

RSPCA LINCOLNSHIRE EAST BRANCH

Report and Financial Statements

For the year ended 31st December 2020

RSPCA Lincolnshire East Branch

Financial Statements

For the year ended 31st December 2020

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RSPCA Lincolnshire East Branch

Legal and administrative information

Trustees

Rosemary Bachmann - Honorary Chairperson

Ewen Nicolson - Honorary Treasurer

Patricia Nicolson - Honorary Secretary

Julia Ely

Mary Burgess

Sue Spencer

Graham Dayes

Principal Office:

18 Market Place

Boston

Lincolnshire

PE21 6EH

Telephone No: 07967 565637

Independent Examiner

Andy Atkins FCA

Bulley Davey (Incorporating Leighton & Co)

Chartered Certified Accountants

1 - 4 London Road

Spalding

Lincolnshire

PE11 2TA

Bankers

CAF Bank Limited
25 Kings Hill Avenue
West Malling
Kent
EC2U 7HN

Lloyds Bank
2 Hall Place
Spalding
Lincs
PE11 1SF

RSPCA Lincolnshire East Branch

Report of the Trustees for the Year ended 31 December 2020

The Trustees present their annual report with the financial statements for the year ended 31 December 2020. The financial statements have been prepared in accordance with the accounting policies set out on page 9 and comply with applicable law and the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2015).

Structure, Governance and Management of the Charitable Funds

The Charity was constituted under a trust deed dated 29 June 1978, the registered number of the charity is 507301 and it is governed by the RSPCA branch rules (effective 18 February 2009).

Our charitable objectives

We promote the work and objects of the national RSPCA, being to prevent cruelty, promote kindness and to alleviate the suffering of animals, in the East Lincolnshire area. The charity seeks to further these objectives by:

- taking in to care and re homing unwanted and stray pets
- assisting pet owners in the Branch area who are on low incomes with payment of veterinary treatment.
- providing subsidised neutering and micro-chipping

Trustees

RSPCA Lincolnshire East Branch has continued to be managed by local trustees.

Risk management

The Trustees review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves at current levels, combined with the internal financial control system in operation, will provide sufficient resources in the adverse conditions. The trustees examine the major risks that the charity faces each financial year when preparing and updating the strategic plan.

RSPCA Lincolnshire East Branch

Report of the Trustees for the Year ended 31 December 2020

Chairman's Review of activities and achievements

RSPCA Lincolnshire East Branch 2020

2020 was a difficult year for the Branch.

We were unable to trade in our branch charity shop for many months due to Government Covid 19 restrictions. Due to Defra rules in place also due to COVID 19 restrictions, the Branch were unable to rehome animals following our usual home visiting procedures. The trustees decided that virtual rehoming procedures during Covid 19 in 2020 would not be able to satisfy the Branch standards that we like to uphold, due to the restrictions and health uncertainties for volunteers and staff. We were able to support the National RSPCA Inspectorate throughout COVID 19 when requested to do so, with Branch trustees being the contact and liaison point.

The Branch trustees are extremely grateful for the support given by The Lodge Cattery, Acorn Lodge Kennels and Cattery and Ferret Rescue and for their all year round dedication to the care and rehabilitation of Branch animals and also we would like to thank Branch volunteers who help us in many ways. During the past year we have been very grateful for the assistance given by several other RSPCA branches and National rescue centres that have helped with networking our branch animals for rehoming. We are also grateful to local veterinary practices that assist the branch in many ways

The trustees are all committed to ensuring that the Branch moves forward, and to continuing the good work that they, our staff and volunteers do for local animals and hope that 2021 will be more successful in all areas

Statement of Trustees' responsibilities

Under the Charities Act 2011, the trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources in the year. In preparing these financial statements, the trustees are required to:

- 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 material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue its operations

RSPCA Lincolnshire East Branch

Report of the Trustees for the Year ended 31 December 2020

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the regulations under the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the RSPCA Lincolnshire East Branch Trustees:

R L Bachmann

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Rosemary Bachmann - Honorary Chairperson

Dated

RSPCA Lincolnshire East Branch

Independent examiner's Report to the Trustees of RSPCA Lincolnshire East Branch

I report on the accounts of the RSPCA Lincolnshire East Branch for the year ended 31 December 2020 which are set out on pages 9 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider 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,
follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and 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 Commission. 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 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 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.

Andy Atkins FCA
Bulley Davey (Incorporating Leighton & Co)
1 - 4 London Road
Spalding
Lincolnshire
PE11 2TA

RSPCA Lincolnshire East Branch
Statement of Financial Activities
For the year ended 31st December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
INCOME	1				
Investment income & interest		557		557	527
Voluntary income	2	168,814		168,814	160,829
Trading income	3	16,330		16,330	28,642
Fundraising activities	4	27,424		27,424	30,250
TOTAL INCOME		<u>213,125</u>	<u>-</u>	<u>213,125</u>	<u>220,248</u>
EXPENDITURE					
Administration	5	65,358		65,358	106,821
Trading expenses	5	34,239		34,239	42,190
TOTAL EXPENDITURE		<u>99,597</u>	<u>-</u>	<u>99,597</u>	<u>149,011</u>
NET INCOME/(EXPENDITURE) FOR THE YEAR		<u>113,528</u>	<u>-</u>	<u>113,528</u>	<u>71,237</u>
NET GAINS/(LOSSES) ON INVESTMENTS unrealised	7	<u>239</u>	<u>-</u>	<u>239</u>	<u>321</u>
NET MOVEMENT IN FUNDS		113,767	-	113,767	71,558
TOTAL FUNDS BROUGHT FORWARD at 1 January 2020		193,520	-	193,520	121,962
TOTAL FUNDS CARRIED FORWARD at 31 December 2020		<u><u>307,287</u></u>	<u><u>-</u></u>	<u><u>307,287</u></u>	<u><u>193,520</u></u>

RSPCA Lincolnshire East Branch
Balance Sheet
As at 31st December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
FIXED ASSETS :					
Tangible Assets					
Motor vehicle	1	<u>248</u>		<u>248</u>	<u>310</u>
Investments					
National Saving Income Bond (purchased March 1992)	7	5,000		5,000	5,000
M & G Charities Fixed Interest Common Investment Fund	7	<u>20,973</u>		<u>20,973</u>	<u>20,734</u>
		<u>25,973</u>		<u>25,973</u>	<u>25,734</u>
TOTAL FIXED ASSETS		<u>26,221</u>	<u>-</u>	<u>26,221</u>	<u>26,044</u>
CURRENT ASSETS :					
Cash at Bank					
Lloyds High Interest account		58,639		58,639	78,949
Lloyds instant access account		328		328	328
CAF current account		219,009		219,009	86,418
Cash in hand		17		17	67
VAT refund due		<u>3,074</u>		<u>3,074</u>	<u>1,714</u>
		<u>281,067</u>	<u>-</u>	<u>281,067</u>	<u>167,476</u>
NET ASSETS		<u>307,288</u>	<u>-</u>	<u>307,288</u>	<u>193,520</u>
TOTAL FUNDS OF THE CHARITY		<u>307,288</u>	<u>-</u>	<u>307,288</u>	<u>193,520</u>

Approved on behalf of the trustees

R Bachmann, Honorary Chair Person

R. Bachmann

E Nicolson, Honorary Treasurer

E. Nicolson

RSPCA Lincolnshire East Branch
Notes to the Financial Statements
For the year ended 31st December 2020

1 Accounting Policies:

a. Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice: Accounting and Reporting by Charities' (SORP 2015) (effective 1 January 2015). However, it is not required to prepare accounts on an accruals basis.

b. Income

Income is recognised on a receipts basis.

c. Expenditure

Expenditure is included on a payments basis.

d. Capitalisation of tangible fixed assets

Tangible fixed assets are, as a general rule, not capitalised. However, a fixed asset register is maintained to enable the trustees to fulfil their obligations to safeguard the assets that the charity uses. The Charity owns a vehicle, which the trustees have decided to capitalise.

The vehicle is depreciated at 25% per annum on a reducing balance basis.

Cost of vehicle	4,075
	<hr/>
Depreciation to 1 January 2020	3,765
Charge for the year	62
Depreciation to 31 December 2020	<hr/> 3,827 <hr/>
Net book value at 31 December 2020	<hr/> <hr/> 248
Net book value at 31 December 2019	<hr/> <hr/> 310

e. Investments

Investments are valued at market value at the year end, or are included at the trustee's best estimate of market value.

f. Stocks and gifts in kind

Stocks are valued at the lower of cost or market value. Donated items pending sale are not included within stock, and are dealt with when funds are realised from their sale.

g. Fund accounting

The charity's funds are unrestricted general income funds, these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

RSPCA Lincolnshire East Branch
Notes to the Financial Statements
For the year ended 31st December 2020

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
2. Voluntary income				
Donations	1,322		1,322	7,561
Bequests and legacies	160,199		160,199	139,439
Rehoming fees	1,685		1,685	10,033
Subscriptions	293		293	21
Sundries	42		42	43
Neutering scheme	1,724		1,724	3,732
Grants	1918		1,918	0
Gift aid	1,631		1,631	0
	<u>168,814</u>		<u>168,814</u>	<u>160,829</u>
3. Trading income				
Sales	5,598		5,598	27,805
Recycling	0		0	580
Grant	10,000		10,000	0
Donations	732		732	257
	<u>16,330</u>		<u>16,330</u>	<u>28,642</u>
4. Fund raising income				
National door to door	25,173		25,173	26,739
Boxes	2,251		2,251	3,511
	<u>27,424</u>		<u>27,424</u>	<u>30,250</u>

RSPCA Lincolnshire East Branch
Notes to the Financial Statements
For the year ended 31st December 2020

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
5. Expenditure				
Administration				
Regional contribution	110		110	110
Events expenditure	249		249	275
Veterinary fees	11,740		11,740	33,816
Kennel and cattery hire	29,933		29,933	45,989
Insurance	550		550	549
Branch Equipment	0		0	1,073
Branch Emergency Fund Contribution	5,063		5,063	0
PPS and advertising	404		404	624
Telephone	563		563	338
Branch administration				
Salaries	12,063		12,063	13,479
Redundancy	0		-	-
Payroll expenses	396		396	396
Independent examiner's fee	0		-	-
Travel and mileage	1,386		1,386	3,003
Bank charges	241		241	453
Sundries	373		373	101
Ferret rescue	1,600		1,600	1,215
Storage	600		600	600
Consultancy	25		25	340
Legal Costs	0		0	4,383
Depreciation of vehicle	62		62	77
Total	65,358		65,358	106,821

RSPCA Lincolnshire East Branch
Notes to the Financial Statements
For the year ended 31st December 2020

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
5. Expenditure - continued				
Trading expenses				
Purchases	330		330	274
Bags	0		0	0
Equipment	0		0	213
Rent	12,000		12,000	16,000
Rates	961		961	1,128
Legal Costs	0		0	500
Heat and light	828		828	1,114
Waste disposal	0		0	0
Stationery and postage	12		12	49
Telephone	323		323	357
Repairs	0		0	80
Salaries	17,861		17,861	20,598
Sundries	105		105	340
New Till Training			0	320
Gift aid costs	1,819		1,819	1,217
	<u>34,239</u>		<u>34,239</u>	<u>42,190</u>
Total	<u>34,239</u>		<u>34,239</u>	<u>42,190</u>
Total expenditure	<u>99,597</u>		<u>99,597</u>	<u>149,011</u>

	2020	2019
6. Employees and staff costs		
Average number of employees in the year	3	3

No employees received emoluments of more than £60,000.

	2020	2019
7. Investments		
16,714.50 shares M&G Charibond		
31.12.2019 Value	20,973	20,734
31.12.2018 Value	20,734	20,413
Unrealised Gain on Investments	<u>239</u>	<u>321</u>

The holding of £5,000 of National Savings Income Bonds is valued by the Trustees at cost.