

**REGISTERED COMPANY NUMBER: 04298676 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1092237**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 28 FEBRUARY 2022  
FOR  
DOVER RETAIL CRIME OPERATION**

## **DOVER RETAIL CRIME OPERATION**

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**DOVER RETAIL CRIME OPERATION**  
**REFERENCE AND ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 28 FEBRUARY 2022**

<b>TRUSTEES</b>	A M Elcocks P E Smye-Rumsby J P Ciantar R Yates A St Pierre (resigned 12.8.21) D Maslak D Sutton (resigned 2.9.21) A J Howell (resigned 18.10.21) N M Sutton (appointed 8.9.21) D A Russell (appointed 18.10.21)
<b>COMPANY SECRETARY</b>	A M Elcocks
<b>REGISTERED OFFICE</b>	Charlton House Dour Street DOVER Kent CT16 1BL
<b>REGISTERED COMPANY NUMBER</b>	04298676 (England and Wales)
<b>REGISTERED CHARITY NUMBER</b>	1092237
<b>INDEPENDENT EXAMINER</b>	McCabe Ford Williams Chartered Accountants Charlton House Dour Street DOVER Kent CT16 1BL

**DOVER RETAIL CRIME OPERATION**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 28 FEBRUARY 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 28 February 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The objects of the charitable company are the promotion of crime prevention and education measures within the designated area of Dover, Deal and Sandwich in conjunction with the police, other statutory authorities, community and voluntary organisations; the protection of people and property; the prevention of criminal acts by the encouragement of greater public participation in the prevention of crime and the provision of educational information and practical assistance to the community.

The trustees confirm that they have complied with the duties in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. We have referred to the guidance in the Charity Commission general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that they have set.

The charitable company operates under the names:

Dover Partnership Against Crime (DPAC)  
Deal Partnership Against Crime  
Sandwich Partnership Against Crime

**DOVER RETAIL CRIME OPERATION**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 28 FEBRUARY 2022**

**ACHIEVEMENT AND PERFORMANCE**

**Achievements during the period and plans for the future**

We are finally free from the various government imposed Covid restrictions but we are not free from Covid and it very much sounds as if Covid is here to stay and continue to hamper economic progress not just locally but also nationally. It does feel as if we are going to need to learn to live with Covid. This virus continues to change and adapt becoming more transmittable, but thankfully slightly less deadly. It has impacted on every business and every one's life. We are finally starting to get back to some form of normality with our day-time and night-time economies.

The main source of DPAC's income is the membership and rental for radios which we have 102 currently out and in use. We have a further 19 radios in the hands of our partners; the Police and Dover District Council. Our coordinator Karen is always searching for any grants or funding that may be available for crime partnerships and over the past couple of years we have been extremely careful with our finances. During this last year we have issued 41 exclusions and issued two warning letters. These can be further broken down into day and night time economies which are 9 and 32 respectively. Day is mostly in relation to shoplifting or attempted theft and night is mostly for poor and unacceptable behaviour. The only appeals we have had have been in relation to poor behaviour of which there have been 9. The DPAC appeal process requires us to review all of the information that we have and in the vast majority of cases the exclusion is upheld.

DPAC are currently taking part in the 'Best Bar None' accreditation scheme for our pubs and this requires each pub to be assessed by a licencing team and a certificate issued. DPAC are on the steering committee and will help set out the criteria for each pub. DPAC will also be inviting hoteliers to take part in 'Op Makesafe'. This is a training course being run by Kent Police and is about targeting child exploitation. This is a pilot scheme in Kent and we will be working with our neighbour FPAC (Folkestone Partnership Against Crime).

One of our big successes this year has been as a result of information sharing: A PC in Deal sent in an image of a male who apparently had been carrying out bulk thefts in a major shopping supermarket in Deal. DPAC regularly share their data with other BCRP's in Kent and one of the other Partnerships recognised the offender and were able to supply DPAC with a name and date of birth. DPAC shared this information and when he visited another town he was recognised immediately by the CCTV operators and was arrested. It transpired that he was already wanted by Kent Police!

The Chairman has now had an opportunity to attend a number of Pub-watch meetings and the meetings are always well attended by the Partnerships and by the local pubs and hotels. They are sometimes held in Deal and sometimes in Dover; the actual venues vary each month. Because these meetings are well attended they are always lively, and very full of topical issues. There is always genuine and sincere concern about the individuals that cause the main issues. However, in terms of the large number of people that these pubs and hotels serve it is surprising that the same few troublesome names come up with unfortunate poor unacceptable behaviour.

**FINANCIAL REVIEW**

**Reserves policy**

The trustees understand the need to retain sufficient reserves to be able to continue with the charitable company's objectives and meet liabilities as they occur. Income reserves at 28 February 2022 amounted to £23,579 (2021 - £17,866) of which £1,202 (2021 - NIL) was restricted.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charitable company is controlled by its governing document, the memorandum and articles of association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Recruitment and appointment of new trustees**

The trustees are appointed by a majority vote of the existing trustees.

**Risk management**

The trustees have a duty to identify and review the risks to which the charitable company is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.


The major risks to which the charitable company is exposed have been reviewed and systems established to mitigate those risks.

**DOVER RETAIL CRIME OPERATION**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 29/06/22 and signed on its behalf by:

  
.....  
J R Ciantar - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
DOVER RETAIL CRIME OPERATION**

**Independent examiner's report to the trustees of Dover Retail Crime Operation ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 28 February 2022.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and 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.



Mr I D Pascall FCA  
McCabe Ford Williams  
Chartered Accountants  
Charlton House  
Dour Street  
DOVER  
Kent  
CT16 1BL

Date: 29 June 2022

**DOVER RETAIL CRIME OPERATION**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		850	2,445	3,295	1,417
<b>Charitable activities</b>					
Provision and co-ordination of intelligence		23,477	-	23,477	25,406
Investment income	3	1	-	1	6
<b>Total</b>		<u>24,328</u>	<u>2,445</u>	<u>26,773</u>	<u>26,829</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Provision and co-ordination of intelligence		20,432	1,243	21,675	22,729
<b>NET INCOME</b>		<u>3,896</u>	<u>1,202</u>	<u>5,098</u>	<u>4,100</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		18,763	-	18,763	14,663
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>22,659</u></u>	<u><u>1,202</u></u>	<u><u>23,861</u></u>	<u><u>18,763</u></u>

The notes form part of these financial statements

# DOVER RETAIL CRIME OPERATION

## BALANCE SHEET 28 FEBRUARY 2022

	Notes	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible assets	7	282	897
<b>CURRENT ASSETS</b>			
Debtors	8	5,893	2,778
Cash at bank and in hand		30,012	22,491
		<u>35,905</u>	<u>25,269</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(12,326)	(7,403)
<b>NET CURRENT ASSETS</b>		<u>23,579</u>	<u>17,866</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		23,861	18,763
<b>NET ASSETS</b>		<u>23,861</u>	<u>18,763</u>
<b>FUNDS</b>	11		
Unrestricted funds		22,659	18,763
Restricted funds		1,202	-
<b>TOTAL FUNDS</b>		<u>23,861</u>	<u>18,763</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2022.

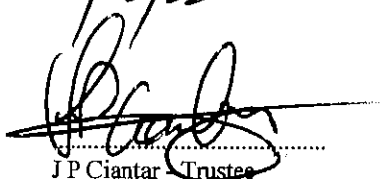
The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29/06/22 and were signed on its behalf by:

  
J P Ciantar, Trustee

The notes form part of these financial statements

## DOVER RETAIL CRIME OPERATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28 FEBRUARY 2022

#### 1. STATUTORY INFORMATION

Dover Retail Crime Operation is an incorporated private charitable company, limited by guarantee, registered in England & Wales. In the event of the charitable company being wound up any property remaining would be given to another charity with similar objects and if no property remained, the liability of the members would be limited to £1.

The charitable company's registered number and registered office address can be found on the Reference and Administrative Details page and its nature of operations can be found in the Report of the Trustees. The charitable company operates from Dover Police Station, Ladywell, Dover, Kent, CT16 1 DJ.

#### 2. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There are no material uncertainties that may cast doubt upon the charitable company's ability to continue as a going concern.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income invoiced in advance is deferred to the period to which it relates.

Government grants for the purpose of giving immediate financial support with no related future costs are recognised as income when receivable.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Radios and base	- 25% on cost
Office equipment	- 25% on cost

##### **Taxation**

The company is a registered charity and its income is exempt from taxation.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Income which has been set aside by the trustees for specific purposes, and its related expenditure, is treated as designated funds.

# DOVER RETAIL CRIME OPERATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 28 FEBRUARY 2022

### 3. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	1	6
	<u>1</u>	<u>6</u>

### 4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	615	1,679
Independent examiners fees	1,390	1,324
	<u>1,390</u>	<u>1,324</u>

### 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 28 February 2022 nor for the year ended 28 February 2021.

#### Trustees' expenses

During the year expenses amounting to £45 (2021 - £574) were reimbursed to one trustee.

### 6. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	13,655	13,322
Social security costs	-	(108)
	<u>13,655</u>	<u>13,214</u>

The average monthly number of employees during the year was as follows:

	2022	2021
	1	1
Intelligence co-ordinator	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

**DOVER RETAIL CRIME OPERATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**7. TANGIBLE FIXED ASSETS**

	Radios and base £	Office equipment £	Totals £
<b>COST</b>			
At 1 March 2021	58,281	15,200	73,481
Disposals	(4,556)	-	(4,556)
At 28 February 2022	53,725	15,200	68,925
<b>DEPRECIATION</b>			
At 1 March 2021	57,948	14,636	72,584
Charge for year	333	282	615
Eliminated on disposal	(4,556)	-	(4,556)
At 28 February 2022	53,725	14,918	68,643
<b>NET BOOK VALUE</b>			
At 28 February 2022	-	282	282
At 28 February 2021	333	564	897

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Trade debtors	5,239	2,070
Other debtors	-	52
Prepayments	654	656
	5,893	2,778

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Social security and other taxes	1,525	739
Accruals and deferred income	10,801	6,664
	12,326	7,403

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
Fixed assets	282	-	282	897
Current assets	34,703	1,202	35,905	25,269
Current liabilities	(12,326)	-	(12,326)	(7,403)
	22,659	1,202	23,861	18,763

# DOVER RETAIL CRIME OPERATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 28 FEBRUARY 2022

### 11. MOVEMENT IN FUNDS

	At 1.3.21 £	Net movement in funds £	At 28.2.22 £
<b>Unrestricted funds</b>			
General fund	18,763	3,896	22,659
<b>Restricted funds</b>			
Radio fund	-	1,202	1,202
<b>TOTAL FUNDS</b>	<u>18,763</u>	<u>5,098</u>	<u>23,861</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	24,328	(20,432)	3,896
<b>Restricted funds</b>			
Radio fund	2,445	(1,243)	1,202
<b>TOTAL FUNDS</b>	<u>26,773</u>	<u>(21,675)</u>	<u>5,098</u>

### Comparatives for movement in funds

	At 29.2.20 £	Net movement in funds £	At 28.2.21 £
<b>Unrestricted funds</b>			
General fund	14,663	4,100	18,763
<b>TOTAL FUNDS</b>	<u>14,663</u>	<u>4,100</u>	<u>18,763</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	26,829	(22,729)	4,100
<b>TOTAL FUNDS</b>	<u>26,829</u>	<u>(22,729)</u>	<u>4,100</u>

The radio fund represents two grants received during the year for the purchase of batteries and radio equipment.

## **DOVER RETAIL CRIME OPERATION**

### **NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 28 FEBRUARY 2022**

#### **12. RELATED PARTY DISCLOSURES**

During the year equipment and sundry services amounting to £1,920 (2021 - £2,640) were purchased from Smye-Rumsby Limited, a company of which Mr P E Smye-Rumsby (director and trustee) is a director. At the year end £NIL (2021 - £NIL) was outstanding.

**DOVER RETAIL CRIME OPERATION**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Grants	3,295	1,417
<b>Investment income</b>		
Deposit account interest	1	6
<b>Charitable activities</b>		
Provision and co-ordination of intelligence including the hire and repair of radios, etc	23,477	25,406
<b>Total incoming resources</b>	<u>26,773</u>	<u>26,829</u>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	13,655	13,322
Social security	-	(108)
Repairs and cost of ancillary equipment	2,203	2,640
Office and telephone costs	1,410	1,361
Post, stationery and advertising	154	384
Insurance, subscriptions and licences	2,185	2,144
Sundry expenses	-	70
Radios and base depreciation	333	1,397
Office equipment depreciation	282	282
	<u>20,222</u>	<u>21,492</u>
<b>Support costs</b>		
<b>Governance costs</b>		
Sundry expenses	63	13
Independent examiners fees	1,390	1,324
Bank charges	-	(100)
	<u>1,453</u>	<u>1,237</u>
<b>Total resources expended</b>	<u>21,675</u>	<u>22,729</u>
<b>Net income</b>	<u><u>5,098</u></u>	<u><u>4,100</u></u>

This page does not form part of the statutory financial statements