



RSPCA Gwent Branch

**Annual General Meeting
The Branch Office
Newport**

**Monday 10th June 2019
at 7pm**



Gwent Branch Report 2019

Reference and Administration

RSPCA Gwent Branch - Charity Number: 225476

Principal Office
RSPCA
Uskside Business Park
Usk Way
Newport
NP20 2TX

Gwent Branch Trustees
Mr D Liles Chairperson
Mr P Baxter Treasurer
Mrs T Barnes Secretary
Mrs G Hawkesley
Mrs K Clare
Mrs C Gunter
Mrs B Francis

Auditors
Philip Murphy & Partners
10-12 Corporation Road, Newport, NP19 0AR

Bankers
Co-op Bank
27-29 Commercial Street, Newport, NP20 1HJ

RSPCA Gwent Branch Agenda

Monday 10th June 2019

1. Welcome and opening remarks
2. Apologies for absence
3. Adoption of minutes from the last AGM
4. Matters arising
5. Report of the Committee
6. Presentation of the Accounts and adoption of Branch Report and Accounts
7. Election of Auditor
8. Election of Committee
9. Inspectors Report
10. Animal Centre Report
11. Shop Report
12. Result of Election to the Committee
13. Any other business relative to this meeting

RSPCA GWENT BRANCH

Public Benefit

The RSPCA Gwent branch is an unincorporated charitable association and is separately registered branch of the Royal Society for the Prevention of Cruelty to Animals, carrying out its direct animal welfare work in the area of the old county of Gwent.

Aims and Objectives

The Gwent Branch supports the work and objectives of the National Society, and aims to promote animal welfare, kindness and to prevent or suppress cruelty to animals by all lawful means.

Benefits

The branch trustees work in the Gwent area, and aim to help people in need with the care of their animals. We do this by our activities and we focus on animals, their owners and trying to prevent cruelty and give help to the public whenever possible.

CHARITABLE ACTIVITIES

The main activity we undertake is fundraising because we need to maximise our incomes, so we can pay towards veterinary treatment, re homing an animal, foster care, micro-chipping and neutering. We do this by using the voucher scheme. Some of the work we do helps to control the dog/cat population through neutering and benefits the public by giving them financial help which in turn promotes reasonable pet ownership.

INSPECTORS

We support the society's inspectorate and the difficult work they do. They dispense vouchers if an animal is in need and they also provide education, information and advice. The work they do is key to the prevention of cruelty which is part of the objectives of the RSPCA and of course the Gwent branch, which is a moral benefit to the public.

WELFARE

We pay for the above by doing bucket collections, being part of the token scheme in supermarkets.

In the past we have helped to fund the animal centre in Merthyr Tydfil, we support the animal centre in Newport and have opened a shop in Chepstow. We are a welfare branch for the Gwent animals and their owners.

VOLUNTEERING

We need our volunteers to help us in our efforts to continue the work of the branch. The volunteers can be trustees, fundraisers, or fosterers. This benefits local people by the branch which is compassionate and rewarding.

REVIEW

The trustees on an annual basis review their achievements and objectives, to ensure they remain focused on their charitable aims and continue to deliver benefits to the public. We complied with the duty under the Charities Act 2006 to have due regard to public benefit guidance published by the commission.

RSPCA GWENT BRANCH

ANNUAL REPORT

Every year the RSPCA receive thousands of calls from the public reporting animal welfare issues. Sadly, the number of calls received have increased year on year.

The Purpose of the Gwent Branch is to support the society with its work to save animals from a life of cruelty and pain. The main activities of the branch is fundraising; as well as attending events to raise awareness of the work of the RSPCA, giving out information on the society's campaigns and information booklets on how to care for animals.

The funds raised go towards the treatment and care of neglected and injured animals picked up by the RSPCA inspectors. Members of the public are also given financial assistance in the form of a vouchers which to go towards the cost of veterinary treatment.

The total number of animals supported by the branch during the year are:

Dogs 265

Cats 236

Rabbits and Small Furies 45

This work can only continue if the funds are in place to provide the services required to meet the needs of the animals, the Gwent Branch committee are committed to continue raising these funds to support animals in the Gwent area and on occasions outside the area if required.

Chief Inspector Elaine Spence and her Inspectors regularly attend committee meetings informing members of the work they have done, although sometime sad, it is always inspiring to hear about the work being done protecting animals. On behalf of the committee I would like to thank Elaine and her team for the incredible work they do three hundred and sixty five days of the year. Hearing about the work they do motivates each committee member to continue supporting the society, and raising funds for the work to continue.

The source of income to the branch comes form a number of sources. Door to door collections, income from the Chepstow shop, bucket collections, donations and one off events.

Through the hard work of Zoe Richards and her team the Chepstow shop continues to be a success, bringing a steady amount of income throughout the year. The Gwent branch have been running the shop in partnership with the society for nearly five years. As part of the branch development and through discussions with the society, three options have been discussed regarding the future ownership of the

shop. One is to continue with the current arrangement of the society and branch working in partnership, the second is the society taking over the running of the shop; the third is the branch taking over the shop.

The committee are very keen to pursue the third option of taking ownership of the shop. Although still in the early stages, the committee have already started looking at the responsibilities that would come with running the shop, managing staff and volunteers, the financial responsibilities and managing a business.

The Gwent branch actively supports the society's animal centre in Newport, both financially and by providing volunteers at their various fund raising events; the manager or deputy manager attends our committee meetings and gives an update on the work they do.

The branch is always looking for new volunteers to arrange or attend fundraising events as well as trustees who can attend committee meetings; where discussions take place regarding developing the branch, to ensure the work of the RSPCA is supported financially and members of the public are provided with information on animal welfare and what support is available for their animals.

Finally, I would like to thank our Branch Support Specialist Francesca Grice for all the help and support she has given to the branch.

David Liles

Chair Gwent Branch

RSPCA GWENT BRANCH

Treasurers Report & Presentation of Accounts 2018

Total Income for the year amounted to £38,052 Expenditure in the year amounted to £18,793 This resulted in a surplus for the year of £19,281

The income split was Donations and Subscriptions £631.00 Fundraising £1,112.50 Door to Door £26,509.00 (*which is a national campaign where the collection is split between the national society and the branches*) Chepstow Partnership Shop £9,559.00 (as 50% of the profits)

The main expenditure split was veterinary voucher scheme £10,348 Payments to Wales Board Projects/Boarding Fees £5,001

Reserves Policy

The branches reserves policy is unchanged from last year and is set at the amount of £50,000 this is equivalent to 18 months running costs, this is reviewed every six months and can be adjusted as the majority of our expenditure is around animal welfare scheme.

Currently the branch does not hold restricted or unrestricted funds.

Investment Policy

The branch does not currently hold any investments.

Future Plans

In 2019 the Branch is looking into a merger with a neighbouring branch Brecknock & District, this will give us a larger area and allow us to look at different animal welfare work.

We continue to support where needed on a case by case basis the Newport Animal Centre and Cat Rehoming Centre based at Pets at Home in Newport, both are managed and operated by the RSPCA National Society.

In 2019 the Wales Board Partnership Shop in Chepstow agreement comes to an end and the branch is currently in discussions on a renewal of the lease and a decision

on how this can be moved forward. This proposal will be costed to ensure it gives maximum benefit to both the public and the animal welfare work.

In 2019 we are looking in partnership with other neighbouring branches to run a Mobile Veterinary Clinic to support the public in low cost veterinary consultation and treatment, this is in its very early stages but never the less all parties are keen to pursue this. This proposal will be costed to ensure it gives maximum benefit to both the public and the animal welfare work.

It is our intention to continue to provide a voucher scheme to provide assistance to members of the public on low income and those animals with no known owner. Along with those animals that request from our inspectorate is sought for our assistance.

RSPCA GWENT BRANCH
ACCOUNTS
31 DECEMBER 2018

RSPCA GWENT BRANCH
ACCOUNTS
YEAR ENDED 31 DECEMBER 2018

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RSPCA GWENT BRANCH

ACCOUNTANTS' REPORT TO THE PROPRIETOR

YEAR ENDED 31 DECEMBER 2018

Respective responsibilities of Branch committee and examiner

the Branch committee is responsible for the preparation of the accounts. The Branch committee considers that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed:

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. 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 the seeking of explanations from you as the Branch committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

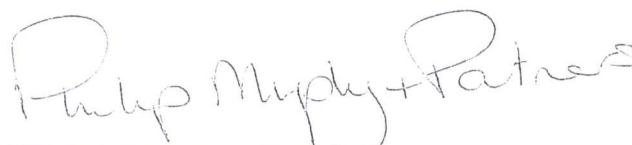
(1) which gives me reasonable cause to believe that in any material respect, the requirements

* to keep accounting records in accordance with Section 130 of the 2011 Act; and

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

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



PHILIP MURPHY & PARTNERS
Accountants & Tax Consultants

10 Corporation Road
Newport
South Wales
NP19 0AR

7 June 2019

RSPCA GWENT BRANCH
PROFIT AND LOSS ACCOUNT
YEAR ENDED 31 DECEMBER 2018

	2018	2017
	£	£
TURNOVER	38,052	<u>39,317</u>
INTEREST RECEIVABLE		
Bank interest receivable	22	<u>22</u>
	38,074	39,339
EXPENSES		
Insurance	—	207
Repairs and renewals	840	454
Office expenses	221	253
Boarding fees	5,001	12,800
Vets Fees and Medicines	10,348	18,543
RSPCA Supplies	1,587	1,158
Merthyr clinic funding	(840)	—
Sundry expenses	840	—
Accountancy fees	624	606
Depreciation of equipment	49	57
Bank charges	123	120
	<u>18,793</u>	<u>34,198</u>
NET PROFIT FOR THE YEAR	<u>19,281</u>	<u>5,141</u>

RSPCA GWENT BRANCH

BALANCE SHEET

31 DECEMBER 2018

	Note	2018 £	2017 £
FIXED ASSETS			
Tangible assets	1	524	573
CURRENT ASSETS			
Bank deposits		<u>98,332</u>	<u>64,779</u>
CURRENT LIABILITIES			
Bank overdraft		15,341	1,136
Accrued expenses		<u>624</u>	<u>606</u>
		<u>15,965</u>	<u>1,742</u>
NET CURRENT ASSETS		<u>82,367</u>	<u>63,037</u>
NET ASSETS		<u>82,891</u>	<u>63,610</u>
FINANCED BY:			
CAPITAL ACCOUNT - RSPCA Gwent Branch			
Balance brought forward		63,610	58,469
Net profit for the year		<u>19,281</u>	<u>5,141</u>
Balance carried forward		<u>82,891</u>	<u>63,610</u>

RSPCA GWENT BRANCH
NOTES TO THE ACCOUNTS
YEAR ENDED 31 DECEMBER 2018

1. TANGIBLE FIXED ASSETS

	Freehold Property £	Equipment £	Total £
COST			
At 1 January 2018 and 31 December 2018	<u>245</u>	<u>6,067</u>	<u>6,312</u>
DEPRECIATION			
At 1 January 2018	—	5,739	5,739
Charge for the year	—	49	49
At 31 December 2018	<u>—</u>	<u>5,788</u>	<u>5,788</u>
NET BOOK VALUE			
At 31 December 2018	<u>245</u>	<u>279</u>	<u>524</u>
At 31 December 2017	<u>245</u>	<u>328</u>	<u>573</u>