

ST FRANCIS ANIMAL WELFARE

(REGISTERED NUMBER : 1166590)

**TRUSTEES REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

ST FRANCIS ANIMAL WELFARE

CHARITY INFORMATION FOR THE YEAR ENDED 30 SEPTEMBER 2019

Charity name	St Francis Animal Welfare
Registered charity no.	1166590
Principal address	St Francis Animal Welfare Centre Sunny Side Mortimers Lane Fair Oak Eastleigh SO50 7EA

The following trustees served during the year:

Ms A Lodge	Mr J Good
Mrs D Hewitt	Mr G Pragnell
Mrs B Morris	Mrs B Edsforth
Mr A Hoskins	

Independent examiners	Knight Goodhead Ltd 7 Bournemouth Road Chandler's Ford, Eastleigh Hampshire SO53 3DA
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Bankers	Natwest Plc 23 Brunswick Place Portsmouth Southampton SO15 2AQ
	BlackRock Investment Management (UK) Limited 12 Throgmorton Avenue London EC2N 2DL

ST FRANCIS ANIMAL WELFARE

TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2019

The trustees present their report and accounts for the year ended 30 September 2019.

This is the continued period of the new Charitable Incorporated Organisation (CIO), which was registered with the Charity Commission in England and Wales on 18 April 2016. The CIO was dormant until 1 December 2016 when the activity and assets were transferred from its predecessor unincorporated charity St Francis Animal Welfare Group (Charity number: 263172).

The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's constitution of rules and bye-laws dated 1955, as amended March 2005 and "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102.

Structure, governance and management

The predecessor charity St Francis Animal Welfare Group was started in 1953 to provide shelter and care for a variety of animals, mainly domestic pets, which needed re-homing. After fundraising, the first shelter was opened in Horton Heath. Subsequently moving to purpose built premises just outside Fair Oak over twenty years ago, the shelter caters for a wider range of animals including some long term residents who are unsuitable for re-homing, though foster homes are increasingly sought. The new CIO took on the assets and activity of the charity as from 1 December 2016.

The following trustees served during the year:

Ms A Lodge	Mr J Good
Mrs D Hewitt	Mr G Pragnell
Mrs B Morris	Mrs B Edsforth
Mr A Hoskins	

New trustees are appointed when appropriate. Suitable candidates are considered on the basis of their skills and experience. New trustees have the opportunity of reviewing appropriate documents, including accounts, as part of the induction process.

As part of their ongoing responsibilities the Trustees have assessed the major risks affecting the charity and are continuing to implement and review policies to mitigate those risks.

Objectives and activities

The charity's objects are the furtherance of animal welfare for public benefit in the locality, principally southern Hampshire, by the maintenance of a shelter (animal rescue home) for the benefit of needy animals and the provision of other rescue, rehabilitation and support services for such animals.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

ST FRANCIS ANIMAL WELFARE

TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2019

Achievements and performance

The trustees are pleased to report a reasonably good year, though legacy income was down and expenditure such as vet and feed costs, staff wages and pensions continue to increase. We continue to work on communications with members and the public with a regular newsletter and a greater presence on social media, plus an excellent website generously financed by a supporter. The Trustees are always looking for fresh ideas to fundraise and have increased money raised through social media, Facebook auctions and book sales in recent years. The Open Days & Dog Show have been increasingly popular since being held off-site, with a large amount of support and goodwill locally.

Trustees continue to work to maintain good governance and increase fundraising. We are hampered to some extent by a limited number of suitable volunteers and one trustee had to resign due to work and family commitments, but we continue to try and recruit suitable people. We considered opening a shop to have a more predictable source of income but decided to do this on-site. This is an ongoing project with the help of a volunteer to improve existing premises.

Our part-time administrator helps enormously in improving the efficiency of the shelter, and with the Treasurer, they continue to do our accounts in-house, making worthwhile savings. The charity has been pleased to see the local support for the campaign group Against Destructive Development Eastleigh; they have campaigned successfully against proposed development around the shelter (and elsewhere) which would have made our continued activities more difficult.

The Committee who were elected at the 2019 AGM are dedicated to the continued successful running of St Francis Animal Welfare.

Financial review and reserves

The charity had a deficit of £87,959 for the year. Total reserves at the balance sheet date were £804,521, including freehold property with a book value of £537,193. In the opinion of the trustees the charity has a healthy balance sheet and is well placed to continue to meet its charitable objects.

This report has been prepared in accordance with the governing document and the Statement of Recommended Practice 'Accounting and Reporting by Charities applying FRS102.'

Signed on behalf of the board of trustees on 20th August 2020

A.P. Lodge

Ms A Lodge
Trustee

ST FRANCIS ANIMAL WELFARE

TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2019

Trustees responsibilities

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepared the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charity Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST FRANCIS ANIMAL WELFARE

I report to the trustees on my examination of the accounts of St Francis Animal Welfare for the year ended 30 September 2019 set out on pages 6 to 14.

RESPONSIBILITIES AND BASIS OF REPORT

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

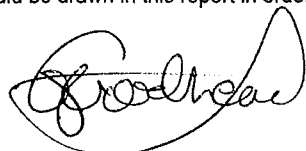
I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

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

- 1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2) the 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.



CJ GOODHEAD FCA
Knight Goodhead Limited
Chartered Accountants

23 July 2020

7 Bournemouth Road
Chandler's Ford, Eastleigh
Hampshire SO53 3DA

ST FRANCIS ANIMAL WELFARE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2019

	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
INCOME					
Donations		24,502	-	24,502	18,880
Adoptions		4,508	-	4,508	3,963
Fundraising		9,045	-	9,045	13,650
Membership fees		257	-	257	417
Legacies		5,015	-	5,015	83,574
Sales and other income		7,998	-	7,998	7,548
Commissions received		826	-	826	928
Investment income		3,694	-	3,694	2,689
TOTAL INCOME		55,845	-	55,845	131,649
EXPENDITURE					
Direct expenditure	4	38,741	749	39,490	41,435
Charitable activities	4	113,237	-	113,237	111,572
TOTAL EXPENDITURE		151,978	749	152,727	153,007
Net gains on revaluation	7	8,923	-	8,923	7,238
NET (EXPENDITURE)/INCOME FOR THE YEAR		(87,210)	(749)	(87,959)	(14,120)
TOTAL FUND BALANCES BROUGHT FORWARD		889,489	2,991	892,480	906,600
TOTAL FUND BALANCES CARRIED FORWARD		802,279	2,242	804,521	892,480

ST FRANCIS ANIMAL WELFARE

COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2018

	Unrestricted funds £	Restricted funds £	2018 Total funds £
INCOME			
Donations	18,880	-	18,880
Adoptions	3,963	-	3,963
Fundraising	13,650	-	13,650
Membership fees	417	-	417
Legacies	83,574	-	83,574
Sales and other income	7,548	-	7,548
Commissions received	928	-	928
Investment income	2,689	-	2,689
TOTAL INCOME	131,649	-	131,649
EXPENDITURE			
Direct expenditure	41,075	360	41,435
Charitable activities	111,572	-	111,572
TOTAL EXPENDITURE	152,647	360	153,007
Net gains on revaluation	7,238	-	7,238
NET EXPENDITURE FOR THE PERIOD	(13,760)	(360)	(14,120)
TOTAL FUND BALANCES BROUGHT FORWARD	903,249	3,351	906,600
TOTAL FUND BALANCES CARRIED FORWARD	889,489	2,991	892,480

ST FRANCIS ANIMAL WELFARE

BALANCE SHEET AT 30 SEPTEMBER 2019

		2019		2018	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	5		540,698		546,921
CURRENT ASSETS					
Debtors	6	4,807		4,916	
Investments	7	238,544		254,622	
Cash at bank and in hand		<u>26,264</u>		<u>92,049</u>	
		269,615		351,587	
CREDITORS: amounts falling due within less than one year	8	<u>(5,792)</u>		<u>(6,028)</u>	
NET CURRENT ASSETS			263,823		345,559
NET ASSETS			<u>804,521</u>		<u>892,480</u>
FUNDS					
General reserves	9		225,444		316,151
Designated reserves	9		537,193		542,619
Revaluation reserves	9		39,642		30,719
Restricted funds	10		2,242		2,991
TOTAL FUNDS	11		<u>804,521</u>		<u>892,480</u>

Approved by the Trustees on 10/08/20
and signed on their behalf by

B. Morris

B Morris
Trustee

ST FRANCIS ANIMAL WELFARE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

1 ACCOUNTING POLICIES

(a) Accounting convention

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 2015) - (Charities SORP (FRS 102)).

The charity meets the definition of the 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 note.

(b) Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the trustees for specific purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

(c) Income

All income is included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Donations and legacies are received by way of donations, legacies and gifts and are included in full in the Statement of Financial Activities when receivable.

Investment income is included when receivable.

Income is deferred when, at the end of an accounting period, they have been received but the charity has yet to become unconditionally entitled to them.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs are apportioned in line with the income received from that source during the period.

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

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly.

(e) Fixed assets

Fixed assets are capitalised for ongoing use within the charity, where the individual cost of the asset exceeds £100. They are stated at historical cost (less depreciation) with the exception of freehold property which was revalued in 2008.

Depreciation is provided on fixed assets to spread the cost over the estimated useful lives of the relevant assets at the following rates:

Freehold property	1% Reducing balance
Plant and machinery	15% Reducing balance
Fixtures and fittings	15% Reducing balance
Computer equipment	33% Straight line

ST FRANCIS ANIMAL WELFARE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2019 (continued)

1 ACCOUNTING POLICIES (continued)

(f) Investments

Investments are stated at their market valuation with the movement in the carrying value being recognised in the statement of financial activities.

(g) Pensions costs

Contributions in respect of the company's defined contribution scheme are charged to the Statement of Financial Activities for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

2 LEGAL STATUS

The charity is a Charitable Incorporated Organisation (CIO) and was registered on 18 April 2016 with the Charity Commission in England and Wales. The charity previously operated (until 30 November 2016) as an unincorporated charity St Francis Animal Welfare Group (charity number: 263172), which was registered on 22 November 1971. The assets of the old charity were transferred to the new CIO on 1 December 2016.

The registered office of the charity is St. Francis Animal Welfare Centre, Sunny Side, Mortimers Lane, Fair Oak, Eastleigh, SO50 7EA.

3 STAFF COSTS

	2019 £	2018 £
Wages and salaries	77,934	71,155
Social security costs	244	21
Pension	1,097	683
	<u>79,275</u>	<u>71,859</u>

The average number of staff employed during the period was 5 (2018: 6). No employee received emoluments of £60,000 or more during this or the prior period.

No trustees received any emoluments or were reimbursed for expenditure incurred on behalf of the charity during this or the prior period. The trustees represent the key management personnel of the charity.

At the balance sheet date there were outstanding pension contributions payable of £284 (2018: £140). Total pension contributions of £1,219 (2018: £683) were paid by the charity and are included in the SOFA.

ST FRANCIS ANIMAL WELFARE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2019 (continued)

4 EXPENDITURE

		Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
DIRECT EXPENDITURE					
Purchases of Feed		6,529	-	6,529	7,306
Purchases of Veterinary/ Farrier Services		29,421	749	30,170	32,489
Miscellaneous Purchases		705	-	705	81
Advertising and Fundraising Expenses		2,086	-	2,086	1,559
		<u>38,741</u>	<u>749</u>	<u>39,490</u>	<u>41,435</u>
CHARITABLE ACTIVITIES EXPENDITURE					
Staff Salaries	(note 3)	77,934	-	77,934	71,155
Employers NI	(note 3)	244	-	244	21
Employers Pension	(note 3)	1,097	-	1,097	683
Rent, Rates and Refuse		5,746	-	5,746	5,325
Light and Heat		6,867	-	6,867	4,806
Motoring Costs		2,201	-	2,201	2,466
Publicity and Printing		145	-	145	818
Premises Expenses		1,310	-	1,310	40
Postage, Stationery and Admin Sundries		255	-	255	869
Telephones		1,929	-	1,929	1,588
Computer Repairs and Fees		504	-	504	248
Equipment Maintenance		2,208	-	2,208	2,758
Repairs and Renewals		-	-	-	1,018
Cleaning Cost		567	-	567	873
Legal Fees		-	-	-	1,710
Insurance		3,247	-	3,247	2,917
Bank and Credit Card Charges		700	-	700	775
Training		-	-	-	75
General expenses		-	-	-	16
Accountancy and examination fees		1,705	-	1,705	1,880
Property repairs and fencing		355	-	355	5,150
Depreciation		6,223	-	6,223	6,381
		<u>113,237</u>	<u>-</u>	<u>113,237</u>	<u>111,572</u>

Included within accountancy and examination fees above are amounts due to the independent examiners in relation to independent examination of £1,100. Also included is £605 for other work.

ST FRANCIS ANIMAL WELFARE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2019 (continued)

5 TANGIBLE ASSETS	Freehold Property £	Furniture & Equipment £	Total £
COST			
At 1 October 2018	552,706	5,610	558,316
Additions	-	-	-
At 30 September 2019	<u>552,706</u>	<u>5,610</u>	<u>558,316</u>
DEPRECIATION			
At 1 October 2018	10,087	1,308	11,395
Charge	5,426	797	6,223
At 30 September 2019	<u>15,513</u>	<u>2,105</u>	<u>17,618</u>
NET BOOK VALUE			
At beginning of year	542,619	4,302	546,921
At end of year	<u>537,193</u>	<u>3,505</u>	<u>540,698</u>

The freehold property was professionally valued at £600,000 in November 2008 by Primmer Olds Chartered Surveyors. Book value on transfer from the predecessor charity on 1 December 2016 was £552,706.

6 DEBTORS	2019 £	2018 £
Prepayments and accrued income	2,949	2,322
Other taxation and social security	<u>1,858</u>	<u>2,594</u>
	<u>4,807</u>	<u>4,916</u>

7 INVESTMENTS	2019 £	2018 £
Investment income funds	213,544	229,622
National Savings	<u>25,000</u>	<u>25,000</u>
	<u>238,544</u>	<u>254,622</u>

Movement on investments in the year:

Capital funds invested	-	-
Capital funds withdrawn	(25,000)	-
Accumulated investment income	-	-
Movement in market valuation (adjusted via revaluation reserve)	8,923	7,238
Net movement in the year	<u>(16,077)</u>	<u>7,238</u>

ST FRANCIS ANIMAL WELFARE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2019 (continued)

8 CREDITORS: amounts falling due within one year

	2019 £	2018 £
Trade creditors	887	711
Other creditors including taxation and social security	567	479
Accruals and deferred income	4,338	4,838
	<u>5,792</u>	<u>6,028</u>

9 UNRESTRICTED FUNDS

The reserve movements during the year were:

	Funds brought forward £	Income £	Expenditure £	Revaluations & exceptional items £	Funds carried forward £
Revaluation reserve	30,719	-	-	8,923	39,642
Freehold property	542,619	-	(5,426)	-	537,193
General funds	316,151	55,845	(146,552)	-	225,444
	<u>889,489</u>	<u>55,845</u>	<u>(151,978)</u>	<u>8,923</u>	<u>802,279</u>

10 RESTRICTED FUNDS

	Funds brought forward £	Income £	Expenditure £	Revaluations & exceptional items £	Funds carried forward £
Muffin appeal fund	2,991	-	(749)	-	2,242
	<u>2,991</u>	<u>-</u>	<u>(749)</u>	<u>-</u>	<u>2,242</u>

Muffin appeal fund: Raised for a surgical procedure for Muffin the donkey. Following a change in veterinary advice the trustees have now agreed to use the fund for Muffin's ongoing medication.

ST FRANCIS ANIMAL WELFARE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2019 (continued)

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
<i>For the year ended 30 September 2019</i>				
Tangible fixed assets	3,505	537,193	-	540,698
Debtors	4,807	-	-	4,807
Investments	238,544	-	-	238,544
Bank and cash	24,022	-	2,242	26,264
Creditors	(5,792)	-	-	(5,792)
	<u>265,086</u>	<u>537,193</u>	<u>2,242</u>	<u>804,521</u>

For the period ended 30 September 2018

Tangible fixed assets	4,302	542,619	-	546,921
Debtors	4,916	-	-	4,916
Investments	254,622	-	-	254,622
Bank and cash	89,058	-	2,991	92,049
Creditors	(6,028)	-	-	(6,028)
	<u>346,870</u>	<u>542,619</u>	<u>2,991</u>	<u>892,480</u>

12 RELATED PARTY TRANSACTIONS

There were no related party transactions during this or the prior year.