



Animals in Distress

(Torbay & Westcountry)

(A Company Limited by Guarantee)

Trustees' Annual Report and Financial Statements

For the year ended 31 December 2017

Registered Charity Number 1105487
Company Number 05171505

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

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ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2017

The Trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 December 2017 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Trustees

R Brand
G Gooding
P Walmsley
G Dix
A Cross
D Turner (Chairman)
P Tucker
A Upton (appointed 29 August 2017)

Company Secretary and Chief Executive

N Thomas

Principal Address and Registered Office

Biltor, Edgelands Lane
Ipplepen
Newton Abbot
TQ12 5UF

Professional Advisers

Auditors	PKF Francis Clark, Torquay
Solicitors	Boyce Hatton LLP, Torquay
Bankers	Lloyds Bank Plc, Paignton

Governing document

Structure, governance and management

Animals in Distress (Torbay and Westcountry) is a company limited by guarantee (company number 5171505) governed by its Memorandum and Articles of Association. It is registered as a charity with the Charity Commission.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Objectives and activities

Animals in Distress exists to alleviate pain, suffering and distress in animals as well as to promote animal welfare practices and responsible pet ownership across Teignbridge, Torbay and South Hams. Furthermore,

We at Animals in Distress undertake to care for and nurture any unwanted domestic pet that is brought to us, providing it is suitable for re-homing and there is accommodation available at the Rescue Centre.

- We will always provide shelter, food, exercise and veterinary care for the animals in our charge.
- We will never put an animal to sleep unless on the advice of our Veterinary Surgeon.
- We will endeavour to find suitable homes for our animals on the basis of a responsible home check or such similar precaution as is deemed necessary.
- We will at all times show respect, understanding and courtesy to our user groups together with an inherent sense of duty and helpfulness.
- We will always uphold the principles and objectives of our Charity and share with others the joy of helping Animals in Distress.

Our care is open to all regardless of an individuals' background or circumstances; the welfare of the animal is the primary concern of the Charity, not where the animal comes from or is going to. This includes the fostering of animals, when an animal has a chronic health issue requiring ongoing veterinary treatment which the Charity pays for, regardless of the individual's financial circumstances. The activities carried out during the course of the year (as set out in the following section) demonstrate the level of Trustee and management commitment in ensuring that the Charity delivers real and tangible benefit to the public in all of its operations and thereby meets the public benefit requirements as set out by the Charity Commission in both spirit and word.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Achievements and Performance

New Fundraising and Communications Team

One major investment for the Charity in 2017 to help achieve its fundraising and communications goals, was to recruit its first dedicated and experienced team to focus on this area. The new team, comprising of a Fundraising and Communications Manager, a Community and Events Fundraiser and a Fundraising and Communications Officer became operational in May. This was an exciting step for the Charity and the team took our fundraising and communications to a new level during the year. There is huge potential to increase income and raise the profile of the Charity with the business community and general public; the team have already made tremendous progress in this respect.

Brand and Identity

Our Charity's brand and identity are crucial to the success of our organisation. With this in mind, the Trustees and the CEO, together with our new Fundraising and Communications team reviewed all aspects of our branding. Branding is more than simply logo design but it does cover the logo, logo variations, logo usage guidelines and examples, avatars (for social media), typography guidelines, colours, graphic elements, etc. As part of rebranding, we decided to redesign our logo as we felt that



the original 'crying dog' logo that the Charity had used for years didn't represent the Charity now. Our new logo represents our Charity much better, conveys a more professional image and important messages all the while being up to date with modern design trends. Our new logo emphasises our organisation's strengths and reflects our core business values. The purpose of a logo is to get instant recognition for an organisation. Essentially, a logo is the 'face' of a business. It was therefore important to ensure the 'face' of our Charity was making a positive impression on the general public, businesses, supporters and donors. We wanted a logo that would be memorable and create an impact which we believe we have created.

Ceasing the Boarding Provision

In the summer of 2017, the Charity ceased its dog boarding provision. We had four licenced boarding kennels at the Rescue Centre that could house up to 5 dogs. The boarding kennel block was simply not of a size to make the service commercially viable and historically it had not provided an income of a level that justified the running cost and staff time that was required. We were able to utilise the boarding kennels in the second half of the year as quieter kennels for more timid dogs on intake or those requiring more focused care. Our plan is to turn the block into the Admissions building for the Rabbit and Guinea Pig Department during 2018.

Mars Petcare Brighter Futures Grant Award

In April, we were very pleased to be a grant winner at the Association of Dogs and Cats Homes Conference in Birmingham. We received £5k from Mars Petcare / Whiskas towards funding the much needed cattery heating that we wanted to install. We always thought that our application stood a good chance of success as the heating project fitted their criteria purrfectly (excuse the pun!) and was initially costed at just over £5k. The award was great news and meant that we could push ahead with installing the heating solution before the winter.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Financial Stability

We have worked very hard over the last couple of years through various measures, to reverse a declining income and reduce our expenditure. At the end of 2015, the Charity had an operating deficit of -£499k but in just two years, through the hard work of the Trustees, our CEO, staff and volunteers, we have turned a deficit into a surplus of £167k at the end 2017. We were fortunate to have had a buoyant year for legacies, which remain an important income source for the Charity and they certainly helped in achieving the surplus. In addition, we are seeing the great benefit of the various cost-saving measures we have implemented over the last couple of years. This, together with the work of our Retail and Fundraising Departments, meant we ended 2017 in a strong financial position and firmly on the path to long-term sustainability.

Health and Safety Review

Every year, over 200 people are killed in accidents at work and over one million people are injured. Over two million suffer illnesses either caused or made worse by their work.

Therefore, preventing accidents and ill health at or by work should be a key priority for everyone at work. At Animals in Distress it remains our aim to have a safe working environment for staff, volunteers and the public, provide health & safety information and training to all staff which helps to:

- Ensure employees are not injured or made ill by the work they do
- Develop a positive health & safety culture, where safe & healthy working becomes second nature
- Manage health and safety better
- Meet our legal duty to protect the health & safety of our employees

In the spring, we employed the services of Jerry Diplock of Diplock Safety & Hygiene Ltd to produce a prioritised action plan and also scoping towards preparing generic and site / activity-specific risk assessments for the shops and the Rescue Centre. Our CEO worked with Mr Diplock to create a revised staff H&S Handbook and organised update training for all of our staff. The training in the autumn contributed towards making our employees competent in health & safety, helped the Charity avoid the distress that accidents and ill health cause and helped avoid the financial costs of accidents & occupational ill health. The law requires that as an employer, we provide whatever information, instruction and training needed to ensure, so far as is reasonably practicable, the health & safety of our employees.

Fire Risk Assessments and Training

During the spring and summer, First4Fire Safety Limited who carry out the checks and servicing of our fire extinguishers at our premises, provided fire safety training for all of our staff. The training enabled staff to have an understanding of fire safety issues, effective evacuation procedures and methods of fire prevention. The training covered the safe use of extinguisher equipment and provided practical experience of dealing with a fire. Our CEO devised a Fire Safety Policy and Fire Emergency Plan for our staff and all of our premises, ensuring that our staff are fully aware of their responsibilities and the procedures to ensure safety remains paramount.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Stabilising Retail Profit

The Charity Shops Survey 2017 revealed that for the first time in 17 years there has been no increase to the overall number of charity shops in the UK. Instead, the charity shops operated by the 76 charities that responded to the survey have opened the exact same number that they have closed. This lack of growth can be attributed to a number of factors, but the main ones are increasing costs and a lack of volunteer hours. We have very much felt the effects of these factors, particular with increased costs, which have impacted on our retail operations.

We have seen a steady increase in business rates over the last few years. We still receive the 80% Mandatory Charitable Rate Relief that the Government give charities, but we no longer receive the 20% discretionary relief that was removed by Teignbridge and South Hams District Councils in April 2016 (Torbay Council did not apply this anyway). We are now paying nearly £16k in business rates that we didn't have to pay out for 2 years ago.

As well as increasing costs, there has been a significant drop in the number of volunteers. The survey showed that average volunteer levels are at their lowest level for five years with 3.45% less volunteering than the previous year. Plus, the number of hours per volunteer has also decreased. This can be attributed in part to rising employment following the recession in 2008, so there are just less people out there with the time available to do voluntary work.

We have looked to combat increased costs through the implementation of various cost-saving measures over the last couple of years. This has included our CEO having discussions with our shop landlords, which has resulted in rent reductions or no increases at rent reviews at many of our premises. Although retail income was down £32k compared with the previous year, we reduced our retail costs by over £38k which meant overall profit was actually up. Given what a difficult trading year it was for the retail sector, we were pleased to have had another successful year for our shops.

The Charity's retail operation continues to be a very important part of how the Charity raises funds for its work. In this increasingly challenging market, charity shops are also beginning to offer more than simply being a shop. As we enter 2018, we intend to use the space we have better to promote our charitable causes further and further engage with our local communities to put on events in our shop spaces.

Rescue Centre Improvements

During the year we continued with our rolling programme of improvements to the facilities at our Rescue Centre in Ipplepen. We renovated our Reception to create a more welcoming area for our visitors. In our Special Care Unit and Vet Suite we installed a heat recovery system to reduce condensation and to make the building more comfortable to work in. We upgraded the hot water supply to the kennels so that there was always plenty of hot water available for cleaning etc. We enhanced the lighting in our car park so the area is safer for our staff, volunteers and the public. In the Cattery, thanks to the Mars Whiskas Brighter Futures Grant, we were able to install a heating solution to all of the external pens meaning that our cats were kept warm during the colder months. These are just a few examples of the improvements that we made this year.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Key Statistics

In 2017, we rehomed 581 dogs, cats, rabbits and guinea pigs as well as a parrot which was a decrease of 5.5% compared to the previous year. The number of cats rehomed was broadly in line with last year which once again demonstrates the effectiveness of being able to showcase our cats in the new cattery. Although our dog rehoming decreased during the year, this is in line with a concerning national trend of fewer dogs being offered to rescues due to various reasons including on-line sales. In addition, we continue to be far more selective in our admissions policy and spend more time undertaking behavioral and training work with the dogs whilst in our care. Very few dogs were returned during the year which continues to support the effectiveness of our 'perfect match' policy.

There was a small decrease the number of rabbits and guinea pig numbers that we rehomed during the year which was primarily due to the fact that the department was still recovering from the disease outbreak encountered in the last quarter of 2016. The department was closed for all admissions and rehoming at the start of 2017 which inevitably impacted on our overall rehoming figures.

A continued priority for Animals in Distress is to ensure that all of the animals that arrive at and are cared for at the Rescue Centre are healthy and receive all necessary veterinary care. Combined treatments and operations have increased from 3,289 in 2016 to 3,438 in 2017. This represents nearly a 5% increase in combined treatments costs with associated costs increasing from £75,500 in 2016 to £87,242 in 2017. Whenever possible, the vast majority of treatments and operations were undertaken on site at the Rescue Centre. Total ancillary vet costs (which include lab fees, gas, medication, equipment etc.) reduced from £48,838 in 2016 to £40,850 in 2017. This is primarily due to the discounted vet medicine costs we benefit from by our association with the Vetswest Veterinary Buying Group.

Use of Volunteers

Once again during 2017, Animals in Distress has heavily relied upon the fantastic contribution made by our volunteers. The volunteers contributed at least 25,500 hours to the Charity during 2017 in our shops, at the Rescue Centre, fundraising in the community and in our Head Office. We continue to recognise the hugely valuable part that our volunteers play in making this Charity such a success and we have been able to involve our volunteers much more in other areas of our work such as administration, fundraising and events.

The Charity considers the recruitment of volunteers in the same way as staff and carries out a thorough administrative process in their selection.

Challenges

Social Attitudes

The public's attitude towards charities will continue to play an important role: the days of being seen to be 'good' simply for being a charity are long gone, and people will continue to question charities and their impact more. Charities may not be front page news but we need to constantly think about public perceptions and our relationship with the media, especially in a world of online and immediate news, where the power of social media continues to be on the rise. At Animals in Distress, relevance, transparency, impact and accountability are vital in helping us to run effectively.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

General Data Protection Regulation

In May 2018, Europe's data protection rules will undergo their biggest change in two decades. The new General Data Protection Regulation (GDPR) aims to bring data protection legislation into line with how personal data is used in today's world, and will supersede the Data Protection Act 1998. Part of a wider package of reform that includes the Data Protection Bill, the GDPR sets out the requirements for how organisations will need to handle personal data from 25th May 2018.

It is therefore essential that as an organisation, we plan ahead for the GDPR coming into operation. This includes implementing any new or updated procedures and safeguards required to deal with transparency and individuals' rights provisions to ensure that we are compliant.

Difficult Economic Climate and Futureproofing

It is actually really difficult to futureproof in an ever changing charity landscape. Brexit is coming and 2018 may prove to be the single most important year in terms of the UK negotiating its future with Europe. Though trade talks tend to dominate the headlines, the effects of Brexit will be felt across all industries and the charity and voluntary sector, and therefore communities, will not be left out.

Charities cannot ignore the impact the wider economy is likely to have. Continuing pressure on public finances is likely to be passed on to charities which rely on government contracts or grants. At Animals in Distress we do not receive any government funding, so although we will not be affected by this, there will be an inevitable effect on fundraising as charities struggle to raise money from people as cost-of-living increases put pressure on disposable income.

Plans for Future Periods

Rabbit & Guinea Pig Department Building Alterations

Following the disease issues we experienced in the department in late 2016, it brought home how unsuitable the current building is and the problems that it causes. The ability to deal with an airborne virus without it spreading was virtually impossible due to the open-plan design. The need for a separate admissions area and isolation building was very apparent, as was the need to dispense with the disease harbouring wooden hutches was vital to reduce the risk of disease. The pens need to be closed off and the risk of faecal matter and urine passing from pen to pen needs to be eradicated. The concrete shelves are a hindrance to cleaning and the metalwork including the gates and partitions was impossible to keep clean. The boarding kennels were identified as a possible separate admissions building for rabbits and guinea pigs and an isolation room was kitted out in an attempt to minimise future disease risks.

The Charity has worked with ACD Projects (who produced plans for our future kennel build) during the year to design a renovation to the existing department building to create a more suitable environment for the rabbits and guinea pigs and also to redevelop our existing boarding kennels, turning these into an admissions building where the new intakes can be assessed and cared for before being moved into the main building for rehoming.

Open Paw Programme

Animals in Distress is planning on launching an innovative training and rehabilitation programme in 2018 for the homeless dogs in our care, known as "Open Paw". Open Paw is a programme specifically developed for dogs and cats in rescue centres, designed to provide animals with the enrichment, training and social skills they will need to make them more rehomeable, and to help them successfully settle into life in their new homes.

In addition, it also provides practical hands-on training for staff and volunteers and for prospective and existing pet owners, thus educating local communities on responsible pet ownership and training. Any time within a kennel environment can be very daunting and stressful for a dog and will often manifest itself in the form of unsociable behaviour or withdrawal. This has a negative impact on the dogs' wellbeing, their ability to be rehomed quickly and the ongoing success within their new home.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Animals in Distress has pledged its commitment to becoming a University for Dogs under Open Paw, which will help to prevent these unwanted behaviours and provide enrichment for the dogs in our care. We are aiming to introduce the Open Paw Programme within the kennels at the Rescue Centre during the summer of 2018.

Open Paw has been very successful in the 17 years since it was developed in the USA. The National Animal Welfare Trust (NAWT) has already introduced the scheme in its centres across the UK. There is a lot of evidence to show that, if fully committed to the programme, the benefits can be almost immediate, extensive and wide reaching beyond the Rescue Centre.

It has been shown that the length of stay for a dog in kennels under the Open Paw Programme is reduced to an average of 3-5 weeks. Based on these figures, Animals in Distress would be able to take in and care for 30% more dogs (around 65 a year).

Dogs being cared for under the Open Paw Programme are mentally stimulated so are calmer and happier. Their training provides them with the social skills to settle quickly into their new homes and to become respectable members of society. This in turn will increase the chances of a successful "forever" adoption and reduce the chance of them returning to a rescue centre.

Once fully trained, staff will continue to train volunteers and adopters at the Rescue Centre increasing awareness of good training and responsible dog ownership within the community. The programme would be delivered at the Rescue Centre, through a strict, daily routine, examples of which include staff and volunteers throwing a kibble treat to every dog, every time they pass regardless of the reaction they are getting. This encourages dogs to welcome visitors and staff and see their kennel as a positive place to be. Food is provided in Kongs or puzzle bowls so mealtimes are more mentally stimulating. Regular toilet breaks are taken for the dogs which enables staff or volunteers to either continue the dogs' existing habits or teach them new ones and designated toileting areas are provided and are used before any training.

Each dog's routine is recorded and monitored on a daily basis and training progresses through four levels. Agility training / play is an important part of the Open Paw Programme and will be introduced to every period of exercise outside of the kennel. With this in mind, it is our intention to install an all-weather surface on our agility paddock during 2018 and provide new agility equipment to use.

The Big Bark Kennel Build Fundraising Campaign

We had plans for a new kennel building drawn up by ACD Projects in 2015. This is a build project that we dearly would have wished to have started and progressed in 2017, however, with our focus having been on financial sustainability over the last couple of years, our kennel build plans have been on hold.

As we end 2017, the Charity is in a stronger financial position than it has been for a while and this means that we can focus our attention on fundraising towards eventually delivering on building a brand new state-of-art kennels.

We want to build new kennels to give the animals in our care the very best. The new facilities will have the animals' welfare as the primary focus which includes ensuring their mental state is as calm as possible. The building will be able to house up to 40 dogs and will include facilities for puppies as well as a grooming room. The building will be an environmentally sustainable design and be as staff friendly as possible to enable less time cleaning and more time working with the rescues. The new kennels are desperately needed and will make a huge difference to the rescue work we do.

Fundraising for the new kennels will begin in the autumn of 2018, commencing with The Big Bark Ball. We are aiming high and subject to planning permission, we would like to be in a position to commence building in 2020.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Governance

Structure, Governance and Management

Animals in Distress (Torbay and Westcountry) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 4 July 2004. It is registered as a Charity with the Charity Commission.

There is one class of member. The maximum number of members is 20 or such numbers as the members decide. The first members were the subscribers to the Memorandum; further members are such individuals or organisations as appointed by the Trustees. There are currently seven members, each of whom is liable to contribute £10 in the event of the Charity winding up.

Appointment of Trustees

As set out in the Articles of Association, the first Trustees were the subscribers to the Memorandum. Additional Trustees may be appointed by the Charity in a general meeting or by the other Trustees. A Trustee must be aged 18 or over, must be a member of the Charity and must not be disqualified by virtue of provisions of the Charities or Companies Acts. The number of Trustees may not be less than three, but is not subject to a maximum.

At the annual general meeting, one third of the Trustees must retire. The Trustees to retire shall be those who have been longest in office since their last appointment.

Trustee Induction and Training

New Trustees undergo an induction to brief them on their legal obligations under Charity and Company law, the content of the Memorandum and Articles of Association, the Committee and the decision making process, the business plan and the recent financial performance of the Charity. During their induction, the Trustee will spend time with the Chief Executive and with the Rescue Centre Management in order to familiarise themselves with the day to day running of the Charity. Ongoing training is given as appropriate to their position.

Organisation

The Board of Trustees administers the Charity and meets every three months. A Finance Committee was established by the Board to maintain an overview of and provide advice to it, regarding the financial affairs of the Charity. The Finance Committee meets every three months too and is attended by at least four Trustees and the CEO.

The Chief Executive is appointed by the Trustees to manage the day-to-day operations of the Charity. To facilitate effective operating, the Chief Executive has written terms of delegation approved by the Trustees for operational matters including finance and employment. The CEO together with the Trustees form the key management personnel.

Remuneration of key management personnel

The Charity aims to provide a reward package that is competitive enough to attract and retain high calibre staff who wish to be part of the Charity's work. The remuneration of key management personnel is reviewed annually by the Trustees following a review of performance for the previous year. Salaries are also benchmarked against similar positions locally.

Related Parties

The "new" charity (charity number 1105487) incorporated the tangible and intangible assets of the original "old" charity, Animals in Distress (Torbay and Westcountry) (charity number 900234) on 31 October 2004. The only excluded assets were future bequests, cash at bank and the benefit of any insurance claims.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Risk Management

The Trustees actively review the major risks the Charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. A comprehensive risk analysis has been completed which has identified control and monitoring procedures to minimise any risk to the Charity and any impact they may have. The results are periodically reviewed.

Principle Risks

The Trustees and CEO recognise that through the nature of our activities, funding base, reserves and structure, the Charity is exposed to differing areas of risk and levels of exposure. There are many areas of potential risk and we undertake our own processes for risk identification. The following list is an indication of a few of the main areas of risk that are considered by the Trustees and CEO:

- Reputational Risk - public perception and adverse publicity which could impact on voluntary income, use of our services, access to grants, loss of donor confidence or funding, impact on the morale of staff, loss of beneficiary confidence, relationship with funders etc.
- Compliance with legislation and regulations - appropriate to the activities, size and structure of the Charity. The potential impact is fines or penalties, reputational risk, employee or consumer action for negligence etc.
- Dependency on income sources - such as legacies and retail could have cash flow and budget impact if that income source is significantly reduced or lost.
- Disaster recovery and planning - destruction of property, equipment, records through fire or similar damage. Computer system failures or loss of data etc.
- Health, safety and environment - failing to ensure a safe environment could result in injury to staff, volunteers or the public, breaking the law and rendering the Charity unable to operate.
- National minimum wage and living wage - Government proposals for the next few years will increase payroll substantially so future staffing levels will have to be considered.

Financial Position and Reserves

At 31st December 2017, the Charity had total reserves of £3,677,000, of which £3,648,000 were unrestricted.

The Charity has sought to separate those unrestricted reserves that are held in the form of fixed assets (£2,074,000) from those that are freely available for its general purposes. As well as providing a more informed view of the overall reserves it enables a more realistic assessment to be made of the Charity's strategy with regard to their level and future deployment.

The so-called free reserves are then demarcated into a separate category (building fund totalling £1,178,000) that accords with the Charity's medium and long-term plans to improve facilities at the Rescue Centre. This acknowledges and takes account of the fact that large scale capital projects require "saving for" over many years. The balancing general reserve (£396,000) recognises that it is extremely difficult to predict income from legacies and a reserve level has therefore been set at approximately 6 months of average legacy funded expenditure.

It is anticipated that the Charity's investment policy will match the spending and reserves policy.

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TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2017

Trustees' Responsibilities in Relation to the Financial Statements

The Charity Trustees (who are also the directors of Animals in Distress (Torbay and Westcountry) for the purposes of Company law) are responsible for preparing the Trustee's Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and accounting 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 the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to Disclosure to our Auditors

In so far as the Trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charitable company's auditor is unaware; and
- the Trustees have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of relevant audit information and to establish that the auditor is aware of that information.

By order of the board of Trustees

D Turner – Chairman

Date: 26 July 2018

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANIMALS IN DISTRESS (TORBAY AND WESTCOUNTRY)

FOR THE YEAR ENDED 31 DECEMBER 2017

Opinion

We have audited the financial statements of Animals in Distress (Torbay and Westcountry) (the "charitable company") for the year ended 31 December 2017 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2017 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANIMALS IN DISTRESS (TORBAY AND WESTCOUNTRY)

FOR THE YEAR ENDED 31 DECEMBER 2017

Other information

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

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the strategic report and the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report (incorporating the strategic report and the directors' report).

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

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

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement (set out on page 10), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANIMALS IN DISTRESS (TORBAY AND WESTCOUNTRY)

FOR THE YEAR ENDED 31 DECEMBER 2017

Our responsibilities for the audit of the financial statements

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

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

Martin Hobbs BSc ACA (Senior Statutory Auditor)

PKF Francis Clark

Statutory Auditor

Sigma House

Oak View Close

Edginswell Park

Torquay

TQ2 7FF

..... 2018

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**(A Company Limited by Guarantee)****STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)****FOR THE YEAR ENDED 31 DECEMBER 2017**

	Note	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Total Funds 2016 £
Income from:					
Donations and legacies	3	798,503	5,100	803,603	304,577
Charitable activities	4	47,521	-	47,521	53,685
Other trading activities	5	871,127	-	871,127	899,205
Investments	6	20,000	-	20,000	20,639
Total income		<u>1,737,151</u>	<u>5,100</u>	<u>1,742,251</u>	<u>1,278,106</u>
Expenditure on:					
Raising funds	7	816,652	-	816,652	822,453
Charitable activities	8	746,510	12,231	758,741	745,820
Total expenditure		<u>1,563,162</u>	<u>12,231</u>	<u>1,575,393</u>	<u>1,568,273</u>
Net income/(expenditure)		173,989	(7,131)	166,858	(290,167)
Transfers between funds	21	-	-	-	-
Net movement in funds		<u>173,989</u>	<u>(7,131)</u>	<u>166,858</u>	<u>(290,167)</u>
Reconciliation of funds					
Total funds brought forward		3,473,551	36,612	3,510,163	3,800,330
Total funds carried forward	21	<u>3,647,540</u>	<u>29,481</u>	<u>3,677,021</u>	<u>3,510,163</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure is derived from continuing activities.

The notes on pages 18 to 28 form part of these financial statements.

Income and expenditure from restricted funds in the comparative year is shown in notes 3 and 8.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**(A Company Limited by Guarantee)****BALANCE SHEET****AS AT 31 DECEMBER 2017**

	Notes	2017 £	2016 £
Fixed assets			
Intangible assets	15	5,400	7,800
Tangible assets	16	2,259,042	2,319,556
		2,264,442	2,327,356
Current assets			
Stocks	17	10,293	12,735
Debtors	18	117,511	60,744
Cash at bank and in hand		1,351,460	1,158,232
		1,479,264	1,231,711
Liabilities			
Creditors falling due within one year	19	66,685	48,904
Net current assets		1,412,579	1,182,807
Net assets		3,677,021	3,510,163
Restricted funds	21	29,481	36,612
General funds	21	395,918	221,929
Designated funds	21	3,251,622	3,251,622
Total charity funds		3,677,021	3,510,163

The notes on pages 18 to 28 form part of these financial statements.

The financial statements were approved by the trustees on 2018 and signed on their behalf by:

D Turner
Trustee

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**(A Company Limited by Guarantee)****STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED 31 DECEMBER 2017**

	Note	2017 £	2016 £
Cash flows from operating activities	23	176,994	(246,621)
Cash flows from investing activities			
Rent received		13,360	13,559
Interest income		6,640	7,080
Purchase of intangible fixed assets		-	(9,600)
Purchase of tangible fixed assets		(3,766)	(64,748)
Proceeds from the sale of tangible fixed assets		-	13,050
Cash flows from investing activities		16,234	(40,659)
Increase/(decrease) in cash and cash equivalents in the year		193,228	(287,280)
Cash and cash equivalents at the beginning of the year		1,158,232	1,445,512
Cash and cash equivalents at the end of the year		1,351,460	1,158,232

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

1 Accounting Policies

The principal accounting policies adopted, judgements made and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation of financial statements and assessment of going concern

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), FRS 102 and the Companies Act 2006.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Animals in Distress (Torbay and Westcountry) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Income

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

Voluntary income by way of donations, membership, sponsorship and collections, is accounted for when receivable. Income raised through the operation of the shops is taken into account at the time of receipt.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the charity that a distribution will be made, or when a distribution is received from the estate. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated goods relating to animal food are brought in to income and expenditure at the value they would have cost had they been purchased by the charity.

c) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds received which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

d) Expenditure and irrecoverable VAT

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 activity headings:

- Costs of raising funds comprise the costs of fundraising and shop costs and their associated support costs.
- Expenditure on charitable activities includes the costs of the Rescue Centre and its associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

e) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's activities. These costs have been allocated between costs of raising funds, expenditure on charitable activities and other expenditure, based on staff time.

f) Operating leases

Rental charges under operating leases are charged on a straight line basis over the term of the lease.

g) Intangible fixed assets

Intangible fixed assets are initially recorded at cost. Computer software is amortised on a straight line basis over its expected useful economic life of 4 years.

h) Tangible fixed assets

Individual tangible fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives as follows:

Freehold buildings	2% straight line
Equipment	20% reducing balance
IT equipment	25% straight line
Motor vehicles	25% reducing balance

i) Stocks

Stocks are included at the lower of cost and net realisable value.

j) Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid. Accrued income is recognised where the criteria for recognising income has been met at the year-end but the claim or invoice has not been submitted/issued until after the year-end.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

k) Cash at bank and in hand

Cash at bank and cash in hand includes cash held in current and savings accounts in UK banking institutions.

l) Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

m) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

n) Pensions

The charity operates a defined contribution pension scheme and membership is open to all employees of the charity. The assets of the scheme are held separately from those of the charity. The charity matches employee contributions of 1-4% with an employer contribution of 3% and the contributions are paid into the fund on a monthly basis. The contributions made for the accounting period are treated as an expense and were £21,399 (2016: £21,517). Contributions totalling £Nil (2016: £3,155) were payable to the fund at the balance sheet date and are included in creditors.

2 Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The Charity is incorporated in England and Wales. The address of its registered office is: Biltor, Edgelands Lane, Ipplepen, Newton Abbot, TQ12 5UF.

3 Income from donations and legacies

	2017 £	2016 £
Donations and gifts	160,566	92,313
Legacies	627,323	200,590
Grants	9,450	5,000
Memberships and sponsorship	6,264	6,674
Total income from donations and legacies	803,603	304,577

Income from donations and legacies comprises £5,100 (2016: £5,000) in respect of restricted funds and £798,503 (2016: £299,577) in respect of unrestricted funds.

As noted in the trustees' report the charity benefits notably from the involvement and enthusiastic contributions of volunteers. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

4 Income from charitable activities

	2017 £	2016 £
Re-homing fees	40,750	39,665
Animal boarding	4,820	10,960
South Hams Strays and Vet income	1,951	3,060
Total income from charitable activities	47,521	53,685

5 Income from other trading activities

	2017 £	2016 £
Memberships and sponsorships	4,489	1,749
Fundraising events	11,853	12,227
Shop income	843,665	875,616
Petplan commission	11,120	9,613
Total income from other trading activities	871,127	899,205

6 Investment income

	2017 £	2016 £
Rent	13,360	13,559
Interest	6,640	7,080
Total investment income	20,000	20,639

7 Analysis of expenditure on raising funds

	2017 £	2016 £
Fundraising	15,484	20,510
Shop costs	628,198	666,472
Support costs	172,970	135,471
Total expenditure on raising funds	816,652	822,453

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

8 Analysis of expenditure on charitable activities

	2017 £	2016 £
Rescue Centre	698,046	670,699
Support costs	60,695	75,121
Total expenditure on charitable activities	758,741	745,820

Expenditure on charitable activities comprises £12,231 (2016: £11,473) in respect of restricted funds and £746,510 (2016: £733,541) in respect of unrestricted funds.

9 Analysis of support costs

All support costs are allocated based on the basis of staff time.

The analysis of support costs is as follows:

	Raising Funds £	Charitable Activities £	Total 2017 £	Total 2016 £
Salaries and other staff costs	128,987	37,861	166,848	153,713
Travel and subsistence	933	274	1,207	5,678
Professional fees	4,112	1,207	5,319	10,610
Finance costs and exchange losses	1,856	545	2,401	2,716
Office costs	17,119	5,026	22,145	9,436
Other costs	17,489	5,133	22,622	15,410
Governance	2,474	10,649	13,123	13,029
Total support costs	172,970	60,695	233,665	210,592

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

10 Analysis of governance costs

The analysis of governance costs is as follows:

	Total 2017 £	Total 2016 £
Salaries and other staff costs	3,119	3,137
Professional fees	9,100	9,216
Other costs	904	676
Total	13,123	13,029

11 Net income for the year

This is stated after charging:

	2017 £	2016 £
Operating leases - property	74,320	106,764
- equipment	5,615	7,410
Depreciation	64,280	63,961
Amortisation	2,400	1,800
Loss (gain) on disposal of fixed asset	-	1,903
Auditors remuneration: audit fees	4,500	4,500
accounts	3,500	3,500
taxation	1,000	1,000

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

12 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2017 £	2016 £
Salaries and wages	862,400	865,879
Social security costs	45,678	47,591
Pension costs	21,399	21,517
	<u>929,477</u>	<u>934,987</u>

No employee had remuneration in excess of £60,000 (2016: None).

The charity trustees were not paid and did not receive any other benefits from the charity. Travel expenses of £20 were reimbursed to one trustee during the year (2016: None).

The total remuneration of the key management personnel of the charity was £52,215 (2016: £45,000).

13 Staff numbers

The average monthly head count was 67 staff (2016: 64) and staff were engaged in the activities of the group as follows:

	2017	2016
Rescue Centre	28	27
Charity shops	32	30
Administration and support	6	6
Chief Executive	1	1
	<u>67</u>	<u>64</u>

14 Corporation tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017****15 Intangible fixed assets**

	Software £	Total £
Cost:		
As at 1 January 2017	9,600	9,600
Additions	-	-
As at 31 December 2017	9,600	9,600
Amortisation:		
As at 1 January 2017	1,800	1,800
Charge for the year	2,400	2,400
As at 31 December 2017	4,200	4,200
Net book value:		
As at 1 January 2017	7,800	7,800
As at 31 December 2017	5,400	5,400

16 Tangible fixed assets

	Freehold Property £	Equipment £	IT Equipment £	Motor Vehicles £	Total £
Cost:					
As at 1 January 2017	2,554,385	130,940	58,205	21,920	2,765,450
Additions	-	2,766	1,000	-	3,766
As at 31 December 2017	2,554,385	133,706	59,205	21,920	2,769,216
Depreciation:					
As at 1 January 2017	304,161	100,532	41,201	-	445,894
Charge for the year	38,484	6,114	14,202	5,480	64,280
As at 31 December 2017	342,645	106,646	55,403	5,480	510,174
Net book value:					
As at 1 January 2017	2,250,224	30,408	17,004	21,920	2,319,556
As at 31 December 2017	2,211,740	27,060	3,802	16,440	2,259,042

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017****17 Stocks**

	2017	2016
	£	£
Goods for resale	3,259	5,705
Vet room supplies	5,711	5,711
Shop stationery stocks	1,323	1,319
	10,293	12,735

18 Debtors

	2017	2016
	£	£
Trade debtors	6,693	3,628
Other debtors	29,752	29,291
Prepayments and accrued income	81,066	27,825
	117,511	60,744

19 Creditors: amounts falling due within one year

	2017	2016
	£	£
Trade creditors	30,366	20,558
Other creditors	2,359	6,031
Accruals and deferred income	22,373	11,861
Social security and other taxes	11,587	10,454
	66,685	48,904

20 Obligations Under Leases

The total of future minimum lease payments is as follows:

	Land and Buildings		Other	
	2017	2016	2017	2016
	£	£	£	£
Operating leases:				
Within one year	39,853	74,487	5,405	5,615
Between one and five years	18,000	57,853	17,852	20,005
After more than five years	-	-	2,710	5,962
	57,853	132,340	25,967	31,582

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

21 Analysis of movements in funds

	Balance at 1 January 2017 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2017 £
General fund	221,929	1,737,151	(1,563,162)	-	395,918
Designated funds:					
Property fund	2,073,872	-	-	-	2,073,872
Cattery and reception rebuilding fund	207,750	-	-	(207,750)	-
Outreach project fund	100,000	-	-	(100,000)	-
Building fund	870,000	-	-	307,750	1,177,750
	3,251,622	-	-	-	3,251,622
Total unrestricted funds	3,473,551	1,737,151	(1,563,162)	-	3,647,540
Puppy Appeal (capital)	25,147	-	(3,574)	-	21,573
Rabbit Appeal (capital)	8,772	-	(3,467)	-	5,305
Charlie Appeal	2,693	-	(90)	-	2,603
General Appeals	-	5,100	(5,100)	-	-
Total restricted funds	36,612	5,100	(12,231)	-	29,481

The cattery and reception rebuilding fund, and the outreach project have been amalgamated into the building fund.

The restricted funds shown above represent funds raised from appeals for specific projects. The smaller ones are shown together in the general appeals fund.

	Balance at 1 January 2016 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2016 £
General fund	500,623	1,273,106	(1,556,800)	5,000	221,929
Designated funds:					
Property fund	2,073,872	-	-	-	2,073,872
Cattery and reception rebuilding fund	207,750	-	-	-	207,750
Outreach project fund	100,000	-	-	-	100,000
New building fund	870,000	-	-	-	870,000
	3,251,622	-	-	-	3,251,622
Total unrestricted funds	3,752,245	1,273,106	(1,556,800)	5,000	3,473,551
Puppy Appeal (capital)	28,734	-	(3,587)	-	25,147
Rabbit Appeal (capital)	16,545	-	(7,773)	-	8,772
Charlie Appeal	2,806	-	(113)	-	2,693
Robert Cave Memorial Fund	-	5,000	-	(5,000)	-
Total restricted funds	48,085	5,000	(11,473)	(5,000)	36,612

The restricted funds for the year to 31 December 2016 represent funds raised from appeals for specific projects.

ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

22 Analysis of net assets between funds

At 31 December 2017	Unrestricted Funds £	Restricted Funds £	Total Funds £
Intangible fixed assets	5,400	-	5,400
Tangible fixed assets	2,231,806	27,236	2,259,042
Cash at bank and in hand	1,349,215	2,245	1,351,460
Other net current assets	61,119	-	61,119
Total	3,647,540	29,481	3,677,021

At 31 December 2016	Unrestricted Funds £	Restricted Funds £	Total Funds £
Intangible fixed assets	7,800	-	7,800
Tangible fixed assets	2,285,189	34,367	2,319,556
Cash at bank and in hand	1,155,987	2,245	1,158,232
Other net current assets	24,575	-	24,575
Total	3,473,551	36,612	3,510,163

23 Reconciliation of net movement in funds to net cash flow from operating activities

	2017 £	2016 £
Net income/(expenditure) for the reporting period	166,858	(290,167)
Adjustments for:		
Depreciation charges	64,280	63,961
Amortisation charges	2,400	1,800
Rent receivable	(13,360)	(13,559)
Interest income	(6,640)	(7,080)
Loss on the disposal of fixed assets	-	1,903
Decrease/(Increase) in stocks	2,442	(1,500)
(Increase)/Decrease in debtors	(56,767)	19,122
Increase/(Decrease) in creditors	17,781	(21,101)
Net cash (used in) operating activities	176,994	(246,621)