

Charity Registration No. 205155

RSPCA PETERBOROUGH AND DISTRICT BRANCH
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

RSPCA PETERBOROUGH AND DISTRICT BRANCH

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	D Clifford S Barnes A Gilbert N Bedford C Randall D Barnes D Doughty J Goddard (Appointed 2 July 2018)
Charity number	205155
Principal address	3 Lovell's Centre Blunts Lane Whittlesey Peterborough Cambridgeshire PE7 1AH
Independent examiner	Tracey Richardson BSc (Hons) FCA Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire PE1 2SP
Bankers	Barclays Bank PLC 1 Church Street Peterborough Cambridgeshire PE1 1XE

RSPCA PETERBOROUGH AND DISTRICT BRANCH

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RSPCA PETERBOROUGH AND DISTRICT BRANCH

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2018

The trustees present their report and financial statements for the year ended 31 December 2018.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The objectives of the Branch are to promote the work and objects of the National Society of the RSPCA within the Peterborough & District area. These objectives are to use all lawful means to prevent cruelty, promote kindness and alleviate the suffering of animals.

The main activity of the charity is the adoption and re-homing of animals.

The charity implements these objectives through the activities of the Block Fen Animal Centre, and a private boarding home. These establishments care for abandoned or mistreated animals and operate a re-homing programme. The shops in Market Deeping, Yaxley and Whittlesey provide vital income to fund this work.

The trustees confirm that they have taken account of the Charity Commission guidance on public benefit in determining the activities of the charity.

Volunteers provide invaluable support to the work of the Branch, at both RSPCA shops and at Block Fen.

Achievements and performance

The charity has been able to maintain funding in the current year to enable the continuation of its activities. These activities include a total of 306 animals being taken in and cared for in 2018.

There were campaigns in the local press and radio, not only to help re-home animals but also to raise the profile of the charity within the Peterborough and District area. We also attended local carnivals and fetes, to also raise awareness.

At our 2018 AGM, we re-elected the committee, who are now running the Branch.

Nigel Bedford - Chairperson
Danni Doughty - Secretary
David Clifford - Home Visiting Co-ordinator
Sandra Barnes
Dereck Barnes
Anne Gilbert
Colin Randall

Jacqui Goddard was also elected at this meeting.

Financial review

We closed our shop in Stamford, as it was making a loss and we came to the end of the tenancy. We opened another shop in Yaxley. Our main source of income, is from our shops. We therefore continue to monitor the high street situation and look for new shops to open.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

RSPCA PETERBOROUGH AND DISTRICT BRANCH

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

Structure, governance and management

The charity, although independent, was registered as a charity in March 1962 and is governed by the RSPCA branch rules (effective 1 January 2003).

The trustees who served during the year and up to the date of signature of the financial statements were:

D Clifford

S Barnes

A Gilbert

N Bedford

C Randall

D Barnes

D Doughty

J Goddard

(Appointed 2 July 2018)

The charity is managed by a committee of trustees.

Statement of trustees' 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 law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that 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, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The trustees' report was approved by the Board of Trustees.



N Bedford

Chairman

Dated: 28.5.2019

RSPCA PETERBOROUGH AND DISTRICT BRANCH

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF RSPCA PETERBOROUGH AND DISTRICT BRANCH

I report to the trustees on my examination of the financial statements of RSPCA Peterborough and District Branch (the charity) for the year ended 31 December 2018.

Responsibilities and basis of report

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

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

Independent examiner's statement

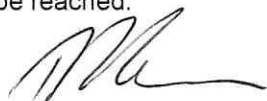
Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

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

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Tracey Richardson BSc (Hons) FCA

Ruthlyn House
90 Lincoln Road
Peterborough
Cambridgeshire
PE1 2SP

Dated: 3/6/19

RSPCA PETERBOROUGH AND DISTRICT BRANCH

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2018

		Unrestricted funds 2018 £	Total 2017 £
	Notes		
<u>Income and endowments from:</u>			
Donations and legacies	3	43,873	37,319
Income from charitable activities	4	7,895	4,910
Other trading activities	5	200,753	201,887
Investments	6	909	538
Other income	7	-	1,230
Total income		253,430	245,884
<u>Expenditure on:</u>			
Expenditure on raising funds	8	179,570	179,948
Expenditure on charitable activities	9	47,467	41,825
Total resources expended		227,037	221,773
Net income for the year/ Net movement in funds		26,393	24,111
Fund balances at 1 January 2018		222,557	198,446
Fund balances at 31 December 2018		248,950	222,557

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

All income and expenditure derive from continuing activities.

RSPCA PETERBOROUGH AND DISTRICT BRANCH

BALANCE SHEET

AS AT 31 DECEMBER 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Tangible assets	13		8,483		11,533
Current assets					
Stocks	15	350		520	
Debtors	16	7,133		5,861	
Investments		76,447		75,538	
Cash at bank and in hand		159,270		132,712	
		<u>243,200</u>		<u>214,631</u>	
Creditors: amounts falling due within one year	17	<u>(2,733)</u>		<u>(3,607)</u>	
Net current assets			240,467		211,024
Total assets less current liabilities			<u>248,950</u>		<u>222,557</u>
Income funds					
Unrestricted funds			248,950		222,557
			<u>248,950</u>		<u>222,557</u>

The accounts were approved by the Trustees on 28.5.2019



N Bedford
Trustee

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

Charity information

RSPCA Peterborough and District Branch is a charity registered in March 1962 and is governed by the RSPCA branch rules (effective 1 January 2003).

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Resources expended

Expenditure is included on an accruals basis.

Support costs and governance costs comprise costs for the running of the charity itself as an organisation.

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	25% p.a. straight line
Motor vehicles	25% p.a. straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

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

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

3 Donations and legacies

	2018	2017
	£	£
Donations and gifts	16,944	12,558
Grants receivable for core activities	26,929	24,761
	<u>43,873</u>	<u>37,319</u>
Grants receivable for core activities		
Door to door funding	26,929	24,761
	<u>26,929</u>	<u>24,761</u>

4 Income from charitable activities

	Adoption Commission and re- received on homing of sales of pet animals insurance		Total 2018	Total 2017
	£	£	£	£
Income from charitable activities	7,643	252	7,895	4,910
	<u>7,643</u>	<u>252</u>	<u>7,895</u>	<u>4,910</u>
For the year ended 31 December 2017				
	<u>4,854</u>	<u>56</u>		<u>4,910</u>

5 Other trading activities

	Unrestricted funds	Total
	2018 £	2017 £
Fundraising events	476	1,592
Shop income	200,277	200,295
	<u>200,753</u>	<u>201,887</u>
Other trading activities		

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2018

6 Investments

	Unrestricted funds	Total
	2018 £	2017 £
Interest receivable	909	538

7 Other income

	2018 £	2017 £
Net gain on disposal of tangible fixed assets	-	1,230

8 Expenditure on raising funds

	2018 £	2017 £
<u>Fundraising trading</u>		
Operating charity shops	59,522	65,103
Staff costs	119,433	114,399
Depreciation	615	446
Fundraising trading	179,570	179,948

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

9 Expenditure on charitable activities

	2018 £	2017 £
Depreciation and impairment	3,495	3,495
Vet and kennel fees	28,382	22,062
Printing, postage and stationery	1,879	979
Telephone	3,582	3,490
Travelling expenses	984	814
Motor expenses	1,653	1,754
Advertising	600	462
Repairs and renewals	1,987	1,524
Subscriptions	-	465
Donation to Block Fen Animal Centre	-	2,500
	<u>42,562</u>	<u>37,545</u>
Share of governance costs (see note 10)	4,905	4,280
	<u>47,467</u>	<u>41,825</u>

10 Support and governance costs

	Governance costs £	2018 £	2017 £
Accountancy	995	995	945
Bookkeeping	1,800	1,800	1,800
Branch contribution	360	360	100
Legal and professional fees	1,750	1,750	1,435
	<u>4,905</u>	<u>4,905</u>	<u>4,280</u>

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or were reimbursed any expenses during the year (2017 - none).

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2018

12 Employees

Number of employees

The average monthly number of employees during the year was:

	2018 Number	2017 Number
Branch manager	1	1
Shop operations manager	1	1
Shop managers	2	2
Deputy shop managers	3	3
Shop assistants	5	5
	<u>12</u>	<u>12</u>

Employment costs

	2018 £	2017 £
Wages and salaries	<u>119,433</u>	<u>114,399</u>

There were no employees whose annual remuneration was £60,000 or more.

13 Tangible fixed assets

	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Cost			
At 1 January 2018	31,074	13,978	45,052
Additions	<u>1,060</u>	<u>-</u>	<u>1,060</u>
At 31 December 2018	<u>32,134</u>	<u>13,978</u>	<u>46,112</u>
Depreciation and impairment			
At 1 January 2018	30,024	3,495	33,519
Depreciation charged in the year	<u>615</u>	<u>3,495</u>	<u>4,110</u>
At 31 December 2018	<u>30,639</u>	<u>6,990</u>	<u>37,629</u>
Carrying amount			
At 31 December 2018	<u>1,495</u>	<u>6,988</u>	<u>8,483</u>
At 31 December 2017	<u>1,050</u>	<u>10,483</u>	<u>11,533</u>

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

14 Financial instruments

	2018 £	2017 £
Carrying amount of financial assets		
Other debtors	4,784	5,861
Bank and cash	159,270	132,712
Current asset investments	76,447	75,538
	<u>240,501</u>	<u>214,111</u>
Measured at cost		
Carrying amount of financial liabilities		
Accruals and deferred income	2,733	3,607
	<u>2,733</u>	<u>3,607</u>

15 Stocks

	2018 £	2017 £
Goods for resale	350	520
	<u>350</u>	<u>520</u>

16 Debtors

	2018 £	2017 £
Amounts falling due within one year:		
Other debtors	4,784	5,861
Prepayments and accrued income	2,349	-
	<u>7,133</u>	<u>5,861</u>

17 Creditors: amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	2,733	3,607
	<u>2,733</u>	<u>3,607</u>

18 Related party transactions

There were no disclosable related party transactions during the year (2017 - none).

Remuneration of key management personnel

The remuneration of key management personnel, is as follows.

	2018 £	2017 £
Aggregate compensation	21,758	20,855
	<u>21,758</u>	<u>20,855</u>

RSPCA PETERBOROUGH AND DISTRICT BRANCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

19 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2018 £	2017 £
Within one year	39,552	42,432
Between two and five years	85,328	79,604
In over five years	25,375	42,742
	<u>150,255</u>	<u>164,778</u>

20 Control

No one individual controls the charity.