



**ROYAL SOCIETY FOR THE
PREVENTION OF CRUELTY TO ANIMALS
HERTFORDSHIRE EAST BRANCH**

**ANNUAL ACCOUNTS
2024**

Registered Charity Number: 208244

**RSPCA HERTFORDSHIRE EAST BRANCH
REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024**

IMPORTANT NOTICE

Anyone witnessing, or having knowledge of acts of cruelty or neglect to animals or birds should immediately contact the RSPCA National Call Centre Tel: 0300 1234 999

Complainants may rest assured their names will not be divulged without their consent.

The Trustees prepare their annual report with the accounts of the charity for the year ended 31st December 2024.

TRUSTEES: Mr D Briance (Resigned June 2024)
Mrs P Cope
Ms C Hadden, Hon. Treasurer
Ms L Jeffrey
Ms J White
Ms K Puttock, Hon. Secretary

CHARITY NUMBER: 208244

PRINCIPAL ADDRESS ARW House
Units 11 & 12 Baldock Industrial Estate
London Road
Baldock
SG7 6NG

INDEPENDENT EXAMINER: Mr M Ebrahim

RSPCA HERTFORDSHIRE EAST BRANCH
Trustees report
For the year ended 31 December 2024

Introduction

The Trustees present their annual report for year ending 2024. The Trustees are confident that the charity is in a good position to continue its activities in the coming year, and that the charities assets are adequate to fulfil its obligations.

Conflict of interests policy

The branch has a conflict of interest policy and mitigation strategy to manage any such conflicts. Conflicted Trustees would be asked to leave the room if appropriate and not partake in any votes related to a connected party. Decisions relating to any remuneration, pay or any other benefits will always exclude any conflicted Trustees. RSPCA Hertfordshire East Branch can declare there are no current conflicted Trustees.

Trustees

The branch Trustees remained stable during 2024 with the exception of one Trustee stepping down from their position. We welcome applications from both individuals with an interest in animal welfare and the skills required to help manage the strategy and governance of the branch. If you are interested in becoming a Trustee please e-mail secretary@rspcahertseast.org.uk

Structure, governance and management

The RSPCA Hertfordshire East Branch is a registered charity, registered on 22 September 1962 and governed by the RSPCA Branch rules dated 1 January 2012.

The Trustees are elected by the members at the Annual General Meeting. Following a new appointment, the appointed trustee receives a pack of rules and guidance from RSPCA Head Office.

The charity is organised so that the board of trustees vote in order for decisions to be made. Trustees meet monthly, including the Annual General Meeting. Ad hoc expenditure is authorised by the charity treasurer. The board approves all major expenditure.

Objectives and activities

The charity's objectives in the year under review were that of promoting the work and objectives of the R.S.P.C.A. (charity number 219099). This entails preventing cruelty, promoting kindness, and alleviating suffering of animals, in particular within the area of the branch.

The charity aims to achieve this through providing a telephone helpline, taking in and rehoming signed over and stray animals, and providing financial assistance towards veterinary treatment for those on lower incomes.

RSPCA HERTFORDSHIRE EAST BRANCH
Trustees report
For the year ended 31 December 2024

Public benefit

The Trustees have read the general guidance provided by the Charities Commission with regard to a statement on the benefit of the public. The charity has established activities to achieve its objectives for the public benefit. The charity aims to achieve these objectives by promoting the work and objectives of the Royal Society for the Prevention of Cruelty to Animals, by providing support and financial assistance to those people whose animals are in need and who are unable to finance it themselves, promoting good care and welfare of animals, and re-homing abandoned or abused pets.

Achievements and performance

During the year the charity:

- Provided a phone line of support and took 1015 calls from the public.
- Provided 126 financial support vouchers which went towards help with veterinary costs for pet owners in need.
- Took in and treated 80 animals, including strays and abandoned pets.
- 70 of these animals were transferred and rehomed through RSPCA Danaher Animal Home via our boarding agreement.
- 9 of these animals were rehomed, reunited with owners or transferred to other RSPCA areas.

As a branch, we never euthanise a healthy animal unless this is by recommendation for welfare reasons by a vet.

Principal risks

A key risk to the future of the branch is recruitment and retention of experienced volunteers and trustees. To mitigate this, we are exploring the possibility of a merger with another branch of the RSPCA. A merger would allow us to strengthen the Trustee team and increase the reach of the welfare activities that the branch can provide across the local area.

Financial review

Income exceeded expenditure by £28,422 (2023: £15,484 (expenditure exceeded income)). Main impacts on financial results were:

Shop income. Shop income increased year on year by £4,729, with costs being reduced by £6,171 as a result of savings in staff costs, utilities and bank charges. As a result of staff turnover, we recruited a new Shop Manager towards the middle of the year, as well as a new Shop Assistant to ensure that the shop could remain operational 7 days a week. The new team within the shop have increased revenue as a result of enhanced shop displays and better stock selection.

Welfare costs. As a result of our continued use of RSPCA Danaher for our boarding and veterinary care, our welfare costs have continued to drop, with an offsetting increase in our boarding fees for those animals placed there. It is a strong belief of our Trustees that the use of RSPCA Danaher ensures that the animals we help are boarded in a much higher standard of facility. It also means that the cost we pay for boarding remains within the RSPCA as a whole rather than leave the charity for external parties.

RSPCA HERTFORDSHIRE EAST BRANCH
Trustees report (continued)
For the year ended 31 December 2024

Gift Aid. Our gift aid receipts in 2024 have increased by £1,179 year on year as a result of promotion in the shop as to the benefits to our Charity of customers agreeing to sign up to gift aid. Looking ahead to the 2025 reclaim of gift aid we continue to see more gift aid sign up than ever before and anticipate an increase in receipts. Going into 2025 the Trustees need to consider investing in a gift aid till to allow for ease of administration.

Fundraising. As in 2023 fund raising continues to be a challenge for the branch, as a result of the cost of living crisis meaning people are unable to offer the same level of donation and sponsorship than otherwise would be the case, and also due to the reduction in number of trustees during the year resulting in less manpower to organise events and arrange activities.

Reserves Policy

The current designated capital reserve is £165,000 put aside for branch expansion which has continued to be on hold during 2024 as we once again concentrated on Trustee recruitment and trying to stabilise current finances. The ultimate aim of the branch is to still work towards our ambition of a small animal clinic as and when we can ensure that the initiative will be a success. £10,000 remains designated towards shop capital costs and commitments, and the remaining reserves of £71,157 represent 6 months operating expenditure within our policy to hold 3-6 months in reserves.

Future Developments

As mentioned above, this year the Trustees are seeking to merge with another branch of the RSPCA in order to allow for a greater reach of animal welfare support offered to the community along with the strengthening of our Trustee team. The branch has substantial reserves and requires a strong team to be able to take forward initiatives and indeed promote fundraising activity.

We are still waiting to receive legacy in excess of £100,000 from the will of a local resident and the Trustees will ensure that this money is used to increase the level of animal welfare support we provide to the community, as was the wish of the benefactor.

None of our welfare achievements would have been possible but for our wonderful branch office staff, shop staff, volunteers, donors and supporters. The Trustees would like to take this opportunity to thank them all.

We are always looking for volunteers and if you would like to find out more about volunteering for us and helping animals in your local area then contact info@rspcahertseast.org.uk for more information.

ON BEHALF OF THE BOARD:



C Hadden – Treasurer

DATE 16 June 2025

**Independent Examiner's Report to the trustees
on the unaudited accounts of
RSPCA Hertfordshire East Branch**

I report to the trustees on my examination of the accounts of RSPCA Hertfordshire East Branch for the year ended 31 December 2024 which comprise the receipts and payments accounts, the statement of assets and liabilities and the related notes.

Responsibilities and basis of report

As the Charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

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

Independent examiner's statement

I have completed my examination. I confirm that no material 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 accordance with section 130 of the 2011 Act: or
- (2) the accounts do not accord with those records

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



M Ebrahim FCA

Date: 16 June 2025

Embee Oak Chartered Accountants
Unit 14, Mill Stream Lodge, Uxbridge Road, Rickmansworth, Herts, WD3 8JQ

RSPCA HERTFORDSHIRE EAST BRANCH
Receipts and Payments account
For the year ended 31 December 2024

Receipts	Unrestricted 2024 £	Unrestricted 2023 £
Branch Fund Raising (Note 1)	392	1,796
Subscriptions	133	-
Bank interest	6,324	5,571
Legacies	16,082	-
Donations	3,356	4,152
EBay sales	669	1,428
Car Boot sales	1,105	2,291
Pet Insurance/Recycling	29	139
Door to Door Grant	21,816	23,094
Care Contribution Fund	26,643	-
Rehoming	410	2,452
Shop income	83,021	78,292
VAT refunded	7,070	5,776
Gift aid receipts	2,773	1,006
Other income	-	-
	<hr/> 169,823	<hr/> 125,997
 Payments		
Shop (Note 4)	57,620	64,022
Region 5 contribution	551	1,378
Branch insurance	653	-
Veterinary costs & C4 scheme	12,969	19,924
Boarding & fostering	21,297	16,095
Office assistance, NI & pension	30,572	26,469
Office rent, heat & light	2,478	2,777
Van purchase	-	-
Van running costs	3,429	2,129
Sundry expenses (Note 3)	449	449
Telephone & internet	346	576
Postage expenses	35	54
Stationery and computer expenses	1,249	1,063
AGM & meeting costs	-	-
Travelling expenses	613	237
Independent examination	871	670
VAT paid	8,249	5,638
Equipment purchases	-	-
	<hr/> 141,381	<hr/> 141,481
Excess of receipts over payments	<hr/> 28,442	<hr/> (15,484)

RSPCA HERTFORDSHIRE EAST BRANCH
Statement of assets and liabilities
As at 31 December 2024

	2024	2023
	£	£
ASSETS RETAINED FOR THE CHARITY'S OWN USE (AT COST)		
Shop fixtures and fittings	13,265	13,265
Office computers and furniture	1,129	1,102
RSPCA Branch Van	9,500	9,500
	23,894	23,867
CASH FUNDS		
Bank accounts	241,226	212,421
Cash and credit card receipts	138	501
Total cash funds	241,364	212,922
OTHER MONETARY ASSETS		
VAT refund	2,590	1,294
Gift aid	2,800	2,500
Rent and insurance paid in advance	6,671	6,747
Subscriptions & donations receivable	-	-
Grants receivable	-	-
Commissions	-	-
	12,061	10,541
LIABILITIES		
Suppliers accounts not yet paid	(3,635)	(2,758)
Independent Examiners Fee	(1,000)	(835)
Q4 PAYE	(899)	(1,337)
December pension	(154)	(13)
Staff Salaries	-	(2,011)
	(5,688)	(6,954)

Signed on behalf of the Trustees


 C Hadden – Treasurer

DATE 16 June 2025

RSPCA HERTFORDSHIRE EAST BRANCH
Notes to the financial statements
As at 31 December 2024

	2024	2023
	£	£
Note 1 – Branch fundraising		
Breakdown by area		
Baldock	-	-
Harpenden	-	-
Welwyn Gdn City	-	-
Ashwell	-	-
Marketing team	-	89
Other fundraising	392	1,706
	392	1,796

Note 2 – Reimbursements

During the year 2 trustees (2023: 1) was reimbursed expenses totalling £289 (2023: £280) in respect of mileage, fostering expenses, computer expenses and items bought for shop.

	2024	2023
	£	£
Note 3 – Sundry expenses		
Bank charges	43	60
Accountancy – payroll	360	360
Miscellaneous costs	46	29
	449	449

	2024	2023
	£	£
Note 4 – Shop expenses		
Goods purchased	322	92
Staff costs	26,669	31,200
Rent, rates and insurance	24,882	24,911
Shop utilities	353	3,032
Cleaning and refuse	1,327	1,117
Telephone & stationery	584	528
Consumables	117	16
Repairs & renewals	1,171	827
Other costs	1,208	399
Bank and credit charges	992	1,900
	57,620	64,022

RSPCA HERTFORDSHIRE EAST BRANCH
Notes to the financial statements
As at 31 December 2024

Note 5 – Unrestricted fund balances

	2023	Surplus/Deficit for year	Transfers 2023	2024
	£	£	£	£
General funds				
General funds	37,922	28,442	-	66,364
Designated funds				
Grant funds	-	-	-	-
Capital reserve	165,000	-	-	165,000
Shop reserve	10,000	-	-	10,000
Total cash funds	212,922	28,442	-	241,364

General Funds of £66,364 represent approximately 6 months expenditure.

Funds of £165,000 have been designated to fund a capital project, such as a clinic, within the branch's area, in memory of Mrs Diana Russell and Pat Trussell.

Funds of £10,000 have been designated to fund potential capital costs or commitments on the shop lease.

Note 6 – Legacies, donations & in memoriam

The branch would like to extend grateful thanks to all those who have donated during 2024.