

Southern Shih Tzu Rescue

Reg Charity 1049494

Southern Shih Tzu Rescue

Report and Accounts

For The Year Ended

31st December 2020

The Report of the Trustees for the Year Ended 31st December 2020

Introduction

The Trustees present their annual report and accounts for the year ended 31st December 2020. The board of Trustees are satisfied with the performance of the charity during the year and the position at 31st December 2020 and consider that the charity is in a strong position to continue

Name, registered office and constitution of the Charity.

The full name of the Charity is the Southern Shih Tzu Rescue.

Date of formation 10th September 1995

The Principle Office is 2 Floral Bungalow, Hunters Chase, Hutton, Brentwood, Essex CM13 1SN

Charity Registration Number 1049494

A summary of the objectives of the Charity as set out in its governing document:-

The care and protection of Shih Tzus who are in need of such by reason of sickness, maltreatment and poor circumstances and the prevention of cruelty and suffering amongst such animals.

Public benefit that is provided by the Charity

The rescue and rehoming of Shih Tzus that have been signed over to the rescue or found abandoned following a health check by a qualified vet and any treatment deemed necessary or otherwise.

An explanation of the Charity's main objectives for the year.

Summary of main activities of the Charity in relation to its objects.

Objectives for the year were to raise more funds to help our dogs and to encourage more helpers to assist with the smooth running of the Charity.

Volunteers help at shows and donate items to sell with all proceeds given to the Charity.

A number of new fosterer volunteers have offered their help during the year in looking after the dogs needing the Charity's care.

Southern Shih Tzu Rescue

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The Report of the Trustees for the Year Ended 31st December 2020

Achievements and Performance of the Charity

Summary of the main achievements of the charity during the year.

A total of 68 dogs were re-homed during the year, adoption donations raised £12,750, average £187.50 per dog. General Funds donated were £22,534. Fundraising and special appeals raised £20,595.

Due to Covid 19 restrictions the normal fund raising events, the Summer Companion Show and Christmas Party were unable to be held.

Online fund raising events were held through out the year:-

A Summer & Winter Auction raised £5,343, Xmas cards and calendars raised £1,539, Dry April sponsor, Kent Walks and sales raised £1,394, Draws & Raffles raised £827, an ongoing COVID-19 appeal raised £3,132, 4 other special appeals raised £6,474. A 2019 Xmas Card appeal received March 2020 via PayPal Giving Fund, raised £1,886.

It was agreed at the Committee meeting held 15th September 2020 to increase adoption donations as follows:-

	£	From £
Up to 12 months	500	200
1 to 2 years	400	160
3-4 years	275	130
5-6 years	250	100
7-8 years	225	80
9-10 years	200	60
11 upwards	150	donation

205 adoption applications were received in the year with £5 Admin donation, raising £1,023 (-£2 refund fee)

It was agreed at the AGM 29th March 2019 to increase Single membership fees to £10 from £7, Joint to £16 from £10 Junior and Pet both to £5 from £3.

Membership subscription receipts this year were £5,037 (289 single, 102 Joint, 2 Junior, 101 Pet)from £1,785 in 2019.

Savings:- Bank interest received in 2020 was £4,547.

Four new savings Bond accounts were opened in 2020 to replace the 4 matured Bond accounts during 2020.

April 20 - Hampshire Trust Bank 1 Year Bond, £30,00 @ 1.50% pa.

Aug 20 - United Trust Bank 1 Year Bond £85,000 @ 1.25% pa.

Oct 20 - Cambridge & Counties 12 month Bond, £23,500 @ 1.15% pa.

Nov 20 - Cambridge & Counties 12 month Bond, £50,000 @ 1.15% pa.

It was agreed at the Committee meeting 31st May 2020 to reduce helpers petrol mileage allowance to 30p from 40p.

Veterinary costs were £69,162, other direct expenses were £20,595 and administration costs of £3,074.

Structure, Governance and Management

Nature of the Governing Document and constitution of the Charity

The Charity is an unincorporated association governed by a trust deed.

Eligibility for membership of the Charity membership of the board of Trustees is governed by the Trust deed.

There are no restrictions in the governing document on the operation of the charity or on its investment powers, other than those imposed by general charity law.

Financial Review

Availability and adequacy of assets of each of the funds

The board of trustees is satisfied that the Charity's assets in each fund are available and adequate to fulfil its obligation in respect of each fund. The Charity has a savings account with reserved funds to help cover any extremely high vets costs. The Charity raised funds via online appeals, auctions and raffles and the sale of merchandise. The fundraising has ensured the Charity has been able to help the Shih Tzu's in our care in need of vet care.

Transactions and Financial position.

The financial statements are set out on pages 6 to 10. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (revised in June 2008) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

As stated in the introduction to the report, the Trustees consider the financial performance by the Charity during the year to have been satisfactory.

The Statement of Financial Activities show net outgoing resources for the year of a revenue nature £26,040, (prior year net outgoing resources were £35,858).

Free unrestricted liquid reserves amounted to £209,099 (prior year £236,485).

Specific changes in fixed assets

There have been no movements in fixed assets.

The Report of the Trustees for the Year Ended 31st December 2020

The members of the Board of Trustees of the Charity during the year ended 31st December 2020 were:-

William Morgan	Chairperson
Ray Castle	Vice-Chairperson
Patricia Fidler	Treasurer
Tania Bradley	Secretary
Lisa Kiernan	Membership Secretary
Kerry Cross	Re-homing Co-ordinator
Lesley Tadman	Home Assessment Officer
Hannah Hutchinson	Committee member
Jane Hutchinson	Committee member
Sarah Bourne	Committee member
Kelly Sargeant	Committee member

All trustees are members of the Charity.

At the Annual General Meeting all will retire but are eligible for re-appointment.

The members of the Board of Trustees of the Charity at the AGM dated 29th March 2020 were:-

Will Morgan	Chairperson
Ray Castle	Vice-Chairperson
Patricia Fidler	Treasurer
Tania Bradley	Secretary
Lisa Kiernan	Membership Secretary
Kerry Cross	Re-homing Co-ordinator
Lesley Tadman	Home assessment Officer
Hannah Hutchinson	Committee member
Jane Hutchinson	Committee member

Independent Examiner -

M L Butcher MAAT,
5 Nursery Road
Havant
Hants
PO9 3BG

The Report of the Trustees for the Year Ended 31st December 2020

Statement of Trustees Responsibilities

The Charities Act requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the surplus or deficit of the Charity. In preparing those financial statements the Board is required to:-

- select suitable policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- 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.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which are sufficient to show and explain the Charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act. 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.

William Howard Morgan

Trustee, signed: William Morgan
Approved by the board of Trustees, 1st March 2021

Independent Examiner's Report to the Trustees of the Southern Shih Tzu Rescue.

I report on the accounts of the Charity for the year ended 31 December 2020.

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 Charities 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 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 trustee for 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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



M L Butcher FMAAT
5 Nursery Road
Havant
Hants PO9 3BG

18 February 2021

Southern Shih Tzu Rescue
Reg Charity 1049494

**Statement of Assets and Liabilities
for the year ended December 2020**

Cash Funds	2020 £	2019 £	
Balances at start of year	236,460	270,567	-34,107
EM & Larkfield Parish Council, hall hire refundable deposit retained	25	25	0
Cash and bank balances at start of year	236,485	270,592	-34,107
Reverse Bank Interest Accrued to 31.12.19	(2,224)	(473)	-1,751
	234,261	270,119	-35,858
Deficit on Receipts & Payments Account	(26,040)	(35,858)	9,818
Bank Interest Accrued to 31.12.20	878	2,224	-1,346
Cash and bank balances at the end of the Year	209,099	236,485	-27,386

Represented By:-

Barclays Community Account	5,561	2,114	3,447
Barclays Business Premium Savings Account	14,135	14,122	13
Hampshire Trust Bank 1 Yr Bond @1.50% to 19.04.21	30,000	0	30,000
United Trust Bank 2 Yr Bond @1.25% to 05.08.22	85,000	0	85,000
Cambridge&Counties 12 Month Bond @1.15% to 20.10.21	23,500	0	23,500
Cambridge&Counties 12 Month Bond @1.15% to 05.11.20	50,000	0	50,000
Bank Interest Accrued to 31.12.20	878	2,224	-1,346
EM & Larkfield Parish Council, refundable deposit	25	25	0
United Trust Bank 1 Yr Bond @1.15% to 20.10.21	0	85,000	-85,000
Cambridge & Counties 2 Yr Bond @2.0% to 19.10.20	0	23,500	-23,500
Cambridge & Counties 1 Yr Bond @1.7% to 05.11.20	0	50,000	-50,000
Hampshire Trust Bank 1 Yr Bond @1.85% to 01.04.20	0	59,500	-59,500
Balance carried forward Dec2020	209,099	236,485	-27,386



Trustee: Hannah Hutchinson
Approved by the board of Trustees, 1st March 2021

Southern Shih Tzu Rescue

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**Statement of Receipts & Payments
for the year ended December 2020**

Receipts	Note	2020 £	2019 £
Donations	1	35,284	14,147
Receipts from Fund Raising Activities	2	22,846	12,374
Gross Receipts from other Charitable Activities	3	6,060	3,000
Income from Savings Accounts	4	4,547	1,993
Total Revenue Receipts		68,737	31,514
Payments			
Expenses for fundraising activities	5	2,001	1,566
Charitable Activities	6	89,702	62,408
Management & Administration Activities	7	3,074	3,398
Total Revenue Payments		94,777	67,372
(Net Deficit)		(26,040)	(35,858)

**Notes to the Accounts
for the year ended December 2020**

1. All funds are held in a single unrestricted fund.
2. No remuneration was paid to any Trustee or any person connected with a Trustee.

Southern Shih Tzu Rescue

Reg Charity 1049494

Analysis of Receipts for the year ended 31st December 2020

<u>Donations & Legacies</u>	Note 1	2020 £	2019 £
Dogs Rehomed 2020 x 68 (2019x53 / 2018x34 / 2017x69)		12,750	7,605
Other Donations:-			
Adoptions	50		295
Applications	205		15
Alfie re-hab	150		0
CAF Donate	412		0
Easy Fundraising / Amazon Smile	576		157
Fuel contribution	483		0
General donations	11,738		3,742
Legacies	1,122		0
Membership	2,583		939
Monthly Standing Orders	1,250		840
PayPal Giving Fund	3,965		554
Total Other Donations		22,534	6,542
Total Donations	Note 1	35,284	14,147
<u>Fund Raising Activities</u>	Note 2		
Auctions - May	2,040		0
- Winter Festive	3,303		0
	5,343		0
2021 Calendars x15 @£10	144		14
2020 Calendars x 2	14		0
Xmas cards - old	38		0
Xmas Cards x 168 packs @£7.99	1,343		0
	1,539		0
Dog Show - online June	97		0
Dry April / Kent Walks	431		460
Sales of items donations/merchandise	866		1,200
	1,394		
Abbies Walk / Cycle Ride Aug 19	0		1,430
Summer Show 14.07.19	0		1,386
Christmas Party 17.11.19	0		1,496
Quiz - Isle of Wight	0		348
Fund Raising Activities		8,276	6,334
<u>Draws & Raffles</u>			
Valentine Day Raffle	354		0
Mother's Day Raffle	205		0
Summer Draw (£443-£175 donated to Milo)	268		0
AGM Raffle	0		71
Draws & Raffles		827	71
<u>Special Appeals</u>			
Covid		3,132	0
Easter Egg		160	0
MILO appeal	4,170		0
MILO auction	489		0
	4,659		0
Summer Draw donation to Milo	175		0
MILO total receipts		4,834	0
Holly appeal		268	0
Xmas Card Appeal 2019, recd March 20		1,886	0
Gift for Xmas 2020		1,212	0
George, Poppy, Lady, No Name		0	4,596
Special Appeals		11,492	
<u>Receipts C/ Fwd</u>	Note 2	20,595	11,001

Note: CAF Donate fees attract approx 3.6% fee charges on Special appeals and donations.

PayPal attracts between 2.4% - 5.4% fee charges if not using Friends & Family which is 0% fees.

Analysis of Receipts for the year ended 31st December 2020

		2020 £	2019 £
Fund Raising & Special Appeals B/Fwd	Note 2	20,595	11,001
<u>Other Receipts</u>			
StressFree Print Refund, 2019 Cals / Fwpws, recd Jan20		802	0
Refunds - Vet & Hall Hire		1,449	1,373
		<u>2,251</u>	<u>1,373</u>
	Note 2	<u>22,846</u>	<u>12,374</u>
 <u>Charitable Activities</u>			
	Note 3		
Membership Subscriptions - Single	289@ £10	2,890	968
Membership Subscriptions - Joint	102@ £16	1,632	640
Membership Subscriptions - Junior	2 @ £5	10	10
Membership Subscriptions - Pet	101 @ £5	505	167
		<u>5,037</u>	<u>1,785</u>
Application's for Adoption admin fee	205@ £5	1,025	1,215
- less App Admin refund STRIPE fee		(2)	0
		<u>1,023</u>	<u>1,215</u>
	Note 3	<u>6,060</u>	<u>3,000</u>
 <u>Income Received from Bank Deposits</u>			
	Note 4		
17.04.20 Hampshire Trust Bank,	£59.5K@1.85%, 1Yr	1,110	0
07.08.20 United Trust Bank,	£85k @1.25%, 1Yr	1,621	0
21.10.20 Cambridge & Counties,	£23.5K@2%, 1+2Yrs	946	0
13.11.20 Cambridge & Counties,	£50K @2%, 2Yrs	857	1,230
Shawbrook Bank int recd. Jan-July19		0	706
Bank Int rec'd into Barclay Bus. acc.		4,534	1,936
Barclays Business Premium acc.		13	44
Nationwide Bank		0	13
	Note 4	<u>4,547</u>	<u>1,993</u>
 TOTAL RECEIPTS		 <u>68,737</u>	 <u>31,514</u>

Analysis of Payments for the year ended 31st December 2020

<u>Expenses for Fundraising Activities</u>	2020 £	2019 £
Hall Hire Note 5	355	465
Insurance	485	413
Printing Xmas Cards	929	0
Valentine Raffle prize 50%	177	0
Summer Show expenses	0	267
Plaques / Xmas Party merchandise	55	421
Total Note 5	<u>2,001</u>	<u>1,566</u>

Payments relating directly to Charitable Activities

Direct Charitable Expenditure	Note 6		
Dog food		4,016	3,300
Equipment expenses		116	221
Grooming		3,272	3,090
Re-habilitation, Birkett-Smith Animal Sanctuary (£12pd)		8,832	468
Travel		4,304	3,129
Veterinary Fees		69,162	52,200
Total Note 6		<u>89,702</u>	<u>62,408</u>

Management and Administrative costs

in support of Charitable Activities: Note 7

Envelopes		75	44
Independent Examiner, PNIE		250	250
Ink cartridges/paper		233	411
Mobile phone - cancelled Dec20, phone not used		71	73
Postage stamps		864	885
Printing - ForePaws & Calendars		1,531	1,604
Returned cheque		5	15
STRIPE expense Feb, May, Oct		21	0
Website		24	16
HP Printer (Mar 19 for HAO)		0	34
Kennel Club - Summer show Lic 14.07.19		0	10
Membership Cards		0	56
Total Note 7		<u>3,074</u>	<u>3,398</u>

TOTAL PAYMENTS	<u>94,777</u>	<u>67,372</u>
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Supporting Notes to the Accounts for the year ended December 2020

BANK INTEREST ACCRUED

	£	2020	£	2019	£
Barclays Saver			0		7
Hampshire Trust Bank, 1Yr Bond £30k@1.5%					
19.04.20-31.12.20 = 256 days		315			829
United Trust Bond, 1 Yr Bond £85k@1.25%					
05.08.20-31.12.20= 148 days		431			690
C&C 12 mth £50,000 @ 1.15%					
12.11.20-31.12.20 = 49 days		77			133
C&C 2 Yr £23,500 @1.15%					
20.10.20-31.12.20 = 74 days		55			565
Total Accrued Bank Interest at Dec2020		878			2,224

SSTR Xmas Cards

Pack of 10 Xmas Cards sold

StressFree Printing :-

5,000 Xmas Cards £929 =18.6p ea, pack of 10

Royal Mail postage cost per pack

Cost per pack of 10 SSTR Xmas cards

Revenue per pack of 10 Xmas Cards sold**Calendars & ForePaws**

Calendars 2020 x 500 @ £1.36 ea

ForePaws Dec 2020 x 500 @ £1.71 ea

Solo Press Printing costs

Envelopes, large x 500, 13p ea

Lables x 800

Postage (356 @£1.83)

Cost of Printing & Posting, as Note 7**Cost per Unit / Subscription received**

Cost per Calendar & ForePaws

Envelope & Postage

Cost per Unit

Single membership subscription £10**Net Revenue per Single membership****EQUIPMENT**

Dog nappies/Puppy pads/Belly wraps/mattress

Plaques (mechandise sales exp)/ T Shirts

Plastic Storage boxes for accounts

Yellow warning lead/ tabard/car restraint/coat

Birkett Smith Animal Sanctuary, Dorset

Alfie June-Dec

Bertie Sept-Dec

Flynn Dec

Gus Jan-March

Marley Feb - April

Murphy Jan-July

Expense as in Note 6 Total re-hab cost for 6 dogs**TRAVEL - Dog transportation and Home checks**

A Team @20p

SSTR Helpers @ 30p

SSTR HC @30p

Expense as in Note 6

It was agreed at Committee meeting 31st May 2020 to reduce SSTR petrol allowance to 30p from 40p per mile.

VETERINARY FEES

January

February

March

April

May

June

July

August

September

October

November

December

Expense as in Note 6**Pets Drugs Online**

Medications

Prescribed foods

Total PDOL costs

PDOL Registered Charity additional 5% discount, saving

Zero VAT Rate @ 20%, saving

PDOL online saving approx 50% on vet costs**- Approx cost of meds and food from regular vets**

736 days @ £12 per day

2,052

1,260

372

1,116

2,184

1,848

8,832

2,287

1,729

288

4,304

18,158

3,128

2020 £

5,352

6,805

7,781

3,593

3,821

2,627

5,000

10,263

8,775

4,695

4,057

6,390

69,162

5,312

289

5,601

280

5,881

1,176

7,057

7,057

14,114

2019 £

941

2,007

181

3,128

10,174

2018£@40p

4,705

5,017

452

834

2,085

Miles

Miles

Miles

Miles

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