



# ANNUAL REPORT

The Trustees present the Annual Report and Accounts for year end 2018



**BEDFORDSHIRE  
SOUTH  
BRANCH**



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**RSPCA Bedfordshire  
South Branch**  
Registered Charity No. 259020

## **ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

### **BEDFORDSHIRE SOUTH BRANCH TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

#### **INTRODUCTION**

The trustees present their annual report and accounts for the year ended 31 December 2018. The trustees are satisfied with the performance of the charity during the year and the position at 31 December 2018 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

The Royal Society for the Prevention of Cruelty to Animals Bedfordshire South Branch (Registered Charity 259020) is a branch of the Royal Society for the Prevention of Cruelty to Animals (Registered Charity 219099). Our governing document is the RSPCA Branch Rules 2012.

#### **CONFLICT OF INTEREST**

The branch has a comprehensive Conflict of Interest policy and mitigation strategy to manage the conflicts. Conflicted Trustees leave the room when appropriate and cannot partake in any discussions or votes related to the connected party. Each committee meeting begins with any updates to conflicts of interest. A staff and pay subcommittee has been established, with only non-conflicted Trustees, to manage the pay and conditions of all staff employees (including the Branch Manager). The branch Board of Trustees currently manages 3 conflicts of interest:

Kirsty Atkins (Trustee) as a connected person to Alison Sutton (Branch Manager)  
Emily Atkins (Membership Secretary) as a connected person to Alison Sutton (Branch Manager)  
Matthew Ridley (Chair) as a connected person to Alison Sutton (Branch Manager)

The branch aims to reduce the number of conflicted Trustees and increase the number of non-conflicted Trustees over the next 12 months. We plan to achieve this by a recruitment campaign across our area to find Trustees both with an interest in animal welfare the skills required to help manage the governance and strategy of the Branch. If you are interested in finding out more about becoming a Trustee please email [chair@rspca-bedfordshiresouth.org.uk](mailto:chair@rspca-bedfordshiresouth.org.uk)





## REFERENCE AND ADMINISTRATIVE DETAILS

<b>Trustees</b> Matthew Ridley– Chair Kirsty Atkins Emily Atkins Kendall Morris Dee Pani Sally- Anne Wright Paula Brooks Deborah Blissett  <b>Charity number: 259020</b>	<b>Staff</b> Branch Manager – Alison Sutton Branch Number 07510390872  Shop Manager – Marie Moir Deputy Shop Manager – Sharon Cutler/Tania Spittle  <b>Shop:</b> 117 Dunstable Street Amphill Beds MK45 2NG Tel: 01525 838040	<b>Independent Accountants:</b> Parbery Davies & Co Chartered Accountants Counties House, 1 8a Victoria Street, Dunstable, Beds, LU6 3BA  <b>Bankers:</b> Barclays, 16 High St N, Dunstable LU6 1JZ NatWest, 81 High St, Bedford MK40 1YN
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## VOLUNTEERS

Volunteering for us is one enjoyable way of helping animal welfare and can be very rewarding. Our volunteers make a huge contribution to the work we do to prevent cruelty and promote kindness to alleviate suffering of animals.

With such a wide range of volunteering roles available within our branch, there is bound to be a suitable opportunity for you. Volunteering with us is a great way to meet likeminded people who share the same enthusiasm for animal welfare.

As a volunteer you can gain important transferable skills in fundraising, finance, campaigning, team building etc. Anyone can volunteer, we value diversity and encourage volunteers from all sections of the community.

If you would like to find out more please contact Alison Sutton on **07510 390872** or volunteers@rspca-bedfordshiresouth.org.uk There are many ways you can help us make a difference, no matter how much time you have available or the level of commitment you can afford to give. Before you join us as a volunteer, you will be asked to complete a volunteer application form, attend an informal interview and provide referees for us to contact.

When you start as a volunteer you will be provided with an induction programme and any training you may need to carry out the role.





## CHARITY OBJECTIVES AND PUBLIC BENEFIT STATEMENT

The objectives of the Branch are to promote the work and objectives of the Society - to promote kindness and to prevent or suppress cruelty to animals by unlawful means, with particular reference to the area of the branch, in accordance with the policies of the Society. We are to concentrate our charitable aims and continue to deliver benefits to the public.

Under the Charities Act 2011, the advancement of animal welfare is recognised as a distinct statutory charitable purpose. The legislation and The Animal Welfare Act of the same year indicated an acceptance by society that treating a living creature with compassion has a moral benefit for the public as a whole. Whilst this public benefit is clear, it is sometimes difficult to balance 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 Branch provides assistance, all year, to unwanted, abandoned and sick animals. We support our local Inspectorate by taking in mistreated or abandoned animals, including pets whose owners suffer ill health, financial difficulties, loss of housing or pass away. The Society's Inspectorate rescues animals in distress and enforces the law against cruelty and mistreatment of animals in England and Wales by bringing prosecutions. The work is key to 'The prevention and suppression of cruelty' part of the RSPCA objectives, and promotes humane sentiments towards animals which involve their moral benefit to humankind as a whole. The branch offers help and advice to rehome unwanted animals or strays. We take in numbers that reflect the space we have for the most abused and neglected animals and in order of most need. We think this is fair and compliant with welfare needs. The adoption fee charged is reasonable and highlights the ongoing personal and financial commitment of pet ownership. Animals in our care are firstly health checked by a vet, wormed, flea treated micro chipped and neutered once we have taken advice from a vet. We respond to enquiries from the public via email and telephone to the Branch Manager. During **2018** the branch re-homed over **170** animals.

The Branch raises money to support its work through its charity shop in Ampthill, which also help to promote our rehoming, neutering and other messages in line with RSPCA policies, campaigns and values. The Branch provides volunteering opportunities for those who wish to support our work, including fostering, raising awareness of animal welfare issues through promoting campaigns, fundraising and retail opportunities in our shop. This benefits local people and companies through providing the possibility of doing work which is both compassionate and rewarding and offers experience which may assist participants in finding paid work. We thank our volunteers for their hard work, dedication and commitment.

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





## SHORT TERM AIMS

- Increase trustees and volunteers
- Concentrate on fundraising to increase revenue by means of grants and events.
- Set up and start fostering case dogs

## LONG TERM AIMS

- Increase resources through finding a suitable location for another charity shop.
- Update rabbit fostering equipment and increase rabbit fosterers

## STATEMENT OF TRUSTEE'S RESPONSIBILITIES

Charity law requires the trustees of the charity to provide financial statements each financial year which give a true and fair view of affairs of the charity and the incoming resources and application of resources for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have followed, subject to any departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is appropriate to assume the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity and enables them to ensure that the financial position of the charity and 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 prevention and detection of fraud and other irregularities.

**RSPCA Bedfordshire South Branch celebrates our 50th  
Anniversary on December 4<sup>th</sup> 2019!**





## CHAIR'S REPORT

I am pleased to present the Annual Report of the RSPCA Bedfordshire South Branch for 2018. Following our previous Chair stepping down from the role in December 2018 I was appointed in February to lead the Board of Trustees. Kirsty continues to be a valued Trustee of the branch and we thank her for her years in the role of Chair.

It has been a busy year as usual seeing the branch rehome 179 animals. As a branch without an animal centre all our animals are rehomed via our team of fosterers who look after animals in our care in their own homes. After a large donation in 2017 the branch has been able to invest in 4 cat pens that allow the inspectorate to drop off animals that do not require veterinary attention out of hours saving the animal from having to be boarded at an out of hours vets with the associated costs that involves. The pens have also proven invaluable for increasing the space we have for fostering cats when we are at the height of kitten season.

The branch however has ambitions to expand the services that we offer. As such we are looking at ways in which we can start up both a dog fostering scheme and introducing a voucher scheme for welfare assistance. We are liaising closely with our surrounding branches to ensure we establish both of these initiatives based on lessons they have learnt running their equivalent schemes and establishing best practices from the start.

The inspectorate has been going through a number of changes this year, moving from a system of officers having areas towards the National Control Centre tasking the nearest available officer. For the branch this means we work closely with a larger number of inspectors than we have before. We continue to have a great relationship with the Inspectorate taking in animals for rehoming or helping find suitable alternatives should we not be able to assist as a branch.

Once again we have had a very successful year fundraising, with our Crafternoon Tea event in November being a particular highlight. 25 stallholders joined us at Parkside in Ampthill selling their wares and helping us to raise over £940. There was a great atmosphere and plenty of canine visitors – including a walk full of dachshunds straight from Ampthill Great Park. It would be great to see you for this year's event on Sunday November 17th.

Our Ampthill shop has again made a significant contribution to the branch both financially and in terms of helping to raise awareness of the work that we do. It provides a great opportunity for volunteers of all ages to help us raise both the money and awareness we need to support our animal welfare work.

2019 marks 50 years of the branch's entry onto the register of charities. We will be marking this anniversary with a number of events and activities during the year so please keep an eye on our Facebook page, website and in-shop newsletter for details as they are released. The branch continues to go from strength to strength, but this would not be possible without the hard work of our members, volunteers, staff, customers and donors. On behalf of myself and everyone in the branch – Thank You! **Matthew Ridley, Chair**





## TREASURERS REPORT

The income for the year is down by £11,720 on 2017, but up by £4,725 on 2016 due to an increase in Sale of Goods and recycling revenue from the shop. 2017's income was improved by a large donation increasing receipts of donations to £16,164. Although Income is lower in Donations most other areas have increased with a Total Income for the year of £93,673.

The expenditure has increased by £7,704 to £77,883 compared to 2017. This is due to increased veterinary and fostering costs, also an increase in depreciation due to the new Cat pens purchased increasing Fixed Assets for the year by £12,092.

The Net Income for the year is £15,790.

After allowing for the final payment of £4,000 from the HQ Loan Repayment Fund and the Balances Brought Forward from 2017, the General Purpose Fund stands at £159,178 for 2018.

The Balance Sheet is also generally in line with 2017, except the HQ Loan is now repaid and no longer a creditor and an increase in the Bank Current Accounts.

Net Assets less Current Liabilities Total £184,178 for 2018, compared with £168,388 for 2017 and we have again set aside £25,000 provision for a new shop. **Paula Brooks, Treasurer**

## BEDFORDSHIRE SOUTH STATS

With the kind donations and help received from our valued members, we have:

- rehomed 131 cats, 48 Rabbits.
- neutered 140 Cats
- microchipped over 175 animals and
- our home visitors have carried out over 200 home visits.

## ASSOCIATED COSTS

Before we rehome our animals, we make sure they are microchipped, spayed/neutered and fully vaccinated as well as having up-to-date flea and worming treatments. This is all included in the one-off adoption fee.

**The cost to the RSPCA Bedfordshire South Branch is £117 to ensure your cat/kitten is healthy and £112 to check cottontails** (which includes vaccination against Myxi/VHD and VHD2).







## ANIMAL WELFARE

In the last year, we have successfully rehomed 131 cats and kittens as well as 48 rabbits - most with the help of a team of volunteer fosterers.

Fostering in a home-environment gives the animals the best chance of recovery and/or development, meaning a much better chance of a successful rehoming.

**Some wonderful 'tails' have come through our doors during the past year.**

### SPRING 2018 A fur-ever home tail from one of our adopters.

"It was spring 2018 when we lost our beloved ginger boy after a short illness. We were absolutely heartbroken and our lives felt so empty without him. We always knew that we would adopt from a local rescue centre when the time felt right but we had no idea when that might be.



Two months later I saw a post on our local village Facebook site about 3 tiny kittens who had been found abandoned behind some bins. I immediately contacted the RSPCA who had come to collect them and said I was willing to adopt all 3 if no one claimed them. A home was already lined up for the tortie little girl but the two tabby brothers needed a home! We went to visit them at their foster home and fell in love straight away.



We renamed them Barnum and Bailey and our little circus clowns have lived up to their names and kept us entertained ever since with their acrobatic skills, balancing acts and clowning around! The rest of the time they are curled up asleep together and are absolutely inseparable.

To think of the life these boys might have had, fending for themselves out on their own if the RSPCA had not come to their rescue breaks my heart. We tell them everyday how lucky they are and how much we love them. They have changed our lives and brought us so much happiness.



Thank you so much to all the amazing volunteers who work unbelievably hard to save the lives of so many animals. The world is a better place with people like you."



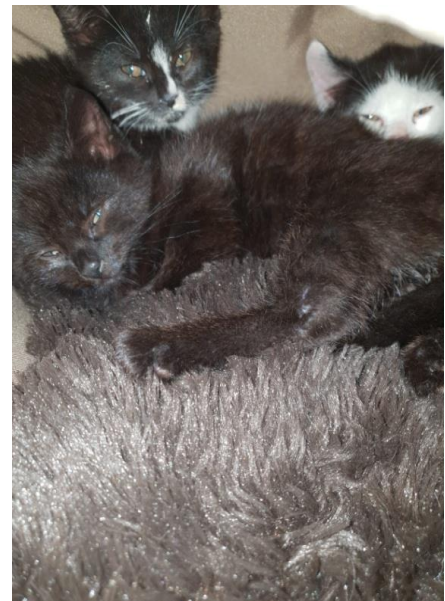


## SUMMER 2018

**Jacko, Jess and Jordy** Summer saw the arrival of kitten season for us, slightly later than normal. Some kittens were born in branch after the pregnant mum had come into our care and others had been found abandoned.



We only had to hand rear a few this year, hand rearing is always stressful and takes a lot of commitment with feeds every 2 hours. With our fantastic team of fosterers these kittens all became very sociable and found lovely homes.





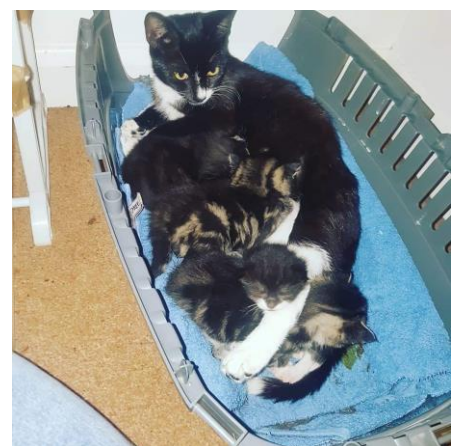
## AUTUMN 2018

**Three little kittens...** In August of last year, we received a call reporting that three kittens had been living in a shed, with no sign of the mother cat for days. RSPCA inspector Grace attended quickly and found the small litter - estimated to be less than two weeks old - clearly starving, cold and quite unwell. We had to consider quickly where best to tend for these kittens; artificially feeding is a big commitment, involving two-hourly feeds through the day and night. Our fosterers all work on a voluntary basis and many have other commitments that would prevent such care.



Artificially feeding is also inferior to natural nursing in many other ways; kittens learn social skills and hygiene from their mother, and the warmth provided could be essential to the survival of these vulnerable kittens. By good fortune, one of our fosterers had a nursing cat in her care; Minnie, who had delivered two male kittens just two weeks before. As a team, we decided to try to introduce them.

Grace drove the kittens directly to fosterer Lynne. On arrival, the cries of the new kittens sparked an immediate interest from Minnie, although she was reluctant to leave her nest. We started with a 'scent swap'; using a scrap of fabric rubbed over the new kittens and placing this in the nest and taking another scrap from the nest to rub on the new kittens. Gradually and gently, we took each kitten and let Minnie sniff and nuzzle at it, then placed him/her into the nest with the other kittens. We waited with bated breath to see what would happen. If Minnie rejected the kittens, it could mean their survival was at risk.







## RSPCA Bedfordshire South Branch

Registered Charity No. 259020



There was no visible aggression from Minnie, but a certain sense of unease initially. To our joy, within minutes, the kittens started to nurse and Minnie began to clean them. Our priority was getting them warm and fed, so it was important to leave them undisturbed - but quietly supervised in case of rejection - for as long as possible.

Over the following days, we watched as the new kittens were fed and accepted into Minnie's now-extended family. Their new brothers; Prince Hans of the Southern Isles and The Duke of Wessleton (yes, our fosterer is a bit crazy!) accepted them without quarrel. They were sexed and named within the Disney villain theme; Gaston, Jafar and Cruella de Vil – two mischievous boys and a more reserved girl.

They did require some additional supplementation with artificial milk (courtesy of a generous donation) while Minnie's milk supply adjusted to a litter more than double its initial size (with the new three malnourished on arrival), but this took only a few days. They gained weight and their health blossomed, and they were eventually all adopted to loving homes.

Our entire team were involved in rescuing and rehabilitating this feline family; a hardworking and dedicated RSPCA inspector, our fantastic branch staff, our enthusiastic volunteers and most importantly - those wonderful people/organisations who have donated to us.

**Without you, these kittens would not have survived and thrived as they did.**



**RSPCA Bedfordshire South Branch celebrates our 50th  
Anniversary on December 4<sup>th</sup> 2019!**

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RSPCA Bedfordshire  
South Branch  
Registered Charity No. 259020





## WINTER 2018

**Brownie** came into care late December 2018. He was signed over to Bedfordshire South RSPCA after being kept in an extremely dirty bird cage. There was no room for any movement and not a strand of hay in sight. Once he arrived, our fosterer immediately noticed how sad and nervous he was. It was very clear no physical love and attention had been given to this rabbit who had unfortunately lived in those conditions for around 6 months.

Brownies nails were long and overgrown, our carer trimmed them to relieve him of pain. After his nails were clipped and he was placed in a secure room to be able to roam, however, Brownie struggled with his new found extra space and was showing signs of anxiety.



Over the next few days Brownie was becoming increasingly frightened and more unsettled in his new home, and our carer made the decision to place Brownie into a (larger) cage to sooth him. Back in a more confined area, Brownies confidence began to return, and he became more settled, calm and more importantly he was beginning to trust his carer, allowing her to pick him up and greet her at the cage door. Several weeks later, Brownie was in a much happier frame of mind and our carer took the next step in Brownies rehabilitation by increasing his space, ever so slightly, each day.

With our fosterer's dedicated care and attention, Brownie was transforming into a healthy, happy rabbit, the final step was to find him a female companion to share his new life with - and we found a lovely female bunny who came for bonding. They immediately clicked - and soon become husbun and wife. The happy ever after tail is they are now a pair of free roaming bunnies living with their new family in Thame.





**Katie** In Luton a member of the public noticed a white cat in the upstairs window of a derelict property, while sat in a queue of traffic in their car. Most of the windows were boarded up so it didn't look like anyone was living there.

When we attended there wasn't any sign of a cat and there wasn't any access to look through any windows/letterbox. We made enquiries with neighbours and the police and found out the property had been boarded up a week ago! A window fitter was working on a neighbouring house and offered to remove a board and open a window, the police gave us permission to do this, provided that we didn't enter.

The house was a mess inside and in darkness but there was faeces on the floor so quite likely there was an animal in the property. We made lots of encouraging noises and rattled food but no sign of a cat! We decided to leave a cat trap in the room, by leaning in through the window and placed a small amount of food under the window which was still there when we returned but at least we got to see the cat at the window when we got back! The cat was soon trapped and after a check up at the vets she was fostered and rehomed.







## Cat dumped by bins found by woman putting out her rubbish:

Holly the cat was found shut inside a dark plastic crate - market with 'Fragile' tape - wrapped up in a bin bag and dumped by the bins.

The poor black and white cat - found in Bedfordshire - was terrified and confused.

An RSPCA animal collection officer was called to collect the puss, said: "A lady who lives in the block of flats was putting out her rubbish when she saw the box. She moved it and felt something move inside. "When she looked inside she was aghast to find the black bin liner with yellow drawstrings pulled tight and, inside, she was horrified to find a cat.

"It's a miracle this cat had not suffocated so she immediately removed her and put her in her car which was parked nearby before getting a pet carrier to secure her." "Amazingly the cat - who I've named Holly - is okay but is unsurprisingly completely terrified," she added.

"She's now at the vets having treatment for a flea allergy and her skin is quite scabby and sore."



The middle-aged cat isn't microchipped and wasn't wearing a collar or ID tag. It's unclear where she has come from. The RSPCA officer added "It's unthinkable to imagine what may have happened to Holly had this wonderful woman not have saved her, she could have suffocated inside the bin liner or she could have been thrown inside the refuse lorry and crushed to death.

"Someone has obviously intentionally disposed of her in this way, which is absolutely shocking."



## A FINAL NOTE FROM OUR CHAIR

The branch continues to go from strength to strength, but this would not be possible without the hard work of our members, volunteers, staff, customers and donors. On behalf of myself and everyone in the branch – Thank You! **Matthew Ridley, Chair**





**RSPCA Bedfordshire  
South Branch**

Registered Charity No. 259020

On behalf of the RSPCA Bedfordshire South Branch, the animals that come into our care, thank you so much for your kind donations and valued membership.

We could not help abused, abandoned and neglected animals: pets, wildlife and feral, without you.

Thank you very much.







ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

BEDFORDSHIRE SOUTH BRANCH

Registered Charity No: 259020

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2018

Parbery Davies & Co  
Three Counties House  
18a Victoria Street  
Dunstable  
Beds  
LU6 3BA

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

BEDFORDSHIRE SOUTH BRANCH

FOR THE YEAR ENDED 31ST DECEMBER 2018

Statement of Trustees' Responsibility

The trustees are required under the Charities Act 2011 to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing the financial statements giving a true and fair view, the trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law and regulations. 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.



Matt Ridley  
Chairman  
On behalf of the Trustees

Date : 8/4/19

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS  
BEDFORDSHIRE SOUTH BRANCH

Independent Examiner's Report to the Trustees of the RSPCA  
Bedfordshire South Branch

We report on the accounts of the District Branch for the year ended 31st December, 2018, which are set out on pages 3 to 7.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts and you consider that the audit requirement of section 145 of the Charities Act 2011 (the Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to our attention.

Basis of Examiner's Statement


Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 we do not express an audit opinion on the view given by the accounts.

Independent Examiner's Report

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

1. Which gives us reasonable cause to believe that in any material respect the requirements to:
  - keep records in accordance with section 130 of the Act; and
  - prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act,have not been met; or
2. To which, in our opinion, attention should be drawn in order to enable a proper understating of the accounts to be reached.

Three Counties House  
18a Victoria Street  
Dunstable  
Beds  
LU6 3BA

  
Parbery Davies & Co.  
Accountants

Date: 8/4/19

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

BEDFORDSHIRE SOUTH BRANCH

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER, 2018

	<u>Total</u> <u>2018</u>	<u>Total</u> <u>2017</u>
<u>INCOMING RESOURCES</u>		
Subscriptions & Donations	2,070	16,164
Adoption Donations	4,970	8,590
Legacies & Memoriam Donations	-	-
Door to Door	26,509	24,261
Fundraising	1,760	2,310
Gift Aid	2,121	3,336
Sale of Goods	46,183	43,949
Recycling	3,409	2,709
Commission & Other	140	-
VAT Recovered	6,417	4,066
Bank Interest	94	8
	<u>93,673</u>	<u>105,393</u>
<u>RESOURCES EXPENDED</u>		
<u>Direct Charitable Expenditure</u>		
Veterinary Fees	2,253	643
Boarding	-	-
Fostering	13,481	11,095
Fundraising Costs	114	418
Gift Aid Costs	255	400
Cost of Goods Sold	-	112
Shop Salaries and National Insurance	16,712	16,196
Rent	12,651	12,600
Rates	980	966
Shop Insurance	-	-17
Equipment Hire	907	832
Light & Heat	1,048	871
Telephone and Internet	627	533
Motor and Travelling	115	-
Cleaning & Refreshments	-	-
Repairs & Maintenance	944	631
Sundry Expenses	359	528
Credit Card Charges	545	514
Depreciation	3,661	1,553
	<u>£ 54,652</u>	<u>£ 47,875</u>

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

BEDFORDSHIRE SOUTH BRANCH

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER, 2018

	<u>Total</u> <u>2018</u>	<u>Total</u> <u>2017</u>
<u>Management and Administration</u>		
Staff Salaries, National Insurance & Pension	21,066	20,107
Branch Contributions	-	-
Accountancy	1,239	945
Legal & Professional Fees	-	-
Hall Hire	33	-
Insurance	572	548
Postage & Stationery	294	596
Website Costs	24	96
Loan Interest Charged	3	12
	<u>23,231</u>	<u>22,304</u>
	<u>77,883</u>	<u>70,179</u>
<u>NET INCOMING RESOURCES</u>		
<u>/(RESOURCES EXPENDED)</u>	15,790	35,214
<u>FUNDS BROUGHT FORWARD</u>	139,388	100,174
	<u>155,178</u>	<u>135,388</u>
Fund for repayment of loan to HQ	4000	4000
Fund for provision of new shop	-	-
<u>FUNDS CARRIED FORWARD</u>	£ <u>159,178</u>	£ <u>139,388</u>

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS  
BEDFORDSHIRE SOUTH BRANCH

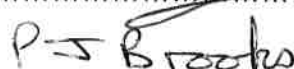
BALANCE SHEET AS AT 31ST DECEMBER, 2018

	<u>2018</u>	<u>2017</u>
	£	£
<u>FIXED ASSETS</u>		
Tangible Assets (Note 2)	14,641	6,210
<u>CURRENT ASSETS</u>		
Debtors and Prepayments	3,338	3,344
Bank Tracker Account	47,452	47,358
Bank Current Accounts	119,594	116,393
Cash	58	27
	<u>170,442</u>	<u>167,122</u>
<u>CREDITORS - Amounts falling</u> <u>due within one year</u>		
Creditors and Accruals	905	4,944
<u>CREDITORS - Amounts falling</u> <u>due after one year (Note 4)</u>		
Branch Loan	-	-
	<u>905</u>	<u>4,944</u>
<u>NET CURRENT ASSETS</u>	<u>169,537</u>	<u>162,178</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>	<u>184,178</u>	<u>168,388</u>
General Purposes Fund	159,178	139,388
HQ Loan repayment Fund (Note 5)	-	4,000
New Shop Fund (Note 6)	25,000	25,000
	<u>£ 184,178</u>	<u>£ 168,388</u>

Approved by the Trustees on 8/4/19 and signed  
on their behalf by :



Matt Ridley  
Chairman



Paula Brooks  
Co Opted Hon. Treasurer

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

BEDFORDSHIRE SOUTH BRANCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER, 2018

1. ACCOUNTING POLICIES

a) Basis of Accounting

The Financial Statements are prepared under the historical cost convention, in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

b) 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 life on the following basis:

Equipment        -        20% pa on reducing balance

c) Taxation

The branch is registered as a charity and is exempt from taxation.

d) Incoming Resources

- i. Subscriptions and donations and bank interest represent the amount receivable during the year.
- ii. Shop takings, fundraising activities, Gift Aid, legacies and memoriam donations are accounted for in the year in which they are received.

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS  
BEDFORDSHIRE SOUTH BRANCH

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER, 2018

2. TANGIBLE FIXED ASSETS

<u>Cost</u>	<u>Equipment</u>
Balance Brought Forward	22,255
Additions	12,092
	<hr/>
	£ 34,347
	<hr/>
<u>Depreciation</u>	
Balance Brought Forward	16,045
Charge for the Year	3,661
Charge on Disposals	-
	<hr/>
	£ 19,706
	<hr/>
<u>NET BOOK VALUE</u>	
2018	£ 14,641
	<hr/>
2017	£ 6,210
	<hr/>

3. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration was paid to the trustees in the year.

4. HQ LOAN

The loan due to HQ has been fully repaid in the year ended 31st December, 2018.

5. PROVISION FOR NEW SHOP

Funds have been ring fenced to finance a new shop in 2020 of £25,000.

6. RESIGNATIONS AND APPOINTMENTS

During the year Kirsty Atkins resigned as Chairperson on 10th December 2018 and Matt Ridley agreed to stand as Chairman and was officially appointed on 11th February 2019.

During the year Julie Mogridge resigned as Treasurer and Paula Brooks agreed to stand as Co-Opted Treasurer and was officially appointed on 6th August 2018.



ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS  
BEDFORDSHIRE SOUTH BRANCH

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER, 2018

7. RELATED PARTY DISCLOSURES

Alison Sutton, Branch Administrator, is related to Kirsty Atkins, previous Chairman, however there were no transactions between parties during the year.

Alison Sutton, Branch Administrator, is related to Emily Atkins, Membership Secretary, however there were no transactions between parties during the year.

Alison Sutton, Branch Administrator, received a gross salary during the year of £20,750 (2017 - £20,000)

Kirsty Atkins is also related to Matt Ridley, current Chairman, however there were no transactions between parties during the year.

Kirsty Atkins is also related to Emily Atkins, Membership Secretary, however there were no transactions between parties during the year.

Door to Door income of £26,509 were received from the National Society of the RSPCA during the year. (2017 - £24,261)

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS  
BEDFORDSHIRE SOUTH BRANCH

Independent Examiner's Report to the Trustees of the RSPCA  
Bedfordshire South Branch

We report on the accounts of the District Branch for the year ended 31st December, 2018, which are set out on pages 3 to 7.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts and you consider that the audit requirement of section 145 of the Charities Act 2011 (the Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to our attention.

Basis of Examiner's Statement


Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 we do not express an audit opinion on the view given by the accounts.

Independent Examiner's Report

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

1. Which gives us reasonable cause to believe that in any material respect the requirements to:
  - keep records in accordance with section 130 of the Act; and
  - prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act,have not been met; or
2. To which, in our opinion, attention should be drawn in order to enable a proper understating of the accounts to be reached.

Three Counties House  
18a Victoria Street  
Dunstable  
Beds  
LU6 3BA

  
.....  
Parbery Davies & Co.  
Accountants

Date: 8/4/19