



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	11	2023		31	10	2024

## Section A Reference and administration details

Charity name

St Mary's Horse Refuge

Other names charity is known by

Registered charity number (if any)

1101405

Charity's principal address

35 Central Avenue

Rochford

Essex

Postcode

SS3 3BQ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	D Saunders	Chairman		AGM
2	C Balding			AGM
3	K Johnson	Treasurer		AGM
4	F Moule			AGM
5	J Charlesworth			AGM
6	S Hatton			AGM
7				AGM
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	AGM

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Rescue, rehabilitate and rehome horses of no commercial value. The horses are also used for educational activities of benefit to the local community (for no charge).

The rehoming of horses that would otherwise have been terminated and the continued care of horses in our guardianship.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

Volunteers have given invaluable support to us at the refuge and in our charity shops

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

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

We have only rescued three horses, re-homed one and lost one. The remaining are still in need of rehabilitation, medication and special diets. We have volunteers with disabilities in the shops and at the refuge.

We have regular visits from disabled and many other interested parties. We have an annual Open Day which is very well attended. We are very well supported by the local community volunteers, donators and customers.

Financial the year has been difficult as we spend more than we earned and have therefore need to lean into our reserves. Vet fees have risen by 60% over the last 5 years. Most items have also risen in price. Covid affected us because people started to rely on home deliveries. We are increasing our use of auctions, ebay and other social media to increase the sale of donated goods.

We hold large reserves mainly due to a legacy fund which we received 3 years ago. We hold the majority of these funds for the purpose of relocating the refuge, should the situation every arise.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

To keep a healthy bank balance to enable the charity to help more animals and also to cope with unexpected veterinarian fees.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>	D Saunders	K Johnson
<b>Full name(s)</b>	Digby Saunders	Karen Johnson
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer
<b>Date</b>	06/08/2025	

St Mary's Horse Refuge

1101405

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/11/2023

To

Period end date  
31/10/2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Shop takings	62,011	-	-	62,011	63,076
Rags	3,770	-	-	3,770	5,443
Donations	18,031	-	-	18,031	9,308
Bank Interest	3,241	-	-	3,241	2,318
Legacy gift		-	-	-	15,000
Other	19	-	-	19	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>87,072</b>	<b>-</b>	<b>-</b>	<b>87,072</b>	<b>95,145</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>87,072</b>	<b>-</b>	<b>-</b>	<b>87,072</b>	<b>95,145</b>
<b>A3 Payments</b>					
Horse Care & Transport	21,335	-	-	21,335	17,637
Field & Shop rental	35,171	-	-	35,171	35,222
Insurance	2,882	-	-	2,882	3,422
Repairs and Renewals	1,050	-	-	1,050	872
Rates & Water	1,624	-	-	1,624	1,285
Light & Heat	14,486	-	-	14,486	7,393
Telephone	1,087	-	-	1,087	1,087
Outside workers	22,205	-	-	22,205	22,384
Sundry Expenses	993	-	-	993	1,374
<b>Sub total</b>	<b>100,833</b>	<b>-</b>	<b>-</b>	<b>100,833</b>	<b>90,676</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Van	1,750	-	-	1,750	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,750</b>	<b>-</b>	<b>-</b>	<b>1,750</b>	<b>-</b>
<b>Total payments</b>	<b>102,583</b>	<b>-</b>	<b>-</b>	<b>102,583</b>	<b>90,676</b>
<b>Net of receipts/(payments)</b>	<b>- 15,511</b>	<b>-</b>	<b>-</b>	<b>- 15,511</b>	<b>4,469</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>290,078</b>	<b>-</b>	<b>-</b>	<b>290,078</b>	<b>285,609</b>
<b>Cash funds this year end</b>	<b>274,567</b>	<b>-</b>	<b>-</b>	<b>274,567</b>	<b>290,078</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank	262,077	-	-
	Cash	11,490	-	-
	Rental deposits	1,000	-	-
	<b>Total cash funds</b>	<b>274,567</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
			-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	D Saunders	Digby Saunders	06/08/2025	
	K Johnson	Karen Johnson	06/08/2025	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
St Mary's Horse Refuge

On accounts for the year  
ended

31<sup>st</sup> October 2024

Charity no  
(if any)

1101405

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/10/2024.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed: D P Garside

Date: 06/08/2025

Name: Daniel Paul Garside

Relevant professional  
qualification(s) or body  
(if any):

FCCA

Address:

KCA Accountants Limited

22-24 Elm Road, Leigh on Sea, Essex SS9 1SN



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

I have previously recommended that the charity undertake monthly rather than annual reconciliations of the cash & bank account. This remained something that had not been addressed during the course of the accounting year. This will assist the treasurer in understanding if they have missing income or expenditure on a more regular basis. My concern is that the charity is susceptible to loss of income without a more robust control environment being in place.

Post year end the charity has been able to demonstrate that they are now reconciling the bank and cash on a monthly basis, by location, with cash in hand being checked at least on a monthly basis and banking taking place more regularly to reduce the risk of holding larger amounts of cash at any one time (even though this is held in the safe).

I have recommended that they take the step (probably from 1 11 2025) to commence using cloud accounting software like Xero which will enable them to increase financial reporting efficiencies and accuracy as well as the ability to report accurately into the trustees on a more regular basis and to aid the production of the year-end financial statements.

Also, the charity continues to combine cheques into one column of analysis. This adds work to the year-end process and therefore it is recommended that the finance team sub analyse the cheques into the correct respective headings.

The charity this therefore moving in the right direction and needs to keep up the increased controls that have been put in place.