



Trustees' Annual Report for the period

Period start date			Period end date		
From	23rd	Sept	2020	To	31st
					March
					2021

Section A Reference and administration details

Charity name

ONE BUN AT A TIME

Other names charity is known by

Registered charity number (if any) 1191439

Charity's principal address

Flat 1,
Laburnum Court

Laburnum Road

CHERTSEY, Surrey

Postcode

KT16 8BY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Carly Knight			
2	Penelope Margaret Spencer			
3	Hilary Joyce Lockett			
4	Genevieve Jane Patricia Brown			
5	Lisa Alexandra Davies		Not appointed until 21.11.21	
6	Jennifer Jane Dorney	Chair		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B

Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed by the existing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

a) To promote humane behaviour towards rabbits and guinea pigs by providing appropriate care, protection, treatment and security for rabbits and guinea pigs which are in need of care and attention by reason of sickness, maltreatment, poor circumstances or ill usage, in particular but not exclusively by providing a holding service and transportation to verified rabbit and guinea pig rescues. b) To educate the public in matters pertaining to animal welfare in general and the prevention of cruelty and suffering to rabbits and guinea pigs.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

We have taken in rabbits from members of the public for various reasons i.e.

a) Owners are no longer able to care for them properly, due to work commitments, allergies etc. or able pay for vet treatment when their rabbits become ill, after losing income during the pandemic.

b) Owners moving into accommodation where the landlords don't allow animals, therefore, having to give up their beloved pets.

c) Taking in rabbits from Domestic Violence cases where the owner fears for their own life and those of their rabbit(s) and finding them rescue spaces

d) Rescuing stray rabbits found by the members of the public who ask for our help.

e) Rescuing stray rabbits dumped or taken into vet practices, who don't have the facilities to keep them, thereby freeing up space for them to treat other peoples animals

f) Assisting in finding rescue spaces for concerned members of the public who see rabbits advertised on selling sites that are being kept in dreadful conditions.

g) Helping the Police, Local authorities, RSPCA with large hoarding cases, where animals need to be removed for various reasons.

h) Given advice to people via social media on how to care for their animals. We were, unfortunately, unable to attend any fairs etc. where we could speak to people face to face and hand out information, due to the Pandemic.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D	Achievements and performance
<p>Summary of the main achievements of the charity during the year</p>	<p>23 September 2020 – 31 March 2021</p> <p>During the 6 month period mentioned above, we rescued, rehabilitated, where necessary, and placed with the Rescues and Sanctuaries we work with -</p> <p>205 rabbits 6 Guinea Pigs</p> <p>We have worked with some amazing Rescues and volunteers over this period.</p> <p>We placed the rabbits and guinea pigs with 21 different Rescues, many took in a lot!</p> <p>We used our volunteer fosterers and placed rabbits with 22 of these, who looked after them from a few days to a few weeks until rescue spaces became available.</p> <p>We have a large network of volunteer transporters all over England and Wales and 53 of those helped us get rabbits and guinea pigs safe. Most of them did several runs for us during this time.</p>

Section E Financial review

Brief statement of the charity's policy on reserves

We aim to keep a reserve to cover any unforeseen costs, i.e. vet fees etc. We are also aiming to extend, update and improve our existing holding / isolation facility, this will enable us to help more people who need to re-home their rabbits in the future. Continuity of service is essential, so a reserve is necessary especially if fundraising becomes difficult in the future due to covid etc.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

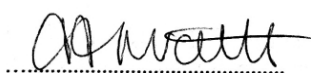
Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s) Hilary Joyce Luckett

Genevieve Jane Patricia Brown

Position (eg Secretary, Chair, etc)	Treasurer	
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Date	04/01/22
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Receipts and payments accounts			
For the period from	Period start date	To	Period end date
	23/09/20		31/03/21

Section A Receipts and payments

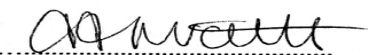

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	11,412	-	-	11,412	-
Fundraising	2,229	-	-	2,229	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,641	-	-	13,641	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,641	-	-	13,641	-

A3 Payments

Donations to Rescues	4,476	-	-	4,476	-
Fundraising costs	146	-	-	146	-
Veterinary / professional fees / medication	3,566	-	-	3,566	-
Fuel for transporting to Rescues	134	-	-	134	-
Food and Supplies	186	-	-	186	-
Rent of Isolation/holding facility	180	-	-	180	-
	-	-	-	-	-
CCXX R1 accounts (SS)	-	1 -	-	-	1/5/2022 -

	-	-	-	-	-
<i>Sub total</i>	8,688	-	-	8,688	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
<i>Sub total</i>	-	-	-	-	-
<i>Total payments</i>	8,688	-	-	8,688	-
<i>Net of receipts/(payments)</i>	4,953	-	-	4,953	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,702	-	-	5,702	-
<i>Cash funds this year end</i>	10,655	-	-	10,655	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in Bank	9,840	-	-
	Cash in Paypal balance	815	-	-
		-	-	-
	Total cash funds	10,655	-	-
	(agree balances with receipts and payments account(s))	OK	0	0
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Hilary Joyce Lockett	04/01/22	
		Genevieve Jane Patricia Brown	04/01/22	