

Branch Annual Report 2022

The Nottinghamshire East Branch is an unincorporated charitable association and a separately registered charity. We are a Branch of the National RSPCA and as such, are governed under the RSPCA Rules for Branches. The animal welfare work that we undertake is carried out within our designated Branch area; this includes the towns of Newark, Ollerton, Retford and Southwell and the surrounding villages.

In accordance with rules and policies of the RSPCA, we believe our continued aims to promote kindness and prevent cruelty animals have been met.

Trustees govern the Branch and are elected each year at the Branch Annual General Meeting. New Trustees are recruited from members and supporters. Vacancies are advertised on the National Society and other Volunteer recruitment websites. Potential new trustees are informed of their responsibilities prior to their acceptance of the role and an on-line induction course is now available. Further help and guidance is given, if needed, by the current Trustees and Branch Partnership Manager, Kim Forman.

At Trustee meetings which take, place at least every two months, the Branch finances and activities are discussed and reviewed as necessary. The day-to-day running of the Branch is delegated to the Branch Business Support Officer, Tracy Evans.

The following report gives further details on how the Trustees consider they have complied with their duties under the Charities Act of 2011, having due regard to the public benefit guidance published by the Charities Commission.

2022 began as a difficult year for the Branch. In February, once again our property on Albert Street in Newark was struck and badly damaged by a speeding vehicle. This resulted in the closure of our charity shop for several months whilst the necessary rebuilding work took place.

In June we were saddened by the lost our friend and much valued Branch Trustee, Lynne Cooper. Lynne had been involved with the RSPCA for many years including running the Branch Cat Rescue from her home, successfully rehoming many cats and kittens. She

was a very caring and compassionate animal lover, her contribution at Trustee Meetings and her support for the Branch and its work will be greatly missed.

Branch Activities and Animal Welfare

Following the repair work to the building, we were able to re-open the shop again in July. Long-standing supporters have returned and new customers are still finding us. Trade continues to improve, and although presently the shop is open three and a half days a week, if possible, we hope to add a further day to this in the new year.

The Trustees would like to pass on their sincere thanks to our small band of dedicated volunteers who returned again to help us. They ensure that the shop is open regularly, well stocked and always looks clean and welcoming. The shop would not be the success that it is without the many hours of valuable time that they generously give us.

Branch support for the Radcliffe Animal Centre continues through our contribution towards boarding and veterinary treatment costs for the animals taken there from within our area. Throughout the year we were able to deliver many donated items of pet food towels and blankets to the shelter. These had been kindly given by members of the public and brought into the Newark shop.

Our overriding aim is to provide and promote animal welfare within our Branch area by providing financial assistance for those on low incomes. During the year we helped many people with the cost of initial consultation fees ensuring their pets were seen at a vet surgery. Assistance was also given to fund some further treatment costs and medications.

Countless animal shelters are already struggling to find homes for the many, now unwanted, pets obtained during the Covid "lockdown". In an effort to prevent further litters of unwanted kittens and puppies adding to this problem we also continue to offer assistance towards the cost of neutering companion animals, which we consider to be an important part of our animal welfare work.

We have good relationships with many of the veterinary practices in our Branch area, working with them we are able to ensure those in most need of our help receive it.

Summary

The Branch Trustees are responsible for keeping proper accounting records, which accurately reflect, the financial position of the charity and that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for prevention and detection of fraud and other irregularities. To ensure these responsibilities are met, the Trustees meet regularly, albeit now “virtually” to enable everyone to take part.

Regular reviews are made of the Branch Governance, Policies and Health and Safety issues to ensure any potential risks can be dealt with and that we are up to date and complying with guidelines issued by the Charities Commission.

The Branch reserves remain strong and were again boosted this year through the funding received from the National Society Door-to-Door initiative. However, the Trustees are aware that this income should not be relied on and must look for other income generating ideas.

Due to the rising cost of living, resulting in many people struggling to meet every-day expenses, we expect to see an increase in requests for our assistance with the cost of veterinary treatments during the coming year. With the careful monitoring of the Branch finances we feel confident that we will be able to continue responding favourably to these appeals for our help.

We would again like to offer our thanks and appreciation to all the RSPCA front-line staff, at the Radcliffe Shelter and the Animal Welfare Officers and Inspectors for their hard work. We remain proud to support them, however we can, in their dedication in rescuing and rehabilitating vulnerable animals.

Tracy Evans
Branch Business Support Officer

December 2022

On behalf of the Nottinghamshire East Branch Trustees:

Mr S Botham (Honorary Treasurer)

Mrs E Callingham

Mrs L Cooper (until June 2022)

Mr D Evans (Honorary Chairman)

Mrs S Habermass

Dr K Measures

Mr M Spratt

Mrs S Spratt (Honorary Secretary)

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

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE
NOTTINGHAM EAST BRANCH OF THE ROYAL SOCIETY FOR
THE PREVENTION OF CRUELTY TO ANIMALS**

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, 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 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our 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 41 of the Act; and
 - * to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave 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.

23rd February 2023

P K Jordan
Chartered Accountant
Lime Tree Lodge
Thorpe Road
Mattersey
Doncaster
DN10 5ED

THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

NOTTINGHAMSHIRE EAST BRANCH

Income and expenditure account for the year to 31 December 2022

	2022		2021	
	£	£	£	£
<u>INCOME</u>				
Net profit from shop sales (see note 5)		5,702		12,249
Donations		1,257		1,444
Legacies		0		21,471
Collection boxes		132		96
RSPCA Door to Door Initiative		23,218		24,134
Special events		159		189
COVID grant (part)		0		5,382
Other income		230		2,592
Interest received		634		485
		<u>31,332</u>		<u>68,042</u>
<u>EXPENDITURE</u>				
Vet fees and animal expenses	7,395		6,882	
Spay scheme	2,641		1,758	
Rent and rates	77		58	
Power, repairs and renewals	2,272		314	
Office expenses and advertising	1,391		983	
Salary and related costs	19,886		18,559	
Branch contribution to RSPCA HQ	1,378		1,378	
Radcliffe Shelter contribution	4,785		4,634	
Miscellaneous costs	232		599	
Professional fees	537		-	
Independent examiner's remuneration	60		60	
		<u>40,654</u>		<u>35,225</u>
		<u>(9,322)</u>		<u>32,817</u>

THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
NOTTINGHAMSHIRE EAST BRANCH
Balance sheet at 31 December 2022

	2022		2021	
	£	£	£	£
FIXED ASSETS				
6 Albert Street, Newark, at cost		5,250		5,250
Office equipment (written down value)		2		2
NET CURRENT ASSETS				
Stock at cost	90		101	
CAF bank	3,477		8,642	
Building Society	134,430		139,301	
Debtors	-		-	
	<u>137,997</u>		<u>148,044</u>	
Less: Creditors	0		725	
		<u>137,997</u>		<u>147,319</u>
		<u>143,249</u>		<u>152,571</u>
ACCUMULATED FUND				
At 1 January 2022		152,571		119,754
Surplus for the year		(9,322)		32,817
At 31 December 2022		<u>143,249</u>		<u>152,571</u>

Represented by:

These accounts were approved at a meeting of the Managing Committee of the Nottinghamshire East Branch of the Royal Society for the Prevention of Cruelty to Animals on 23rd February 2023 and were signed on its behalf by

Mr S J Botham
 Mr D Evans

Honorary Treasurer
 Honorary Chairman

THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

NOTTINGHAMSHIRE EAST BRANCH

Trading account for the year to 31 December 2022

	2022		2021	
	£	£	£	£
Shop sales account				
Shop sales		9,182		10,911
COVID grant (part)		0		5,382
		<u>9,182</u>		<u>16,293</u>
Direct purchases		295		898
Gross profit		<u>8,887</u>		<u>15,395</u>
Rent and rates	693		520	
Power and repairs	1,686		1,901	
Insurance	806		725	
		<u>3,185</u>		<u>3,146</u>
Net profit		<u>5,702</u>		<u>12,249</u>
Special event sales account				
Sales		183		201
Event expenses and advertising		24		12
Net profit		<u>159</u>		<u>189</u>

THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

NOTTINGHAMSHIRE EAST BRANCH

Notes to accounts for the year to 31 December 2022

1. No Trustees were paid any remuneration during 2021

2. No Trustees received any expenses during 2021

3. Connected/Related Parties

The Business Support Officer is the spouse of the Honorary Branch Chair.

During 2021 The Business Support Officer as an employee of the Branch received a salary of £19,356. (2021 £18,200).

All aspects of The Branch Support Officer's remuneration and working practices are handled by a sub-committee Chaired by the Honorary Branch Treasurer.

The Honorary Branch Chair has no input into these processes.

4. Average number of employees 1.

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