

Crossing Cottage Greyhound Sanctuary
T/A RGT East Midlands
Ossington Lane
Sutton on Trent
NG23 6QR

Annual General Meeting 2021

Minutes of the meeting held 31/10/21 at 11.30am at CCGS

Present;

David John Morton
Judith Alderson (Morton)
Tara Holland
Jo Haigh-Tanner

Apologies;

Jo Blake

The trustees present their report for the year ended 30th Sept 2021.

The accounts and all supporting documents for the year ended Sept 2021 have been examined and checked by R.W.Oakes of David Mitchell Accountancy Ltd.

Our second year again has been successful and ended the year on a profit for our second making up the loss made in the first year.

We have had our second year dealing with the aftermath of a worldwide pandemic, which resulted in fewer homes, fewer outlets to fundraise at and a reduction in staff hours.

We homed 116 Greyhounds this year.

INCOME

This year you can see the effects the pandemic has had on our charity. Our kennel fees and Adoption fees have seen the decline in comparison to our first year. This also meant taking in less dogs which declined our trainer donations. Our fundraising has been less this year due to not being able to get out to events however we managed to pick up on our sponsors which we have managed to increase from £3872 to £5691. We have also increased our other donations and sale of goods online.

Our biggest benefit this year has been signing up for the GBGB Bonds, which for each dog we take into kennels we can receive a £400 bond. Our first year with the bonds we received just under 12k.

EXPENDITURE

Our biggest expenditure will always be staff wages, We now have 4 members of paid staff but due to less dogs and the pandemic we have decreased staff hours and saved £7k on wages this year. Vets costs will forever be our second highest expenditure and due to dogs staying in kennels longer our vets visits have increased. We've also had some dog illnesses within the kennels and an increase in vaccination costs. Also we had a lot of food donations in our first year which has increased our outgoings this year buying our own food, also had 2 dogs that needed a special diet.

FUNDRAISING

Our fundraising for this year has mostly been online due to not having any events to go to due to the pandemic.

We have increased our online support for AmazonSmile, Easyfundraising, Sponsorship and Pets@Home. We have added some more ways to fundraise including more online sign ups, with more sack collectables including stamps and costume jewelry.

Next year we are looking into setting up a shop on Ebay to get rid of old goods we no longer need. We have also been collecting tombola and raffle prizes to start back up doing the shows.

We did manage to have a yearly calendar, and we did some new christmas card bundles and had some left from last year in which we reduced the price.

We attended the greyhound derby and raised £2.5k, the racecourse also donated unused programmes to sell for a donation.

FUTURE PLANS

Going into our new year we hope to be back out and about doing shows and having our own to boost the fundraising and donations.

We will continue with the GBGB Bonds to help towards our vet fees, and the dogs in kennels will be funded by Towcaster Racecourse.

We are increasing our selling costs of goods due to the increases coming down the line.

In September Judith Morton was given a cancer diagnosis, due to the uncertainty of her treatment, we are starting a plan to give Judith time to step back from the day

to day running of it. Tracey Ryan has taken the role of Kennel Manager and will be dealing with the day to day running of the kennels. Tara will increase her time in the office to alleviate Judith with admin duties.

Once we know more about Judith's diagnosis we will schedule another meeting for plans going forward.

AOB

- Looking for a new volunteer to take on the Sponsorship
- Come up with a plan to get new and more volunteers especially to help with the walking.

This spreadsheet was designed

Last update to formulae etc: 1

d by Andrea Lloyd

L1.01.07

Crossing Cottage Greyhound Sanctuary Oct 20 - Sept 21

	<u>Actual</u> <u>Income &</u> <u>Expenditure</u> £	<u>Transactions</u> <u>From Payments</u> <u>and Receipts</u> £	<u>Total</u> <u>From</u> <u>Bank Balance</u> £	<u>Total</u> <u>From Payments</u> <u>and Receipts</u> £	
Kennel Fees	11256.01	11256.01			
Adoption Fees	20957.45	20957.45			
Trainer Donation	2510.00	2510.00			
Fundraising	3799.26	3799.26			
Sponsorship	5691.00	5691.00			
Donations	7703.57	7703.57			
Sale of Goods	5226.75	5226.75			
GBGB Bond	18000.00	18000.00			
Bank Transfer-->	1000.00	1000.00			
	<u>76144.04</u>	<u>76144.04</u>	<u>76144.04</u>	<u>76144.04</u>	<div> <div>Difference between Bank & Receipts 0.00</div> <div>Difference between receipts total and breakdown 0.00</div> </div>
Vets	10208.28	10208.28			
Wages	25450.62	25450.62			
Food	11606.59	11606.59			
Kennel Costs	8170.14	8170.14			
Fundraising Costs	4220.44	4220.44			
Website	1961.00	1961.00			
Sale of Goods	2612.26	2612.26			
Bank Charges	1180.00	1180.00			
GBGB	6200.00	6200.00			
Bank Interest	0.00	0.00			
	0.00	0.00			
	0.00	0.00			
	0.00	0.00			
Bank Transfer-->	<u>71609.33</u>	<u>71609.33</u>			
	<u>4534.71</u>	4534.71	<u>71609.33</u>	<u>71609.33</u>	<div> <div>Difference between Bank & Payments 0.00</div> <div>Difference between payments total and breakdown 0.00</div> </div>
Surplus/Deficit					

Date	Description	Chq/Dep No	Money out	Money in	Running Balance
		£	£	£	
	Bank Balance				4030.92
	FY Opening Balance				762.99

					762.99
01/10/20	Adoption Donation	BACS		150.00	912.99
01/10/20	Mr I Munro - Sponsor	BACS		20.00	932.99
01/10/20	K Sonnex - Sponsor	BACS		10.00	942.99
01/10/20	R Bonsell - Sponsor	BACS		2.50	945.49
01/10/20	Donation	BACS		100.00	1045.49
01/10/20	JMH Digital (Website mangement)	CHQ000081	275.00		770.49
01/10/20	Watson Fuels UK Ltd	DD	87.00		683.49
05/10/20	Julie Coates - Sponsor	BACS		20.00	703.49
05/10/20	Asher - Sponsor	BACS		10.00	713.49
05/10/20	Mr N Hile - Sponsor	BACS		10.00	723.49
05/10/20	Adoption Donation	CASH		1200.00	1923.49
06/10/20	Adoption Donation	BACS		150.00	2073.49
06/10/20	Donation	BACS		15.00	2088.49
06/10/20	BT Group PLC	DD	63.16		2025.33
06/10/20	Vets	CHQ000093	100.00		1925.33
06/10/20	Gain Foods	CHQ000096	666.25		1259.08
06/10/20	Newark & Sherwood (Bins)	DD	27.48		1231.60
07/10/20	Mr P Bench - Sponsor	BACS		5.00	1236.60
07/10/20	Adoption Donation	CASH		500.00	1736.60
07/10/20	Adoption Donation	000077		506.25	2242.85
08/10/20	Ms B Lee - Sponsor	BACS		300.00	2542.85

Debits

[illegible]

Payments Received

Date	Description	Ref	Total	Kennel Fees	Dog Adoption	Trainer Donation	Fundraising	Sponsorship	Donations	SOG	GBGB	Bank Transfers
01/10/20	Adoption Donation	BACS	150.00		150.00							
01/10/20	Mr I Munro - Sponsor	BACS	20.00					20.00				
01/10/20	K Sonnex - Sponsor	BACS	10.00					10.00				
01/10/20	R Bonsell - Sponsor	BACS	2.50					2.50				
01/10/20	Donation	BACS	100.00						100.00			

Barclays

31-Aug-13	Opening Balance	11150.79	
Interest			
01 September 2014			
01 October 2014			
01 November 2014			
01 December 2014			
01 January 2015			
01 February 2015			
01 March 2015			
01 April 2015			
01 May 2015			
01 June 2015			
01 July 2015			
01 August 2015			
		<u>11150.79</u>	31-Aug-14 Closing bal
Total interest		0.00	

ance

0

Notes This file was designed by Andrea Lloyd, 29 The Park, North Muskham, N

Enter all transactions in the **Coop Bank Balance** Tab in date order (including bank transfer). Column H keeps a running balance.

Copy the receipts data from the **Coop Bank Balance** Tab Columns B to G into the **Receipts**

Copy the payments data from the **Coop Bank Balance** Tab Columns B to G into the **Payments**

Complete the allocation of each receipt/payment to one or more categories in the two tabs. Column A will warn you if you have not done this correctly.

The **Income & Expenditure Account** Tab automatically updates itself. There is NEVER a need to update Column F summarises all transactions.

Columns H and J bring the total receipts and payments through from the **Coop Bank Balance**

The boxes in columns L and M will warn you of any imbalances that you will need to investigate.

Column D shows the Actual Income and Expenditure (ie it excludes bank transfers which are not

The print range of the **Income & Expenditure Account** Tab is set so that columns B to D are

To do a bank reconciliation at the end of the month:

In the **Coop Bank Balance** Tab:

Go through the Bank statement "ticking off" each entry on your spreadsheet that appears on it.

When you have done this put a formula in column J next to the row which has the last entry

	<u>Chq No.</u>	<u>Rec</u>	<u>Payments</u> £	<u>Receipts</u> £	<u>Running Balance</u> £
					1255.00
01.12.06	115	Rec	150		1105.00
01.12.06	116	Rec	200		905.00
01.12.06	117		80		825.00
15.12.06		Rec		250	1075.00
16.12.06	118		20		1055.00
22.12.06		Rec		150	1205.00
04.01.07			50		1155.00

The Bank statement balance is £1305 at the end of the month, but your spreadsheet balance is £1155. Taking your figure of £1205 and adding back the £20 and £80 gives the £1305 per the bank statement. Therefore the formula in the example is: H33+F30+F32

End of Year

The print range of the **Income & Expenditure Account** Tab is set so that columns B to D are

The Petty Cash category will need to be further analysed into eg Renewable Materials/ Snacks

It would be best to provide this spreadsheet, either on a disk or by email, to the Accountant

Start of Year

Start each new period by doing File Save As a new name, clear out the data and put the final balance of the Coop Bank Balance Tab as the opening Balance.

Recommendation: only do this at the end of each year.

01636 672447, in case of any query please contact me.

s)

ts Tab (also B to G)

ients Tab (also B to G)

for **Receipts** and **Payments** (eg Village Hall invoice split: Rent/Fundraising/ Meeting).

need to type into this page.

ice Tab and the two tabs for **Receipts** and **Payments** for comparison to column F.
gate and correct.
e not income or expenditure)
can be printed for use at Committee meetings.

the statement by typing an "R" in column E.
for the month as per the example below:

alance

1305.00 Bank Balance

e is £1205. This is because cheques 117 and 118 have not yet cleared.
<.

can be printed for the end of year summary.
:k Foodstuffs
: who independently checks the records.

al bank balance for the previous period at the top

Crossing Cottage Greyhound Sai

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30th SEPTEMBER 202

	2021 £
RECEIPTS	
Kennel Fees	11,256.01
Adoption Fees	20,957.45
Trainer Donations	2,510.00
Fundraising	3,799.26
Sponsorship schemes	5,691.00
Other Donations	7,703.57
Sale of Goods	5,226.75
GBGB Bond Net Receipts	11,800.00
	<hr/>
Total receipts	68,944.04
	<hr/>
PAYMENTS	
Veterinary fees	10,208.28
Wages	26,290.62
Food	11,410.15
Kennel Costs	7,970.51
Fundraising Costs	4,220.44
Website	1,961.00
Cost of Goods Sold	2,168.33
Bank Charges	180.00
	<hr/>
Total payments	64,409.33
	<hr/>
Net receipts	4,534.71
Funds at start of year	762.99
	<hr/>
Cash funds at year end	<u>5,297.70</u>

STATEMENT OF ASSETS AND LIABILITIES AS AT THE PERIOD END

Cash at Bank	<u>5,297.70</u>
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These financial statements are prepared on a receipts and payments basis.
Signed for and on behalf of Crossing Cottage Greyhound Sanctuary

Trustee

Trustee

Actuary

21

2020

£

12,636.96

23,054.64

3,071.50

5,409.61

3,872.50

5,046.16

225.97

53,317.34

9,813.99

33,125.00

4,002.99

5,871.07

1,189.72

1,650.00

38.00

320.00

56,010.77

- 2,693.43

3,456.42

762.99

762.99

basis.

Crossing Cottage Greyhound Sanctuary

Independent examiner's report on the accounts of Crossing Cottage Greyhound Sanctuary, Charity number 1184529

I report to the trustees on my examination of the accounts of the above charity ('the Trust') ended 30th September 2021, which are set out on the previous page.

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 1 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 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 obtained.

R. W. Oakes
B.A. CTA.
David Mitchell Accountancy Ltd
4 The Pound
Cholsey
Oxon
OX10 9NS

Dated 22/05/2022