

**ST FRANCIS ANIMAL WELFARE**

*(REGISTERED NUMBER : 1166590)*

**TRUSTEES REPORT AND UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

# **ST FRANCIS ANIMAL WELFARE**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2023**

The trustees present their report and accounts for the year ended 30 September 2023.

The Charitable Incorporated Organisation (CIO) was registered with the Charity Commission in England and Wales on 18 April 2016. The CIO was dormant until 1 December 2016 when the activity and assets were transferred from its predecessor unincorporated charity St Francis Animal Welfare Group (Charity number: 263172).

The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's constitution of rules and bye-laws dated 1955, as amended March 2005 and "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102.

### **Structure, governance and management**

The predecessor charity St Francis Animal Welfare Group was started in 1953 to provide shelter and care for a variety of animals, mainly domestic pets, which needed re-homing. This work continues through its shelter near Fair Oak, and includes some long-term residents unsuitable for re-homing, though foster homes are increasingly preferred for welfare reasons. The Charity converted to a Charitable Incorporated Organisation in 2016. We continue to seek volunteers to help in the work of the shelter as well as new ideas for fundraising to increase the Charity's income as much as possible.

The following trustees served during the year:

Miss A Lodge  
Mrs B Morris

Mr G Pragnell  
Mr A Hoskins

Mrs A Bendall

During the year Ms Charlotte Rogers was appointed on 6th February 2023.

New trustees are appointed when appropriate, candidates being assessed on the basis of their skills and experience. New trustees have the opportunity of reviewing appropriate documents such as accounts and the Charity Commission guidance on the role of the trustee as part of their induction.

As part of their ongoing responsibilities the Trustees have assessed the major risks affecting the charity and are continuing to implement and review policies to mitigate those risks.

### **Objectives and activities**

The charity's objects are the furtherance of animal welfare for public benefit in the locality, principally southern Hampshire, by the maintenance of a shelter (animal rescue home) for the benefit of needy animals and the provision of other rescue, rehabilitation and support services for such animals.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# **ST FRANCIS ANIMAL WELFARE**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2023**

### **Achievements and performance**

The difficult circumstances following a lack of legacy income has resulted in another larger deficit than former years, but there were some substantial donations and investments performed quite well. This year was the 70th anniversary of our founding so this provided a background to our fundraising. A successful Christmas fair was held and other fundraising such as online raffles, Facebook auctions and sales did well. A small fundraising committee was set up which has had some success with grant applications thanks to improved use of social media.

The long-term illness of the shelter manager and her eventual resignation led to additional responsibilities for other staff who worked extremely hard to make up the deficit. Trustees also looked into selling the shelter manager's house which had become vacant as a result.

Later in the year we started getting more dogs and cats handed over with owners citing cost of living problems. Avian flu lockdowns had placed enormous demands on staff, so poultry were rehomed to specialist charities. We had to contend with increased costs in many areas, especially fuel bills, including unexpectedly high ones due to hotter summers.

Throughout, the Committee continues to work to maintain good governance and increase fundraising. We still lack a full complement of trustees and recruiting suitable people is difficult, as for many charities, though we have had some recent successes.

The Committee who were elected at the 2023 AGM are dedicated to the continued successful running of St Francis Animal Welfare.

### **Financial review and reserves**

The charity had a deficit of £89,869 for the year. Total reserves at the balance sheet date were £645,633 including freehold property with a book value of £516,026. The charity has shown large deficits for both this year and last mainly due to a substantial reduction in legacies received. This has resulted in a reduction in the charity's reserves, and as a result the trustees have taken the decision to sell part of the property which is currently unused, to raise additional funding. This injection of funds will tide us over for several years whilst we develop new sources of revenue.

This report has been prepared in accordance with the governing document and the Statement of Recommended Practice 'Accounting and Reporting by Charities applying FRS102.'

Signed on behalf of the board of trustees on 22/6/24



Miss A Lodge  
Trustee

## **ST FRANCIS ANIMAL WELFARE**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2023**

#### **Trustees responsibilities**

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepared the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charity 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.

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST FRANCIS ANIMAL WELFARE

I report to the trustees on my examination of the accounts of St Francis Animal Welfare for the year ended 30 September 2023 set out on pages 6 to 14.

### RESPONSIBILITIES AND BASIS OF REPORT

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

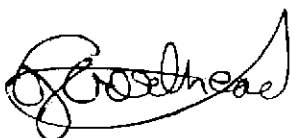
I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### INDEPENDENT EXAMINER'S STATEMENT

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

- 1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



CJ GOODHEAD FCA  
Knight Goodhead Limited  
Chartered Accountants

3 June 2024

7 Bournemouth Road  
Chandler's Ford, Eastleigh  
Hampshire SO53 3DA

# ST FRANCIS ANIMAL WELFARE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME</b>					
Donations		38,120	-	38,120	56,919
Adoptions		9,766	-	9,766	7,672
Fundraising		14,836	-	14,836	6,847
Membership fees		51	-	51	515
Legacies		-	-	-	12,093
Sales and other income		11,444	-	11,444	7,943
Commissions received		1,343	-	1,343	1,182
Investment income		4,557	-	4,557	3,647
Government grants		1,000	-	1,000	-
<b>TOTAL INCOME</b>		<b>81,117</b>	<b>-</b>	<b>81,117</b>	<b>96,818</b>
<b>EXPENDITURE</b>					
Direct expenditure	4	43,790	-	43,790	44,987
Charitable activities	4	146,474	-	146,474	130,972
<b>TOTAL EXPENDITURE</b>		<b>190,264</b>	<b>-</b>	<b>190,264</b>	<b>175,959</b>
Net gain/(loss) on revaluation	7	19,278	-	19,278	(18,997)
<b>NET EXPENDITURE FOR THE YEAR</b>		<b>(89,869)</b>	<b>-</b>	<b>(89,869)</b>	<b>(98,138)</b>
TOTAL FUND BALANCES BROUGHT FORWARD		735,502	-	735,502	833,640
<b>TOTAL FUND BALANCES CARRIED FORWARD</b>		<b>645,633</b>	<b>-</b>	<b>645,633</b>	<b>735,502</b>

# ST FRANCIS ANIMAL WELFARE

## BALANCE SHEET AT 30 SEPTEMBER 2023

			2023	2022
	Notes	£	£	£
FIXED ASSETS				
Tangible assets	5		517,779	523,302
CURRENT ASSETS				
Debtors	6	5,050		10,775
Investments	7	106,921		183,420
Cash at bank and in hand		33,684		27,652
		<u>145,655</u>		<u>221,847</u>
CREDITORS: amounts falling due within less than one year	8	<u>(17,801)</u>		<u>(9,647)</u>
NET CURRENT ASSETS			127,854	212,200
NET ASSETS			<u>645,633</u>	<u>735,502</u>
FUNDS				
General reserves	9	123,632		179,746
Designated reserves	9	516,026		521,238
Revaluation reserves	9	5,975		34,518
TOTAL FUNDS	10		<u>645,633</u>	<u>735,502</u>

Approved by the Trustees on 18/06/24  
and signed on their behalf by



B Morris  
Trustee

# **ST FRANCIS ANIMAL WELFARE**

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023**

### **1 ACCOUNTING POLICIES**

#### **(a) Accounting convention**

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)).

The charity meets the definition of the public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### **(b) Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the trustees for specific purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

#### **(c) Income**

All income is included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Donations and legacies are received by way of donations, legacies and gifts and are included in full in the Statement of Financial Activities when receivable.

Investment income is included when receivable.

Income is deferred when, at the end of an accounting period, they have been received but the charity has yet to become unconditionally entitled to them.

#### **(d) Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs are apportioned in line with the income received from that source during the period.

Charitable activities expenditure comprises of those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly.



# ST FRANCIS ANIMAL WELFARE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

### 1 ACCOUNTING POLICIES (continued)

#### (e) Fixed assets

Fixed assets are capitalised for ongoing use within the charity, where the individual cost of the asset exceeds £100. They are stated at historical cost (less depreciation) with the exception of freehold property which was revalued in 2008.

Depreciation is provided on fixed assets to spread the cost over the estimated useful lives of the relevant assets at the following rates:

Freehold property	1% Reducing balance
Plant and machinery	15% Reducing balance
Fixtures and fittings	15% Reducing balance
Computer equipment	33% Straight line

#### (f) Investments

Investments are stated at their market valuation with the movement in the carrying value being recognised in the statement of financial activities.

#### (g) Pensions costs

Contributions in respect of the company's defined contribution scheme are charged to the Statement of Financial Activities for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

### 2 LEGAL STATUS

The charity is a Charitable Incorporated Organisation (CIO) and was registered on 18 April 2016 with the Charity Commission in England and Wales. The charity previously operated (until 30 November 2016) as an unincorporated charity St Francis Animal Welfare Group (charity number: 263172), which was registered on 22 November 1971. The assets of the old charity were transferred to the new CIO on 1 December 2016.

The registered office of the charity is St. Francis Animal Welfare Centre, Sunny Side, Mortimers Lane, Fair Oak, Eastleigh, SO50 7EA.

### 3 STAFF COSTS

	2023 £	2022 £
Wages and salaries	96,987	92,327
Pension	2,300	2,030
	<u>99,287</u>	<u>94,357</u>

The average number of staff employed during the period was 10 (2022: 9). No employee received emoluments of £60,000 or more during this or the prior period.

# ST FRANCIS ANIMAL WELFARE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

### 3 STAFF COSTS (continued)

No trustees received any emoluments or were reimbursed for expenditure incurred on behalf of the charity during this or the prior period. The trustees represent the key management personnel of the charity.

At the balance sheet date there were outstanding pension contributions payable of £535 (2022: £192). Total pension contributions of £2,300 (2022: £2,030) were paid by the charity and are included in the SOFA.

### 4 EXPENDITURE

			2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>DIRECT EXPENDITURE</b>				
Purchases of Feed	4,414	-	4,414	5,700
Purchases of Veterinary/ Farrier Services	37,332	-	37,332	38,157
Miscellaneous Purchases	986	-	986	265
Advertising and Fundraising Expenses	1,058	-	1,058	865
	<u>43,790</u>	<u>-</u>	<u>43,790</u>	<u>44,987</u>

### CHARITABLE ACTIVITIES EXPENDITURE

Staff Salaries	(note 3)	96,987		96,987	92,327
Employers Pension	(note 3)	2,300	-	2,300	2,030
Rent, Rates and Refuse		4,323	-	4,323	4,201
Light and Heat		15,193	-	15,193	9,809
Motoring Costs		2,752	-	2,752	3,769
Premises Expenses		1,073	-	1,073	732
Postage, Stationery and Admin Sundries		281	-	281	543
Telephones		2,844	-	2,844	2,206
Computer Repairs and Fees		603	-	603	622
Equipment Maintenance		1,200	-	1,200	1,370
Cleaning Cost		641	-	641	711
Legal Fees		1,700	-	1,700	-
Insurance		3,464	-	3,464	2,737
Bank and Credit Card Charges		916	-	916	709
Training		565	-	565	-
Accountancy and Examination Fees		1,920	-	1,920	1,905
Property Repairs and Fencing		4,189	-	4,189	1,673
Depreciation		5,523	-	5,523	5,628
		<u>146,474</u>	<u>-</u>	<u>146,474</u>	<u>130,972</u>

Included within accountancy and examination fees above are amounts due to the independent examiners in relation to independent examination of £1,200 (2022: £1,200). Also included is £720 (2022: £705) for other work.

# ST FRANCIS ANIMAL WELFARE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

### 5 TANGIBLE ASSETS

	Freehold Property £	Furniture & Equipment £	Total £
<b>COST</b>			
At 1 October 2022	552,706	5,610	558,316
Additions	-	-	-
At 30 September 2023	<u>552,706</u>	<u>5,610</u>	<u>558,316</u>
<b>DEPRECIATION</b>			
At 1 October 2022	31,468	3,546	35,014
Charge	5,212	311	5,523
At 30 September 2023	<u>36,680</u>	<u>3,857</u>	<u>40,537</u>
<b>NET BOOK VALUE</b>			
At beginning of year	521,238	2,064	523,302
At end of year	<u>516,026</u>	<u>1,753</u>	<u>517,779</u>

The freehold property was professionally valued at £600,000 in November 2008 by Primmer Olds Chartered Surveyors. Book value on transfer from the predecessor charity on 1 December 2016 was £552,706.

### 6 DEBTORS

	2023 £	2022 £
Prepayments and accrued income	1,528	4,792
Other taxation and social security	3,522	5,983
	<u>5,050</u>	<u>10,775</u>

### 7 INVESTMENTS

	2023 £	2022 £
Investment income funds	81,921	158,420
National Savings	25,000	25,000
	<u>106,921</u>	<u>183,420</u>

#### *Movement on investments in the year:*

Capital funds withdrawn	(95,777)	(25,000)
Movement in market valuation (adjusted via revaluation reserve)	19,278	(18,997)
Net movement in the year	<u>(76,499)</u>	<u>(43,997)</u>

# ST FRANCIS ANIMAL WELFARE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

### 8 CREDITORS: amounts falling due within one year

	2023 £	2022 £
Trade creditors	9,173	3,704
Accruals and deferred income	6,676	4,365
	<u>17,801</u>	<u>9,647</u>

### 9 UNRESTRICTED FUNDS

The reserve movements during the year were:

	Funds brought forward £	Income £	Expenditure £	Revaluations and transfers £	Funds carried forward £
Revaluation reserve	34,518	-	-	(28,543)	5,975
Freehold property	521,238	-	(5,212)	-	516,026
General funds	179,746	81,117	(185,052)	47,821	123,632
	<u>735,502</u>	<u>81,117</u>	<u>(190,264)</u>	<u>19,278</u>	<u>645,633</u>

2022 comparative movements

	Funds brought forward £	Income £	Expenditure £	Revaluations £	Funds carried forward £
Revaluation reserve	53,515	-	-	(18,997)	34,518
Freehold property	526,503	-	(5,265)	-	521,238
General funds	253,622	96,818	(170,694)	-	179,746
	<u>833,640</u>	<u>96,818</u>	<u>(175,959)</u>	<u>(18,997)</u>	<u>735,502</u>

## ST FRANCIS ANIMAL WELFARE

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

#### 10 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
<i>For the year ended 30 September 2023</i>				
Tangible fixed assets	1,753	516,026	-	517,779
Debtors	5,050	-	-	5,050
Investments	106,921	-	-	106,921
Bank and cash	33,684	-	-	33,684
Creditors	(17,801)	-	-	(17,801)
	<u>129,607</u>	<u>516,026</u>	<u>-</u>	<u>645,633</u>

#### *For the year ended 30 September 2022*

Tangible fixed assets	2,064	521,238	-	523,302
Debtors	10,775	-	-	10,775
Investments	183,420	-	-	183,420
Bank and cash	27,653	-	-	27,653
Creditors	(9,647)	-	-	(9,647)
	<u>214,265</u>	<u>521,238</u>	<u>-</u>	<u>735,503</u>

#### 11 RELATED PARTY TRANSACTIONS

There were no related party transactions during this or the prior year.

# ST FRANCIS ANIMAL WELFARE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

### 12 COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	2022 Total funds £
<b>INCOME</b>			
Donations	56,919	-	56,919
Adoptions	7,672	-	7,672
Fundraising	6,847	-	6,847
Membership fees	515	-	515
Legacies	12,093	-	12,093
Sales and other income	7,943	-	7,943
Commissions received	1,182	-	1,182
Investment income	3,647	-	3,647
<b>TOTAL INCOME</b>	<b>96,818</b>	<b>-</b>	<b>96,818</b>
<b>EXPENDITURE</b>			
Direct expenditure	44,987	-	44,987
Charitable activities	130,972	-	130,972
<b>TOTAL EXPENDITURE</b>	<b>175,959</b>	<b>-</b>	<b>175,959</b>
Net gain on revaluation	(18,997)	-	(18,997)
<b>NET EXPENDITURE FOR THE YEAR</b>	<b>(98,138)</b>	<b>-</b>	<b>(98,138)</b>
TOTAL FUND BALANCES BROUGHT FORWARD	833,640	-	833,640
<b>TOTAL FUND BALANCES CARRIED FORWARD</b>	<b>735,502</b>	<b>-</b>	<b>735,502</b>