

**CHARITY REGISTERED NUMBER:251482**

**RSPCA READING WITH BERKS & OXON BORDER**

**BRANCH**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**JOHN TURNER**  
**CHARTERED ACCOUNTANT**  
**400 THAMES VALLEY PARK DRIVE**  
**THAMES VALLEY PARK**  
**READING**  
**BERKSHIRE**  
**RG6 1PT**

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**Registered Charity Number:** 251482

**Chairman:** Ms J L Martin

**Chief Executive Officer:** Ms J L Martin

**Treasurer:** Mrs S E Ayers

**Trustees:** Ms J L Martin  
Mrs L Mills  
Ms J Rainey  
Mr S J Ayers  
Mrs H M West  
Mrs S E Ayers  
Ms P Garden

**Secretary:** Mr S J Ayers

**Registered Office:** P.O. Box 8184  
Reading  
Berkshire  
RG6 9PS

**Accountants:** John Turner  
Chartered Accountant  
400 Thames Valley Park Drive  
Thames Valley Park  
Reading  
Berkshire  
RG6 1PT

**Bankers:** CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

Lloyds TSB  
1-2 Market Place  
Reading  
Berkshire  
RG1 2EQ

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**FOR THE YEAR ENDED 31 DECEMBER 2016**

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## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF RSPCA READING WITH BERKS & OXON BORDER BRANCH**

#### **FOR THE YEAR ENDED 31 DECEMBER 2016**

I report on the accounts which are set out on pages 5 to 11

#### **Respective responsibilities of the branch and examiner**

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

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

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity 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 statement below.

#### **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:

a. to keep accounting records in accordance with section 130 of the 2011 Act; and

b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which in my opinion, attention should be drawn in order to enable an understanding of the accounts to be reached.



Dated: 24 April 2017

.....  
**John Turner FCA**  
Chartered Accountant  
Berkshire House  
252-256 Kings Road  
Reading  
Berkshire  
RG1 4HP

# **RSPCA READING WITH BERKS & OXON BORDER BRANCH**

## **REPORT OF THE BRANCH**

### **FOR THE YEAR ENDED 31 DECEMBER 2016**

The branch present their annual report for the year ended 31 December 2016 under the Charities Act 2012, together with the financial statements for the year, and confirm that the latter comply with the requirements of the Act, the Trust Deed and the Charities SORP (FRS 102).

#### **Structure, Governance and Management**

##### **Governing document**

The charity is constituted as an unincorporated association established by Trust Deed. The charity operates as an autonomous branch of the national RSPCA subject to its rules for branches (as updated in 2006).

##### **Organisation**

A committee of Trustees, elected at the AGM governs the branch. All trustees are briefed on their responsibilities as trustees prior to their acceptance of the role. The trustees hold bi-monthly meetings at which decisions are made.

##### **Risk policy**

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

- loss of reputation through error or fraud
- loss of income through error or fraud
- insufficient funds to cover the costs of animal welfare activities
- loss of income through poor investment performance
- insufficient volunteers for fundraising activities
- insufficient trustees for the branch to continue

##### **Objectives and activities**

The objects of the branch are to promote the work and objects of the National Society of the RSPCA with particular reference to the area of the branch.

The key aim is to find suitable new homes for as many animals as possible, and to provide proper care for those who have been mistreated or abandoned.

## **RSPCA READING WITH BERKS & OXON BORDER BRANCH**

### **REPORT OF THE BRANCH** (Continued)

#### **FOR THE YEAR ENDED 31 DECEMBER 2016**

#### **Achievements and performance**

##### **Financial review**

The total incoming resources for the year amounted to £95,592 (2015 £60,060). Expenditure in the year amounted to £53,046 (2015 £52,847). Unrestricted reserves increased in the year from £208,559 to £246,709.

##### **Investment policy**

At 31 December 2016 the branch investment policy was:

- that the current account balance should not fall below £1,000;
- that the monies in the deposit account should be used to "top up" the current account when necessary, and
- that the remainder of investments should continue to be held in the M & G ChariBond and ChariFund.

The trustees recognise that this policy should be reviewed on an annual basis following the finalisation of the accounts for the previous year.

##### **Reserves policy**

The branch holds reserves in order that levels of service provided for animal welfare may be maintained should there be a reduction in incoming resources.

Reserves in this context mean funds that are freely available for the branch's general purposes after all commitments have been met.

The branch had unrestricted reserves of £246,709 as at 31 December 2016 represented by net assets of that amount. £2,000 of the reserves has been designated for improvements to fostering facilities and service for cats, dogs and rabbits together with the improvement of the branch infrastructure. Such reserves, after deduction of the designated funds, represent 465.1% of one year's expenditure based on gross expenditure levels in 2016.

It is the opinion of the Trustees that the existing reserves are sufficient to meet any reduction in incoming resources.

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**REPORT OF THE BRANCH** (Continued)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**Accounting and reporting responsibilities**


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

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for the year. 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;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities 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.

Approved by the trustees on 24 April 2017 signed on its behalf by:

.....

Mrs S E Ayers  
Trustee


**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**BALANCE SHEET**

**AT 31 DECEMBER 2016**

	Note	2016	2015
		£	£
<b>Tangible fixed assets</b>			
Tangible assets	2	-	-
Investments		189,749	177,339
		<u>189,749</u>	<u>177,339</u>
<b>Current assets</b>			
Bank Accounts		82,025	55,152
Debtors		2,884	-
		<u>84,909</u>	<u>55,152</u>
<b>Creditors</b>			
Amounts falling due within one year	3	11,326	11,705
		<u>11,326</u>	<u>11,705</u>
<b>Net current assets</b>		73,583	43,447
<b>Total assets less current liabilities</b>		<u>263,332</u>	<u>220,786</u>
<b>Net assets</b>		<u>263,332</u>	<u>220,786</u>
<b>Capital funds</b>			
Endowment funds		189,749	177,339
Restricted Funds		16,623	12,227
Unrestricted funds		56,960	31,220
		<u>263,332</u>	<u>220,786</u>
<b>Total funds</b>		<u>263,332</u>	<u>220,786</u>

Approved by the trustees on 24 April 2017 and signed on its behalf.

  
.....  
Mrs S E Ayers

The annexed notes form part of these financial statements.



**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2016**

	<b>Restricted Funds £</b>	<b>Unrest'd Funds £</b>	<b>Total Funds 2016 £</b>	<b>Total Funds 2015 £</b>
<b>Incoming resources</b>				
Incoming Resources from generated funds:				
Voluntary income	19,750	42,637	62,387	28,824
Activities to generate funds	-	33,205	33,205	31,236
	<u>19,750</u>	<u>75,842</u>	<u>95,592</u>	<u>60,060</u>
<b>Total incoming resources</b>	<u>19,750</u>	<u>75,842</u>	<u>95,592</u>	<u>60,060</u>
<b>Resources expended</b>				
Costs of generating funds	15,354	37,692	53,046	52,847
<b>Total resources expended</b>	<u>15,354</u>	<u>37,692</u>	<u>53,046</u>	<u>52,847</u>
<b>Net movement in funds</b>	4,396	38,150	42,546	7,213
<b>Total funds brought forward</b>	<u>12,227</u>	<u>208,559</u>	<u>220,786</u>	<u>213,573</u>
<b>Total funds carried forward</b>	<u>16,623</u>	<u>246,709</u>	<u>263,332</u>	<u>220,786</u>

Details of Incoming resources and resources used are given in the notes to the financial statements.

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**STATEMENT OF FINANCIAL ACTIVITIES**

**DETAILED ANALYSIS OF MOVEMENTS IN FUNDS**

**FOR THE YEAR ENDED 31 DECEMBER 2016**

	2016		2015	
	£	£	£	£
<b>General Fund</b>				
Balance B/fwd	31,220		30,137	
Surplus/(Deficit) for the year	38,150		(14)	
		69,370		30,123
<b>Restricted Fund</b>				
Balance B/fwd	12,227		5,000	
Surplus/(Deficit) for the year	4,396		7,227	
		16,623		12,227
<b>Endowment fund</b>				
Opening balance	177,339		178,436	
		177,339		178,436
<b>Total funds at 31 December 2016</b>		<b>263,332</b>		<b>220,786</b>

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**1. Accounting policies**

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities SORP (FRS 102), applicable UK Accounting Standards and the Charities Act 2011. The principal accounting policies adopted in the preparation of the financial statements are set out below.

**Incoming resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Plant and machinery        - 25% per annum of cost

**Investments**

Investments are stated at their market value at the year end. Income from investments is accounted for on a cash basis.

**Endowment fund**

The endowment fund, which is expendable, is regularly increased by donations from the trustees. The trust deed allows this fund to be expended on the charity's objectives or retained as capital at the trustees' discretion. The income arising from the endowment is unrestricted.

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS** (Continued)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**2. Tangible fixed assets**

	<b>Plant and Machinery £</b>
Cost:	
At 1 January 2016	18,315
At 31 December 2016	18,315
Depreciation:	
At 1 January 2016	18,315
Charge for the year	-
At 31 December 2016	18,315
Net book value:	
At 31 December 2016	-
At 31 December 2015	-

**3. Creditors**

Amounts falling due within one year:-

	<b>2016 £</b>	<b>2015 £</b>
Accruals	11,326	11,705
	11,326	11,705

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS** (Continued)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

4. **Incoming resources**

	<b>Restricted Funds 2016</b>	<b>Unrest'd Funds 2016 £</b>	<b>Total Funds 2016 £</b>	<b>Total Funds 2015 £</b>
<b>Voluntary Income</b>				
Dividends and interest	-	8,759	8,759	8,694
Increase in value of investments	-	12,410	12,410	-
Donations and legacies	19,750	21,468	41,218	20,130
	<u>19,750</u>	<u>42,637</u>	<u>62,387</u>	<u>28,824</u>
 <b>Activities for generating funds</b>				
House to house collections	-	22,047	22,047	20,482
Collection boxes	-	278	278	183
Flag days	-	2,600	2,600	2,965
Fund-raising events	-	4,795	4,795	4,848
Subscriptions	-	496	496	549
VAT refunds	-	2,885	2,885	2,003
Other income	-	104	104	206
	<u>-</u>	<u>33,205</u>	<u>33,205</u>	<u>31,236</u>

**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS** (Continued)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**5. Governance costs**

	<b>Restricted Funds 2016</b>	<b>Unrest'd Funds 2016</b>	<b>Total Funds 2016</b>	<b>Total Funds 2015</b>
Veterinary expenses	14,010	23,726	37,736	35,379
Printing, postage and stationery	4	384	388	269
Accountancy	-	480	480	480
Travel and telephone expense	176	2,557	2,733	3,190
Boarding and fostering	1,164	6,696	7,860	7,842
Branch contribution	-	3,000	3,000	4,000
Insurance	-	541	541	535
Bank Charges	-	15	15	-
Sundry expenses	-	293	293	55
Change in value of investment	-	-	-	1,097
	<u>15,354</u>	<u>37,692</u>	<u>53,046</u>	<u>52,847</u>



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## **READING WITH OXON BORDER BRANCH**

(Registered Charity No. 251482)

### **ANNUAL REPORT 2016**

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<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b> <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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The front cover shows Yan & Bailey who came into our care as a bonded pair, having been companions for some years, and are looking for a new home together.

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Thanks to all those who contributed to this Report.

WE ARE A CHARITY REGISTERED IN ENGLAND & WALES.

CHARITY NUMBER 251482.



<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b> <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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### CHAIR'S REPORT

It has been another productive year for the Branch - many cats and rabbits have been rehomed and a lot of welfare assistance has been given.

We have all been busy fundraising throughout the year to fund our activities. I held another car boot sale - selling lots of things after a clear-out at home and also some more of the books and items we have been storing in our lock-up. This is now at Safestore in Cow Lane, Reading and sincere thanks go to them for donating this facility to the branch - it is invaluable.

Our fundraising through [www.easyfundraising.org.uk](http://www.easyfundraising.org.uk) is working really well - this is a way that people can raise funds when they shop online without having to do anything and it doesn't cost them a bean! You just enter your details on the website once and select our branch as your nominated charity and then whenever you shop online, if the retailer is a donator, a proportion of your spend is made automatically. We have already raised over £1000 without doing anything! PLEASE CAN YOU SIGN UP AND HELP US RAISE MORE FUNDS!!

Steve was able to secure a grant from regional funds to add to our welfare budget to assist with local bull breed neutering - these will be used from the start of 2017.

Unfortunately our dog co-ordinator, Di Frith, resigned in August and we are still looking for someone to take her place. So for now we are not able to rehome dogs in the area. We are also short of people to foster the dogs - so if anyone wants to volunteer for either role please do get in touch.

We held another raffle this year which raised over £700 and we had the draw at our Volunteers Evening in December. This was again held at the Grosvenor pub in Caversham. This year the prize was for the best Christmas headgear and it went to one of our volunteers who had a dancing hat!!

Well done and thanks to all our volunteers and supporters throughout the year. We couldn't do all that we do without your help. Here's to another busy year in 2017!

**Jo Martin**  
**Chair**

<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b>  <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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## REFERENCE AND ADMINISTRATIVE DETAILS

Charity Number: 251482

Trustees:

- Ms J Martin – Chair
- Mrs S Ayers – Treasurer, Joint Rabbit Rehoming & Fostering  
Co-ordinator, Joint Welfare Officer
- Mr S Ayers – Secretary, Joint Rabbit Rehoming & Fostering  
Co-ordinator, Joint Welfare Officer
- Mrs L Mills
- Mrs R J Griffiths (Jan to May)
- Mrs M Ivey-Michie – Fund-raising Co-ordinator (Jan to May),  
Volunteer Co-ordinator (Aug to Dec)
- Ms B Higgins – Volunteer Co-ordinator (Jun to Aug)
- Mrs H West – Joint Cat Rehoming Co-ordinator, Cat Fostering, Guinea  
Pig Fostering
- Ms H Peace – Joint Cat Rehoming Co-ordinator, Cat Fostering,  
General Enquiries
- Ms P Garden – Fund-Raising Co-ordinator (May to Dec)
- Mrs D Frith - Dog Re-homing Co-ordinator (Jan to Aug)
- Ms J Rainey – Minutes Secretary

Principal Address: PO Box 8184  
Reading  
RG6 9PS

Auditors: John Turner FCA  
Chartered Accountant  
400 Thames Valley Park Drive  
Thames Valley Park  
Reading  
Berkshire  
RG6 1PT

Bankers: CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

Lloyds TSB  
1-2 Market Place  
Reading  
Berkshire  
RG1 2EQ

# **RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016**

## **RSPCA READING WITH BERKS & OXON BORDER BRANCH**

### **REPORT OF THE BRANCH**

#### **FOR THE YEAR ENDED 31 DECEMBER 2016**

The branch present their annual report for the year ended 31 December 2016 under the Charities Act 2012, together with the financial statements for the year, and confirm that the latter comply with the requirements of the Act, the Trust Deed and the Charities SORP (FRS 102).

#### **Structure, Governance and Management**

##### **Governing document**

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A committee of Trustees, elected at the AGM governs the branch. All trustees are briefed on their responsibilities as trustees prior to their acceptance of the role. The trustees hold monthly meetings at which decisions are made.

##### **Risk policy**

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

- loss of reputation through error or fraud
- loss of income through error or fraud
- insufficient funds to cover the costs of animal welfare activities
- loss of income through poor investment performance
- insufficient volunteers for fundraising activities
- insufficient trustees for the branch to continue

##### **Objectives and activities**

The objects of the branch are to promote the work and objects of the National Society of the RSPCA with particular reference to the area of the branch.

The key aim is to find suitable new homes for as many animals as possible, and to provide proper care for those who have been mistreated or abandoned.

#### **Achievements and performance**

##### **Financial review**

The total incoming resources for the year amounted to £95,592 (2015 £60,060). Expenditure in the year amounted to £53,046 (2015 £52,847). Unrestricted reserves increased in the year from £208,559 to £246,709.

##### **Investment policy**

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- that the remainder of investments should continue to be held in the M & G ChariBond and ChariFund.

# **RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016**

The trustees recognise that this policy should be reviewed on an annual basis following the finalisation of the accounts for the previous year.

## **Reserves policy**

The branch holds reserves in order that levels of service provided for animal welfare may be maintained should there be a reduction in incoming resources.

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The branch had unrestricted reserves of £246,709 as at 31 December 2016 represented by net assets of that amount. £2,000 of the reserves has been designated for improvements to fostering facilities and service for cats, dogs and rabbits together with the improvement of the branch infrastructure. Such reserves, after deduction of the designated funds, represent 465.1% of one year's expenditure based on gross expenditure levels in 2016.

It is the opinion of the Trustees that the existing reserves are sufficient to meet any reduction in incoming resources.

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The Charities Act 2011 requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for the year. In preparing these financial statements, the trustees are required to:

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Approved by the trustees on 24 April 2017 signed on its behalf by:

.....  
Mrs S E Ayers  
Trustee

# RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

## PUBLIC BENEFIT

### OBJECTS & PUBLIC BENEFIT STATEMENT

The RSPCA Reading With Oxon Border Branch is an unincorporated charitable association and a separately registered branch of the Royal Society for the Prevention of Cruelty to Animals (the Society), carrying out its direct animal welfare work in the areas of Reading and the surrounding area .

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

The trustees have reviewed the outcomes and achievements of our objectives and activities for the year, to ensure they remain focused on our charitable aims, and continue to deliver benefits to the public. **We have complied with the duty under the Charities Act 2006 to have due regard to public benefit guidance published by the Commission.**

### ADVANCEMENT OF ANIMAL WELFARE

Under the Charities Act 2006, the advancement of animal welfare is recognised as a distinct statutory charitable purpose. This legislation and the Animal Welfare Act of the same year indicate an acceptance by society that treating living creatures with compassion has a moral benefit for the public as a whole. Whilst this public benefit is clear, it is sometimes difficult to quantify and must be balanced against any detriment.

The Branch's animal welfare work, although local in nature, benefits society at large, and also aims to help people in need with the care of their animals. The next section of this report highlights the Branch's main activities and demonstrates the benefit provided to the public. All our charitable activities, as described in more detail in the following pages of this report, focus on promoting kindness and preventing or suppressing cruelty to animals and are undertaken to further these purposes for the public benefit.

## CHARITABLE ACTIVITIES PURSUED FOR THE PUBLIC BENEFIT

*We support our local Inspector[s] by taking in, free of charge, mistreated or abandoned animals, including pets whose owners suffer ill health or financial difficulties or pass away. The Society's Inspectorate (as well as providing education, information and advice) rescues animals in distress and enforces laws against the cruel mistreatment of animals in England and Wales by bringing prosecutions. This work is key to 'the prevention or suppression of cruelty' part of the RSPCA objects, and promotes humane sentiments towards animals which involves moral benefit to humankind as a whole.*

*We provide subsidised veterinary treatment for animals which are sick or injured and belong to local people on low incomes. We do this through a voucher scheme. This work benefits those on means tested benefits by giving them financial help to obtain care for companion animals in need of veterinary treatment.*

*We provide subsidised neutering of companion animals for those in the Branch area on low incomes. We do this by a voucher scheme. We also provide a free neutering scheme for bull-breeds via the local Inspectors. This work helps to control dog/cat populations through neutering and benefits those on means tested benefits by giving them financial help to neuter and microchip companion animals, thereby promoting responsible pet ownership.*

**RSPCA READING WITH OXON BORDER BRANCH  
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*Animals in our care receive veterinary treatment, vaccination, neutering, micro-chipping and are assessed for rehoming.* This work helps to control the incidence and spread of disease and suffering through vaccination and neutering.

*We re-home animals in need at low cost to people willing and able to have a companion animal.* Whilst we recognise that companion animals provide measurable benefits to people's physical and mental health, we consider the provision of pets as subsidiary to the main charitable aim of this service, which is to reduce animal suffering. Our policy to charge a reasonable adoption fee for animals aims to highlight the ongoing personal and financial commitment of pet ownership. It would not be in the best interests of animals, and therefore would fall outside our objects, to rehome to those who could not afford them.

We take in, free of charge, lost animals. This work benefits our local community (including local authorities) by preventing animals straying and posing a risk to themselves and to people through road traffic accidents.

*We respond to enquiries (both direct and via the Society's national call centre) from the public about animals locally. The public benefits from knowing that we can intervene to assist animals in need.*

We offer free animal care advice by giving appropriate information to adopters and responding to enquiries from the public. The public benefits through the promotion of responsible pet ownership.

*Within the terms of our governing document, we support the National Society.*

*We provide volunteering opportunities for those who wish to support our work, including trusteeship, fostering and fundraising. This benefits local people and companies by providing the possibility of doing work which is compassionate and rewarding.*



*Polly, signed over from a multi-cat household and rehomed by the Branch*

**RSPCA READING WITH OXON BORDER BRANCH  
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**SECRETARY'S REPORT**

A new experience for me for 2016 was to attend a South Central Board Meeting in September. My prime objective was to present a financial business case to secure funding to extend our neutering scheme. Our proposal was to ring fence £5k of Branch funds and we were asking for matching funds from the Board. The Board was extremely understanding, so much so that they provided the full cost of our scheme thus allowing us to maintain the level of our general Welfare support. We are very grateful to all the groups that comprise the South Central region for their support. It was interesting to hear how each Branch approached its workload and it was surprising how the activities vary in terms of volume and type.

**Summary of Animal Welfare Achievements (SAWA)**

As the name implies this gives an overview of our non-financial performance in terms of, in our case, the volume of animals that have been taken into our care or that we have financially supported.

**2016 SAWA Highlights:**

	Dog	Cat	Rabbit	Guinea pig /other	TOTAL
Animals taken into care	14	173	53	14	254
Animals rehomed	10	69	50	3	132
Microchipped	-	78	35	-	113
Foster animals neutered	-	75	30	-	105
Welfare neutering vouchers issued	70	-	4	-	74
Welfare assistance vouchers issued	205	77	1	4	287

My thanks to everyone who has sent me their SAWA information in a timely manner.

Once again I would also like to recognise Jean Rainey's efforts as Minutes Secretary and for compiling the 2016 annual report

**Steve Ayers**  
**Branch Secretary**

# RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

## WELFARE ASSISTANCE

It has been another busy year, with requests for assistance with vet consultations and neutering at similar levels to 2015. Total assistance given in the year was £17,536 (2015 £18,246). This is made up of £11,626 consultations and general welfare and £5,911 neutering scheme. The total number of vouchers issued was 361, split 287 welfare and 74 neutering (2015 349).

### Consultations/General Welfare

The Branch was able to help with 287 requests for welfare assistance from members of the public. As at mid-March 2017, 229 (80%) of vouchers issued were redeemed, compared to 89% in 2015.

Below is further analysis of welfare assistance:

	Issued	Redeemed	% redemption	av cost (redeemed)
Consultation	181	135	75%	£37
Donation for further treatment	86	74	86%	£73
Euthanasia	20	20	100%	£66
<b>Total</b>	<b>287</b>	229	80%	£51

	Issued	Redeemed	% redemption	av cost (redeemed)
Dog	205	165	80%	£53
Cat	77	61	79%	£46
Other Small Animals	5	3	60%	£23
<b>Total</b>	<b>287</b>	229	80%	£51

### Neutering Scheme

74 vouchers were issued (37 Bull Breed vouchers and 37 other breeds). All were for dogs, except for 4 rabbits. There were 45 spay and 29 castrate vouchers issued. As at the mid-March 2017, 45 (61%) of the 74 vouchers had been redeemed. This is a lower redemption rate compared to 2015. We are looking at ways to follow up when vouchers are not redeemed to understand the reasons for this so that we can ensure vouchers are only issued to owners who intend to use them.



## RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

A further analysis of the 37 'other' neutering vouchers shows that in 6 instances (16%), the Branch was able to combine the voucher with a donation towards other emergency procedures. These were:-

3 dog pyometra - these were life threatening cases

2 neuterings + lump removal

1 neuter + emergency dental work

The Branch continued to extend its neutering scheme and offer vouchers covering 100% of the cost for all other breeds of dog.

We are grateful to the following vets for offering special neutering rates -  
Shinfield Road, Active Vetcare (all 3 branches in Reading), Castle, Easipetcare,  
Medivet Overdown Road (formerly Furry Friends).

**Steve & Sandra Ayers**  
**Welfare Assistance**



*A boxful of Guinea Pigs..... taken in by the Branch and  
looking for new homes*

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## **VOLUNTEERS REPORT**

Recruitment of new volunteers to the Branch has never been an easy task, this year has seen several new people step forward to help with fundraising and fostering which is always encouraging, unfortunately other volunteers have left the Branch or Branch area which has evened our numbers out.

My focus as a volunteer has always been on fundraising and recruiting new volunteers to the Branch to help in this area. It is one area where we do struggle to recruit new people as our majority of enquiries regarding volunteering focus on wanting hands on voluntary work with the animals we foster. Unfortunately, due to the setup of the Branch and as we do not have an animal centre this type of voluntary work is not possible and potential volunteers are then lost.

At the moment, we have a small but reliable volunteer base who fortunately for us are very happy to help with fundraising activities and other needs throughout the Branch. It would be great to look to increasing the volunteers that do help us as without their help we would no longer be able to survive as a Branch.

2016 brought our regular street collections, fayres and Christmas raffle. Our now annual Christmas volunteer get together is a fantastic way to say thank you to all the amazing people who volunteer and generously give their time throughout our branch, not just through fundraising but our fosterers, vets, home checkers and trustees and members.

Ideally it would be great to find the resources and help to focus on the recruitment of volunteers for the Branch. With the focus on social media being so strong at the moment it would be an ideal platform to seek help going forwards. Hopefully 2017 will prove more fruitful in this area as it would be great to welcome more and more people to the Branch and to become involved in the valuable work with do for the animals in our area. If you are reading and think you would love to help in some way please do get in touch - we would love to hear from you!

**Mel Ivey-Michie**  
**Volunteer Co-ordinator**

## CAT RE-HOMING

2016 saw a difficult start to the year with a multi-cat household of 34 cats who were all cat flu carriers. We successfully removed 30 cats (including kittens) and rehomed 29. One kitten, Mr Busy was critically ill at only 4 weeks old when he came into our care. Unfortunately after 8 months and extensive veterinary



treatment we had to say goodbye to him. After such a tragic start to his life it was heart breaking not to be able to save him. Handsome Prince who came from this house had serious tail trauma and unfortunately his tail had to be removed but he didn't seem to miss it and now lives in a wonderful home.

*Prince*

We cared for 184 cats during 2016 and rehomed 69. In 2016, the rehoming centres were able to take more cats from us throughout the year so we transferred 95 cats. This reduced the time cats spent in private boarding and enabled them to be rehomed more quickly. 13 cats were put to sleep due to FIV/FELV or critical illness.

With so many cats to care for we had some interesting stories throughout the year:

Sparky became a TV/Radio celebrity after travelling in a car engine from London to Reading. With no microchip it was a miracle that he was re-united with his family. A kind member of the public went to the aid of a gentleman who had broken down in his removal van and was seen poking in the engine compartment. Much to his surprise there was a cat stuck, so he rescued him and took him home. If Sparky had escaped from the car engine and disappeared we would never have known he had travelled from London. The RSPCA were then contacted and Sparky came



*Sparky*



## RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

into our care. Press releases were issued and through the power of Facebook his owners were located. There were interviews on Radio Berkshire and even Canadian radio who found out about the story and then the big re-unite was broadcast on the ITV Saturday news.



*Kiwi*

A very rewarding rescue was of a stray with her 4 week old kittens including Kiwi the kitten. Kiwi needed urgent treatment as she had a ruptured eye ball and was very subdued. Within 24 hours of the eye removal operation Kiwi was a little live wire. She recovered incredibly quickly and was rehabilitated by Helena, a Cat Co-ordinator. A couple of years ago we rehomed a one eyed tabby kitten to a wonderful family and when they heard about poor Kiwi there was only one home for her. She went to live with another partner in crime and has grown into the most beautiful young lady.

Zig and Zag were two semi-feral 7 week old kittens who had done an amazing job surviving in the Winter at such a young age. They were both quite timid until one day Zig (now Puss) decided that humans were actually OK and it was nice to have lots of cuddles. She is now living a very privileged life with a lovely retired couple.

*Puss*



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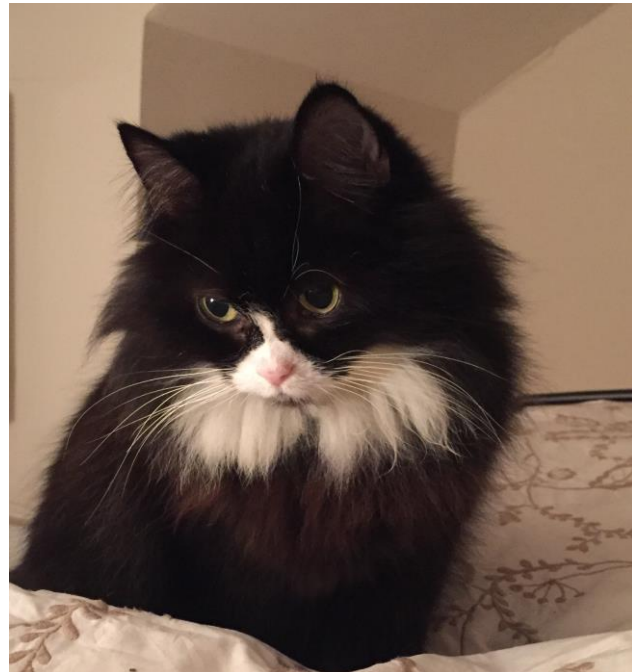


*Donnie & Hilda*

Donald and Hillary (guess that it was US election time!!) were two kittens who were rescued from a recycling plant. Poor Donald was in a bad way, all of the skin from his tail was missing and he was in terrible pain. His tail was immediately removed which was very delicate surgery at only 5 weeks old. Hillary did a great job of

looking after him and he bounced back very quickly. They now live with a wonderful family in a lovely rural location and are called "Donnie and Hilda"!!

We have to make a special mention about Jessie. She came into our care in June 2015 as a stray with very poor health. She suffers from immune issues and allergies which cause her skin to flare and she can get chronic ear infections. A few times it has been touch and go but in February 2016, Helena adopted her and she has finally stabilised. She is on lifelong medication but is living a charmed life and brings a lot of pleasure to everyone who meets her.



*Jessie*

Special thanks always goes to the volunteers and vets who support us throughout the year. They do an amazing job for so many cats in need.

**Helena Peace/Heather West  
Cat Rehoming Co-ordinators**



## RABBIT RE-HOMING & FOSTERING



2016 was another eventful, busy and very rewarding year for the rabbit fostering team. We rehomed 50 rabbits, 46 of these were single bunnies that we bonded with owners' existing, neutered rabbits. As each bonding takes at least a week, we were busy for most of the year with bunnies checking in & out of the bunny moon suite. The bonding videos on our Facebook page are always popular. We bonded 2 trios - one of them was successful, but sadly, the other one did not last. We don't bond many trios or larger groups as they are often difficult as bunny dominance, social structure, hierarchy etc is complex once you go above two (i.e. neutered male/neutered female).



*Merlin & Arthur*



*Rudy & Holly - they have a healthy hay-rich diet*

We are aware of the complex need of rabbits, particularly single ones as they do miss the companionship of another bunny. With our long-term rabbits, we aim to bond them as soon as possible, but sometimes it can be a long wait to find the right match. However, once we see the bunnies with their new companion, we realise it was worth waiting for.

## RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

To reduce boredom, particularly during the winter months & for single rabbits, we try to improve their set up to make it more interesting for them. This is



*Indy & Anna using their dog basket*

referred to as habitat enrichment. It can be simple and inexpensive to achieve. Rabbits require a high fibre diet - the majority of their diet should therefore consist of good quality hay along with fresh or dried grass. So, we ensure that all our rabbits have a large supply of good quality hay. When in the runs outside, we put the hay in plastic dog baskets. These are easy to keep clean and also ensure that the hay stays dry and fresh.

Habitat enrichment can also be achieved by putting hay in cardboard tubes (eg toilet rolls, kitchen rolls etc) or cardboard egg boxes. The bunnies enjoy chewing them up and they are easy to replace. We also provide apple twigs and willow tunnels, tubes etc.

On Christmas Day 2016, all bunnies were given a grassy hideaway box. They were used and eaten by all the bunnies. These boxes have two holes in them because bunnies like a box which has an entrance and an exit. However, most of them soon had holes in all 4 sides, and the bottom and the lid! They were so popular with the bunnies, that most of them require weekly repairs i.e. we have to keep tying them back together with string only to see the bunnies demolish them almost immediately!

During the year we faced the bewildering case of Chesney. He arrived with us in mid-April with a history of - putting it succinctly - a wet bum! For a while he seemed OK but then started to show symptoms, in fact he would be soaked. Sally vet undertook many and varied tests although nothing pointed towards a diagnosis. Eventually it was decided to refer Chesney, and we chose Ivan Crotaz a local "bunny expert". Ivan reviewed the x-rays previously taken and then undertook a physical examination plus observations on Chesney's posture and hopping. His conclusion . . . Sally has been very thorough and he did not recommend any further tests. We came to a joint impression that this might be a behavioural rather than a physical issue. Firstly we tried additional enrichment with differing levels connected by ramps plus more simple toys and feeding tubes. This had no improvement. Next we moved his run to be alongside a single female thus giving him companionship - again no improvement. As an almost last-ditch

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attempt to improve his condition we brought Chesney indoors to a warmer environment. The result is that he became drier almost immediately and remained dry for several months. We are planning to bond him with one of our long-term female rabbits, but need to be sure this is the best thing for him before attempting the bond. For a small rabbit, Chesney has made a big impression at the rescue!

### *Waffle & Biscuit*

Last, but not least, we would like to thank our wonderful team of supporters. Particular thanks to Claire Perks for carrying out home visits at the beginning of the year, until she moved away from the Reading area. Claire has been a great supporter of the rabbit rescue and she is missed by the rest of the team.



### *Still with us - Bear & Esme ☺*

Thanks also for the continued support and invaluable bunny knowledge from Nicola Clements and Sandie Burton and to Nicola for taking on home visits from Claire. Thanks also to Penny Garden who helps with the rabbits and also livens up the rescue whenever she visits! Once again, Rob & Jessie Platt looked after the rabbits when we went on holiday, which gives us peace of mind whilst we are away.

We have also recently found a volunteer who likes taking photos of the rabbits, so thanks to Cheryl Keates for all of the brilliant photos in this article, except for the one of Rudy & Holly which was supplied by their owners.

**Steve & Sandra Ayers**  
**Rabbit Rehoming Coordinators**

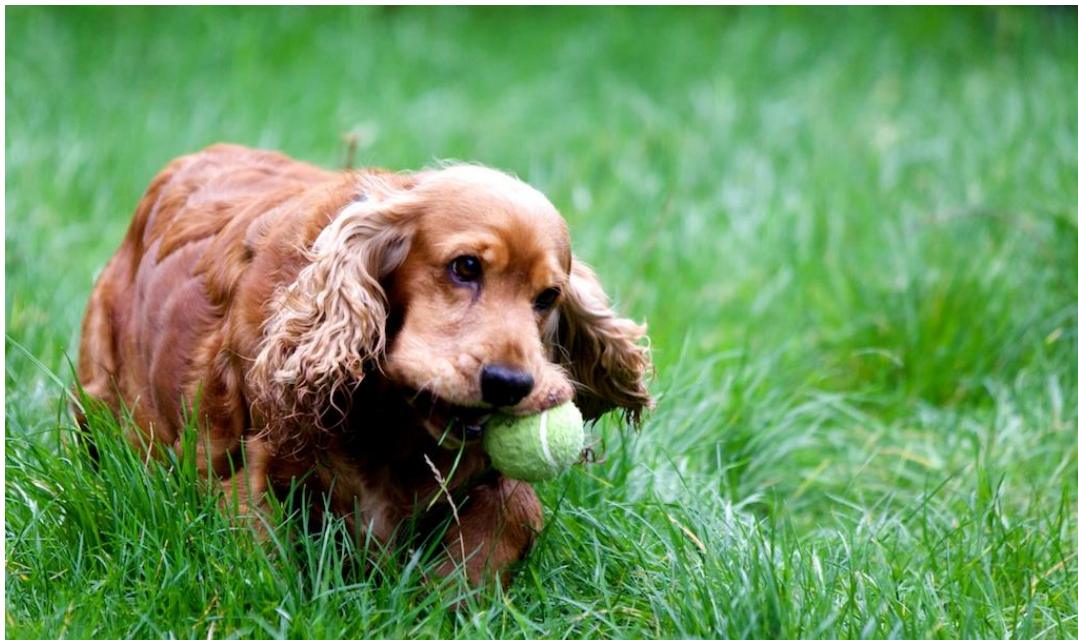


## RE-HOMING DOGS

Our Dog Re-homing Co-ordinator had a busy few months up until August when she resigned and moved a total of 15 dogs through the Branch. The majority of these were rehomed to members of the public and some were transferred to other RSPCA re-homing centres.

We are still looking for a replacement so if anyone has the time to dedicate to this role, please get in touch.

**Jo Martin**  
**Chair**



*Goldie, the Cocker Spaniel, who came into the Branch's care in 2015 and was rehomed in January 2016, now living happily in her new home in Tavistock*

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**ANNUAL GENERAL MEETING**

Minutes of Annual General Meeting held at the Reading International Solidarity Centre, London Street, Reading on May 16<sup>th</sup> 2016.

Present:	Ms Jo Martin	Chair
	Mr Steve Ayers	Secretary/Joint Welfare Officer/Joint Rabbit Rehoming Co-ordinator
	Mrs Sandra Ayers	Treasurer/Joint Welfare Officer/Joint Rabbit Rehoming Co-ordinator
	Mrs Lindsay Mills	Committee Member
	Mrs R Jane Griffiths	Committee Member
	Ms Helena Peace	Joint Cat Rehoming Co-ordinator/Cat Fosterer
	Mrs Dianne Frith	Dog Rehoming Co-ordinator
	Ms Penny Garden	Volunteer
	Ms Jean Rainey	Minutes Secretary
	Ms Lorraine Cooke	Branch Support Specialist
	Inspector Sandy Barlow	

**1. Chair's Welcome**

1.1 Jo Martin welcomed everyone to the AGM and thanked them all for coming.

**2. Apologies for Absence**

2.1 Apologies were received from Mrs Heather West (Joint Cat Rehoming Co-ordinator/Cat Fosterer/Guinea Pigs), Mrs Mel Ivey-Michie (Volunteers & Fund-Raising Co-ordinator), Branch members Mrs Tracey Joy, Ms Bronwyn Higgins, Mr Andrew Ball & Mrs Jean Terry, Chief Inspector John Harrod and Inspector Derek Wilkins.

**3. Minutes of Previous AGM**

3.1 The minutes of the AGM of 18<sup>th</sup> May 2015 were agreed unanimously. There were no matters arising from the minutes.

**4. Accounts for Last Financial Year**

4.1 Sandra Ayers, the Treasurer, gave an overview of the accounts and the Branch financial position. She commented that our reserves had increased by £7.2k to £220.8k (£213.6k in 2014). The majority of our expenditure (67% or £37.5k) was on veterinary fees, divided equally between Welfare and the Rehoming schemes. Our overheads were the PO Box, travel and mobile telephones together totalling 6% of spend. The National Door-to-Door Collection gave us 34% of our Receipts in 2015 and Fundraising 13%. Sandra thanked the

<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b> <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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Rehoming Co-ordinators for their excellent budget tracking and control, the volunteers for their fundraising efforts and Lorraine for liaising with Newbury for their generous donation to our Bull Breed Neutering scheme.

4.2 Acceptance of the accounts was proposed by Sandra Ayers, seconded by Jo Martin and agreed unanimously.

**5. Appointment of Branch Auditor**

5.1 Sandra Ayers proposed that the current auditor, Mr John Turner, be appointed for the incoming year. This was seconded by Jane Griffiths and agreed unanimously.

**6. Annual Report for 2015**

6.1 Jean Rainey proposed that the Annual Report for 2015 be accepted. This was seconded by Jo Martin and agreed unanimously.

**7. Inspector's Report**

7.1 Inspector Derek Wilkins reported via Inspector Sandy Barlow that he had made 264 confiscations and 206 collections in the Branch area in 2015; 34 cats were taken from one household. He said that staffing levels were still low and likely to worsen. He also mentioned that he was going to run the 2016 Paris marathon for the Branch; the Committee asked Sandy to pass on our thanks to him for this.

7.2 Sandy reported that there had been a lot of people signing over their cats & dogs in 2015 and that Shinfield vets had been brilliant as always and very accommodating. She thanked the Branch, especially the cat team, Di and the rabbit team for all their help and support.

**8. Election of Branch Committee**

8.1 A vote was taken for the election of the Branch Committee. All those nominated were elected.

**9. Consideration of Resolutions**

9.1 No resolutions had been received.

**10 Talk by Lorraine Cooke**

10.1 Lorraine Cooke gave a very interesting talk about her work as a Branch Support Specialist including details of a rehoming centre at Pets at Home in West London of which she was in charge. After the talk the Chair thanked her warmly on behalf of everyone.

<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b> <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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ANNUAL REPORT  
SSW6 GROUP 2015

It is with pleasure that I present the annual report for duties carried out within SSW6 group during 2016.

Unlike previous years, we have managed to keep all the staff we started with. However, Inspector Will Hendry has reduced his hours to 50% i.e 17.5 hours per week from the middle of summer. Inspector Derek Wilkins has also taken the flexible retirement option and goes part time from January 2017.

Despite the reduction in staffing levels, we have managed to do more work than last year! In 2015 we investigated 2,742 complaints, this increased to 3,020 in 2016. Our collection stats have also increased up to 3,085 incidents from 3,018 the previous year. Most of the complaints investigated resulted in general advice being given, we recorded 710 instances of standards falling short of what is required but which could easily be rectified. 27 incidents were more serious and required warning notices to be issued. The owner is warned that if the required improvements aren't made, then we may well consider a prosecution.

The number of cases we had to report to H.Q for prosecution has dropped to the lowest in my 18 years as Chief Inspector. We reported 13 cases in 2016 in stark contrast to the 28 cases in 2014. Of those cases, some resulted in no proceedings being taken despite the best efforts of the investigating officer. The most common reasons being insufficient veterinary evidence and cases not being in the public interest.

Three cases resulted in adult written cautions being administered.:

A Woolhampton couple accepted a caution after we removed two cats from disgusting flea infested conditions. Two mummified kittens were also removed, but no cause of death could be established. This case was jointly investigated by Inspector Barlow and Inspector Edwards.

A Basingstoke mother accepted a caution after Inspector Barlow removed an emaciated Staffordshire Bull Terrier left abandoned at the woman's house. The lady had been forced to leave the house with her two children due to domestic violence issues. Fear of further abuse prevented her from returning often enough to care for the dog properly. Thankfully the dog was signed over, made a full recovery and has been happily rehomed.

## RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

An Amesbury couple accepted a caution for failing to seek veterinary attention to their cat which had a badly injured tail which was subsequently amputated. This case was investigated by Inspector Hendry.

Two cases have appeared in court and not guilty pleas entered, the trials will take place in 2017.

Three cases were concluded:

A Stanford-in-the-Vale woman investigated by Inspector Chrisp, was given a lifetime ban on owning horses after pleading guilty to causing a young horse to suffer by not providing an adequate diet, not treating a lice infestation, a worm infestation and failing to provide adequate hoof care causing an infection and infestation of maggots. The horse was treated at an equine veterinary hospital but sadly died. The woman also received a community service order and costs.

A Maidenhead woman was banned from keeping all animals for 3 years after beating her Staffordshire Bull Terrier. Costs to the Society and a community sentence were also imposed in this case taken by Inspector Wilkins.

A Kingsclere couple pleaded guilty to causing unnecessary suffering to two Husky puppies and failing to meet the needs of a Husky dog all of which had long term skin conditions. Both were fined £120 with £75 costs in this case investigated by Inspector Edwards.

As you all know from the monthly Branch reports, much of our work involves collecting and rescuing a variety of animals in all sorts of predicaments. The pike in the bike, a stray giant African land snail and several iguanas top the list of more exotic types. It is just as well that ACO Phil Hamilton is in our group as being deputy national exotics co-ordinator gives us a wealth of knowledge and experience.

Many of our rescues are of trapped or injured deer, this is a typical example of one rescued and released by Inspector Wilkins.



**RSPCA READING WITH OXON BORDER BRANCH  
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Some of our rescues are messy especially pigeons stuck up chimneys !!

Finally, and this time I really mean finally as I take early retirement after 37 years service on 7th February!, may I take this opportunity to thank everyone who has assisted us in our duties, the emergency services, veterinary profession and animal centre staff are top of the list of those who get paid for their efforts.

As always, we reserve our deepest gratitude to the hundreds of Branch volunteers who dedicate countless hours of their own time to help animals in need. Keep up the good work in these ever very difficult times.

**John Harrod**  
**Chief Inspector SSW6**

**Lee Hopgood MBE**  
**Operational Superintendent, South West**



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## **FUNDRAISING CO-ORDINATOR'S REPORT**

During the course of 2016 I took over the role of Fundraising Co-ordinator from Mel Ivey-Michie who is now focusing solely on Volunteer Co-ordination.

The primary source of fundraising income this financial year has been raised from street collections, however income from street collections in 2016 was down compared to the previous year and therefore after careful consideration the trustees have agreed it would be a more effective use of resources to cease collections at the locations where historically donations raised have been lower (as a result of lower footfall) and substitute those for additional dates in Reading and Caversham. So far this has proved a sensible approach with the new Reading date in February 2017 raising over £400.

We once again attend the Woodley Christmas Fayre and ran a Tombola. This raised £268.28 which is a slight reduction against the previous year but to be expected given the inclement weather.

We also organised a raffle just before Christmas this year. We were fortunate to have a fantastic range of prizes donated to the charity for this raffle and it raised £727. One of the prizes was then re-donated to the charity by the winner and auctioned off to staff at Field Seymour Parkes in a silent raffle in February 2017 raising a further £50.

Tom Maple kindly donated 50% of the profits from the sale of his 2017 landscape photography calendars to the charity raising £100.

We joined the EasyFundraising scheme in 2016 which resulted in donations of nearly £1,000 raised simply as a result of members shopping online.

(<https://www.easyfundraising.org.uk/causes/rspcareadingoxonborder/>).

This is a very easy way for supporters to raise money for the charity and we will seek to continue to raise the profile of this way to fundraise in the coming financial year.

**Penelope Garden**  
**Fund-raising Co-ordinator**

# RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF RSPCA READING WITH BERKS & OXON BORDER BRANCH

#### FOR THE YEAR ENDED 31 DECEMBER 2016

I report on the accounts which are set out on pages 5 to 11

#### **Respective responsibilities of the branch and examiner**

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

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

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity 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 statement below.

#### **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:

a. to keep accounting records in accordance with section 130 of the 2011 Act; and

b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which in my opinion, attention should be drawn in order to enable an understanding of the accounts to be reached.



.....

Dated: 24 April 2017

**John Turner FCA**

Chartered Accountant

400 Thames Valley Park Drive

Thames Valley Park

Reading

Berkshire

RG6 1PT



<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b>  <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**BALANCE SHEET**

**AT 31 DECEMBER 2016**

	Note	£	2016 £	£	2015 £
<b>Tangible fixed assets</b>					
Tangible assets	2		-		-
Investments			189,749		177,339
			<u>189,749</u>		<u>177,339</u>
<b>Current assets</b>					
Bank Accounts		82,025		55,152	
Debtors		2,884		-	
		<u>84,909</u>		<u>55,152</u>	
<b>Creditors</b>					
Amounts falling due within one year	3	11,326		11,705	
		<u>11,326</u>		<u>11,705</u>	
<b>Net current assets</b>			73,583		43,447
<b>Total assets less current liabilities</b>			<u>263,332</u>		<u>220,786</u>
<b>Net assets</b>			<u>263,332</u>		<u>220,786</u>
<b>Capital funds</b>					
Endowment funds			189,749		177,339
Restricted Funds			16,623		12,227
Unrestricted funds			56,960		31,220
			<u>263,332</u>		<u>220,786</u>
<b>Total funds</b>			<u>263,332</u>		<u>220,786</u>

Approved by the trustees on 24 April 2017 and signed on its behalf.

.....  
Mrs S E Ayers

The annexed notes form part of these financial statements.

<p align="center"><b>RSPCA READING WITH OXON BORDER BRANCH</b>  <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2016**

	<b>Restricted Funds £</b>	<b>Unrest'd Funds £</b>	<b>Total Funds 2016 £</b>	<b>Total Funds 2015 £</b>
<b>Incoming resources</b>				
Incoming Resources from generated funds:				
Voluntary income	19,750	42,637	62,387	28,824
Activities to generate funds	-	33,205	33,205	31,236
	<u>19,750</u>	<u>75,842</u>	<u>95,592</u>	<u>60,060</u>
<b>Total incoming resources</b>	<u>19,750</u>	<u>75,842</u>	<u>95,592</u>	<u>60,060</u>
<b>Resources expended</b>				
Costs of generating funds	15,354	37,692	53,046	52,847
<b>Total resources expended</b>	<u>15,354</u>	<u>37,692</u>	<u>53,046</u>	<u>52,847</u>
<b>Net movement in funds</b>	4,396	38,150	42,546	7,213
<b>Total funds brought forward</b>	<u>12,227</u>	<u>208,559</u>	<u>220,786</u>	<u>213,573</u>
<b>Total funds carried forward</b>	<u>16,623</u>	<u>246,709</u>	<u>263,332</u>	<u>220,786</u>

Details of Incoming resources and resources used are given in the notes to the financial statements.

<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b>  <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**STATEMENT OF FINANCIAL ACTIVITIES**

**DETAILED ANALYSIS OF MOVEMENTS IN FUNDS**

**FOR THE YEAR ENDED 31 DECEMBER 2016**

	<b>2016</b>		<b>2015</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>General Fund</b>				
Balance B/fwd	31,220		30,137	
Surplus/(Deficit) for the year	38,150		(14)	
	<hr/>		<hr/>	
		69,370		30,123
<b>Restricted Fund</b>				
Balance B/fwd	12,227		5,000	
Surplus/(Deficit) for the year	4,396		7,227	
	<hr/>		<hr/>	
		16,623		12,227
<b>Endowment fund</b>				
Opening balance	177,339		178,436	
	<hr/>		<hr/>	
		177,339		178,436
<b>Total funds at 31 December 2016</b>		<hr/> <hr/>		<hr/> <hr/>
		263,332		220,786

<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b> <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**1. Accounting policies**

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities SORP (FRS 102), applicable UK Accounting Standards and the Charities Act 2011. The principal accounting policies adopted in the preparation of the financial statements are set out below.

**Incoming resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Plant and machinery     - 25% per annum of cost

**Investments**

Investments are stated at their market value at the year end. Income from investments is accounted for on a cash basis.

**Endowment fund**

The endowment fund, which is expendable, is regularly increased by donations from the trustees. The trust deed allows this fund to be expended on the charity's objectives or retained as capital at the trustees' discretion. The income arising from the endowment is unrestricted.

<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b>  <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS** (Continued)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

**2. Tangible fixed assets**

	<b>Plant and Machinery £</b>
Cost:	
At 1 January 2016	18,315
	<hr/>
At 31 December 2016	18,315
	<hr/>
Depreciation:	
At 1 January 2016	18,315
Charge for the year	-
	<hr/>
At 31 December 2016	18,315
	<hr/>
Net book value:	
At 31 December 2016	-
	<hr/> <hr/>
At 31 December 2015	-
	<hr/> <hr/>

**3. Creditors**

Amounts falling due within one year:-

	<b>2016 £</b>	<b>2015 £</b>
Accruals	11,326	11,705
	<hr/>	<hr/>
	11,326	11,705
	<hr/> <hr/>	<hr/> <hr/>

<p style="text-align: center;"><b>RSPCA READING WITH OXON BORDER BRANCH</b>  <b>TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016</b></p>
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**RSPCA READING WITH BERKS & OXON BORDER BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS** (Continued)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

4. **Incoming resources**

	<b>Restricted Funds 2016</b>	<b>Unrest'd Funds 2016 £</b>	<b>Total Funds 2016 £</b>	<b>Total Funds 2015 £</b>
<b>Voluntary Income</b>				
Dividends and interest	-	8,759	8,759	8,694
Increase in value of investments	-	12,410	12,410	-
Donations and legacies	19,750	21,468	41,218	20,130
	<hr/> 19,750	<hr/> 42,637	<hr/> 62,387	<hr/> 28,824
	<hr/>	<hr/>	<hr/>	<hr/>
 <b>Activities for generating funds</b>				
House to house collections	-	22,047	22,047	20,482
Collection boxes	-	278	278	183
Flag days	-	2,600	2,600	2,965
Fund-raising events	-	4,795	4,795	4,848
Subscriptions	-	496	496	549
VAT refunds	-	2,885	2,885	2,003
Other income	-	104	104	206
	<hr/> -	<hr/> 33,205	<hr/> 33,205	<hr/> 31,236
	<hr/>	<hr/>	<hr/>	<hr/>

# RSPCA READING WITH OXON BORDER BRANCH TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2016

## RSPCA READING WITH BERKS & OXON BORDER BRANCH

### NOTES TO THE FINANCIAL STATEMENTS (Continued)

#### FOR THE YEAR ENDED 31 DECEMBER 2016

#### 5. Governance costs

	Restricted Funds 2016	Unrest'd Funds 2016	Total Funds 2016	Total Funds 2015
Veterinary expenses	14,010	23,726	37,736	35,379
Printing, postage and stationery	4	384	388	269
Accountancy	-	480	480	480
Travel and telephone expense	176	2,557	2,733	3,190
Boarding and fostering	1,164	6,696	7,860	7,842
Branch contribution	-	3,000	3,000	4,000
Insurance	-	541	541	535
Bank Charges	-	15	15	-
Sundry expenses	-	293	293	55
Change in value of investment	-	-	-	1,097
	<u>15,354</u>	<u>37,692</u>	<u>53,046</u>	<u>52,847</u>

\*\*\*\*\*



*An inquisitive new arrival on  
the Branch's Guinea Pig re-  
homing scheme*

## LEGACIES AND FLOWERS IN MEMORIAM

This Branch is always very grateful to those people who think of the RSPCA when they make their Wills and to those who, although suffering great distress through bereavement, remember the Society when asking for money to be sent to a charity rather than have flowers sent to mark the passing of those they love.

To anyone wishing to make a legacy to the local Branch, the following wording is respectfully suggested:

"I give the sum of £...(or the item specified) to the Royal Society for the Prevention of Cruelty to Animals, Reading with Oxon Border Branch, PO Box 8184, Reading RG6 9PS (Registered Charity number 251482) for its general purposes, and I declare that the receipt of the Treasurer or other proper officer for the time being of the said charity shall be a full and sufficient discharge for the said legacy."

It is recommended that the preparation of a Will is entrusted to a solicitor.



*Molly & Quigley enjoying a treat of bramble leaves*