

Charity Number 1159595

**IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2016**

**ENSORS ACCOUNTANTS LLP**

Cardinal House  
46 St Nicholas Street  
IPSWICH

**IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2016**

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# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **REFERENCE AND ADMINISTRATIVE INFORMATION YEAR ENDED 30 SEPTEMBER 2016**

**CHARITY NUMBER - 1159595**

### **THE TRUSTEES**

The trustees who served the charity during the year were as follows:

Mr P Beeson  
Mr F Chaplin  
Mrs A Guille  
Mrs E Bowden  
Ms N Bowden

### **PRINCIPAL ADDRESS**

181 Cauldwell Hall Road  
IPSWICH  
IP4 5DA

Email: idaw@ipswich cats.co.uk

### **TREASURER**

Mr F Chaplin

### **GENERAL MANAGER**

Mrs E Beeson

### **BANKERS**

Barclays Bank plc  
1 Princes Street  
IPSWICH

### **INDEPENDENT EXAMINER**

Mrs H Rumsey FCA  
Ensors Accountants LLP  
Cardinal House  
46 St Nicholas Street  
IPSWICH IP1 1TT

# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **TRUSTEES ANNUAL REPORT**

### **YEAR ENDED 30 SEPTEMBER 2016**

The trustees present their report and the unaudited financial statements of the charity for the year ended 30 September 2016. The details on page one form part of this report.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The centre was established in 1925 and was previously registered under the Charities Act on 26 September 1962 under Charity no 209074. As of 1 March 2015 all assets, liabilities and employees of that charity were transferred to a new entity, Ipswich and District Animal Welfare Centre CIO (a body corporate under Part 12 of the Charities Act 2011 registered with the Charities Commission on 11 December 2014 under number 1159595).

### **OBJECT OF THE CHARITY**

The care and relief from suffering of domestic animals.

The Centre takes in stray animals from a wide area and treats animals for people on benefit.

### **PUBLIC BENEFIT**

The Trustees are aware of the Charity Commission's guidance in relation to delivering public benefit. The Trustees consider that they are fulfilling the requirements to deliver a public benefit.

### **REVIEW OF THE PERIOD**

This period of account is the second under the new charitable incorporated organisation (CIO).

The operational activities of the charity have levelled out to steady turnover of cats being re-homed. It is very pleasing to see the marked increase in the number of cats being re-homed since the website was introduced. Our online presence has also resulted in the receipt of donations directly via the website from individuals and from local businesses. The investment in a scanner for microchips has recently allowed the charity to reunite several cats with their owners.

We have been fortunate to be remembered in a number of wills during the year which has produced a net surplus of funds this year. We continue to send out our twice a year newsletter to our list of supporters, many of whom are not able to access the internet but who still like to be kept informed of the charity's activities.

### **TRANSACTIONS AND FINANCIAL POSITION**

The Statement of Financial Activities (page 7) shows net income for the year as £164,333.

# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **TRUSTEES ANNUAL REPORT**

### **YEAR ENDED 30 SEPTEMBER 2016**

Expenditure during the same year amounted to £69,428 (including depreciation of £2,663) resulting in a surplus of £94,905. The net funds carried forward amounted to £1,626,453.

#### **TRUSTEES**

The Trustees of the charity are detailed on page 1 of these accounts.

#### **TRUSTEES' RESPONSIBILITIES**

The Charities Act requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity at the end of the period and of the surplus or deficit for the period then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies, as described on pages 9 and 10, and then apply them on a consistent basis, making judgments and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper 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. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

#### **APPOINTMENT OF TRUSTEES**

When a vacancy occurs for a trustee, the remaining trustees seek to appoint an individual with skills and experience which they feel will be of benefit to the charity.

On appointment, new trustees are given copies of the latest Annual Report and Accounts. There is no formal induction and training programme, but individual trustees attend seminars to update themselves when they feel it necessary.

#### **RISK**

The Trustees have considered the major risks to which the charity is exposed, and systems have been established to mitigate those risks. The implementation of these procedures minimises those risks. These procedures are regularly reviewed to ensure that they still meet the needs of the charity. In particular, to minimise any financial risks the trustees would seek reputable banks and other investment institutions into which they could place funds. The performance of their investment would then be reviewed.

# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30 SEPTEMBER 2016**

### **RESERVES**

The charity has funds in excess of its immediate requirements and these are covering any deficit in its operating activities.

The reserves are reviewed; however, it has been difficult to determine the likely level of on-going funding needs as the website has recently transformed the level of activity of the charity. When a reasonable period of operations has been made, at the new level, a determination can be made with the required degree of accuracy. In recognition of this, the charity still holds £1,426,453 of uncommitted general funds. Once the ongoing income and expenditure levels are clearer, further consideration can be given to investments and possibly donations to comparable charities. The Trustees consider that the charity's current level of funds will enable it to operate on a going concern basis for the foreseeable future.

### **INVESTMENTS**

The investment policy and its application are subject to review by the Trustees. As the website has recently transformed the level of activity of the charity the Trustees are not yet in a position to determine the likely level of on-going funding needs. A period of operations at the new level will be needed for this determination to be made with any degree of accuracy. The charity has made two investments with a recognised charity investment manager and the income from these has been pleasing so far.

In addition, it is anticipated that the charity may be in a position to make further donations to comparable charities.

### **EMPLOYMENT MATTERS**

The trustees are responsible for the appointment of employees and other related staff matters, including determining key management salaries. A work place pension scheme for the employees was set up on 1 November 2016.

Signed by order of the trustees

.....  
Mr P Beeson – Trustee

.....  
Mr F Chaplin – Trustee

Approved by the trustees on 15 May 2017

# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES YEAR ENDED 30 SEPTEMBER 2016**

I report on the unaudited accounts of the charity for the year ended to 30 September 2016 set out on pages 7 to 14.

Your attention is drawn to the fact that the charity has prepared accounts 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 the Republic of Ireland (FRS102) published on 16 July 2014, (updated February 2016). This is in preference to the Accounting and Reporting by Charities:Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations which has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

### **RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE 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 period under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Commission. 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 or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the 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 following statement.

### **INDEPENDENT EXAMINER'S STATEMENT**

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

(1) which gives me 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 to comply with the accounting requirements of the Act and the Regulations have not been met; or

# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES YEAR ENDED 30 SEPTEMBER 2016**

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed .....

15 May 2017

H Rumsey FCA  
Ensors Accountants LLP  
Cardinal House  
IPSWICH  
IP1 1TT



# IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 30 SEPTEMBER 2016

Income and endowments from:	Note	2016 12 months £	2015 10 months £
Donations and legacies	2	138,018	1,368,053
Charitable activities		2,067	819
Fundraising		4,035	2,519
Investments		20,213	11,312
Other		-	-
<b>Total income</b>		<u>164,333</u>	<u>1,382,703</u>
 <b>Expenditure on:</b>	 3		
Raising funds		264	-
Charitable activities		69,164	38,644
Other		-	-
<b>Total expenditure</b>		<u>69,428</u>	<u>38,644</u>
 Unrealised gain on investments	 5	 94,905 15,459	 1,344,059 -
 Gain on revaluation of tangible fixed assets		 110,364 -	 1,344,059 172,030
<b>Net movement in funds</b>		<u>110,364</u>	<u>1,516,089</u>
 <b>Reconciliation of funds:</b>			
Total funds brought forward		1,516,089	-
<b>Total funds carried forward</b>		<u>1,626,453</u>	<u>1,516,089</u>

All movements are in Unrestricted Funds and are derived from continuing activities.

The notes on pages 9 to 14 form part of these financial statements.

# IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO

## BALANCE SHEET

30 SEPTEMBER 2016

	Note	2016 £	2015 £
<b>Fixed Assets</b>			
Tangible assets	4	217,895	210,794
Investments	5	343,959	128,500
		<u>561,854</u>	<u>339,294</u>
<b>Current Assets</b>			
Stocks	6	200	150
Debtors	7	12,498	12,159
Cash at bank and in hand		1,054,466	1,167,345
		<u>1,067,164</u>	<u>1,179,654</u>
<b>Creditors: Amounts falling due within one year</b>	8	<u>(2,565)</u>	<u>(2,859)</u>
<b>Net current assets</b>		1,064,599	1,176,795
<b>Total assets less current liabilities</b>		<u>1,626,453</u>	<u>1,516,089</u>
<b>Funds</b>			
General		1,426,453	1,316,089
Property		200,000	200,000
<b>Total Unrestricted</b>		<u>1,626,453</u>	<u>1,516,089</u>

These financial statements were approved by the trustees and are signed on their behalf by:

\_\_\_\_\_  
Mr P Beeson (Trustee)

\_\_\_\_\_  
Mr F Chaplin (Trustee and Treasurer)

Date: 15 May 2017

The notes on pages 9 to 14 form part of these financial statements.

# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2016**

### **1. ACCOUNTING POLICIES**

#### **Basis of preparation of accounts**

The accounts 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).

The accounts have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, updated on 2 February 2016, rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn. The accounts are prepared on the going concern basis. There are no material uncertainties about the charity's ability to continue.

Ipswich and District Animal Welfare Centre CIO meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Fund accounting**

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

#### **Investments**

Investments are stated at market value.

#### **Tangible fixed assets**

The Trustees revalued the property during the period ended 30 September 2015. This is regarded as the deemed cost going forward. No depreciation has been charged since it is the charity's policy to maintain the asset in a continual state of sound repair, and accordingly the Trustees consider that any depreciation charge would be insignificant. The value of the property will be reviewed at least every five years to consider if there has been any material change.

On other assets depreciation is calculated so as to write off the cost of the asset, less its estimated residual value, over the useful economic life of that asset as follows:

Shelters	- 10% on cost
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# **IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO**

## **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2016**

### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Voluntary income and donations are accounted for as and when received by the charity.

Legacies are accounted for on an accruals basis as soon as they have been notified to the charity, and can be evaluated with reasonable certainty.

Income from charitable activities is shown gross with associated costs included as charitable expenditure. The income is accounted for when received.

Income from fundraising activities is shown gross with associated costs included as fund raising expenditure. The income is accounted for when received.

Investment income is included when receivable and the amount can be measured reliably by the charity.

### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activities:

Costs of raising funds normally comprise lottery licence and draw prizes.

Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs.

### **Stocks**

Stock of food is valued at the lower of cost and net realisable value. It is impractical to measure reliably the fair value of the donated items and so donated goods are therefore recognised when they are sold.

### **Taxation**

As a registered charity, the activities are exempt from United Kingdom Income and Corporation taxation provided that the income is applied to charitable purposes.

# IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2016

<b>2. INCOME</b>	<b>2016</b>	<b>2015</b>
<b>Donations and legacies</b>	<b>£</b>	<b>£</b>
Transfer from Charity no 209074	-	1,362,553
Donations	26,864	3,050
Legacies	108,536	-
Gift Aid receivable	2,618	2,450
	<u>138,018</u>	<u>1,368,053</u>
<b>Charitable activities</b>		
Donations – clinic and shelter	2,067	819
	<u>          </u>	<u>          </u>
<b>Fundraising income</b>		
Sale of donated goods and raffle proceeds	4,035	2,519
	<u>          </u>	<u>          </u>
<b>Investment income</b>		
Interest and dividends received	20,213	11,312
	<u>          </u>	<u>          </u>
<b>Total Income</b>	<b><u>164,333</u></b>	<b><u>1,382,703</u></b>
	<u>=====</u>	<u>=====</u>
<b>3. EXPENDITURE</b>		
<b>Raising funds</b>		
Licence and prizes	264	-
	<u>          </u>	<u>          </u>
<b>Charitable activities</b>		
Veterinary expenses, drugs, food and milk	12,188	5,630
Salaries	38,295	21,104
Motor expenses	741	375
Business rates and water	1,440	793
Insurance	1,595	924
Light and heat	3,912	1,451
Repairs and maintenance	2,262	3,650
Cleaning and refuse collection	1,033	733
Stationery and postage	707	255
Advertising	72	-
Telephone	369	103
Sundry expenses	547	248
Donations	100	-
Depreciation	2,663	668
	<u>65,924</u>	<u>35,934</u>
<b>Governance costs</b>		
Legal fees	-	190
Independent Examiners Fee and accountancy fees	3,240	2,520
	<u>69,164</u>	<u>38,644</u>
<b>TOTAL EXPENDITURE</b>	<b><u>69,428</u></b>	<b><u>38,644</u></b>

# IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2016

### 4. TANGIBLE FIXED ASSETS

<b>Cost and Valuation</b>	<b>Animal Shelters £</b>	<b>Property £</b>	<b>Total £</b>
At 1 October 2015	16,865	200,000	216,865
Additions	9,764	-	9,764
<b>At 30 September 2016</b>	<b>26,629</b>	<b>200,000</b>	<b>226,629</b>
<b>Depreciation</b>			
At 1 October 2015	6,071	-	6,071
Depreciation charge	2,663	-	2,663
<b>At 30 September 2015</b>	<b>8,734</b>	<b>-</b>	<b>8,734</b>
<b>Net book values</b>			
<b>At 30 September 2016</b>	<b>17,895</b>	<b>200,000</b>	<b>217,895</b>
<b>At 30 September 2015</b>	<b>10,794</b>	<b>200,000</b>	<b>210,794</b>

The property, 181 Cauldwell Hall Road, was revalued by the Trustees during the period ended 30 September 2015 based on the value of comparable properties in the same locality.

### 5. INVESTMENTS

	<b>2016 £</b>	<b>2015 £</b>
Market Value brought forward	128,500	-
Transfer from Charity no 209074	-	143,729
Additions	200,000	-
Disposal	-	(15,229)
Unrealised gain/(loss)	15,459	-
<b>Market Value at 30 September 2016</b>	<b>343,959</b>	<b>128,500</b>

The investments are represented by:

	<b>Cost £</b>	<b>Market Value £</b>
National Savings bonds	28,500	28,500
M & G Securities	200,000	215,459
Trillion Fund	100,000	100,000
	<b>328,500</b>	<b>343,959</b>

# IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2016

### 6. STOCKS

	2016 £	2015 £
Food	200	150
	<u>          </u>	<u>          </u>

### 7. DEBTORS: Amounts due within one year

Prepayments and accrued income	12,498	12,159
	<u>          </u>	<u>          </u>

### 8. CREDITORS: Amounts falling due within one year

Bank overdraft	-	190
Taxation and social security	525	509
Accruals	2,040	2,160
	<u>2,565</u>	<u>2,859</u>

### 9. RELATED PARTY TRANSACTIONS

Mr F Chaplin (trustee and treasurer) was paid a gross salary of £5,267 (2015: £3,008) on which no Employers NIC was due. No expenses were paid to Mr Chaplin as a Trustee (2015: NIL)

Mr and Mrs Beeson were reimbursed for expenses of £1,295 (comprising repairs and renewals, cat food and sundry expenses) during the year (2015: £281). No expenses were paid to Mr Beeson as a Trustee (2015:NIL).

Mrs E Beeson (wife of a trustee) was employed as General Manager. Her gross salary for the year was £10,327 on which £306 Employers National Insurance contributions were due but covered by the Employers Allowance. (2015: Gross £5,898)

No donations were made to the charity by any of the Trustees.

No expenses were waived by any of the Trustees.

With the exception of those mentioned above no Trustee or any person connected to them benefited from any contract or work awarded or payment made by the charity during either year.

# IPSWICH AND DISTRICT ANIMAL WELFARE CENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2016

### 10. EMPLOYEES REMUNERATION

	2016 £	2015 £
Salaries and wages	38,295	21,104
Employers National Insurance	467	163
Employers allowance	(467)	(163)
	<u>38,295</u>	<u>21,104</u>

There were no employees earning £60,000 pa or more.

The average number of employees during the year was 6. (2015:6)

There is no contractual obligation to make payments to a pension scheme and, therefore, no contributions have been made to a pension fund, on behalf of the employees, during the year. A Work Place pension scheme was set up for the employees on 1 November 2016.

Salaries to key management personnel amounted to £15,594 on which Employers NIC of £467 was due, but covered by the Employers NIC Allowance (2015: £8,906 on which £163 Employers NIC was due, but covered by the Employers NIC Allowance).

No accrual of paid annual leave and paid sick leave is required to be disclosed in the accounts as deemed immaterial.



