

Swan Lifeline
Cuckoo Weir Island
South Meadow Lane
Eton, Berkshire
SL4 6SS

CIO 1156995
Tel: 01735 859397

www.swanlifeline.org.uk

TRUSTEES REPORT FOR THE YEAR ENDED 30 NOVEMBER 2020

Swan Lifeline, Charitable Incorporated Organisation, was formed as Registered Charity 299254 in 1986 by people who had worked with Save Our Swans, a registered charity which first highlighted the needs of swans and pioneered swan rescue and treatment in the Thames Valley. Swan Lifeline was registered with the Charity Commission for England and Wales in May 1986. The transfer to a CIO was finalised at the end of the 2014 financial year. It is governed by a Constitution. Swan Lifeline is authorised by Natural England to rescue, treat and rehabilitate sick and injured swans.

As the premier wildlife charity in the area we offer a service to the public in promptly handling sick and injured birds. We do, if necessary, accept birds other than swans but these are passed on to other organisations as we are not set up to deal with them. Each year many swans are rescued and many treated on site, those admitted to our centre at Cuckoo Weir Island are returned to the wild after treatment whenever possible. Sheltered homes are sought for birds whose injuries make it impossible for them to cope in their natural habitat. Swan Lifeline also continues to promote greater public awareness of the man-made problems facing swans through media contact, talks and attendance at local events. We cooperate with the RSPCA and offer training in swan rescue and handling to them and the emergency services. We have also been at the forefront of a campaign to educate the public into feeding swans and other wildlife food that is appropriate to their species.

Swan Lifeline is located on land on Cuckoo Weir Island, leased from Eton College at a peppercorn rent. The site includes staff accommodation, a hospital/treatment unit including an intensive care area, covered pens and ponds, and sheds for storage. The dedicated treatment room has veterinary-standard surgery facilities. Veterinary support is provided by a local Windsor veterinary practice. We have a storage building with an education/ display area and meeting room.

Day-to-day management of the facilities is provided by paid staff who can if required remain on site. In addition we have a group of committed volunteers, with the Covid pandemic our numbers of volunteers on site have been limited and regrettably we have been unable to accommodate work parties, we have however continued to offer some students work experience. Some Swan Lifeline volunteers throughout the Thames Valley act as rescuers. Fund raising has been totally curtailed during the pandemic although there has been limited activity with our on line shop. We also have contact with The Edward Grey Institute of Field Ornithology at Oxford and the British Trust for Ornithology, to whom we supply records of birds ringed by the treatment centre. All trustees also have hands-on involvement with the business of running the charity and/or the treatment centre and swan rescue.

Management Committee / Trustees as at 30.11.20

Chairman: Kay Webb (also newsletter editor and correspondent)

Treasurer: Peter Adams

Helen Rapacioli

Moirra Dennison

Stephen Davies

Hayley Lloyd

SWAN LIFELINE
Balance Sheet
 (All values reported in GBP)

Fixed Assets

0011	Leasehold Property	28,078.00
0012	Leasehold Improvements	31,559.61
0030	Office Equipment	27,371.45
0031	Accumulated Depreciation	(12,702.09)
	<u>Net Book Value</u>	<u>14,669.36</u>
0050	Motor Vehicles	12,711.00
0051	Accumulated Depreciation	(8,606.00)
	<u>Net Book Value</u>	<u>4,105.00</u>
Total Fixed Assets		<u>78,411.97</u>

Current Assets

1001	Stock	6,106.91
1104	Rathbones	60,000.00
1200	Current Account	1,536.05
1211	CAF Gold	46,891.57
1214	HSBC A	907.84
1215	HSBC B	822.31
1216	Virgin Money	62,858.40
Total Current Assets		<u>179,123.08</u>

Current Liabilities

2100	Creditors Control Account	(4,831.05)
2109	Accruals	(287.60)
2210	P.A.Y.E.	(88.04)
Total Current Liabilities		<u>(5,206.69)</u>

NET Current Assets **173,916.39**

Total Assets less Current Liabilities **252,328.36**

Long Term Liabilities

Total Long Term Liabilities **0.00**

NET Assets **252,328.36**

Capital and Reserves

	P&L Account	(38,190.55)
3101	Retained Profit & Undistributed Reserves	290,518.91
Total Capital and Reserves		<u>252,328.36</u>

Created 25 August 2021
 From Date 1 December 2019
 To Date 30 November 2020

SWAN LIFELINE
Profit & Loss Statement
 (All values reported in GBP)

Turnover

4010	Goods	300.00
4011	Boxes	58.10
4012	Gift Aid	(2.50)
4013	Events	80.00
4015	Shipping/postage	33.52
4016	George Michael Legacy	73.99
4017	Vintners' Company	5,000.00
4018	The Dyers	4,000.00
4022	Facebook	570.95
4023	Amazon	5.00
4100	Donations received	13,223.04
4200	Interest received	416.98
4900	Grants	500.00
4906	Legacies	26,576.18
Total Turnover		<u>50,835.26</u>

Less Cost of Sales

5000	General Purchases	(280.48)
5016	Security	(1,259.08)
5018	Wraps/Poles etc	(11.64)
Total Cost of Sales		<u>(1,551.20)</u>
Gross Profit		<u>49,284.06</u>

Less Expenses

6201	Advertising	(34.00)
6301	Feed	(5,190.11)
6302	Veterinary fees	(4,676.72)
6303	Cremations	(208.80)
6304	Poles/ wraps etc.	(101.92)
7000	Gross Wages	(49,615.50)
7009	Other staff costs	(196.20)
7101	Council tax	(1,242.21)
7102	Water Rates	(3,278.67)
7105	Waste disposal	(1,217.89)
7106	Security costs	1,009.08
7107	Pest control	(600.00)
7200	Electricity	(2,920.26)
7201	Gas	(822.90)
7300	Fuel and Oil (MOTOR)	(1,839.23)
7301	Repairs and Servicing (MOTOR)	(1,293.79)
7302	Licences	(695.00)
7303	Vehicle Insurance	(3,478.89)
7501	Postage and Carriage	(104.43)
7502	Telephone and Mobile Charges	(1,256.25)
7504	Stationery	(3.34)
7505	Water	

7506	Hosting Fees and IT Consumables	(35.04)
7508	Sundry expenses	(370.50)
7509	Copier Hire	(1,129.81)
7601	Audit and Accountancy Fees	(266.00)
7800	Repairs and Renewals	(1,919.56)
7804	Pump expenses	(6.35)
7901	Bank Charges	(55.00)
7903	Stripe charges	(35.39)
8201	Subscriptions	20.00
8204	Insurance	(4,817.93)
Total Expenses		<u>(87,474.61)</u>
Profit Before Tax		<u>(38,190.55)</u>

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SWAN LIFELINE

This is a report on the accounts for the Charity for the year ended 30th November 2020, which are set out on the following pages of this document.

Respective responsibilities of the trustees and examiner

It is the responsibility of the charity's trustees to prepare these accounts. This is an independent examination of the accounts, and does not constitute an audit or audit opinion. It is assumed that the charity's trustees have considered that an audit is not required for this year. The Charities Act 2011 in Section 144 details when an audit is required and provided the trustee's do not consider it necessary the Act allows for an independent examination.

In line with the Charities act in carrying out an independent examination my responsibility is to:

- examine the accounts under Section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (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

I have been provided with the following document and access:

- 1) By file May 2020
 - a. Swan Lifeline P&L 30.11.2020
 - b. Swan Lifeline Balance Sheet 30.11.2020
 - c. Swan Lifeline Accounts 2017/2018/2019
 - d. Swan Lifeline Cash Flow
- 2) Access to Quick file on-line accounting system
- 3) Company files including but not limited to:
 - a. Banking details and statements
 - b. Copies of past accounts
 - c. Invoicing and other significant cost information

My examination was carried out in accordance with the General Directions given by the Charity Commission. My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records and the records of the on-line accounting system. It also includes consideration of any unusual items or disclosures in the accounts which are highlighted below to the trustee's:

- The on-line system provides clear transparent examination of the charities activities.
- The provided accounts, file's and invoicing information are filed in a clear transparent manner enabling robust analysis.
- The accounts show a loss in the year to Nov 30th 2020. In the 12 months to Nov 30th 2020 the accounts show a loss of £38,218 compared to the 12 months to Nov 30th 2019 of £40,677 and a loss of £71,675 in the 12 months to Nov 30th 2018.
- The reduced loss in 2020 compared to the prior year seems to relate to an increase in 'legacies' income compared to the prior year. It appears by nature 'legacies' income are not consistent year on year and therefore the year on year variance can be explained.
- The 12 months to Nov 30th 2020 represented a slightly reduced loss compared to 2019, however even with the increased 'legacies' income in 2019 and then in 2020 the accounts still represent an annual loss and therefore a reduction in the overall reserves held.

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 matter has 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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

**Philip D Young
3 Markway House
Lower Hampton Road
Sunbury on Thames
TW16 5PN**

Date: 24th June 2021