

# Trustees' Annual Report for the period

Period start date

Period end date

From

01 April 2018

To

31 March 2019

## Section A

### Reference and administration details

Charity name

Animal Antiks

Other names charity is known by

N/A

Registered charity number (if any)

1172099

Charity's principal address

Manor Farm, St John's Lane

North Marston, Buckingham

Buckinghamshire

Postcode

MK18 3PU

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sarah Kettley	CEO / Proprietor		Board of Trustees
2	Pamela Notarbartolo			Board of Trustees
3	Marcus Rogers			Board of Trustees
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information):

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

Sarah Kettley

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

Memorandum and Articles

How the charity is constituted

(eg. trust association, company)

Charitable Company

Trustee selection methods

(eg. appointed by, elected by)

Appointed by Board of Trustees

### Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The following policies and procedures are adopted and in place:

- Safeguarding Vulnerable Persons
- Behaviour Management
- Positive Behaviour
- Health & Safety
- Data protection and privacy
- Confidentiality
- Complaints
- Anti bullying
- Equality & Diversity
- Code of conduct - staff & volunteers
- Disciplinary
- Safer recruitment
- Lone working
- Whistleblowing
- Business Continuity

## Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

- 1) To promote social inclusion for the public benefit by preventing people from becoming excluded, relieving the needs of those people who are socially excluded (in particular but not limited to those with physical, mental, social or emotional disabilities or disadvantages) by providing equine-assisted therapeutic and educational activities that may also involve other animals in order to assist them to integrate into society.
- 2) To promote humane behaviour towards animals by providing appropriate care, protection, treatment and security for animals which are in need of care and attention by reason of sickness,

maltreatment, poor circumstances or ill-usage and to educate the public in matters pertaining to animal welfare in general and the prevention of cruelty and suffering among animals.

In 1) above, "emotional disabilities" will encompass those beneficiaries who struggle with low self-esteem or self-confidence, or have difficulty with communication and relationships or in regulating emotions (such as anger, anxiety and sadness) or lack emotional stability and resilience.

Further definitions of 'disadvantages' and 'socially excluded' can be found in the articles of association document.

Animal Antiks operates on a working farm, Manor Farm, based in the village of North Marston, Buckinghamshire located between the towns of Aylesbury and Buckingham.

On a daily basis (Monday to Friday), the farm supports children and adults facing various challenges in their lives bringing them together in a safe and unique non-segregated environment, promoting and enhancing key life, social and functional skills through activities involving the care and welfare of animals as well as other activities around the farm.

The Animal Antiks approach is both innovative and unconventional. Teamwork is built by creating teams that mix young people and adults with a variety of needs and disabilities. Animal Antiks has had more than six years' experience providing practical, personal and emotional support to a growing number of clients with a range of disabilities (physical, sensory and learning) or behavioural, mental or emotional issues.

This support is provided in a working farm environment, at Manor Farm in North Marston, offering work-based agricultural, equine and animal care opportunities for clients. Over time clients have shown an increased in confidence, displayed fewer anxieties and been more comfortable interacting in normal social situations.

All trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

#### **Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

2018/19 has been a busy year as we settled into our new premises at Manor Farm, North Marston, Bucks. A lot of work has been carried out onsite to improve our facilities, including the creation of a new barn which now houses our temporary classroom, kitchen area and craft area as well as maintenance of other buildings around the farm and improvements to keep the clients and animals safe.

The year started with two successful open days, one for a variety of different professionals who had links to the type of work we do and one for a wider audience to raise some funds and come and see our set up, what we were doing at the farm and our plans for the future. A number of the adults and children who attend sessions at the site during the week helped out during these events and helped make it a success...

Over the year we have welcomed an increasing number of individuals who have given their time as volunteers on a regular basis or have come along for specific projects or events. This included support from a group of 80 RAF recruits and a number of groups throughout the year from Action 4 Youth, supporting both the National Citizenship Scheme and the Inspiration programme.

In the second half of the year we started to hold more regular fundraising events in the local village hall including a fashion show, a quiz night and a special race night. All these events have helped to raise much needed funds for the charity and we have shown an increase in donations to the charity over the last year.

By December 2018 Sarah and Nick finally took control of the whole site and managed to move into the farm house. This has meant they now have improved control of the site and the plans to expand the offer could be put into place.

In January 2019, working with training partner Haddon Training, two students started their education onsite which allowed them to access formal education after a long gap. Both have worked extremely hard and feedback has been positive, so we hope to extend this offer to other students in September 2019.

February 2019 saw us involved with the book launch of 'Happiness for Beginners', written by Carol Matthews who had based the story on ideas from Animal Antiks after several visits to the farm. Various other events have taken place around this which has provided a wonderful opportunity to raise additional funds for the charity and spread the word about what we do. We also held a drop-in session over the half term which was well attended and has led to a number of new referrals.

We ended the year planning a further extension to our offer by putting on a number of additional sessions over the Easter school holidays.

We currently have over 50 children and adults regularly attending each week, some for just a couple of hours whilst others attend every day. Over the year we have supported over 80 individuals and added to this is the large number of additional people who benefited by attending as part of a supported group, such as Action 4 Children.



## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Animal Antiks policy on reserves is to minimise the amount of money kept aside to maximise benefits for service users.

A small reserve of £3000 is set aside to protect Animal Antiks against a drop in income or late payments from service users or referrers. The policy is to build up reserves and hold funds equivalent to three months of operating costs, when financing allows.

The charity may also earmark specific named reserves for key building or improvement projects but will communicate this information to donors, funders and other stakeholders to ensure complete transparency.

**Details of any funds materially in deficit:**

N/A.

**Further financial review details (Optional information):**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted...

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees:**

Signature(s)



Full name(s)

SARAH LOUISE KETTLE

Position (eg Secretary, Chair, etc)

Chair

Date

14/16/2019

Animal Antiks  
Annual Accounts  
12 months to 31<sup>st</sup> March 2019

Financial Statement by the independent examiner  
For the financial period 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019

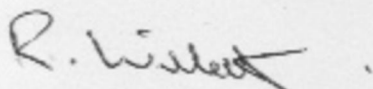
Produce by:  
R.W.Willetts ( ACMA, CGMA)  
Accounting Services  
34 Wendover Road  
Aylesbury, Bucks  
HP21 9LB

## Animal Antiks

### Accountants and Treasurers report on the 12 months accounts to Animal Antiks

You have approved the accounts for the twelve months ended 31<sup>st</sup> March 2019 which comprise the Profit and Loss Account, the Balance Sheet and the relates notes. In accordance with your instructions, I have compiled these accounts from the accounting records and information and explanations supplied to me.

The charity is reliant mostly on contracts from local councils and schools for its income. The number of clients has increased during the year requiring the hiring of staff. The Charity continues to meet all its financial obligations as well as setting aside some surplus for future maintenance and possible expansion of activities.



R.W.Willetts ACMA, CGMA

Accounting Services

11/7/19.



**Animal Antiks****Profit and Loss Account****For 12 months to 31<sup>st</sup> March 2019****This Year****Last year****£****£**

<b>Sales</b>	<b>127399</b>	<b>105577</b>
Cost of sales	30602	25794
<b>Gross Profit</b>	<u><b>96797</b></u>	<u><b>79783</b></u>
<b>Expenses</b>		
Rent, rates, power and insurance costs	49093	38428
Salaries	31985	14054
Staff training	449	-
Telephone, fax, stationery and other office costs	4072	505
Advertising and business entertainment cost	2728	242
Accountancy, legal and other professional fees	1995	797
Depreciation and loss/( profit) on sale	1464	1008
	<u><b>91786</b></u>	<u><b>55034</b></u>
<b>(Loss)/profit</b>	<u><b>5011</b></u>	<u><b>24749</b></u>



**Animal Antiks****Balance sheet****As at 31<sup>st</sup> March 2019****This year****Last year****Fixed assets****£****£**

Equipment, machinery and motor vehicles

5086

6550

Cash

8512

3366

Debtors

23799

19745

Creditors

(2725)

-

Net Assets

3467229661**Capital account**

Balance at start of period

29661

4912

Net(loss)/profit

5011

24749

Capital introduced/(taken)

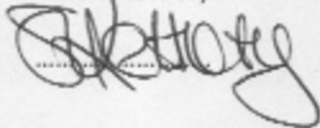
3467229661

Animal Antiks

Approved statement

I approve the accounts comprising the Profit and Loss Account, the Balance sheet and the related notes. I acknowledge my responsibility for the accounts, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing R.W.Willetts Accounting Services with all the information and explanations necessary for their completion

Miss S. Kettleby

A handwritten signature in black ink, appearing to read 'S. Kettleby', written over a faint horizontal line.

**Animal Antiks**

**Notes to the Accounts**

**For the 12 months ended 31<sup>st</sup> March 2019**

**1. Accounting basis**

The accounts have been compiled on the basis that enables profits to be calculated in accordance with UK Generally Accepted Accounting Practice and that provides sufficient and relevant information to enable the completion of a tax return.

**2. Plant, machinery and motor vehicles**

	Plant and machinery
	£
Cost 1st April 2018	10013
Additions	
At 31 <sup>st</sup> March 2018	<u>10013</u>
Depreciation 1 <sup>st</sup> April 2017	3463
Charge for the year	1464
At 31 <sup>st</sup> March 2018	<u>4927</u>
Net Book value 31 <sup>st</sup> March 2019	<u>5086</u>
Net Book value 1 <sup>st</sup> April 2018	<u>6550</u>



**Animal Antiks****Approved statement:**

I approve the accounts comprising the Profit and Loss Account, the Balance sheet and the related notes. I acknowledge my responsibility for the accounts, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing R.W. Willetts Accounting Services with all the information and explanations necessary for their completion.

Miss S. Kettley

