

**REPORT OF THE TRUSTEES  
AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 APRIL 2021  
LEEK HOME FOR STRAYS**

**LEEK HOME FOR STRAYS**  
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**FOR THE YEAR ENDED 30 APRIL 2021**

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## LEEK HOME FOR STRAYS

### TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 APRIL 2021

CHARITY NAME : Leek Home for Strays

CONSTITUTION OF CHARITY : Unincorporated Association

NATURE OF GOVERNING DOCUMENT : Trust Deed dated 1st March 1995

CHARITY REGISTRATION NO : 1045089

REGISTERED OFFICE : Leek Home for Strays  
PO Box 4858  
Uttoxeter  
ST14 9DL

BANKERS : Nat West Bank Plc  
Derby Street  
Leek  
Staffordshire

ACCOUNTANTS : Thompson Wright Limited  
Chartered Accountants  
Ebenezer House  
Ryecroft  
Newcastle  
Staffs  
ST5 2BE

CHARITY TRUSTEES : Date of Appointment

Andrea Bagnall	26th January 1996
Nicola Pierzchalla	3rd November 2008
Robert Duncalf	11th December 2013
Julia Turner	6th July 2021

The method of appointing Trustees is by a Resolution of a Meeting of the Trustees.

## **LEEK HOME FOR STRAYS**

### **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 APRIL 2021**

The objective of the Charity by reference to its Governing Documents is as follows:-

The Trustees shall hold the capital and income of the Trust Fund upon trust to apply the income and all or such part or parts of the capital at such times in such manner as the Trustees may in their absolute discretion think fit for or towards the relief of suffering of animals of any species that are in need of care and attention and in particular to provide or maintain kennels, catteries, refuges, rescue homes, animal hospitals, sanctuaries or such other facilities for the reception and care of unwanted animals or animals in distress and the treatment of sick or ill-treated animals.

These objectives are being furthered by obtaining donations from the public in cash and clothing and goods. The goods and clothing are sold through the Charity's own two shops to generate further funding, which is considered to be the most effective way of generating funds within the local community.

Funds are also kept within a savings account to gain interest and properties owned by the charity are rented out to provide further income.

#### **Organisational Structure**

Mrs Nicola Pierzchalla, a trustee, is directly involved in supervising the staff who provide their services voluntarily. She does this on a voluntary basis and as with all the staff she is not paid for the hours she does within the shop.

The number of volunteers has greatly reduced and during 2020-2021 was on average nine. It is hoped that during 2021-2022 that further volunteers will be recruited.

Day to day operational decisions are made by Mrs Nicola Pierzchalla and this forms part of the hours for which she charges the charity for. These hours are reviewed by the other two trustees and involve work in co-ordination of animals, liaising with other agencies including veterinary services and Foxtwood Kennels, managing the property portfolio, paying invoices and other similar tasks.

Key decisions are made at meetings of the trustees, or by the use of emails or telephone calls. The minutes of these meetings are available upon request. The board aims to meet six times a year and a minimum of three times a year. During the financial year 2020/2021 they met eight times (all of these were held via a virtual platform due to the COVID Pandemic).

The Trustees have acted in regards to the guidance issued by the Charity Commission. The charity takes advice and guidance as published by the Charity commission by email from [charity.commission.sectorcomms@notifications.service.gov.uk](mailto:charity.commission.sectorcomms@notifications.service.gov.uk).

The Charity is a member of the Charity Retail Association in order to have access to additional information and support.

Although the registered name remains Leek Home for Stray Cats and Dogs the working name is now Leek Home for Strays.

## LEEK HOME FOR STRAYS

### TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 APRIL 2021

#### Summary of Main Activities

During 2020/2021 the Charity has focused on the following activities:-

- In partnership with a local Vet the charity is providing a voucher system allowing members of the public to have access to vaccination, chipping and neutering for canines and cats at a reduced cost.
- In cases of hardship the charity has been providing financial support for veterinary care. This is done on a case by case basis.
- Neutering of all cats which come into the care of the charity.
- Providing free neutering of feral cats in order to try and reduce the number of these animals within our local community.
- Liaising with other agencies such as social services to provide help for animals in distress.
- Finding new forever homes for strays and unwanted pets.

#### Annual Review

2020-2021 proved to be a challenging year for the charity; as was the case for so many businesses. The shops were closed for the majority of the year and many of the volunteers did not return to work in our shops even when we were able to open. Due to this the shops remained on limited opening of two days a week.

The Charity received a total of £24,672 in grants from Staffordshire Moorlands, due to the two charity shops having to remain closed during lockdowns.

Due to difficulties in getting materials and the short supply of experienced trades people the refurbishment of a property known as Flat 16A was greatly delayed. It is hoped that this will be rented in the next financial year.

The flat known as Flat 16B became vacant in March 2021 and was left in need of refurbishment before re-letting. It is hoped that this will be rented in the next financial year.

The Trustees now have in place a system where individual donations are recorded and easily accessible for scrutiny. Most major expenditure is now done by BACS rather than by cheque or cash. As reported as an action last year the Charity is now registered with PayPal. The Trustees have asked that the person responsible for reporting on finances will look carefully at how Paypal is reported to the board.

Looking forward to 2021-2022 the Trustees intend on; recruiting and appointing a fourth Trustee, looking again at further increasing the accountability regarding bank accounts and transferring of funds between accounts.

The Trustees met eight times during the financial year. All of these meetings were carried out virtually through the use of zoom. At each of these a COVID19 report was presented which included information about the animals in the care of the charity, funding and use of contingency funds and Volunteers and their health and wellbeing.

## **LEEK HOME FOR STRAYS**

### **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 APRIL 2021**

Throughout the pandemic the Charity has continued to take in cats in need of rehoming (for a variety of reasons), given financial support through providing vouchers for neutering and vaccination, and paid vet bills for those suffering from financial hardship. The charity also provided transport for animals needing veterinary attention whilst families were self isolating or shielding. Food was provided for cases of hardship and also for 2 annexes where cats are permanently kept in private residencies'.

#### **Investments**

The Trustees invest in a bank deposit account.

They have a portfolio of properties including two shops which they use as Charity shops to raise funds through the sale of donated goods. They also own two other shops and three studio apartment flats which they rent out.

They completed on the purchase of another investment property for rental during the financial year of 2020-2021. This property is now part of their rental portfolio.

#### **Statement of trustees' responsibilities**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have recently reviewed all the major risk areas faced by the charity, and systems are in place to reduce these.

These accounts comply with current statutory requirements and with the requirements of the Charity's governing document.

**On Behalf of the Trustees**



**Andrea Bagnall (Chair of Trustees):**

**Date : 16<sup>th</sup> February 2022**

# LEEK HOME FOR STRAYS

## RECEIPT AND PAYMENTS FOR THE YEAR ENDED 30th APRIL 2021

Unrestricted Funds	Notes	30.04.21 £	30.04.20 £
<b>Receipts</b>			
Donations	2	8,933	342,762
Shop Takings		6,375	40,280
Deposit Account Interest Received		153	1,256
Rental Income		21,010	16,526
Other Income - Covid Grants		<u>24,672</u>	<u>20,000</u>
<b>Total Receipts</b>		<u>61,143</u>	<u>420,824</u>
<b>Payments</b>			
Charitable expenditure	3	78,631	81,683
Management & administration of the charity	4	<u>2,220</u>	<u>2,520</u>
<b>Total Payments</b>		<u>80,851</u>	<u>84,203</u>
<b>Net(Payments)/ Receipts for the Year</b>		(19,708)	336,621
Cash fund brought forward at 1st May 2020		<u>991,037</u>	<u>654,416</u>
Cash fund carried forward at 30th April 2021		<u><u>971,329</u></u>	<u><u>991,037</u></u>

The notes on the following pages form part of these financial statements.

# LEEK HOME FOR STRAYS

## STATEMENT OF ASSETS AND LIABILITIES AS AT 30 APRIL 2021

	Notes	30.04.21		30.04.20	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	6		540,084		412,038
<b>Monetary Assets</b>					
Cash In Hand		200		500	
Bank Current Account		6,773		7,329	
Club/Societies Reserve Accounts		511,218		658,416	
		<u>518,191</u>		<u>666,245</u>	
<b>Liabilities</b>					
Accountancy Fees & Accruals	5	<u>2,220</u>		<u>2,320</u>	
		<u>2,220</u>		<u>2,320</u>	
<b>Net Liabilities</b>			515,971		663,925
<b>Total assets less liabilities</b>			<u>1,056,055</u>		<u>1,075,963</u>

Approved by the Board of Trustees on 16th February 2022 and signed on its behalf by  
Andrea Bagnall - Chair of Trustee's

The notes on the following pages form part of these accounts.



# LEEK HOME FOR STRAYS

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30TH APRIL 2021

### 1 ACCOUNTING POLICIES

#### Accounting Convention

The accounts have been prepared on the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, applicable accounting standards and the Charities Act 2011.

#### Income from Donations and Shop Takings

2 <u>DONATIONS</u>	30.04.21 £	30.04.20 £
Settlement of Pat Wood Will	-	337,122
Various Donations	8,933	5,640
	<u>8,933</u>	<u>342,762</u>

### 3 CHARITABLE EXPENDITURE

	30.04.21 £	30.04.20 £
Rent and Rates	909	854
Animal Upkeep	31,030	31,746
Veterinary Fees	10,332	7,537
Heat, Light & Water	837	4,218
Sundries	1,585	1,768
Telephone	909	384
Repairs and Renewals	3,180	927
Postage, Stationery & Advertising	1,547	2,135
Motor	1,537	2,054
Bank Charges	168	374
Legal and professional	- 52	2,087
Insurance	2,079	2,494
Consultancy	10,080	11,910
Loss on disposals of assets	-	-
Depreciation on assets	14,490	13,195
	<u>78,631</u>	<u>81,683</u>

### 4 MANAGEMENT & ADMINISTRATION OF THE CHARITY

	30.04.21 £	30.04.20 £
Accountancy	<u>2,220</u>	<u>2,520</u>

LEEK HOME FOR STRAYS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30TH APRIL 2021

5 Liabilities

	30.04.21	30.04.20
	£	£
Monies owed to consultant	-	100
Accountancy	2,220	2,220
Accrued Invoices	-	-
	<u>2,220</u>	<u>2,320</u>

6 TANGIBLE FIXED ASSETS

	Computer Equipment £	Security Equipment £	Fixtures & Fittings £	15 Stanley Street £	18 Westview
Cost as at 01.05.20	325	6,632	10,403	115,000	-
Additions	-	-	7,070	-	120,000
Depreciation	236	2,560	5,038	-	-
Cost as at 30.04.21	<u>89</u>	<u>4,072</u>	<u>12,435</u>	<u>115,000</u>	<u>120,000</u>

	Land, 16a 16b & 18 Stanley Street £	Improvement to Property £	Motor Flat Qudo £	Total £
Cost as at 01.05.20	225,000	73,642	4,987	435,989
Additions	-	15,466	-	142,536
Depreciation		27,724	2,883	38,441
Cost as at 30.04.21	<u>225,000</u>	<u>61,384</u>	<u>2,104</u>	<u>540,084</u>

LEEK HOME FOR STRAYS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30TH APRIL 2021

**7 ACCOUNTANCY FEES**

These are costs relating to the preparation of the accounts and the independent examiner's report.

## LEEK HOME FOR STRAYS

### Independent Examiner's Report to the Trustees of Leek Home for Strays

I report on the accounts of Leek Home for Strays for the year ended 30<sup>th</sup> April 2020, which are set out on pages 5 to 9.

#### 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:-

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.



**D Wright**  
**Chartered Accountant**  
**Director, Thompson Wright Limited**  
**Chartered Accountants**  
**Ebenezer House**  
**Ryecroft**  
**Newcastle-under-Lyme**  
**Staffordshire ST5 2BE**

Date: 16<sup>th</sup> February 2022