

Charity Number	1143007
Company Number	7426748

GREENLEAF ANIMAL RESCUE LIMITED

Report and Accounts

for the year ended

30 November 2022

GREENLEAF ANIMAL RESCUE LIMITED

Report and Accounts for the year ended 30 November 2022

Contents	Page
Trust Information	1
Director's/Trustees Report	2 - 8
Trustees Responsibilities	9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Accounts	13- 14
 Management Pages	
Detailed Statement of Financial Activities	15

GREENLEAF ANIMAL RESCUE LIMITED

Trust Information

For the year ended 30 November 2022

Charity Number	1143007
Company Number	7426748 (England & Wales)
Trustees/Directors	Mary-Jane Rose Luke Dyer Fay Regan
Registered Office	15 Queen Square Leeds LS2 8AJ
Business Address	50 Stanley Road Doncaster DN5 8RR
Accountants	Torevell Dent Ltd Centre of Excellence Hope Park Trevor Foster Way Bradford BD5 8HH
Bankers	Lloyds TSB

GREENLEAF ANIMAL RESCUE LIMITED

Director's and Trustees Annual Report for the year ended 30 November 2022

The directors and trustees submit their Annual Report and Accounts for the period ended 30 November 2022, which have been prepared in accordance with the Financial Reporting Standard (SORP) FRS102 (effective January 2015) and the Charities Act 2011.

Structure, Governance and Management

Incorporation

The company was incorporated on the 2nd November 2010, and was registered as a charity on the 21st July 2011.

The charity's legal status is that of a company limited by guarantee and is governed by the company's Articles of Association.

Directors and Trustees

The Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the period are:

Mary-Jane Rose
Luke Dyer
Fay Regan

Trustees are appointed and de-selected as per the rules stated in the Articles of Association..

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 30th November 2022 was three.

Risk Management

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

Objectives and Activities

Objectives and aims

The objectives of the charity are:-

For the benefit of the public to relieve the suffering of animals in need of care and attention and in particular to provide and maintain rescue homes or other facilities for the reception, care and treatment of such animals and to educate the public in matters pertaining to animal welfare in general.

Trustee Report 1st December 2021 - 30th November 2022

Activities Undertaken:

- Identifying and rescuing animals in need of rehoming.
- Providing veterinary treatment for animals in our care
- Providing basic veterinary care for animals we rehome (vaccinations, micro-chipping, neutering where possible.)
- Providing support and advice to the public including animal welfare advice, information and assistance.
- Directing the public to services and authorities relevant to their needs.
- Raising awareness of animal welfare in general
- Creating new rescue places for animals
- Transporting dogs on death row and other animals in urgent need to safety
- Cooperating with local councils and other rescues to assist with offering rescue placements to stray and unwanted dogs
- Local Greenleaf sanctuaries provide a safe haven for unrehomable animals that are able to have a good quality of life but require ongoing veterinary care and attention.
- Raising funds to support rescue animals
- Supporting our volunteers and keeping our supporters updated as to the progress of animals in our care and the effect of their contributions
- Carrying out homechecks for potential adopters to ensure suitability for adoption
- Completing assessments for rescue animals prior to rehoming
- Providing a charity helpline to assist member of the public and animals in need
- Training volunteers to assist with various rescue activities

Review of Progress and Achievements:

The charity has had a successful year with the rescue and rehoming of animals in need as we move out of the pandemic. This year we have handled thousands more enquiries from members of the public via our helpline and website. We have continued to work closely with other rescues to provide placements for stray and abandoned dogs.

As we move into our 12th year as an established registered charity, we are grateful to our volunteers and supporters. We are also appreciative of the systems and processes that we have refined over the years to help rescue and rehome more animals in need. As people return to work, rehoming and adoption has been impacted. There were 80% more animals waiting for new homes than in the previous year as a result of this. We have focused on maintaining and improving the rehoming systems we have in place to help members of the public with their animals in need.

The 'Temporary home project' we created in the pandemic helped with animals that needed to be rescued during the Covid crisis. There remains a need for foster and temporary home placements as more animals are being signed over to us than in the previous year. We now have hundreds of vetted applicants who can be contacted regarding providing a temporary home for rescue animals going forward. This means that animals can remain in a family environment whilst waiting for their forever home. We are grateful to everyone who helped support us.



Our website continues to grow and is the main source of our adoption and rehoming enquiries that we receive daily. Our helpline has been particularly busy this year and there has been an increase in demand for the charities services. We have continually improved our IT systems to increase speed and efficiency.

Upon the collation of the statistics for adoption and rehoming for the year, adoptions are almost the same as the year before. There has been a 52% reduction in adoption enquiries as we return to normal after the pandemic. During the pandemic people were at home and felt it was the ideal time to adopt a new companion, resulting in an increase in adoption applications. As people have returned to work in the office, this has caused an increase in animals being signed over to us. The cost-of-living crisis also seems to have been a significant contributor to the surge in animals waiting for homes. We have continued to log the outcomes of assessments and homechecks in our database.

The conversion from initial general adoption enquiry to successful adoption was twice as high this year even with less enquiries, which was in part due to a more efficient processing of homechecks. 1 out of every 10 approximately (9.33%) homechecks resulted in a forever home. Assessing homes continues to be a time intensive process as well as assessing new animal intakes being released to us. We consistently strive to make improvements to our internal processes to improve animal rehoming figures but whilst ensuring a high level of integrity.

We had 27% less homechecks completed compared to last year, but adoptions remained the same. There was a 101% increase in the general enquiries for the year through the website and 31% increase in combined enquiries for adoption, rehoming and other. Enquiries and requests for support via the phone helpline also saw a significant increase.

Before being signed over to our care, each animal is assessed for rehoming. A detailed assessment and vet check is completed. The vet report is provided to the adopter including details of any behavioral or medical issues. Rehoming animals responsibly is important to our values and has resulted in adopters showing an increased level of commitment to our animals, resulting in less animals being returned to us, following the completion of a successful adoption.

We are grateful to members of the public who have kindly donated to us this year or left a legacy as well as the companies that continue to provide donations towards the rescue and rehoming of animals.

Companies like TUI, BW Legal, Pets4Homes, Pets at Home, Asda, M & S, Tesco, Sainsburys and others have provided support in the way of grants, competition prize funds, community donations and collections, funds raised at events over the years that have helped support our charity helpline and emergency boarding costs.

The helpline has been a wonderful support for owners urgently wishing to sign their animal over for rehoming safely and for offering adoption support. It has been available 7 days a week and this service has resulted in more animals being rehomed.



The chat functionality on the website is visible to anyone wishing to rehome an animal. This alternative method of contact has been preferred by some members of the public and has resulted in further rehoming and adoption applications which may not have been received without the service.

Donations have come in mainly from adoptions, company donations, Petplan insurance contributions and a small amount of Facebook fundraising and just giving. This year birthday fundraisers through the Facebook page resulted in an increase in income for the charity.

The ongoing efforts of our volunteers and supporters this year have ensured that many animals have been rescued that would have otherwise been put to sleep or abandoned.

We have continued to respond to new adoption and rehoming enquiries very quickly this year via the use of our own in-house IT system. This allows us to send emails without using the traditional email client and ensures a smoother adoption and rehoming process. We have continued to signpost the process to people enquiring to adopt an animal, so that members of the public are aware of any delays involved due to high volumes of enquiries. This helps with meeting the expectations of the public with our responses, due to being run by volunteers.

We are truly thankful for our loyal and helpful volunteers who assist with completing homechecks, assessments, caring for animals, dog walking, helping with rescue administration, transport runs, vet runs and raising funds.

Our systems and processes for enquiry handling have evolved over the years and is now at an excellent level of efficiency. Our online IT system allows us to quickly view the status of adoption or rehoming enquiries and volunteers can easily add animal care notes, update owner or adopter records, add assessment documents, communications, vet reports, animal care notes as well as other document attachments such as animal photographs.

Sometimes animals need to be returned to us due to the adopters change in circumstances. In these instances, we have provided emergency kennel space or a foster placement until the animal can be rehomed. Foster carers provide a lifeline for stray animals and for those needing immediate rescue space from members of the public.

All animals are vet checked, vaccinated, micro-chipped and neutered where possible, prior to adoption. If this is not possible animals are rehomed with a contract to ensure this is completed at the earliest available opportunity. Veterinary care is provided as needed for animals with medical issues.

Our volunteers continue to contribute to the charity each year in various meaningful and heartfelt ways. We are immensely grateful to all of our supporters and adopters. This year we have spent more time onboarding and training new volunteers to help with the process of rescue administration to help with rehoming more rescue animals.



Last year, we updated our logo once again with a cat and a dog inside the logo. The leaf acts as an umbrella providing sanctuary for the animals. We are really happy to have animals at the heart of our logo in alignment with the services we provide. The logo change was accepted very willingly by the public and we received positive feedback.

Digitally our Facebook page had grown by an additional 3000 members this year to 43000 members. A positive social media presence has been a wonderful place for the charity to share success stories of animals arriving in new homes. Last year we launched a private Facebook group for our top supporters to see more of the animals we have rehomed throughout the year and this year we have used this platform to further connect with our community. There are now 1555 supporters in the group. It's a real pleasure to see animals settling happily into their forever homes after much hard work and dedication by our volunteers. The Facebook page also updates to our main website page to keep our site current. This platform allows us to show appreciation to our community of supporters and volunteers. We hope our page inspires more people to adopt and shows the positive impact a rescue animal can have in a family's life.

Our adoption criteria is firstly a loving home, but more practically we have safeguards in place to ensure that animals are placed in suitable environments to meet their needs.

Last year, we changed our process to reserve an animal, and this is only possible once applicants have been fully vetted and a suitable applicant has been selected. This change was a result of the pandemic and the 450% increase of adoption enquiries we received. This was necessary as it was very difficult for our volunteers to keep up with the massive influx of enquiries due to many people being at home and wishing for a new companion. The website now shows if homechecks are in progress as well as if an animal has been reserved which helps adopters navigate the adoption process more easily. This year the number of adoption enquiries have gone down, but we have kept the system in place as we have found it effective.

The website is updated regularly and detailed assessment information for each animal is added as soon as it becomes available. Success stories are showcased on the website homepage. Traffic to the website has increased each month as our online presence grows. Enquiries received include adoption, rehoming, wildlife enquires, volunteer, fostering and corporate partnership and donor enquiries.

An additional 15198 thousand people have completed our rescue survey this year to help us improve the rescue and rehoming service we provide and almost 3449 thousand of them have provided contact details to enable us to follow up with a newsletter or animals available for adoption. We are continually trying to improve the experience of adoption and rehoming through our charity and these surveys help us gain valuable insights on how we can be more helpful.

Our in-house online contract management system greatly improves the process for adoption and rehoming. The system allows us to generate all the relevant adoption contracts, animal release agreements, fostering agreements and so on. The sign online system allows signatures to be stored digitally in our database reducing our costs and environmental impact of paper-based systems.



We are greatly appreciative of the adopters and supporters who have completed Gift Aid via Paypal Giving Fund and also our online gift aid form. This means we are able to claim back funds in donations which would have otherwise not been possible. This is a great assistance to our general rehoming efforts.

Our charity helpline continues to receive calls of requests to help with rehoming animals. This is often due to circumstances such as eviction, moving abroad, fleeing domestic violence, moving to a home that doesn't accept pets, being unable to care for an animal any longer due to financial or personal issues. Individuals continue to require a safe haven for animals and we have continued to provide sanctuary for animals in need of rehoming. We receive reports of animals that have been lost or abandoned and help by accepting stray dogs into our care. We also receive many requests for help from people with injured wildlife, particularly hedgehogs and birds. We have seen a marked increase in the number of animals we are able to help, by providing a dedicated helpline for animals in need. We have continued to collate statistics on the outcome of calls taken and the positive impact the animal rescue helpline is providing to members of the public.

Each year we received numerous 5 star reviews from adopters and owners who had used our charity services and it has been wonderful to read the feedback and receive the support of the public which was highly encouraging to our volunteers.

Future Plans

- Rescue more animals in need.
- Provide veterinary care and attention to our rescue animals
- Continue to provide an online chat service to allow members of the public to connect more easily regarding the rehoming of animals in
- Grow corporate charity relationships and apply for grants
- Move forward with some steps for legacy fundraising
- Increase our monthly donations to help fund further assistance of more animals in need.
- Continue to raise awareness locally and nationally regarding animal welfare by use of social media and other avenues
- Maintain our relationship with advertising providers
- Collate further rehoming and adoption statistics
- Accept more calls via the animal rescue helpline
- Streamline our technology processes further to improve rehoming
- Update volunteers to make them aware of their valuable contributions to the charity
- Add more success story photos to Facebook to increase our social media presence and awareness of our adoption stories
- Request reviews from adopters
- Recruit more volunteers to assist with various aspects of the rescue

GREENLEAF ANIMAL RESCUE LIMITED

Director's and Trustees Annual Report for the year ended 30 November 2022

Review of Financial Activities and Affairs

Financial Review

Full details of the financial transactions are contained in the attached accounts. The total income for the year was £32,387 (2021 : £19,764) and, after deducting expenditure of £ 17,546 (2021: £22,174), the net profit was £14,841 (2021 : net loss of £2,410). The net liabilities of the Charity at 30 November 2022 were £26,565 (2021 : £41,406).

Reserves Policy

The trustees have reviewed the charity's needs for reserves in line with guidance issued by the Charities Commission and consider it prudent that unrestricted reserves should be sufficient to cover three months running costs. The trustees are confident that future income, and support from the Trustees will enable the charity to meet its foreseeable needs on the basis of planned activity.

Investment Policy

Under the memorandum and articles of association, the charity has the power to make an investment which the trustees see fit. The trustees have considered the most appropriate policy for investing funds so as to maximise interest on funds available.

Approved by the Trustees on 15th August 2023 and signed on their behalf by:



Mary-Jane Rose
Trustee

GREENLEAF ANIMAL RESCUE LIMITED

Statement of Trustees Responsibilities for the year ended 30 November 2022

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law 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 of its financial activities for the period. In preparing those Financial Statements the Trustees are required to:

- a) Select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) State whether the policies adopted are in accordance with SORP FRS 102 and with applicable accounting standards, subject to any material departures and disclosed and explained in the Financial Statements'
- d) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue operating.

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 and the provisions of the trust deed. 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.

GREENLEAF ANIMAL RESCUE LIMITED

Independent Examiner's Report to the Trustees of Greenleaf Animal Rescue Limited

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 November 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.

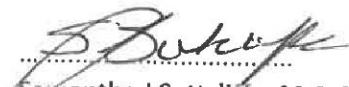
Independent examiner's statement

I can confirm that I am qualified to undertake the examination because I am a member of ACCA which is one of the listed bodies.

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;
2. Or, 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.


Samantha J Sutcliffe, M.A.A.T, F.C.C.A

Torevell Dent Ltd
Chartered Certified Accountants
Centre of Excellence
Hope Park
Trevor Foster Way
Bradford, BD5 8HH

15th August 2023

GREENLEAF ANIMAL RESCUE LIMITED

Statement of Financial Activities for the year ended 30 November 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Income from:					
Donations and legacies		32,383	-	32,383	19,763
Investment income		4	-	4	1
Total		32,387	-	32,387	19,764
Expenditure on:					
Charitable activities	2	16,646	-	16,646	21,274
Other		900	-	900	900
Total		17,546	-	17,546	22,174
Net Income/(expenditure)		14,841	-	14,841	(2,410)
Balance as at 1 December 2021		(41,406)	-	(41,406)	(38,996)
Balance as at 30 November 2022		(26,565)	-	(26,565)	(41,406)

The notes on pages 13 to 14 form part of these financial statements.

GREENLEAF ANIMAL RESCUE LIMITED

Balance Sheet **for the year ended 30 November 2022**

		2022		2021	
	Notes	£	£	£	£
Fixed Assets					
Tangible assets	5		64		85
Current Assets					
Stock		250		250	
Cash at bank		<u>23,859</u>		<u>8,997</u>	
		24,109		9,247	
Amounts falling due within one year	6	<u>(900)</u>		<u>(900)</u>	
			23,209		8,347
Creditors:					
Amounts falling due after more than one year	7		(49,838)		(49,838)
Net Assets			<u>(26,565)</u>		<u>(41,406)</u>
Funds					
Unrestricted funds			(26,565)		(41,406)
Restricted funds			<u>(26,565)</u>		<u>(41,406)</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 November 2022. The members have not required the company to obtain an audit of its financial statements in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge responsibilities for:

- Ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard (SORP) FRS102 (effective January 2015).

The financial statements were approved by the Board of Directors on 15th August 2023 and were signed by :



Mary-Jane Rose
Director

The notes on pages 13 to 14 form part of these financial statements.

GREENLEAF ANIMAL RESCUE LIMITED

Notes to the Accounts for the year ended 30 November 2022

1. Basis of Accounting

a) Accounting Convention

The financial statements have been prepared under the historical cost convention, in accordance with the Charities Act 2015 and the Companies Act 2006, and also in accordance with applicable accounting standards and the Charities SORP (FRS102)(effective January 2015).

b) Going concern

The Trustees have advanced loans to the Charity in order to fund the deficit on activities. The Trustees have agreed not to seek repayment of these loans until the Charity has adequate resources.

c) Incoming Resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

d) Resources Expanded

Resources expanded comprise all expenditure directly relating to the objects of the charity, and is accounted for gross, and when incurred.

e) Fixed Assets

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

Animal equipment	- 25% reducing balance
Computer equipment	- 25% on cost

f) Fund Accounting

Unrestricted funds are corporate funds, which as such are available for use or retention at the discretion of the directors in accordance with the Trust's objects.

Restricted funds are trust funds subject to specific restrictive conditions imposed by sponsors and until the restriction has been satisfied.

2. Resources Expanded

<u>Charitable activities</u>	2022	2021
	£	£
Project costs	15,514	20,046
Administration costs	1,111	1,199
Depreciation	21	29
	<u>16,646</u>	<u>21,274</u>

3. Trustee disclosures

	2022	2021
	£	£
Directors remuneration	-	-
Accountancy charges	900	900
Trustees expenses	-	-
	<u>900</u>	<u>900</u>

GREENLEAF ANIMAL RESCUE LIMITED

Notes to the Accounts for the year ended 30 November 2022

4. Taxation

The charitable company is exempt from corporation tax on its charitable activities.

5. Tangible Fixed Assets

	Animal equipment £	Computer equipment £	Total £
Costs			
At 1 December 2021	2,500	5,723	8,223
Additions	-	-	-
At 30 November 2022	2,500	5,723	8,223
Depreciation			
At 1 December 2021	2,415	5,723	8,138
Charge for the period	21	-	21
At 30 November 2022	2,436	5,723	8,159
Net Book Value			
At 30 November 2022	64	-	64
At 30 November 2021	85	-	85

6. Creditors	2022	2021
	£	£
Amounts falling due within one year:		
Accruals	900	900
7. Creditors	2022	2021
	£	£
Amounts falling due after more than one year:		
Trustee loan	45,138	45,138
Loan	4,700	4,700
	49,838	49,838

The Trustees will not seek full repayment of the loans until the company has positive funds.

8. Company limited by guarantee

The members liability is limited to a maximum of £1 per member.

GREENLEAF ANIMAL RESCUE LIMITED

Detailed Statement of Financial Activities for the year ended 30 November 2022

	2022		2021	
	£	£	£	£
Incoming Resources:				
Donations and legacies		32,383		19,763
Interest income		4		1
		<u>32,387</u>		<u>19,764</u>
Resources Expended:				
Animal care and transport	4,117		10,430	
Veterinary charges	2,446		3,141	
Charity supplies	8,951		6,475	
Postage and stationery	427		368	
Insurance	508		565	
Accountancy	900		900	
Sundries	43		-	
Bank charges	133		266	
Depreciation	21		29	
		<u>17,546</u>		<u>22,174</u>
Net Income/(expenditure)		<u><u>14,841</u></u>		<u><u>(2,410)</u></u>