



# Ouessant Sheep Society

DEFRA recognised breed society

**Registered Charity, No: 1195176**

## **Trustees' Annual Report & Statement of Financial Activity**

**for the Year Ended 31 August 2023**

### **Trustees**

Natasha Arthur

Sandra Bell (Chair)

Julie Bukowczan

Susan Hughes

Anna Kelly

John Kelly

Adrian Lloyd

Michelle Mcillmurray



# Trustees' Annual Report & Statement of Financial Activity for the Year Ended 31 August 2023

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## Contents

<b>1</b>	<b>Reference and Administration Details.....</b>	<b>3</b>
1.1	Charity Name & Registration .....	3
1.2	Charity's Address .....	3
1.3	Names of the Trustees Who Manage the Charity .....	3
1.4	Names of Advisors & Senior Members of Staff .....	3
1.5	Bank .....	3
<b>2</b>	<b>Structure, Governance &amp; Management .....</b>	<b>4</b>
2.1	Type of Governing Document .....	4
2.2	Charitable Objects .....	4
2.3	Trustee Selection Methods .....	4
<b>3</b>	<b>Activities .....</b>	<b>4</b>
3.1	Statutory Declaration .....	4
<b>4</b>	<b>Achievements &amp; Performance .....</b>	<b>4</b>
4.1	Outputs and Outcomes for the Charity's Beneficiaries .....	4
4.2	How the Public Have Benefitted .....	5
4.3	Trustee Development .....	5
4.4	Plans for the Future .....	5
<b>5</b>	<b>Financial Review .....</b>	<b>6</b>
5.1	Details of Any Funds Materially in Deficit .....	6
5.2	Policy on Reserves .....	6
5.3	Principal Sources of Funding and Outgoings .....	6
5.4	Remuneration of Trustees .....	6
5.5	Risk Management .....	6
5.6	Financial Status .....	6
5.7	Statutory Statements on Liabilities .....	7
<b>6</b>	<b>Statement of Financial Activity .....</b>	<b>8</b>
6.1	Report on the Accounts .....	8
6.2	Receipts & Payments Accounts for the Financial Year Ended 31-Aug-21 .....	9
6.3	Notes to the Accounts .....	11

# Trustees Annual Report & Statement of Financial Activity

## for the Year Ended 31 August 2022

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## 1 Reference and Administration Details

### 1.1 Charity Name & Registration

#### Ouessant Sheep Society

The charity is a Charitable Incorporated Organisation, registration no: 1195176, registered with the Charity Commission on 14 July 2021.

The charity is registered with HM Revenue & Customs

### 1.2 Charity's Address

Germoe Veor, Germoe, Penzance, TR20 9QX

e-mail: [info@ouessantsheep.org.uk](mailto:info@ouessantsheep.org.uk)

website: [www.ouessantsheep.org.uk](http://www.ouessantsheep.org.uk)

### 1.3 Names of the Trustees Who Manage the Charity

	<i>Role</i>	<i>Appointed</i>	<i>Resigned</i>
Natasha Arthur		30 Oct 22	
Christine Bamford	(Secretary)	14 Jul 21	30 Oct 22
Sandra Bell	(Chair)	14 Jul 21	
Julie Bukowczan		06 Feb 23	
Antonia Clements	(Chair)	14 Jul 21	25 Nov 22
Nina Dowler	(Secretary)	30 Oct 22	31 May 23
Joanne Fulham		17 Oct 21	27 Jun 23
Val Grainger		30 Oct 22	16 Apr 23
Sally Hoppins		12 Jun 22	18 Jan 23
Susan Hughes		14 Jul 21	
Anna Kelly		29 Mar 23	
John Kelly		06 Feb 23	
Adrian Lloyd	(Registrar)	14 Jul 21	
Michelle Mcillmurray		14 Jul 21	
Wendy Thompson		17 Oct 21	26 Mar 23

### 1.4 Names of Advisors & Senior Members of Staff

None

### 1.5 Bank

Lloyds Bank, 41-43 South Street, Worthing BN11 3AU

## **2 Structure, Governance & Management**

### **2.1 Type of Governing Document**

Constitution – based on the Charity Commission’s Association model governing document for a Charitable Incorporated Organisation with voting members other than its charity trustees

### **2.2 Charitable Objects**

As defined in the Ouessant Sheep Society’s Constitution (Governing Document):

The following objects are for the public benefit:

- (1) The promotion of agriculture through the conservation and preservation of the Ouessant sheep as a distinctive and viable breed for the benefit of future generations.
- (2) To provide a registration and breeding programme for Ouessant sheep and to encourage and promote the improvement of the Ouessant breed.
- (3) To advance the education of the public into the attributes and husbandry of Ouessant sheep, improving awareness of the breed and the welfare of its animals.

### **2.3 Trustee Selection Methods**

There must be at least 5 charity trustees. The maximum number of trustees is 11.

In accordance with the Constitution, the existing committee became the first Board of Trustees on the registration of the charity as a CIO. All trustees stood down at the first AGM, on 17 October 2021, to allow election/re-election. In future, one third of Trustees will stand for re-election each year in a ballot of all members of the CIO.

There is one ex-officio Trustee, the Registrar, who is appointed by the Board of Trustees, with the appointment confirmed at the first Trustee meeting after the AGM.

In appointing Trustees due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law.

## **3 Activities**

### **3.1 Statutory Declaration**

The Trustees of the Ouessant Sheep Society CIO confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

## **4 Achievements & Performance**

### **4.1 Outputs and Outcomes for the Charity’s Beneficiaries**

The charity has been in existence since 2005 and, as at 31<sup>st</sup> August 2023, has 225 members, 185 of whom are voting members of the CIO. The national flock book has been maintained throughout the year; it now contains a total of 2750 sheep, 2203 of which are owned by members of the society. There are 2182 sheep in the main register, 27 at various stages of registration in the annex to the flock book and 37 that came through the amnesty registration. There are 504 sheep included that have been notified at birth. 115 sheep were birth-notified and 115 were fully registered in the twelve months to 31 August 2023.

A membership survey was undertaken in 2023 to gain a better understanding of the types of members which showed that there was an even spread between 'pet keepers', 'small scale

breeders' and the 'larger scale breeders'. The survey also provided further evidence of members' training and advice requirements which is now being addressed.

In March, two board members attended the International Ouessant Meeting in the Netherlands and produced a report for members. Points discussed included

- stud book and registration, including DNA testing
- Ouessant colours
- Sizes of sheep
- Neck wattles
- European confederation

Plans are being evolved to organise a training course for inspectors, to enable the Society to have its own shows and judges. Measuring devices have been designed and are available for members.

A new website is being developed in order to make it easier for members and the public to access information. The Breed Standards Committee has produced a new BS booklet, which is available as a hard copy and will be available on the new society website. Work is on-going to review the Society Rules and Regulation and the Constitution in order to make it simpler and clearer.

## **4.2 How the Public Have Benefitted.**

The Society's members have continued to bring the breed to the attention of the public through its website and social media platforms and by members showing Ouessant sheep at agricultural shows and similar events. The charity continues to provide support to members by providing information leaflets about the breed and is embarking on a training programme for potential judges. The charity's website contains information on the breed, husbandry and welfare and contact details for advice and support. Trustees are planning to increase the role of regional representatives to enable more effective support for existing and potential members.

## **4.3 Trustee Development**

In its second full year as a registered charity, the OSS Board has seen changes in its trustee membership and has placed significant emphasis on support for, and education and development of, trustees. Resources – principally those provided by the Charity Commission and Small Charity Support – have been provided to all trustees who are encouraged to participate in development opportunities. Trustee Development is a standing agenda item for the Board.

## **4.4 Plans for the Future**

The Trustees are keen to build on the firm base of the charity's first year as a CIO and to maintain the momentum of increased membership and greater interest in the breed. The charity plans to support and encourage newly trained inspectors to also train as judges making it possible to have dedicated Ouessant classes at shows. The charity will also encourage more inspectors to be trained by having workshops around the country. In addition, the Trustees will continue to work to reduce the size of the various regions making it easier for members and potential members to receive more effective support. Further on-line information, support and educational resources will be published including access to fleece workshops. The Trustees will investigate new software to replace Grassroots for the Flock Book

## **5 Financial Review**

### **5.1 Details of Any Funds Materially in Deficit**

The Charity has no funds which are materially in deficit.

### **5.2 Policy on Reserves**

The charity's Reserves Policy is designed to provide a level of working capital that protects the continuity of the Society's core work and provides cover for risks such as unforeseen expenditure or unanticipated loss of income. The Society's core work is assessed as the provision of the online flock book, member services and other resources via the Society website. These services, plus the essentially administration required to support them currently cost around £3,000 per year. As income is mainly derived from subscription and registration fees, the Society is less susceptible to variation in income than charities which depend on fundraising. Unforeseen expenditure is unlikely to exceed £1,000, except in the event of a regional or national outbreak of a notifiable disease when the Society may be called upon to help protect and support the breed. The Trustees therefore judge that the Society must retain minimum reserves of £6,000.

### **5.3 Principal Sources of Funding and Outgoings**

The principal sources of funding are members' subscriptions, upon which Gift Aid is claimed where applicable, and fees for services provided, principally registration fees. Major outgoings are the delivery of charitable activities, in the form of education and information via the charity's website and events and the provision of the national flock book, breeding and inspection programmes, and the administration and support of the charity. Administrative costs are kept to a minimum and remain significantly less than the expenditure on charitable activities.

### **5.4 Remuneration of Trustees**

All Trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity.

Out-of-pocket expenses necessarily and reasonably incurred by Trustees in promoting the purposes of the Charity are reimbursed at cost.

### **5.5 Risk Management**

The Trustees have considered the major risks to which the charity is exposed. They review those risks regularly and take action to manage them where appropriate. Major risks include a loss of confidence in the charity, resulting in a reduction of donation and fee income, accidental or malicious compromise of IT systems, including the membership database and online flock book, and an epidemic of serious ovine disease. All the charity's actions are designed to increase trust and confidence in the charity and its management, which will be reinforced by the charity's recent registration with the Charity Commission and zootechnical accreditation. The Trustees place the highest importance in online security and Data Protection and have invested in the latest versions of software, and use only reputable commercial providers, to maintain the integrity of systems and reduce the risk of compromise.

### **5.6 Financial Status**

Though modest, the Ouessant Sheep Society's current income from unrestricted donations (subscriptions) and fees for services provided are more than sufficient to meet its outgoings for at least next year.

All the indications are that this will remain the case for the foreseeable future.

## 5.7 Statutory Statements on Liabilities

The Trustees declare that:

- ✓ The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement.
- ✓ The charity has no debt outstanding at the date of this statement which is owed by the CIO and which is secured by an express charge on any assets of the CIO

Approved by the Trustees and signed on their behalf,

Sandra Bell (Chair)  
17<sup>th</sup> September 2023

## 6 Statement of Financial Activity

### 6.1 Report on the Accounts

#### 6.1.1 Responsibilities and Basis of the Report

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

The trustees note that, as the charity's income is less than £25,000, an independent examination of the accounts is not mandated.

The trustees confirm that

1. accounting records were kept in respect of the charity as required by section 130 of the Act
2. the accounts presented below accord with those records.

The trustees have no concerns and have come across no other matters in connection with the accounts to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

#### 6.1.2 Treasurer's Report

As with previous years, the society accounts have been maintained in Zoho Books on a receipts and payments basis. This report has been compiled using the Charity Commission template for non-company charities with gross income of £250K or less (CC16a).

Income is broadly in line with forecasts, with lower subscription income being offset by other sources of income through sales of measuring devices, calendars etc. Expenditure is up on previous years through increased expenses for attendance of international meetings and the holding of a number of workshops across the UK.

It should be considered that income through subscriptions will continue to grow steadily over the coming year while expenditure in areas that are beneficial to the society and its members should be encouraged.

I am confident that the charity remains in a very healthy position and continues to grow.

Report Prepared by:

John Kelly

Treasurer

Date 25<sup>th</sup> September 2023



## 6.2 Receipts & Payments Accounts for the Financial Year Ended 31-Aug-23

### 6.2.1 Receipts & Payments

<b>Section A Receipts and payments</b>					
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>	<b>Last year</b>
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions	3,631	-	-	3,631	4,129
Registrations	929	-	-	929	1,307
Gift Aid on Subscriptions	466	-	-	466	531
Interest (Bank Accounts)	57	-	-	57	1
Other Income	635	-	-	635	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	5,718	-	-	5,718	5,968
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	5,718	-	-	5,718	5,968
<b>A3 Payments</b>					
Accounting Fees	284	-	-	284	17
Advertising & Marketing	-	-	-	-	67
Bank fees & Charges	189	-	-	189	254
IT & Internet Expenses	1,272	-	-	1,272	1,456
Administration Expenses	735	-	-	735	136
Other Expenses	1,574	-	-	1,574	569
Workshops	805	-	-	805	1,123
European Meeting	1,167	-	-	1,167	-
	-	-	-	-	-
<b>Sub total</b>	6,026	-	-	6,026	3,622
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	6,026	-	-	6,026	3,622
<b>Net of receipts/(payments)</b>	- 308	-	-	- 308	2,346
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	13,897	-	-	13,897	11,551
<b>Cash funds this year end</b>	13,589	-	-	13,589	13,897

## 6.2.2 Statement of Assets and Liabilities

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 £
<b>B1 Cash funds</b>	Current Account	1,498	-	-
	Deposit Account	11,242	-	-
	PayPal Account	849	-	-
	<b>Total cash funds</b>	<b>13,589</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Registrations Laptop Computer		391	150
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

## 6.2.3 Approval of the Board of Trustees

The Trustees declare that they have approved the above Annual Report & Statement of Financial Activity.

Signed on behalf of the Trustees

Sandra Bell (Chair)

28<sup>th</sup> September 2023

### 6.3 Notes to the Accounts

- a) Accounting Policies  
The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities and the Zoho Books accounting software.
- b) Reimbursement of Out-of-Pocket Expenses  
Out-of-pocket expenses incurred necessarily, reasonably and incidentally in the course the charity's activities are reimbursed at cost.
- c) Salaries & Professional Fees  
No trustee receives any payments for the services they provide to the charity.  
In the current financial year the charity employed no staff or external contractors;
- d) Fixed Assets  
The charity has not purchased and has not disposed of any fixed assets in the current financial year;
- e) Creditors & Debtors  
Cheques for goods or services purchased, or invoices for goods or services delivered, which are issued prior to the end of the financial year but not appearing in the end of financial year bank statement are reported as outstanding creditors or debtors respectively.
- f) Rounding Discrepancies  
All amounts are recorded to the penny, but in these accounts are shown as digitally rounded to the nearest pound. This can occasionally result in a total apparently not being the sum of its constituent amounts. All individual amounts, and their totals, are nevertheless correct.