further amount of £3,312 of rent was paid to a close family member of C Bowles for the use of the clinic built on thier land. No amounts were owed to or from the charity at the year end.

### **Woodside Animal Welfare Trust**

An unincorporated charity registered with the Charity Commission (No. 299789) with common control

On 30 June 2012 the Trust gifted its net assets and liabilities to the company. From 1 July 2012 the company has undertaken the activities of the charity and the trust will eventually become dormant. The value of the net assets and liabilities transferred to the company was £2,789,962. As at 31 December 2019 bank balances still in the unincorporated Trust's name amounting to £10,990 (2018 - £11,629) were still owed to the company. The Trust still received donations and legacies, but these are winding down. All funds received by the Trust are transferred to the company at regular intervals. During the year a total of £38,000 was transfered (2018: £130,000).

## 26 Non-adjusting events after the financial period

On the 8th January 2020 the Charity purchased fields adjacent to the Sanctuary for a total cost of £207,884.