

# **AS SOON AS POSSIBLE CAT RESCUE**

**Registered Charity Number 1074886**

## **Trustees Report and Accounts for the year ended 30<sup>th</sup> September 2021**



## Table of Contents

|  | Page |
|--|------|
| Charity Information .....              | 3    |
| Trustees Report .....                  | 4    |
| Independent Examiners Report.....      | 7    |
| Statement of Financial Activities..... | 8    |
| Balance Sheet.....                     | 9    |
| Notes to the Accounts.....             | 10   |

## Charity Information

|                       |  |
|-----------------------|--|
| Address:              | 17 The Precinct<br>London Road<br>Waterlooville<br>Hampshire<br>PO7 7DT              |
| Accountant:           | Landi Accounting Limited<br>62 Stakes Road<br>Waterlooville<br>Hampshire<br>PO7 8NT  |
| Independent Examiner: | C Temple MAAT AATQB<br>74 Columbus Drive<br>Sarisbury Green<br>Hampshire<br>SO31 7LW |

## Trustees Report

### Executive Summary

This document sets forth a report on **ASAP Cat Rescue**, registered charity number 1074886. It outlines the organization's objectives and activities, its achievements and performance, proceedings, intentions for future periods, and a detailed review of its financial standing.

### Introduction

The Trustees present their report and financial statement for the year ended 30<sup>th</sup> September 2021. This report is presented in accordance with the statement of recommended practice, "Accounting and Reporting by Charities" (SORP), issued in March 2005.

The Charity is governed according to the Constitution dated 3<sup>rd</sup> March 1999 and amended by resolution dated 28<sup>th</sup> September 2008.

The Charity's annual reports are published on the Charity Commission Website, with effect from the year ended 30<sup>th</sup> September 2015.

### Statement of Trustee's responsibilities

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

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP 2005;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to do so.

The trustees are responsible for keeping sufficient accounting records that 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 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.

## Organisation

This Charity was started in 1998 by a small group of animal lovers and was registered with the Charity Commission in March 1999. Out of all of the original people that started the Charity only 3 remain, Brenda, Lynn & Tony, all of whom are fosterers and Trustees. In April 2010 Tracy joined as a volunteer, became a fosterer in 2012, then a full member of staff and Trustee in January 2013.

Over the years we have gone through some significant changes, we have been virtually penniless and did not know if we could survive or not, fortunately we now have a really good team of Trustees and volunteers who together enable us to keep going. We are now rescuing more cats than ever before and through dedication and hard work the Charity has gone from strength to strength.

We will always try to take any unwanted/stray cats into one of our foster homes. Re-homing is a very traumatic event for any pet, therefore we aim to minimise the stress on all our rescue animals by giving them the individual 'care' and attention which can only be provided in a warm friendly environment.

We raise most of the funds we need in our charity shop which is based in Waterloooville. Our vet's bills are huge and without our charity shop we would find it hard to continue our work. As well as financial aid we also accept donations of cat food to help feed all those hungry mouths in our foster homes. Cat bedding and towels/blankets also very welcome. Help can also be given by visiting our charity shop or making a donation. We are a non-profit-making organisation and aim to spend all the money raised on animals.

## Trustees

- Tracy Bentham
- Lynn Hutchens
- Tony Hutchens
- Brenda Smith
- John Bentham

## Volunteers

We really do appreciate all of our volunteers and Trustees. Their continued support, hard work and determination help us to continue rescuing cats in need.

We could not do it without them.

## Objectives

- *Rescue & re-homing of cats and kittens in Waterloooville and the surrounding areas.*
- *Successful running of the charity shop to raise funds for the care and wellbeing of these animals.*
- *Ensuring that all cats that come into the Charity's care are neutered to stop any further breeding.*
- *To raise the public's awareness of the importance of neutering, to give advice and help where appropriate.*
- *To maintain the excellent support we receive from the local community especially in the charity shop.*

## Financial

The results for the year and financial position are set out in the Statement of Financial Activities on page 8 and the Balance Sheet on page 9. Total incoming resources were £78,503 (2020: £138,173). Resources expended were £91,160 (2020: £85,605). The deficit for this year was £12,657 (2020: Surplus £52,569). The charity is looking to increase donations and charity shop sales in future years.

## Animals

Total take in figure remained level with 2021 at 122 (2020: 151).

As with most years the majority of animals that come in are not neutered. Unfortunately, a small number of cats were put to sleep due to illness or age related issues during the year.

We continue to refer to or be referred by other rescues regarding take in.

As always, we continue to take back any cats that were originally adopted from us.

We continue to operate a non-destruction policy, regardless of age, temperament, or health issues.

St Peters Veterinary surgery is still our main vets, who carry out the vast majority of our work, along with Harbour Veterinary Group.

A small "Rescue Centre" is still a big dream of ours.

## Signed on behalf of the Trustees

.....

Tracy Bentham - Chair of Trustees

July 2022

## Independent Examiners Report to the Trustees of ASAP Cat Rescue

I report on the accounts of the charity for the year ended 30<sup>th</sup> September 2020 which are set out on pages, 8 - 10

### 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 section 144(2) of the charities Act 2011 (the 2011 Act).

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 2011 Act
- To state whether particular matters have come to my attention

### BASIS OF INDEPENDENT EXAMINERS 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 matters have 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;
  - 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.

C Temple MAAT AATQB

74 Columbus Drive

Sarisbury Green

Hampshire

SO31 7LW

Date:

**STATEMENT OF FINANCIAL ACTIVITIES**

|  | NOTES | 2021<br>Restricted<br>£ | 2021<br>Designated<br>£ | 2021<br>Unrestricted<br>£ | Total<br>funds<br>£ |
|--|-------|-------------------------|-------------------------|---------------------------|---------------------|
| <b>INCOMING RESOURCES</b>                  |       |                         |                         |                           |                     |
| Grants and Donations                       | 1     | 0                       | 0                       | 7,775                     | 7,775               |
| Shop Sales                                 |       | 0                       | 0                       | 39,268                    | 39,268              |
| Adoption Fees                              |       | 0                       | 0                       | 6,368                     | 6,368               |
| Other Income                               |       | 0                       | 0                       | 0                         | 0                   |
| Bank Interest                              |       | 0                       | 0                       | 23                        | 23                  |
| Covid 19 JRS Grant                         |       | 0                       | 0                       | 12,208                    | 12,208              |
| Covid 19 Rates Grant                       |       | 0                       | 0                       | 12,860                    | 12,860              |
| <b>TOTAL INCOMING RESOURCES</b>            |       | <b>0</b>                | <b>0</b>                | <b>78,503</b>             | <b>78,503</b>       |
| <b>RESOURCES EXPENDED</b>                  |       |                         |                         |                           |                     |
| Direct Charitable Expenditure              |       | 0                       | 0                       | 90,410                    | 90,410              |
| Administration and Advisory Services       |       | 0                       | 0                       | 750                       | 750                 |
| <b>TOTAL RESOURCES EXPENDED</b>            |       | <b>0</b>                | <b>0</b>                | <b>91,160</b>             | <b>91,160</b>       |
| <b>SURPLUS/(DEFICIT) FOR THE YEAR</b>      |       | 0                       | 0                       | (12,657)                  | (12,657)            |
| <b>BROUGHT FORWARD 1ST OCTOBER 2020</b>    |       | 0                       | 0                       | 159,127                   | 159,127             |
| <b>TRANSFER</b>                            |       | 0                       | 0                       | 0                         | 0                   |
| <b>CARRIED FORWARD 30TH SEPTEMBER 2020</b> |       | <b>0</b>                | <b>0</b>                | <b>146,470</b>            | <b>146,470</b>      |

The notes on pages 10 to 11 form part of these financial statements



**BALANCE SHEET AS AT 30TH SEPTEMBER 2021**

|  | NOTES    | 2021                  |
|--|----------|-----------------------|
|  |          | £                     |
| <b>FIXED ASSETS</b>                        | <b>6</b> | <b>3,186</b>          |
| <b>CURRENT ASSETS</b>                      |          |                       |
| Card payments in transit                   |          | 168                   |
| VAT Refund                                 |          | 2,607                 |
| Rent prepayment                            |          | 5,010                 |
| Bank balances                              | 5        | 136,352               |
| Cash in Hand                               |          | 496                   |
|  |          | <u>144,634</u>        |
| <b>CREDITORS</b>                           |          |                       |
| Amounts falling due within one year        | 4        | <u>(1,350)</u>        |
| <b>NET CURRENT ASSETS</b>                  |          | <b>143,284</b>        |
| <b>TOTAL ASSETS LESS TOTAL LIABILITIES</b> |          | <b><u>146,470</u></b> |
| <b>CHARITY FUNDS</b>                       |          |                       |
| Unrestricted funds                         |          | 146,470               |
| <b>TOTAL CHARITY FUNDS</b>                 |          | <b><u>146,470</u></b> |

**1. GRANTS AND DONATIONS RECEIVABLE**

|                         | 2021<br>Restricted<br>£ | 2021<br>Designated<br>£ | 2021<br>Unrestricted<br>£ | 2021<br>Total<br>£ |
|-------------------------|-------------------------|-------------------------|---------------------------|--------------------|
| Various small donations | -                       | -                       | 6,319                     | -                  |
| Gifts in wills          | -                       | -                       | -                         | -                  |
| Small Grants            | -                       | -                       | 1,457                     | -                  |
|                         | -                       | -                       | <b>7,775</b>              | -                  |

**2. DIRECT CHARITABLE EXPENDITURE**

|                                  | 2021<br>Restricted<br>£ | 2021<br>Designated<br>£ | 2021<br>Unrestricted<br>£ | 2021<br>Total<br>£ |
|----------------------------------|-------------------------|-------------------------|---------------------------|--------------------|
| Veterinary Fees                  | -                       | -                       | 16,283                    | -                  |
| Animal Care                      | -                       | -                       | 6,630                     | -                  |
| Rent & Service Charge            | -                       | -                       | 18,372                    | -                  |
| Rates                            | -                       | -                       | -                         | -                  |
| Wages                            | -                       | -                       | 36,383                    | -                  |
| Utilities                        | -                       | -                       | 1,726                     | -                  |
| Travel & Subsistence costs       | -                       | -                       | 2,939                     | -                  |
| Postage Packaging and Stationary | -                       | -                       | 406                       | -                  |
| Computer Software & Support      | -                       | -                       | -                         | -                  |
| Telephone                        | -                       | -                       | 691                       | -                  |
| Insurance                        | -                       | -                       | 927                       | -                  |
| Waste                            | -                       | -                       | 1,586                     | -                  |
| Shop Costs                       | -                       | -                       | 1,875                     | -                  |
| Card Processing Fees             | -                       | -                       | 788                       | -                  |
| Credit Card fee                  | -                       | -                       | 70                        | -                  |
| Fixed Asset Depreciation         | -                       | -                       | 797                       | -                  |
| Working from home                | -                       | -                       | 936                       | -                  |
|                                  | -                       | -                       | <b>90,410</b>             | -                  |

### 3. ADMINISTRATION AND ADVISORY SERVICES

|                         | 2021<br>Restricted<br>£ | 2021<br>Designated<br>£ | 2021<br>Unrestricted<br>£ | 2021<br>Total<br>£ |
|-------------------------|-------------------------|-------------------------|---------------------------|--------------------|
| Accountancy Fees        | -                       | -                       | 750                       | -                  |
| Independent Examination | -                       | -                       | -                         | -                  |
|                         | -                       | -                       | 750                       | -                  |

### 4. CREDITORS

|                  | 2021<br>£ |
|------------------|-----------|
| Accrued expenses | 750       |
| Barclaycard      | 600       |
|                  | 1,350     |

### 5. BANK ACCOUNT BALANCES

|                                    | 2021<br>£ |
|------------------------------------|-----------|
| Nationwide Reserve Account         | 77,035    |
| Santander Business Reward Saver    | 55,488    |
| Santander Business Current Account | 3,829     |
|                                    | 136,352   |

### 6. FIXED ASSET

|                                    | COST | DEPN<br>2021 | NBV<br>2021 |
|------------------------------------|------|--------------|-------------|
| Feb 2020 Purchase of Cat Enclosure | 3983 | 797          | 3186        |
|                                    | 3983 | 797          | 3186        |