

HOPEFIELD ANIMAL SANCTUARY

Charity registration number 1181186

FINANCIAL STATEMENTS FOR THE YEAR ENDED 24 NOVEMBER 2021

HOPEFIELD ANIMAL SANCTUARY

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HOPEFIELD ANIMAL SANCTUARY

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 24 NOVEMBER 2021

The trustees present their annual report and financial statements of the charity for the year ended 24th November 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 published on 16th July 2014.

Address:

Hopefield Animal Sanctuary
Sawyers Hall Lane
Brentwood
Essex
CM15 9BZ

Charity number:

1181186

Trustees:

Nicola Carson
Leona Lewis
Lee Clark
Jessica Roche
William Lewis

CEO:

David Schlaich

Manager:

Lianne Angliss

Activities and objectives.

Providing a safe haven for abused, abandoned and neglected animals. This includes raising funds to provide food, shelter and veterinary care.

Achievements and performance.

Unfortunately there has been no change in the number of animals looking for a new home, and whenever we've found space, we've taken them in. Animals re-homed this year include 3 donkeys who came to us from another rescue that had to close down, 2 ponies who were booked in to be euthanised as their owner could no longer care for them, a cow who came from a city farm who no longer had the grazing land for him, and so many more.

We've continued to make improvements to the sanctuary, including a donkey walkway and viewing platform, a new marquee adjoined to Max's Café which has provided our visitors with a dry, undercover area to consume food purchased on site, and created a new area for our cows on hard-standing, along with a field shelter, to keep them dry and warm during the colder, wetter, winter months.

Our new website has been a great fundraising tool for us, with people able to purchase animal sponsorship packs online, and make donations easily.

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TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 24 NOVEMBER 2021

As the sanctuary has expanded exponentially over the last few years, we're looking to expand our team in line with this, and will be creating new and exciting positions including:

- Fundraiser
- Events Officer
- Volunteer Coordinator
- Conservation Officer

We're hopeful that with these additional members joining our team, the Hopefield Animal Sanctuary will reach new heights and a much wider audience – ultimately raising more funds for the sanctuary and securing our future.

Hopefield land at risk.

As per a call with trustee Nicola Carson and Matthew Price (TESCO) on Nov 11th 2021 TESCO continue to reassure us there is no risk to our lease and they will continue to extend our lease and will work with us towards finalising an agreement as previously planned in a timely fashion.

Financial review.

Although far from normal, we found this financial year to be significantly better than the previous. We were still closed due to lockdowns between November 2020 and March 2021, we have had a very successful year, with the remainder allowing us to remain open to the public.

We successfully applied for a number of grants which were a huge help in getting us through the incredibly difficult year that we'd had.

We've also seen an increase in donations received from our supporters.

Investment powers and policy.

Hopefield has no plans to invest at this time.

Reserves policy.

Hopefield aims to have 6 months reserves to be kept in a separate bank account.

This is based on an expensive month, and is a total of £200,000.

This will be reviewed at 3-month intervals and the reviews will be at each trustee meeting, and can be topped up or decreased depending on the trustee's decision.

This will only be used in an emergency and if the current account is running low, and for no other purpose.

The figure that we have in the current account must be £70,000 before we can start using the reserves. All possible avenues must be used to ensure the current account does not reach £0. We feel that this is the safest way to manage our funds and to ensure the security of the funds continues.

Risk management.

The main risks to the charity at this moment in time is the climate of the economy, with prices of many items and services increasing significantly, and the uncertain situation with our land / TESCO. We will continue to work closely with our solicitors and TESCO and achieve the best possible outcome for the sanctuary.

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TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 24 NOVEMBER 2021

PSA Statement.

The goal of the PSA's pay policy is to offer fair pay to attract and keep appropriately qualified staff to lead, manage, support and / or delivery the organisation's aims.

Trustees' responsibilities in relation to the financial statements.

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law, and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity, and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information includes on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the trustees on **7th March 2022** and signed on their behalf by:



Trustee

THE HOPEFIELD SANCTUARY TRUST

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 24 NOVEMBER 2021

I report on the accounts of The Hopefield Sanctuary Trust for the year ended 24 November 2021 which are set out on pages 5 to 12.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed. The charities gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Association of Accounting Technicians.

It is my responsibility 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 Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

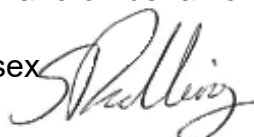
In the course of my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the 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 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.

Shelley-Marie Rudling FMAAT MIP AATQB for and on behalf of:
Community360

Winsley's House, High Street, Colchester, Essex



Date 08/03/2022

HOPEFIELD ANIMAL SANCTUARY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 24 NOVEMBER 2021

	Notes	2021 Total £	2020 Total £
Incoming Resources			
Donations and legacies	2	251,520	306,529
Income from investment		154	590
Other trading activities	4	112,720	51,604
Charitable activities	3	194,081	87,892
Raising funds income		11,932	1,955
Total incoming resources		570,407	448,570
Resources expended			
Charitable activities	5	477,836	425,186
Expenditure on raising funds	6	60,227	31,863
Total resources expended		538,064	457,049
Net Incoming (Outgoing) Resources		32,343	(8,479)
Transfer between funds		-	-
Net movement in funds		32,343	(8,479)
Total funds brought forward		496,011	504,490
Total funds carried forward		528,354	496,011

The notes on pages 7 to 12 form part of these financial statements

HOPEFIELD ANIMAL SANCTUARY

BALANCE SHEET AS AT 24 NOVEMBER 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	8	51,235	51,471
Current assets			
Stock		5,313	5,313
Debtors and prepayments	10	1,950	1,950
Cash at bank and in hand	11	470,575	437,997
		<u>477,838</u>	<u>445,260</u>
Creditors: amounts falling due within one year	9	(720)	(720)
Net current assets/(liabilities)		<u>477,118</u>	<u>444,540</u>
Total assets less current liabilities		<u><u>528,354</u></u>	<u><u>496,011</u></u>
Funds of the charity			
Unrestricted funds		528,354	496,011
Total funds		<u><u>528,354</u></u>	<u><u>496,011</u></u>

Approved by the Trustees on the 7th March 2022 and signed on their behalf by:



Trustee

HOPEFIELD ANIMAL SANCTUARY

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 24 NOVEMBER 2021

	Notes	Total 2021 £
Cash flows from operating activities		
<i>Net cash provided by (used in) operating activities</i>	a	41,584
Cash flows from investing activities		
Interest		154
Purchase of property, plant and equipment	9	(9,159)
<i>Net cash provided by (used in) investing activities</i>		(9,005)
<i>Change in cash and cash equivalents in reporting period</i>		32,579
Cash and cash equivalents at the beginning of the reporting period	b	437,997
<i>Cash and cash equivalents at the end of the reporting period</i>		470,575

(a) RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Notes	Total 2021 £
<i>Net income/(expenditure) for the reporting period (as per SOFA)</i>		32,189
Adjustments for non-cash items:		
Depreciation charges	8	9,395
Loss/(profit) on disposal of fixed assets	8	-
(increase)/decrease in debtors	10	-
Increase/(decrease) in creditors	9	-
<i>Net cash provided by (used in) operating activities</i>		41,584

b) ANALYSIS OF CASH AND CASH EQUIVALENTS

	Notes	Total 2021 £
Cash in hand		470,575
Notice deposits (less than 3 months)		-
Total cash and cash equivalents		470,575

HOPEFIELD ANIMAL SANCTUARY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 24 NOVEMBER 2021

1.1 The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Income recognition

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

Donations, are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period. Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

1.3 Expenditure recognition

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 settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 24 NOVEMBER 2021

1.4 Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected life as follows:

Buildings	10% straight line
Vehicles	20% straight line
Equipment	20% straight line

1.5 Fund accounting

Funds held by the Charity are:

Unrestricted general funds These are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

2. Donations and legacies

	2021	2020
	£	£
Donations	168,241	172,172
Legacies	13,519	43,887
Adoption fees	15,947	18,373
Grants	53,813	72,098
	<u>251,520</u>	<u>306,529</u>

3. Charitable activities

	2021	2020
	£	£
Visitor income	194,081	87,892
	<u>194,081</u>	<u>87,892</u>

4. Other trading activities

	2021	2020
	£	£
Gift shop	34,165	17,452
Tea room	78,555	34,152
	<u>112,720</u>	<u>51,604</u>

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 24 NOVEMBER 2021

5. Costs of charitable activities	2021 £	2020 £
Costs directly allocated to activities:		
Wages	178,402	168,133
Animal disposals	2,662	2,695
Vet fees & associated costs	60,126	54,896
Purchases (feed)	48,213	42,854
Farrier's fees	5,502	5,410
Building & fencing maintenance	100,896	90,373
	<u>395,801</u>	<u>364,360</u>
Support costs:		
Rent & rates	6,828	4,786
Postage & stationery	5,779	6,327
Travel	2,388	1,559
I.T costs	1,197	-
Light, heat & telephone	4,663	8,732
Professional charges	3,289	6,313
Insurance	5,648	2,061
Sundries	17,299	14,451
Equipment consumables	3,631	4,345
Staff training and clothing	1,857	1,244
Vehicle expense	19,342	4,679
Depreciation	9,395	8,173
	<u>81,315</u>	<u>60,106</u>
Governance costs:		
Audit and accountancy	720	720
	<u>720</u>	<u>720</u>
	<u>477,836</u>	<u>425,186</u>
6. Expenditure on raising funds	2021 £	2020 £
Tea room costs	34,977	16,616
Gift shop merchandise	16,682	5,930
Promotion	8,568	9,317
	<u>60,227</u>	<u>31,863</u>

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 24 NOVEMBER 2021

7. Staff costs and emoluments

The average number of employees by head count paid monthly during the period was:

2021
£

17

2020
£

17

The aggregate staff costs for the period were:

2021
£

174,696

3,706

178,402

2020
£

164,427

3,706

168,133

No employee earned more than £60,000 per annum.

None of the Trustees (or any person connected with them) were reimbursed for expenses during the year.

8. Tangible fixed assets

Buildings

Equip

Total

Cost

£

£

£

As at 24 November 2020

69,117

6,309

75,426

Additions

-

9,159

9,159

As at 24 November 2021

69,117

15,468

84,585

Depreciation

As at 24 November 2020

20,483

3,472

23,955

Charge for the year

6,912

2,483

9,395

As at 24 November 2021

27,395

5,955

33,350

Net book value

As at 24 November 2021

41,722

9,513

51,235

As at 24 November 2020

48,634

2,837

51,471

9. Creditors; amounts falling due within one year

2020
£

720

720

2019
£

720

720

Accruals

HOPEFIELD ANIMAL SANCTUARY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 24 NOVEMBER 2021

10. Debtors	2021 £	2020 £
Loans	1,950	1,950
	<u>1,950</u>	<u>1,950</u>

11. Analysis of cash and cash equivalents	2021 £	2020 £
Cash at bank and in hand	470,575	437,997
	<u>470,575</u>	<u>437,997</u>

12. Endowment funds

The Charity has no endowment funds during the period.

13. Key management personnel

During the year total remuneration of 2021 £37,385 (2020: £28,264) was paid to key management personnel. The remuneration of key management personnel is decided upon and authorised by the trustees.

11. Going concern

The charity is operating on a going concern basis.