ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SUFFOLK CENTRAL BRANCH

England & Wales · Charity number 206269

Details

Other names	ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SUFFOLK EAST AND IPSWICH BRANCH, RSPCA SUFFOLK - EAST AND IPSWICH BRANCH, RSPCA SUFFOLK EAST AND IPSWICH BRANCH
Status	Registered
Legal form	Other
Registered	1962-09-22
Register	View on the Charity Commission register

Contact

Address	RSPCA Suffolk Central Branch Mill Lane Martlesham Woodbridge IP12 4PD
Phone	0300 999 7321
Email	kate.grimwood@rspca-suffolkcentral.org.uk
Website	www.rspca-suffolkcentral.org.uk

Activities

Objects: THE OBJECTS OF THE BRANCH ARE TO PROMOTE THE WORK AND OBJECTS OF THE SOCIETY [ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (219099)], WITH PARTICULAR REFERENCE TO THE AREA OF THE BRANCH, IN ACCORDANCE WITH THE POLICIES OF THE SOCIETY.

Activities: RSPCA Suffolk Central runs a Re-Homing Centre (also a holding area for injured wildlife until transfer/release) and Veterinary Clinics, which provide heavily subsidised care for the animals of people on low incomes. We offer low-cost microchipping, advice, and help with neutering/operations, etc., for people on low incomes. We run 5 shops which play a big role in our fundraising.

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Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Animals
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** EAST SUFFOLK AND IPSWICH BRANCH.
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£926,152	£1,352,866	£2,184,403	37
2023-12-31	£941,008	£1,134,675	£2,611,117	35
2022-12-31	£1,876,615	£998,543	£2,804,784	34
2021-12-31	£881,188	£751,414	£1,926,712	37
2020-12-31	£676,661	£644,685	£1,796,938	23

Trustees

Name	Role	Appointed
STEPHEN JOHN TAYLOR	Chair	2007-12-12
Jane Lesley Newton		2013-09-26
Jane Louise Anne Bullen		2025-03-12
Karen Hill		2024-06-26
Kim Puttock		2026-06-10
MARGARET ANNE SHIRESS		2024-06-12
MARY ELIZABETH TAYLOR		2007-12-12

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ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SUFFOLK CENTRAL BRANCH

England & Wales - Charity number 206269

Accounts

RSPCA SUFFOLK CENTRAL

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER 2024

RSPCA Suffolk Central Branch
Charity Registration No: 206269



RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2024

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RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2024

Reference and Administrative Information

Charity Name	Royal Society for the Prevention of Cruelty to Animals Suffolk Central Branch *(formerly Royal Society for the Prevention of Cruelty to Animals Suffolk East & Ipswich Branch)*
Charity No:	206269
Financial Year:	1st January to 31st December 2024

Names of Charity Trustees

Name	Office	Dates
Jane Bullen		Co-opted 12.03.2025
Rob Crouch		Elected at AGM 12.06.2024 – Resigned 23.08.2024
Karen Hill		Co-opted 26.06.2024
Ian Hendry	Hon. Vice Chairman	Elected at AGM 12.06.2024
Jane "Lesley" Newton	Hon. Secretary	Co-opted 12.06.2024
Tim Niven		Resigned 10.03.2024
Elizabeth Pearce		Did not stand for re-election at the 2024 AGM
Margaret Shiress		Elected at AGM on 12.06.2024
Jean Short	Hon. Chairman	Did not stand for re-election at the 2024 AGM
Mary Taylor	Hon. Treasurer	Elected at AGM on 12.06.2024
Stephen Taylor	Hon. Chairman	Elected at AGM on 12.06.2024

The existing Trustees appoint any new Trustees following the provisions in the organisation's governing instrument.
Mary Taylor, Stephen Taylor and Margaret Shiress are the trustees who hold title to property on behalf of the charity as of the date of this report, along with Jean Short, the Hon. President.

LEGAL STATUS	Unincorporated Charity
GOVERNING INSTRUMENT	RSPCA Branch Model Rules Revised 2012
OBJECTS	Promotion of kindness and prevention of cruelty to animals with particular reference to the area of benefit covered by the Branch, i.e., East and West Suffolk and Ipswich.
PRINCIPAL ADDRESS	RSPCA Animal Centre, Mill Lane, Martlesham, IP12 4PD
PRIMARY BANKERS	HSBC Bank Plc 12 Tavern Street Ipswich, Suffolk, IP1 3AZ
INDEPENDENT EXAMINERS	Beatons Limited 7 Three Rivers Business Park Felixstowe Road Foxhall Ipswich, IP10 0BF

Independent Examiner's Report to the Trustees of RSPCA Suffolk Central Branch

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2024 which are set out on pages 20 to 33.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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.

J. J. Oakley

Jonathan Oakley F.C.A.

Beatons Limited – Chartered Accountants
7 Three Rivers Business Park
Felixstowe Road
Foxhall
Ipswich
Suffolk
IP10 0BF

Date: 29th May 2025

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2024

The Trustees present their Report and Financial Statements

Objectives and Principal Activities of the Charity

The objectives of the Branch are to promote the work and objects of the RSPCA – to promote kindness and/or to suppress cruelty to animals by all lawful means – with particular reference to our branch area, in accordance with the policies of the National Society.

The Branch's animal welfare work, although local in nature, benefits society at large and also aims to help people in need with the care of their animals. This report illustrates the main activities of the Branch and shows the benefits provided to the public.

The key aims of the Branch are to find suitable new homes for the animals that come into our care and to provide proper care while they are with us, particularly those who have been mistreated. We also aim to provide subsidised treatment through our Clinics and voucher schemes for members of the public who cannot afford normal veterinary fees.

Animals taken into our care for re-homing are assessed, and receive veterinary treatment, flea and worm treatment, vaccinations, neutering and microchipping as needed. If an animal is not old enough to be neutered, a voucher is given to the adopter for when the animal reaches the appropriate age, which is closely monitored. This work helps control the incidence and spread of disease and suffering and promotes responsible pet ownership and human and animal health.

We rehome animals in our care for a reasonable adoption fee to people who can afford a companion animal. Rehoming them to those who do not meet our rehoming criteria would not be in the best interests of the animals and would, therefore, be outside our objects.
All the animals we adopt are given a virtual or face-to-face home visit before rehoming, and we follow up with them after their adoption to see how they are doing in their new homes.

Our Animal Centre in Martlesham supports our local RSPCA Inspectorate team by taking in unwanted, mistreated, or abandoned animals, as well as taking in pets whose owners are no longer able to care for them through ill health, financial difficulties, changes in their circumstances, or whose owners have passed away. In 2024, 32 % of the animals taken into our care were brought in by the Inspectorate compared to 36% in 2023.

We act as an emergency holding facility for wildlife, and we work closely with our colleagues at wildlife centres to transfer the animals for rehabilitation within 48 hours of their arrival. Most of the wildlife we take in goes to RSPCA East Winch Wildlife Hospital in Norfolk and some to Wildlives Rescue and Rehabilitation Centre in Essex.

We operate income-based welfare assistance, which enables the branch to help those in need. The people who benefit from these schemes would otherwise be unable to afford help for their animals, which could result in the animal suffering or require them to relinquish the pet to a rescue centre. We support keeping pets and their owners together wherever possible and

suitable, as we recognise the important bond between animals and people and wish to minimise pressure on already-full rescue centres like ours.

The Branch feels neutering of companion animals is a priority and runs neutering schemes where the cost of neutering is heavily subsidised. During 2024 we continued to offer reduced cost neutering for dogs, cats, and rabbits belonging to low-income owners. This assists members of the public, who would not be able to fund the full cost of the operation themselves and, in animal welfare terms, is a preventative measure to reduce the number of unwanted animals and promote responsible pet ownership.

We also continue to provide low-cost microchipping of companion animals. However, it should be noted that both cats and dogs should legally be microchipped through laws implemented in April 2015 for dogs and June 2024 for cats.

We take in lost and stray animals (excluding dogs) and take steps to reunite them with their owners. The collection or intake of stray dogs is the responsibility of the Local Authority in our branch area. The RSPCA network uses Animal Search UK, an online facility for lost and found animals. It is free for the public and is the leading search service for missing pets in the UK.

The Branch is registered for Gift Aid, which increases the value of donations by allowing us to reclaim tax on them. We can claim Gift Aid on monetary donations, and we can also ask members of the public if they are able to Gift Aid the donations they bring to our charity shops.

The Charity owns the Animal Centre at Martlesham, the two adjacent houses, Forest House and Sunnyland, and the Clinic at St George's Street, Ipswich (all freehold). A staff member provides overnight cover in the houses adjacent to the Centre. A lease is held on each of the five charity shops.

We support the National Society, other branches, and local animal welfare charities by helping with home visits, swapping, and transferring animals, inviting them to stalls at our events, and collaborating on campaigns, fundraising events, and initiatives.

At the end of December 2024, the Branch employed 39 staff members, with an average of 37 for the year.

The Branch provides volunteer and work experience opportunities for those who wish to support our work and gain valuable experience, including trusteeship, fundraising, and helping in our shops at the Clinic and the Animal Centre. This benefits local people, colleges, schools, and companies by providing the possibility of doing compassionate and rewarding work. For many, it is a stepping stone to employment.

The Trustees have reviewed the outcomes and achievements of our objectives and activities for 2024 to ensure they remain focused on our aims and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

No significant expenses were paid to any of the Trustees during the financial year 1st January to 31st December 2024.

Advisors
HSBC Bank, Ipswich – Bankers
Prettys, Ipswich – Solicitors
Beatons Limited, Foxhall, Ipswich – Independent Examiners
Lucy Webb - MSc Clinical Animal Behaviour, BSc (Hons) RVN

Organisational Structure
The Society was founded on 16 June 1824 and granted the "Royal" prefix by Queen Victoria in 1840. The current constitution of the RSPCA was created with the adoption of the Royal Society for the Prevention of Cruelty to Animals Act 1932; the work of the Society is governed by the RSPCA Act and by the Rules of the Society. Membership of the Society is by subscription and may be on a life, annual or junior basis.

The Branch is currently an unincorporated charitable association. The committee took the decision to move forward with the Branch becoming a Charitable Incorporated Organisation (CIO) and submitted paperwork to the National RSPCA and the Charity Commission to begin the process. The move to a CIO will bring several benefits to the Branch, not least the limited liability of trustees will enable branches to attract trustees and make it easier to receive grants from other organisations. It will be a focus for 2025.

The RSPCA's work covers England and Wales. There are three management regions: the North, Wales and Midlands, and the South. We are part of the Wales and Midlands Region.

A local committee elected at the AGM governs the RSPCA Suffolk Central Branch. The Branch Committee must have a minimum of five members and a maximum of fourteen. The Committee is drawn from individuals who have been members of the Branch for at least three months (and have attended at least three meetings as an observer). The Trustees elected at the AGM may co-opt three additional Trustees during the year. Trustees are recruited through advertising and promotion. New trustees receive ongoing support as required. Trustees have individual and collective responsibility for managing the Branch and its funds.

The respective managers have been delegated the day-to-day responsibility of the Animal Centre, Animal Welfare, Shops, and Clinic, with the Branch Manager heading up the team.

The Trustees hold monthly meetings at which decisions are made. sub-committee meetings are also held to discuss finance, fundraising, and volunteers. Additionally, extraordinary meetings are held as needed, and the AGM is held in June.

Related Parties

There have been no related party transactions in the period 1 January – 31 December 2024.

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2024

Review of Activities

Our Animal Centre and Rehoming

During the year, the Branch took in 268 animals (a 9% decrease from 2023), 156 for welfare reasons and 112 for non-welfare reasons, and re-homed 234 animals (a 10% decrease from 2023). The Branch microchipped 359 animals and neutered 696 animals.

At our Animal Centre, we can care for 21 dogs, 16 rabbits, 40 ferrets, 60 cats, and a number of small animals and birds at any one time. On average, around 90 animals reside at the centre while they await their new homes. Cats continued to make up the most significant proportion of intake in 2024, at 55% of the animals coming into our care. However, the dogs in our care increasingly take the most time and resources to rehabilitate and rehome.

There are always seasonal fluctuations with rehoming, but we are seeing that the cost of vet fees and the cost-of-living crisis in general are affecting the number of animals being adopted. Many of the dogs we are taking in are more difficult to rehome, as they have medical and, sometimes, complex behaviour needs.

The Branch works hard to ensure that the facilities at our Animal Centre are the best we can provide in line with our licence from the National RSPCA and best practice.

Animal Centre highlights - in July 2024, we officially opened our brand new Cat Isolation Unit. Lovingly named the Selwyn Isolation Unit, Pauline and Derek of the Millar Danks Trust officially cut the ribbon. The trust has provided financial support for this and many other vital projects at our Animal Centre, for which we will be forever grateful. The building is a bespoke unit that helps us appropriately care for sick and injured cats who need special care during their recovery. Thanks also go to the support from Benchmarx Kitchens and Wickes, who have helped us turn our vision into reality.

Further projects include upgrading the heating in the kennels, and work began on our Sensory Garden project, which will be opened in Spring 2025. Our grateful thanks go to our two main sponsors, the late Brian Blomfield, and a donation in memory of Mrs Beryl Smith. We would also like to acknowledge JEC Essex and Suffolk Borders for their support. This project is really a team effort, and we are indebted to the generous companies and volunteers who have dedicated their time and materials.

Work also began in 2024 to update our reception area desk and work space and install new kennel doors to bring them all up to the new build standard. This all falls under Millar Danks funding and will be projects that come to fruition in 2025.

Our Clinic and Welfare Work

At our Veterinary Welfare Clinic in St. George's Street in Ipswich, 1615 animals were seen and treated. This included 1001 dogs and 574 cats. Ninety-six animals were vaccinated at the Clinic, and 123 dogs and cats were microchipped. The Clinic continues to see a high demand for help. Welfare assistance is offered at the Clinic to ensure that assistance is given to those in genuine need, i.e., those receiving benefits or on a low income. However, no animal in need will ever be turned away.

Welfare vouchers issued across the branch - at the end of the year, the number of animals supported had increased across the branch, with 1024 vouchers issued compared to 853 in 2023 (a 20% increase). The number of animals actively receiving support also increased, with 768 vouchers redeemed compared to 572 in 2023 (a 34% increase).

The total spend on welfare provisions (vouchers) in 2024 was £69,193. Made up of £44,349 for neutering and £24,844 for medical treatments. In 2023, the spend was £55,477, made up of £19,286 for neutering and £36,191 for medical treatments. The increase overall from 2023 to 2024 is 25%. On average, we issued 37 neuter vouchers and 27 welfare assistance vouchers a month in 2024.

During 2024, we undertook successful microchipping events at the Clinic.

The main project at the Clinic was the work on the roof structure and damp proofing, which was undertaken at the end of the year.

The Trustees believe that the statistics detailed above demonstrate that the branch's activities significantly improve animal welfare in the Branch area and that its core purposes are being achieved.

Our Shops

The Branch runs five charity shops: two in Ipswich, one in Felixstowe, one in Stowmarket, and one in Bury St. Edmunds.

In addition to raising vital funds for the Branch, the shops help raise awareness of our work by displaying rehoming and event posters and signposting members of the public to help. Additionally, our shops help recycle and upcycle donations, helping the environment. They also play an essential role in the community.

We are reliant on the profit from the shops, which is a vital part of our income, and are sincerely grateful for all the donations. Our shops' combined turnover was £409,831, a 27% increase on 2023. It is to be noted that this is the first full year of trading of our newest shop and café at Bury St Edmunds.

Gift Aid on donated items, where we can claim 25% of the sale price against tax the donor has already paid, is an important extra income for the shops. Through the hard work of our Shop

Managers and volunteers, in 2024, we claimed £35,355.89 of Gift Aid on donations in this way. This figure is an impressive increase on 2023.

The amount per kilo we were being paid by textile recycling companies for items of clothing and shoes that we could not sell dropped steadily throughout the year, and this downward trend is expected to continue in 2025. “Rag money” makes a very real contribution to the shops' income, and we will struggle to make up the reduction in this income stream.

Overheads such as electricity are still high, making trading increasingly difficult. Our shop managers have worked hard to develop more sales and new income streams, particularly using online channels to maximise what we get for certain items.

In July 2024 the trustees employed a Retail Development Manager who was engaged to initially look at increasing the income from our existing five shops. Sadly, the post holder resigned at the end of the year.

Our Tacket Street shop was beset with problems during the year, and the shop managers had their work cut out. There were continued issues with the electricity supply to the building.

Both our Felixstowe and Bury St. Edmunds shops successfully trialled and continued Sunday opening.

During 2024, several of our shops were targeted by Animals Rising, some of which resulted in defacing shopfronts, which our staff had to clean.

Talks and Guided Tours

In 2024, our educational speaker, Gill Hendry, gave 13 talks and conducted several tours of our Animal Centre for different groups. The talks were given at schools, care homes, Cub Scouts, and W.I. groups.

A highlight for Gill was a talk at Framsden W.I., where she was lucky enough to have our local RSPCA Inspector Natalie Bartle join her. Those present enjoyed listening to Natalie talk about her experiences and career with the RSPCA.

We are very grateful to volunteer Gill Hendry, who is assisted by her husband and our trustee, Ian. Talks in schools spread the word about being kind to animals and inspire a future generation of compassionate animal lovers. If you would like a talk or a tour of our Animal Centre, don't hesitate to contact Gill at education@rspca-suffolkcentral.org.uk.

Fundraising

Our Safe Haven animal enclosure sponsorship scheme, started in 2015, was relaunched in September 2024. The relaunch saw an exciting installation of a 9-foot willow tree at our Martlesham Animal Centre, created by local Felixstowe-based Tracey Barritt-Brown and kindly sponsored by our President, Jean Short and her husband Geoffrey. The tree holds a leaf for each sponsor that wishes to have one, featuring their messages of love and memories of their loved ones, both human and animal. We hope this lovely tree will engage visitors, promote the scheme and encourage more sponsors. It is worth a visit!

Events that we organised and attended continue to be an important part of our income and branch awareness, including our Family Fun Day, One Fun Day & Dog Show, Open Day & Fun Dog Show, and our quiz nights. In 2024, we had our first stall for many years at the Suffolk Show and participated in the Ipswich Half Marathon, which were both successful. We are organising a skydive for Spring 2025!

Lorna Goodwin is our Corporate and Community Fundraiser and is assisted by our Branch Assistant and a small fundraising volunteer team.

She was responsible for the launch of a new corporate partnership scheme. The support from our local business community is vital to our ongoing success, and something we are trying to harness more of. By purchasing a corporate partnership package from just £500 +VAT per year businesses will help us to continue our vital animal welfare work across Suffolk. Our new Corporate Partnership Scheme is designed for companies that would love to support animal welfare in their local community, but may not have the time or resources to plan their own fundraising events. We're also keen to show our thanks in any way we can, so we've included some unique rewards in our packages.

We saw a big increase in corporate volunteering days including in the Sensory Garden at MAC, the make-over of the Reynolds Road shop yard and maintenance/decoration at our Ipswich Welfare Clinic, and we have been thankful for all the help from local businesses with volunteering days, prize donations and their fundraising efforts – we couldn't do it without them.

It was a very special moment, seeing our first branch Christmas advert. It looked fantastic, we are proud that our advert was shown until the New Year at The Palace Cinema in Felixstowe. The ad had more than 50,000 views online, and even more than that at events and the cinema. The advert highlighted the vital help we can provide to the pets of those on low incomes.

Rebranding

2024 was the milestone 200 anniversary year, and the National RSPCA rebranded the RSPCA in April, launching a major campaign to inspire everyone to create a better world for every animal. The rebranding was the first since 1950. As a branch, we are actively rolling out the new branding across our branch, and the National Society is helping finance some areas. We will continue our efforts to help every kind of animal and will be adopting the new RSPCA look and feel across our sites, leaflets and communications. To minimise our costs, we are going for a

phased approach, and in many cases, introducing the new brand where a natural opportunity arises.

As part of the new branding, we launched our new website in May, which has a new modern look and allows easy online donations and rehoming applications.

Both volunteers and employees raised money for the branch, although volunteers carried out most of the face-to-face fundraising. No professional fundraisers or commercial participants were involved in any fundraising activities.

The Branch is registered with the Fundraising Preference Service (FPS). The FPS is a free service run by the Fundraising Regulator that helps people stay in touch with the charities they want to and end contact with those they don't.

Fundraising expenditure remains modest, as the branch relies heavily on volunteers.

Trustees monitor fundraising activity through regular Committee and subcommittee meetings, ensuring that activities adhere to legal requirements and best practices.

Social Media

Social media and our website play a very important part in our work, especially in the re-homing of animals, enabling us to showcase our animals to a large audience. We are very active on Facebook and Instagram, and our Animal Centre Manager and Fundraiser work hard to make posts engaging and informative. At the end of 2024, we had approximately 13,000 followers on Facebook and 2,100 on Instagram; in addition, we had 680 followers on LinkedIn. Our most popular content is obviously about animals available for rehoming and rehoming success stories, but we also do well when we promote events and thank corporate supporters.

Our Vital Volunteers

Our volunteers, who numbered 134 at the end of the year and to whom we are deeply indebted, provide invaluable support and give their free time generously and readily. The branch would not function without the continued support of these volunteers who help with all areas of our work.

Volunteer numbers are ever-fluctuating as people join and leave, and volunteer hours average about 1000 per month, with the Summer months being higher as this is when most of our events occur. There is a constant interest in volunteering roles at our Animal Centre for hands-on roles with the animals. In the Autumn, the response to adverts on social media for home visitor volunteers was good.

Attracting volunteers for some of our shops and helping at fundraising events and store collections remains extremely challenging.

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2024

Thank You

We would like to take this opportunity to particularly thank The Dr Sheila Millar Danks Charitable Trust, Ryder Davies Vets, The Barn Vets, Cedarwood Vets, Bury St. Edmunds Veterinary Centre, Amazon, Pets at Home, Hughes, Suffolk ProHelp and Offset Films.

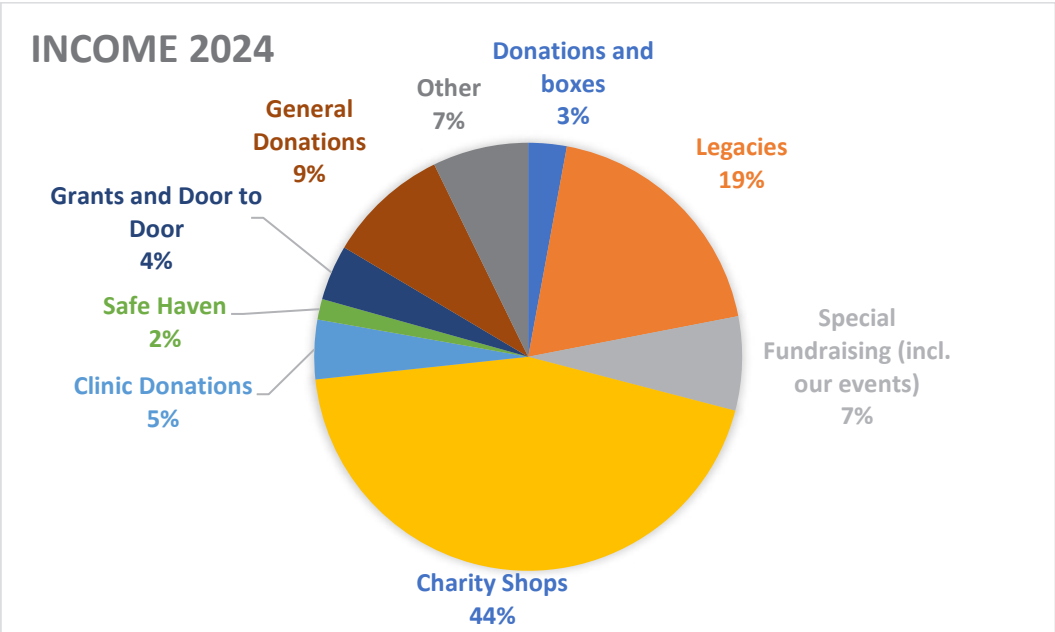
Complaints

The Branch received five complaints during 2024, which were dealt with and resolved by the Branch Manager and/or Trustees with assistance from the National Society where needed.

Financial Summary

The cost of running our branch operations for this last year was £1,352,866 against our total income from all sources of £926,152.

Donations and boxes	£26,850
Legacies	£176,519
Special Fundraising (incl. our events)	£65,718
Charity Shops	£409,831
Clinic Donations	£41,538
Safe Haven	£14,445
Grants and Door-to-Door	£38,718
General Donations	£85,508
Other	£67,025



Risk Analysis

The Branch has carried out a review to identify major risks and has taken steps to mitigate them. The major risks identified are: -

- loss of reputation through error or fraud
- loss of income through error or fraud
- loss of income through poor investment performance
- insufficient Trustees for the Branch to continue
- insufficient volunteers for the fund-raising activities
- insufficient funds to cover the cost of animal welfare activities
- inability to operate the Animal Centre, Shops or Clinic because of fire, pandemic or other destruction

The Branch operates within the framework of the Society's rules and guidelines and it is the opinion of the Trustees that the Branch's policies, procedures and controls are adequate to mitigate financial and reputation loss through error or fraud and to maintain the future financial viability of the Branch. There is an ongoing awareness of the need to recruit further Trustees and volunteers.

Special note: After the financial year was closed, it was discovered that there were unreconciled transactions relating to income. Senior staff and trustees are investigating and will review and amend our financial procedures to ensure there is no repetition.

The review of Branch policies and procedures continued in 2024, and any necessary alterations were made to ensure we continued to comply with legislation and other regulations.

Reserves Policy

It is the Branch's policy to maintain sufficient funds in reserve to cover maintenance of all Branch property plus keeping available monies to meet known future commitments. In addition, where funds are raised, donations given and/or legacies received for specific purposes, they must be kept separate until that purpose arises. To meet these obligations, the Branch aims to maintain a reserve level of 9 months.

We can confirm that these funds are sufficient to meet all ongoing expenditure items, including rent for the Charity Shops and all other known or anticipated obligations. There are no likely delays foreseen in realising those assets when needed.

Investment Policy

We confirm that all investments both present and future have been or will be acquired in accordance with the powers available to the Trustees. All investments are reviewed on an annual basis in conjunction with forward-planning discussions.

RSPCA Suffolk Central Branch
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For the Year Ended 31st December 2024

Goodbye to our Chairman

In June, our Chairman, Jean Short, stepped down from the branch committee after 20 years, 19 of which were as our chair. Her leadership, passion and tireless dedication have been instrumental in shaping the direction and ensuring the branch's success. Jean joined the Committee in 2024 but wasn't new to the RSPCA, having already spent ten years with South Buckinghamshire RSPCA.

Jean has been involved in every aspect of the Branch, particularly the finance side. She regularly helped at our charity shops and still volunteers at our Stowmarket Shop, our fundraising events, and store collections. Jean always had a passion for our Welfare Clinic and the work we do there.

Jean's support to staff, compassion, understanding, and hard work will never be forgotten. We are deeply grateful to Jean for her unwavering service and support, and are delighted to say that she is now our Branch President and is still helping the branch with various aspects.

We also said goodbye to Gemma Walpole, our outgoing Branch Manager, and welcomed Chloe Hazell, our new Branch Manager. Welcomed Gaynor Balding, our new Finance Manager, and said goodbye to Trudi Keeble, our Finance Administrator, who had been with us for over 10 years.

Future Plans

In October 2024, the Trustees convened a special meeting to discuss the financial situation of the Branch and reviewed our services and priorities. We decided our priorities, in terms of our charitable activities, were Clinic, Welfare Vouchers, and our Animal Centre, based on the number of animals helped and the breadth/scale of impact the services have on animal welfare across our Branch area.

The following activities summarise our ambitions for the next 12-24 months:

- Review income and overheads with the aim to reduce the structural deficit in the Branch's finances, which is currently being met by legacies and reserves.
- Increasing and diversifying our fundraising efforts, seeking to reduce reliance on legacy income whilst recognising that gifts in Wills are a vital and highly valued source of funds. Corporate fundraising and mass participation fundraising events are seen as key drivers of new income, along with promoting the Safe Haven sponsorship scheme.
- Recruit more volunteers, particularly for the shops, store collections and events, by improving promotion, messaging, onboarding and retention.

- Continue to improve our Clinic facilities in line with current best practice and staff, volunteer and animal well-being. Improve the Clinic garage to offer space for education and, potentially, events.
- Improve governance by becoming a CIO and maximising trustee skills to benefit the branch.
- To continue to increase our impact and presence in West Suffolk to ensure animals and their owners across our branch area have access to the support they need and that the people of West Suffolk know how to support us, or to seek support from us.
- Continue our commitment to putting the whole animal's welfare first in our rehabilitation and rehoming work, recognising that their psychological needs are as important as their physical and clinical well-being and investing in services and care that respond to both.

Trustees' Responsibilities

Under the Charities Act 2011, the Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the situation of the charity at the end of the year and of its incoming resources and the application of such resources during the year.

In preparing the statement, the Trustees are required to: -

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are prudent and reasonable;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records that disclose the charity's financial position with reasonable accuracy and enable them to ensure that the financial statements comply with the applicable law, regulations, and Trust Deed.

The Trustees are also responsible for safeguarding the charity's assets and taking reasonable steps to prevent and detect fraud and other irregularities.

The Trustees would like to sincerely thank all those who have helped and continued to show their dedication and commitment to animal welfare in the Branch area.

A Final Note from our new Branch Chair

It has been a challenging and sometimes unsettling year. The branch gained a new Branch Manager and, later in the year, a new Branch Chair. We saw some turnover of staff, and while welcoming new people is always a pleasure, it takes a little time to adjust. More widely, the

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2024

RSPCA nationally has come in for criticism, and sometimes outright attack. The longer-term effect of COVID, lockdown, and the resultant disruption of normal life is still affecting some of our shops and our re-homing activities.

Our staff and volunteers have continued to work with dedication to the cause of animal welfare and the Trustees are most appreciative and grateful for their work and support.

Approved by the Trustees on 29 May 2025 and

Signed on their behalf by.....

Stephen Taylor
Hon. Chairman

Legacies Received

We are indebted to those who leave legacies to the Branch and to those family and friends who donate in memory of someone special. Their generosity will help us to continue our vital local animal welfare work. We are always touched when money is left to the branch in this way and it is very special to us and will continue to be so.

Form of Bequest

If you wish to support RSPCA Suffolk Central Branch and their animal welfare work in Suffolk by leaving a legacy in your will, please note that the bequest should be worded as follows to avoid any uncertainty: -

"I give, devise and bequeath to the RSPCA Suffolk Central Branch, registered charity number 206269, the sum of £..... or the whole (or a share) or my residuary estate for its general charitable purposes. I declare that the receipt of the Honorary Treasurer or other proper officer of such Branch shall be a full and sufficient discharge of this legacy".

Branch Contact Details:

Telephone: 0300 999 7321
Email: info@rspca-suffolkcentral.org.uk
Website: www.rspca-suffolkcentral.org.uk
Facebook: www.facebook.com/rspcasuffolkcentral
Instagram: www.instagram.com/rspca_suffolkcentral

LinkedIn: https://www.linkedin.com/company/rspca-suffolk-central

Martlesham Animal Centre, Mill Lane, Martlesham, IP12 4PD
Tel: 0300 999 7321 or info@rspca-suffolkcentral.org.uk
Open to the Public: Mon – Saturday 11.30am–3.30pm (Closed Wednesday) and Sunday 1.30-3.30pm.
(Please Note: Saturday and Sunday are by appointment only)
Telephone lines are open from 9am-4.30pm, 7 days a week.

Clinic, 35A St. George Street, Ipswich, IP1 3NF
Tel: 01473 231972 or clinic@rspca-suffolkcentral.org.uk
Open to the Public: Tues 12-1pm and Fri 12-1pm
Telephone lines answered between 10.30am-1.30pm on Tuesday and Friday

Welfare / Financial Assistance Line
0300 330 1406
Option 1 – Welfare Assistance and Option 2 – Neutering
or welfare@rspca-suffolkcentral.org.uk

Educational Talks and Tours
Mrs Gill Hendry – education@rspca-suffolkcentral.org.uk or info@education@rspca-suffolkcentral.org.uk.

Ipswich Charity Shop, 1-3 Tacket Street, Ipswich, IP4 1AU
Tel: 01473 253420 or email tacketstreet.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday – Friday incl. 9am-4.30pmm Saturday 9am-4pm and closed on Sunday.

Ipswich Charity Shop, 15 Reynolds Road, Ipswich, IP3 0JL
Tel: 01473 7144782 or email reynoldsroad.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 10am-4pm and closed on Sunday.

Felixstowe Charity Shop, 144a Hamilton Road, Felixstowe, IP11 7DS
Tel: 01394 275350 or email felixstowe.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Friday incl. 9am-5pm, Saturday 9.30am-4.30pm and Sunday 10am – 4pm.

Stowmarket Charity Shop, Meadow Centre, Wilkes Way, Stowmarket, IP14 1DE
Tel: 01449 259036 or email stowmarket.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 9.30am-4.30pm and closed on Sunday.

Bury St. Edmunds Charity Shop, Bartons Retail Park, Barton Road, Bury St. Edmunds, IP32 7BE
Tel: 01284 240246 or email buryse.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 10am to 4.30pm and Sunday 11am to 3pm.

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National RSPCA Helpline/Cruelty Line: 0300 1234 999.

National RSPCA Website**:** www.rspca.org.uk

Please note: The RSPCA Chief Inspector's Report for the Essex and Suffolk Group for 2024 is available on our website.

Our cover star: This year's cover star is the lovely Milo, a Great Dane adopted in 2024 after spending 415 days in our care. He is doing well in his new home.

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Prior Period Total Funds 2023 £
Incoming Resources					
Revenues, grants, legacies & donations		399,296	50,000	449,296	574,924
Activities for generating funds		450,227	0	450,227	348,909
Investment Income		26,629	0	26,629	17,175
Total Incoming Resources	**3**	876,152	50,000	926,152	941,008
Costs of activities in furtherance of the charities objectives	**4a**	815,530	10,105	825,635	733,175
Cost of raising and generating funds	**4b**	368,548	0	368,548	293,576
Management & Administration of the charity	**4c**	158,683	0	158,683	107,924
		1,342,761	10,105	1,352,866	1,134,675
Net Incoming Resources before Transfers		-466,609	39,895	-426,714	-193,667
Gain/Loss on Disposal of Investments		0	0	0	0
Transfers		35,000	-35,000	0	0
Total funds brought forward		2,573,812	37,305	2,611,117	2,804,784
Total funds carried forward		2,142,203	42,200	2,184,403	2,611,117

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners in England and Wales and is reconciled to the total funds as shown in the Balance Sheet on the following page as required by the said Statement.

RSPCA Suffolk Central Branch
Balance Sheet
31st December 2024

	Notes		2024 £		2023 £
Fixed Assets					
Tangible Assets	**2**		1,218,340		1,200,664
Investments			0		0
			1,218,340		1,200,664
Current Assets					
Stock		4,869		4,101	
Debtors	**7**	182,081		558,012	
Cash at Bank and In Hand	**6**	868,472		900,144	
		1,055,422		1,462,257	
Creditors:					
Amounts due within one year	**8**	89,359		51,804	
Net Current Assets			966,063		1,410,453
Total assets less current liabilities			2,184,403		2,611,117
Creditors:					
Amounts due after more than one year	**9**		0		0
Net assets			2,184,403		2,611,117
CAPITAL & RESERVES					
Income Funds					
General Funds	**13**		2,142,203		2,573,812
Restricted Funds	**5**		42,200		37,305
			2,184,403		2,611,117

The financial statements on pages 20 to 33 were approved and authorised for issue by the Trustees on 29th May 2025, and signed on their behalf by:-



Stephen Taylor
Trustee

Date: 29th May 2025

RSPCA Suffolk Central Branch
Statement of Cash Flows
for the year ended 31 December 2024

	Notes		2024		2023
			£		£
Cash flow from operating activites	**19**		-17,726		-109,131
Interest paid			0		0
Net cash flow from operating activites			-17,726		-109,131
Cash flow from investing activities					
Net cash inflow from West Suffolk branch					
Payments to acquire tangible fixed assets		- 40,575		-14,909	
Interest received		26,629		17,175	
			-13,946		2,266
Net increase / (decrease) in cash and cash equivalents			-31,672		-106,865
Cash and cash equivalents at 1 January 2024			900,144		1,007,009
Cash and cash equivalents at 31 December 2024			868,472		900,144
Cash and cash equivalents consists of:					
Cash at bank and in hand			868,472		900,144
Cash and cash equivalents at 31 December 2024			868,472		900,144

RSPCA Suffolk Central Branch
Notes to the Accounts
31 December 2024

1) **Accounting policies**

1.1 **Basis of preparation of accounts**

RSPCA Suffolk Central Branch is an unincorporated charity in England. The address of the registered office is given in the charity information page on page 3 of these financial statements. The nature of the charity's operations and principal activities are also included on page 3 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and the UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 **Stocks**

Stock comprises of goods for resale in order to produce income to further the charity's objects and is valued at the lower of cost or net realisable value.

1.3 **Tangible fixed assets for use by the charity and depreciation**

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets less their estimated residual value, over their expected useful lives on the following basis:-

Plant & machinery – 20 %
Motor vehicle – 10 %
Building sheds – 20 %
Ferret & Cattery houses – 10 %
Shop fiitings - 10%
Aviary - 10%

No depreciation is charged on the freehold land and buildings. In the opinion of the Trustees the buildings are maintained to such a standard that depreciation is not required.

1) **Accounting policies (continued)**

1.4 **Legacies**

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

1.5 **Incoming resources**

Incoming resources from the charity shops and from investments is included when received.

1.6 **Resources expended**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

1.7 **Unrestricted funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

1.8 **Designated funds**

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

1.9 **Reserves policy**

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim is to ensure the charity will be able to continue to fulfil it's charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unecessarily.

1.10 **Risk assessment**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

1.11 **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance lease are capitalised as fixed assets. Obligations under such agreements are included in creditors. The difference between the capitalised cost and the total obligation under the lease represents the finance charges. Finance charges are written-off to the SOFA over the period of the lease so as to produce a constant periodic rate of charge.

1.12 **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.13 **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1) **Accounting policies (continued)**

1.14 **Cash and cash equivalents**

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.15 **Financial Instruments**

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in the statement of financial activities, except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year and not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective rate of interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilties. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1) **Accounting policies (continued)**

1.16 **Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

These include judgements relating to the amount of legacies bequeathed included in other debtors. These have been included on the basis of information available to the Trustees and on reports provided by the legacy department of the RSPCA HQ, who have deemed the receipt of these legacies to be probable in accordance with the Statement of Recommended Practice (FRS102) October 2019.

The amount recognised in debtors at 31st December 2024 amounted to £95,790.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

1.17 **Government grants**

The charity received government grants in respect of financial assistance following the economic effects of covid-19. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably If entitlement is not met then these amounts are deferred.

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2024

2) TANGIBLE FUNCTIONAL FIXED ASSETS

		Land and Buildings	Buildings Sheds	Motor Vehicles	Plant, Machinery	Shop Fittings	Ferret & Cattery Houses	Animal Home Improvements (including Project Winston)	Millar Danks Aviary	Total
		£	£	£	£	£	£			£
Cost at	01-Jan-24	532,517	7,029	44,934	19,263	39,344	106,101	636,893	25,337	1,411,418
Additions			0	0	0		0	40,575	0	40,575
Transfers										0
Disposals										0
Cost at	31-Dec-24	532,517	7,029	44,934	19,263	39,344	106,101	677,468	25,337	1,451,993
Depreciation at	01-Jan-24	0	0	16,175	17,723	24,560	106,101	43,450	2,745	210,754
Charge		0	0	3,349	920	1,490	0	14,606	2,534	22,899
Depreciation at		0	0	19,524	18,643	26,050	106,101	58,056	5,279	233,653
Net Book Value	31-Dec-24	532,517	7,029	25,410	620	13,294	0	619,412	20,058	1,218,340
Net Book Value	31-Dec-23	532,517	7,029	28,759	1,540	14,784	0	593,443	22,592	1,200,664

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2024

3) INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Donations, Legacies and Similar Incoming Resources				
Door-to-Door collections	38,718		38,718	41,569
Grants	0		0	0
General	85,508		85,508	82,758
Animal Home-other	22,151		22,151	15,093
Collection Boxes	304		304	1,837
Clinic Collections	41,538		41,538	34,791
Special Efforts	15,718	50,000	65,718	19,020
Legacies	176,519		176,519	361,651
Subscriptions	733		733	704
Safe Haven	14,445		14,445	14,284
Funeral Donations	3,662		3,662	3,217
West Suffolk Branch distribution	0		0	0
	399,296	50,000	449,296	574,924
b) Income from Activities for Generating Funds				
Identichip	669		669	208
Donations Shops	17,578		17,578	5,831
Sales (Animal Home)	22,149		22,149	21,105
Shop Takings	409,831		409,831	321,765
	450,227	0	450,227	348,909
c) Investment Income				
Interest Receivable	26,629		26,629	17,175
	26,629		26,629	17,175

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2024

4) RESOURCES EXPENDED

a) Costs of Activities in Furtherance of the Charitable Objectives	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
Animal Home	657,885	10,105	667,990	611,434
Clinic	96,476		96,476	67,789
Veterinary Surgeon	61,169		61,169	53,952
17b & 17c	**815,530**	**10,105**	**825,635**	**733,175**
b) Costs of Generating Funds				
Charity Shops **17a**	**368,548**		**368,548**	**293,576**
c) Resources Expended on Managing and Administrating the Charity				
Telephone/Postage Costs	993		993	531
Sundry	15,719		15,719	7,067
Independent Examiners Fee	3,750		3,750	3,845
Advertising	711		711	909
Auditors Fees	0		0	0
Insurance	0		0	0
Staff Costs	137,510		137,510	95,572
	158,683		**158,683**	**107,924**

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2024

5) RESTRICTED FUNDS	Balance 01-Jan-24 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-24 £
Donations for projects	37,305	50,000	10,105	-35,000	42,200
	37,305	**50,000**	**10,105**	**-35,000**	**42,200**

Donations for specific projects were received during the year and not fully expensed at the year end.

6) CASH AT BANK AND IN HAND	2024 £	2023 £
Current Account	32,787	39,756
High Interest Savings Account	200,000	225,000
Cash In Hand	475	388
Monmouthshire Building Society	85,000	85,000
Virgin Money	85,210	85,000
Skipton Building Society	85,000	85,000
Cambridge & Counties	85,000	85,000
Nationwide Building Society	85,000	85,000
The Cambridge	85,000	85,000
Redwood	75,000	75,000
Charity 1yr Fixed	50,000	50,000
	868,472	**900,144**

7) DEBTORS AND PREPAYMENTS	2024 £	2023 £
Trade Debtors	10,285	738
Taxation Recoverable	33,769	22,841
Prepayments	13,034	1,542
Other Debtors	124,993	532,891
	182,081	**558,012**

8) CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024 £	2023 £
PAYE, NI and Pensions	12,412	3,091
Accrued Expenses	12,479	5,063
Trade Creditors	64,468	43,650
	89,359	**51,804**

9) CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

The charity held no long term creditors during this or the previous financial period.

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2024

10) FIXED ASSET INVESTMENTS

	Property Investments £	Listed Investments £	Unlisted Investments £	2024 £	2023 £
Cost or valuation					
At 1 January 2024	-	-	-	-	-
Additions	-		-	-	-
Disposals	-	-	-	-	-
Realised Gain on Investments	-	-	-	-	-
At 31st December 2024	-	-	-	-	-
Cash held by investment advisors				-	
Total Investments including cash		At 31st December 2024		-	
Total Investments including cash		At 1st January 2024		-	

	Property Investments £	Listed Investments £	Unlisted Investments £	2024 Total £	2023 Total £
Historical Cost (excluding cash) held by investment advisors					
At 31st December 2024	-	-	-	-	-
At 1st January 2024	-	-	-	-	-

11) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
Fixed Assets and Investments	1,218,340		1,218,340	1,200,664
Cash	826,272	42,200	868,472	900,144
Net Current Assets	97,591		97,591	510,309
Liabilities (Due in more than one year)	0		0	0
	2,142,203	42,200	2,184,403	2,611,117

12) STAFF COSTS AND NUMBERS

	2024 £	2023 £
Gross Wages and Salaries	655,030	557,333
Employers Pensions	21,073	19,075
Employer's National Insurance Costs	32,572	32,665
	708,675	609,073

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £21,073 (2023: £19,075).

Employees who were engaged in each of the following activities:

	2024 No.	2023 No.
Cost of generating funds/fund raising	16	13
Activities in the furtherance of the organisation's objectives	21	20
	37	33

The charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments of £60,000 or above.

13) UNRESTRICTED FUNDS

	At 01-Jan-24 £	Income	Expenditure £	Investment Gains £	Transfers £	At 31-Dec-24 £
General Reserve	2,573,812	876,152	1,342,761	0	35,000	2,142,203
	2,573,812	876,152	1,342,761	0	35,000	2,142,203

The General Reserve represents the free funds of the charity which are not designated for particular purposes.

14) TRUSTEES AND OTHER RELATED PARTIES

No payments or reimbursements of expenses were made to trustees or any persons connected with them during the financial period. No other material transaction took place between the organisation and a trustee or any person connected with them.

15) COMMITMENTS

At 31st December 2024 the charity has commitments under non-cancellable operating leases as follows:-

Expiry date:	2024 Land and Buildings £	2024 Other £	2023 Land and Buildings £	2023 Other £
Within one year	50,667	0	81,750	0
Two to five years	85,833	0	220,875	0
Over five years	0	0	0	0
	136,500	0	302,625	0

£88,884 lease payments have been recognised as an expense during the year (2023: £64,913).

Capital expenditure contracted for but not provided in the financial statements was £nil (2023: £nil).

16) FINANCIAL INSTRUMENTS

	2024 £	2023 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	135,278	533,629
Carrying amount of financial liabilities		
Measured at amortised cost	76,947	48,713

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2024

17a) Costs of raising and generating funds - Shops	Ipswich Reynolds Road £	Felixstowe £	Ipswich Tacket Street £	Stowmarket £	Bury £	Total 2024 £	Total 2023 £
Rent	5,720	15,750	22,397	21,155	23,862	88,884	64,913
Legal Fees	0	850	0	0	-664	186	5,342
Rates	338	396	342	807	3,483	5,366	2,075
Electricity	1,902	2,047	10,059	2,977	4,515	21,500	25,062
Administration	4,954	4,626	2,720	3,857	12,354	28,511	18,261
Repairs and Renewals	766	2,124	2,411	787	2,749	8,837	17,226
Telephone	317	326	523	351	476	1,993	1,368
Staff Costs	37,874	40,511	40,300	38,301	39,961	196,947	155,362
Goods for Sale	24	1,027	462	205	8,679	10,397	2,466
Insurance	0	542	415	182	377	1,516	1,501
Bad debts	0	0	4,411	0	0	4,411	0
	51,895	68,199	84,040	68,622	95,792	368,548	293,576

17b) Costs of activities in furtherance of the charities objectives - Animal Home	Unrestricted Funds	Restricted Funds £	Restricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Animal Costs	58,148				58,148	68,496
Staff Costs	378,631				378,631	353,709
Repairs and renewals	32,085	10,105			42,190	19,534
Rates	4,522				4,522	3,896
Electricity	31,119				31,119	43,167
Administration	45,490				45,490	27,741
Boarding out costs	0				0	561
Depreciation	22,898				22,898	19,323
Van expenses	5,676				5,676	5,287
Telephone	2,501				2,501	2,220
Forest House	1,262				1,262	1,339
Identichips	0				0	0
Vet fees - animal home	61,169				61,169	53,952
Vet fees - almoning	73,815				73,815	65,501
Cost of Goods Sold	1,738				1,738	660
Loss on disposal of fixed assets	0				0	0
	719,054	10,105	0	0	729,159	665,386

17c) Costs of activities in furtherance of the charities objectives - Clinic	Unrestricted Funds £	Restricted Funds £	Restricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Rates	645				645	1,168
Electricity	1,078				1,078	3,310
Administration: Vet attendance	67,241				67,241	54,298
Other	4,061				4,061	1,624
Repairs and renewals	21,473				21,473	960
Telephone	419				419	363
Staff Costs	1,559				1,559	6,066
	96,476	0	0	0	96,476	67,789

18) LEGACIES

In accordance with the Statement of Recommended Practice (FRS102) legacies are recognised in the accounts when receipt is probable. Legacies notified but unreceived at 31st December 2024 included in debtors and income amounted to £95,790 (2023: £521,185).

19) RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASHFLOW FROM OPERATING ACTIVITIES

	2024 £	2023 £
Net income/(expenditure) for the year	-426,714	-193,667
Net cash inflow from West Suffolk branch	0	0
Interest received	-26,629	-17,175
Depreciation	22,899	19,323
(Increase)/decrease in stock	-768	1
(Increase)/decrease in debtors	375,931	76,456
Increase/(decrease) in creditors	37,555	5,931
Net cash flow from operating activities	-17,726	-109,131

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SUFFOLK CENTRAL BRANCH

England & Wales - Charity number 206269

Accounts

Suffolk Central Branch
Registered Charity No.206269

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER 2023

RSPCA Suffolk Central Branch
Charity Registration No: 206269



RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2023

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RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2023

Reference and Administrative Information

Charity Name	Royal Society for the Prevention of Cruelty to Animals Suffolk Central Branch *(formerly Royal Society for the Prevention of Cruelty to Animals Suffolk East & Ipswich Branch)*
Charity No:	206269
Financial Year:	1st January to 31st December 2023

Names of Charity Trustees

Name	Office if applicable	Dates
Ian Hendry		Elected at AGM 15.06.23
Darren King		Elected at AGM 08.06.22 - Resigned 13.06.23
Jane "Lesley" Newton	Hon. Secretary	Elected at AGM 15.06.23
Jean Short	Hon. Chairman	Elected at AGM 15.06.23
Mary Taylor	Hon. Treasurer	Elected at AGM 15.06.23
Stephen Taylor	Hon. Vice Chairman	Elected at AGM 15.06.23
Robert Crouch		Co-opted on 25.09.23
Elizabeth Pearce		Co-opted on 25.09.23
Tim Niven		Co-opted on 25.09.23 – Resigned 10.03.24

The existing Trustees appoint any new Trustees following the provisions in the organisation's governing instrument.
The Trustees who held title to property on behalf of the charity at the date of this report are Jean Short, Mary Taylor and Stephen Taylor.

Our Hon. President is Sue Southgate.

LEGAL STATUS	Unincorporated Charity
GOVERNING INSTRUMENT	RSPCA Branch Model Rules Revised 2012
OBJECTS	Promotion of kindness and prevention of cruelty to animals with particular reference to the area of benefit covered by the Branch, i.e., East and West Suffolk and Ipswich.
PRINCIPAL ADDRESS	RSPCA Animal Centre, Mill Lane, Martlesham, IP12 4PD
PRIMARY BANKERS	HSBC Bank Plc 12 Tavern Street Ipswich Suffolk, IP1 3AZ
INDEPENDENT EXAMINERS	Beatons Limited 7 Three Rivers Business Park Felixstowe Road Foxhall Ipswich, IP10 0BF

Independent Examiner's Report to the Trustees of RSPCA Suffolk Central Branch

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2023 which are set out on pages 18 to 31.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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.

J.J. Oakley

Jonathan Oakley F.C.A.

Beatons Limited – Chartered Accountants
7 Three Rivers Business Park
Felixstowe Road
Foxhall
Ipswich
Suffolk
IP10 0BF

Date: 29th May 2024

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2023

The Trustees present their Report and Financial Statements

Objectives and Principal Activities of the Charity

The objectives of the Branch are to promote the work and objects of the RSPCA – to promote kindness and/or to suppress cruelty to animals by all lawful means – with particular reference to our branch area, in accordance with the policies of the National Society.

The Branch's animal welfare work, although local in nature, benefits society at large and also aims to help people in need with the care of their animals. This report illustrates the main activities of the Branch and shows the benefits provided to the public.

The key aims of the Branch are to find suitable new homes for the animals that come into our care and to provide proper care while they are with us, particularly those who have been mistreated or abandoned. We also aim to provide subsidised treatment through our Clinics and voucher schemes for members of the public who cannot afford normal veterinary fees.

Animals taken into our care for re-homing are assessed, and receive veterinary treatment, flea and worm treatment, vaccinations, neutering and microchipping as needed. If an animal is not old enough to be neutered, a voucher is given to the adopter for when the animal reaches the appropriate age, which is closely monitored. This work helps control the incidence and spread of disease and suffering and promotes responsible pet ownership and human and animal health.

We re-home animals in our care for a reasonable adoption fee to people able to have a companion animal. It would not be in the best interests of the animals, and therefore would fall outside our objects, to re-home to those who do not meet our rehoming criteria.
A virtual or face-to-face home visit is carried out before rehoming for all the animals we adopt, as well as post-adoption follow-ups to see how the animals are getting on in their new homes.

Our Animal Centre in Martlesham supports our local RSPCA Inspectorate team by taking in unwanted, mistreated, or abandoned animals, as well as taking in pets whose owners are no longer able to care for them through ill health, financial difficulties, changes in their circumstances, or whose owners have passed away. We continue to have an excellent working relationship with the Inspectorate team and thank them for all they do. In 2023 36% of the animals taken into our care were brought in by the Inspectorate.

We act as an emergency holding facility for wildlife in need, and work closely with our colleagues at wildlife centres to get the animals transferred for rehabilitation within 48 hours of arriving with us. Most of the wildlife we take in goes to RSPCA East Winch Wildlife Hospital in Norfolk

We operate income-based welfare assistance which enables the branch to help those in need. The people who benefit from these schemes, would otherwise be unable to afford help for their animals, which could result in the animal suffering, or require them to relinquish the pet into the

care of a rescue centre. We support keeping pets and their owners together wherever possible and suitable, as we recognise the important bond between animals and people and as we wish to minimise pressure on already-full rescue centres like ours.

The Branch feels neutering of companion animals is a priority and runs neutering schemes where the cost of neutering is heavily subsidised. During 2023 we continued to offer reduced cost neutering for dogs, cats, and rabbits belonging to owners on low incomes. This assists members of the public, who would not be able to fund the full cost of the operation themselves and, in animal welfare terms, is a preventative measure to reduce the numbers of unwanted animals and promotes responsible pet ownership.

We also continue to provide low-cost microchipping of companion animals at our Animal Centre and through our network of partner vets.

We take in lost and stray animals (excluding dogs) and take steps to reunite them with their owners. The collection or intake of stray dogs is the responsibility of the Local Authority Dog Warden. The online facility for lost and found animals that the RSPCA network uses is Animal Search UK. It is a free service for the public to use and is the leading search service for missing pets in the UK.

The Branch is registered for Gift Aid, which increases the value of donations by allowing us to reclaim tax on them. We can claim Gift Aid on monetary donations, and we can also ask members of the public if they are willing/able to Gift Aid the donations they bring to our charity shops.

The Charity owns the Animal Centre at Martlesham, the two houses adjacent to the Centre, namely Forest House and Sunnyland and the Clinic situated at St Georges Street, Ipswich (all freehold). A staff member resides in the two houses adjacent to the Centre, providing overnight cover. A lease is held on each of the five charity shops.

We support the National Society, other branches, and local animal welfare charities by helping with home visits, swapping, and transferring animals, inviting them to have stalls at our events and collaborating on campaigns and fundraising events and initiatives.

At the end of December 2023, the Branch employed 36 staff members (26 FTE).

The Branch provides volunteering and work experience opportunities for those who wish to support our work and gain valuable experience, including trusteeship, fundraising, and helping in our shops, at the Clinic, and at the Animal Centre. This benefits local people, colleges, schools, and companies by providing the possibility of doing compassionate and rewarding work.

The Trustees have reviewed the outcomes and achievements of our objectives and activities for 2023 to ensure they remain focused on our aims and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

No significant expenses were paid to any of the Trustees during the financial year 1st January to 31st December 2023.

Advisors
HSBC Bank, Ipswich – Bankers
Prettys, Ipswich – Solicitors
Beatons Limited, Foxhall, Ipswich – Independent Examiners
Lucy Webb - MSc Clinical Animal Behaviour, BSc (Hons) RVN

Organisational Structure
The Society was founded on 16 June 1824 and granted the "Royal" prefix by Queen Victoria in 1840. The current constitution of the RSPCA was created with the adoption of the Royal Society for the Prevention of Cruelty to Animals Act 1932; the work of the Society is governed by the RSPCA Act and by the Rules of the Society. Membership of the Society is by subscription and may be on a life, annual or junior basis.

The Branch is an unincorporated charitable association and a separately registered charity. Following ongoing work between the National RSPCA and the Charity Commission, the first tranche of RSPCA branches has become Charitable Incorporated Organisations. We believe this is our branch's future, and the trustees hope to go through this process as soon as Branch resources allow. The limited liability of trustees will enable branches to attract trustees and make it easier to receive grants from other organisations.

The RSPCA's work covers England and Wales. There are three management regions: the North, Wales and Midlands, and the South. We are part of the Wales and Midlands Region.

A local committee elected at the AGM governs the RSPCA Suffolk Central Branch. The Branch Committee must have a minimum of five members and a maximum of fourteen. The Committee is drawn from individuals who have been members of the Branch for at least three months (and have attended at least three meetings as an observer). The Trustees elected at the AGM may co-opt three additional Trustees during the year. Trustees are recruited through advertising and promotion. They receive ongoing training and support as necessary. They have individual and collective responsibility for managing the Branch and its funds.

A lot of work was put into increasing the number of trustees in 2023. A SWOT analysis/trustee skills audit was undertaken to determine what additional skills were needed, and three new trustees and an advisor joined the team to strengthen it.

The respective managers have been delegated the day-to-day responsibility of the Animal Centre, Animal Welfare, Shops, and Clinic, with the Branch Manager heading up the team.

The Trustees hold monthly meetings at which decisions are made. There are also Sub-Committee meetings held to discuss areas such as fundraising. Additionally, Extraordinary Meetings are held as needed, and an AGM is held in June.

Related Parties

There have been no related party transactions in the period 1 January – 31 December 2023.

Review of Activities

During the year, the Branch took in 296 animals (233 for welfare reasons and 64 for non-welfare reasons) and re-homed 261 animals. The Branch microchipped 305 animals and neutered 552 animals.

At our Animal Centre, we can care for 21 dogs, 16 rabbits, 40 ferrets, 60 cats, and a number of small animals and birds at any one time. On average, we have around 90-100 animals living at the centre while they await their new homes. Cats continued to make up the greatest proportion of intake in 2023, at 59% of the animals coming into our care. However, the dogs in our care increasingly take the most time and resources to rehabilitate and rehome.

There are always seasonal fluctuations with rehoming but we are seeing that the cost of vet fees and the cost-of-living crisis in general is affecting the number of animals we are adopting out. Many of the animals we are taking in are more difficult to rehome, as they have medical and, sometimes complex, behaviour needs.

The Branch works hard to ensure that the facilities at our Animal Centre are the best we can provide. Examples of improvements in 2023 are:

- extractor fans put in the two cat blocks without them to help in the high summer temperatures,
- a new van to safely transport our animals, fitted with pens so that they travel securely,
- a field shelter was erected on our exercise field to enable members of the public and our dogs to enjoy our facilities, whatever the weather, allowing for relaxing interactions between adopters and their new dogs, and to shelter our team who work come rain or shine outdoors.

Planning and preparations began to rebuild our cat isolation block. The facility needed to be improved to further mitigate the risk of cross-contamination and to provide a better environment for both our cats and people. We have received funding of £35,000 from the Dr. Millar-Danks Charitable Trust to complete this work and we are indebted to the Trust for their ongoing support.

The cost of electricity at our Centre alone was £43,167 in 2023. Due to this, the trustees are considering installing solar panels to offset some of the cost.

Volunteers play a vital role across the Branch, and we are sincerely grateful to all our volunteers. At the Animal Centre, the staff are very appreciative of their small, dedicated volunteer team who support their work.

We also have a small, dedicated volunteer foster team and are indebted to our fosterers. They provide a lifeline for animals who find the centre environment difficult and can quite literally

turn these animals' lives around. In 2023, much work went into reviewing the foster procedures in place and recruiting.

Educational talks are an important part of our work and we are very thankful to volunteer, Gill Hendry who gives education talks to all sized groups, from children in groups of 10, up to 600 in a school assembly. Gill can also give talks to adult groups – most sizes can be accommodated – from smaller groups in care homes to larger talks for WI meetings.

Talks in school can effectively spread the word about being kind to animals and inspire a future generation of compassionate animal lovers.

Gill was busy in 2023 and was able to give several talks to schools and adult groups. One such talk was to Wells Hall Primary School in Gt. Cornard, where she gave a talk and showed a PowerPoint presentation to the whole school. Following Gill's presentation, we became their project of the year, and the staff and children ran open days, coffee mornings and a Christmas Fayre, raising an amazing £500. Gill and Zoe Barrett-Lamb, our Animal Centre Manager, were delighted to return to the school later in the year to accept the donation.

We are delighted to offer tours of our Animal Centre too. Whether you are a school, community group, local business, or an individual passionate about animals, we are here to accommodate you. Get in touch with us, and we will arrange a talk and tour.

Veterinary Clinic

At our Veterinary Welfare Clinic in St. Georges Street in Ipswich, 2196 animals were seen and treated. The Clinic continues to see a high demand for help. A welfare assistance scheme is in place at the Clinic to ensure that assistance is given to those in genuine need, i.e., those receiving benefits or on a low income. However, no animal in need will ever be turned away.

Our Ipswich Clinic saw 256 more animals in 2023 than in 2022, and the overall expenditure went up nearly £14,000.

With the cost-of-living crisis continuing, it is clear that people are struggling to afford to pay vets' bills, even those who are not in receipt of benefits, and this trend looks to be increasing well into 2024.

In addition to our Welfare Clinic in Ipswich, we work with Cedarwood Vets in Stowmarket, who run a Welfare Clinic for us every day of the week from their surgery. Bury St. Edmunds Veterinary Centre also see eligible members of the public at their mobile community veterinary clinic on Wednesdays. We are indebted to these vets, who provide subsidised services that the public can access.

Welfare vouchers issued - at the end of the year the number of animals supported had increased across the branch, with 853 vouchers issued compared to 413 in 2022 (+106.5%). The number of animals actively receiving support also increased with 572 vouchers redeemed compared to 210 in 2022 (+172%).

The total spend on welfare provisions for vouchers redeemed in 2023 was +208%, at £55,477 made up of £19,286 for neutering and £36,191 for medical treatments. This compares to £17,969 in 2022 made up of £6,024 in neutering and £11,945 in welfare.

On average we issued 32 neuter vouchers and 39 welfare assistance vouchers a month in 2023. Our average spend on welfare assistance was £114.50 compared to £105.70 in 2022 (based on vouchers redeemed).

We have been pleased to supply local food banks with pet food after receiving monies from a trust. We matched the funding given, so we have been able to assist even more people and their pets. Food banks held at our Ipswich Clinic are also being organised for 2024. The branch also provided cards detailing the welfare assistance available and circulated these to places such as the CAB, etc.

It became clear during 2023 that significant work needed to be carried out at the Clinic, which will be undertaken in 2024.

The Trustees believe that the statistics detailed above demonstrate that the branch's activities significantly improve animal welfare in the Branch area and that its core purposes are being achieved.

Charity Shops

The Branch runs five charity shops: two in Ipswich, one in Felixstowe, one in Stowmarket, and one in Bury St. Edmunds. Our Bury shop opened in December 2023, and in addition to traditional charity retail, it features a small, simple café serving hot drinks and pre-prepared food.

In addition to raising vital funds for the Branch, the shops help raise awareness of our work by displaying rehoming and event posters and signposting members of the public to help. Additionally, our shops help recycle and upcycle donations, helping the environment.

Through the hard work of our Shop Managers and volunteers, in 2023, we claimed just under £26,000 of Gift Aid on donations to our Charity Shops. This figure is up 20.5% compared to 2022.

We are very reliant on the profit from the shops, which is a vital part of our income, and are sincerely grateful for all the donations. We were especially thrilled that the shops' combined turnover was £321,765 in 2023, a 12% increase compared to 2022, which is a tremendous achievement. This is down to the hard work of the shop managers and volunteers.

The trustees are considering employing a Retail Development Manager to support the growth of the existing shops, set up new shops and move forward with the online sales of donated goods.

Fundraising activities

Our Safe Haven sponsorship scheme, whereby members of the public can sponsor animal accommodation at our Animal Centre, and the events that we organised and attended continue to be an important part of our income and branch awareness.

Both volunteers and employees raised money for the branch, although volunteers carried out most of the face-to-face fundraising. No professional fundraisers or commercial participants were involved in any fundraising activities.

The Branch is registered with the Fundraising Preference Service (FPS). The FPS is a free service run by the Fundraising Regulator that helps people stay in touch with the charities they want to and end contact with those they don't.

Fundraising expenditure remains modest, as the branch relies heavily on volunteers.

In the Autumn of 2023, our Corporate and Community Fundraiser came on board, and has hit the ground running. Lorna Goodwin's scope includes developing and delivering the charity's corporate and community fundraising initiatives, including event management, event attendance, volunteer management and corporate partnership management, to generate income and in-kind benefits for the Branch.

Trustees monitor fundraising activity through regular Committee and subcommittee meetings, ensuring that activities adhere to legal requirements and best practices.

Social media and our website play a very important part in our work, especially in the re-homing of animals, enabling us to showcase our animals to a large audience. We are very active on Facebook, and our Animal Centre Manager works hard to make posts engaging. At the end of 2023, we had over 12,000 followers on Facebook and nearly 2000 followers on Instagram. Our biggest audience is women in the Ipswich area. Work began on preparing for our new website to increase traffic, add functionality and improve the user experience.

2024 is the RSPCA's 200th anniversary year. We look forward to working with the National Society and their campaigns to promote our work to a wider audience and raise more funds to meet the growing animal welfare needs in our Branch area.

Our Volunteers

Our volunteers, who number approximately 135 and to whom we are deeply indebted, provide invaluable support and give their free time generously and readily. The branch would not function without the continued support of these volunteers who help with all areas of our work. Like many organisations in the sector, we continue to find it more difficult to recruit volunteers for our fundraising, especially store collections and our charity shops.

Thank Yous

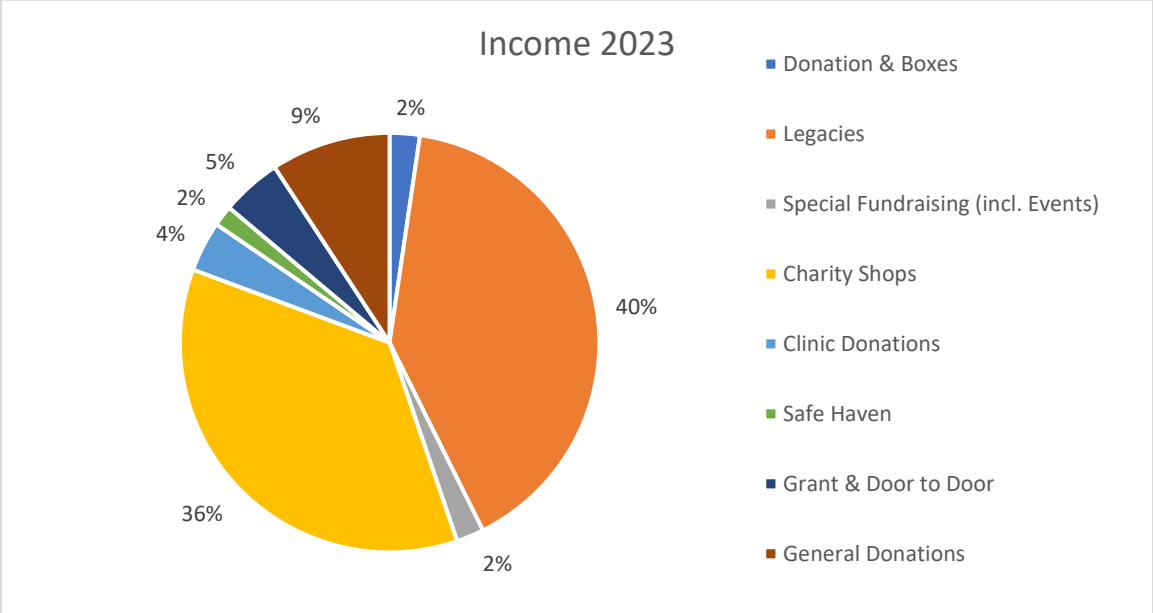
We would like to take this opportunity to thank The Dr Sheila Millar Danks Charitable Trust, Ryder Davies Vets, The Barn Vets, Cedarwood Vets, Bury St. Edmunds Veterinary Centre, , Amazon, Pets at Home, Hughes, Tuddenham Press Limited, and Suffolk ProHelp.

The Branch received seven complaints in 2023, which were dealt with and resolved by the Branch Manager and/or Trustees with assistance from the National Society where needed.

Financial Summary

Total expenditure was £1,134,675 and total income was £941,008 The main income items were:

Donations and boxes	£20,851
Legacies	£361,651
Special Fundraising (incl. our events)	£19,020
Charity Shop	£321,765
Clinic Donations	£34,791
Safe Haven	£14,284
Grants and Door to Door	£41,569
General Donations	£82,758
RSPCA West Suffolk Monies	N/A



Risk Analysis

The Branch has carried out a review to identify major risks and has taken steps to mitigate them. The major risks identified are: -

- loss of reputation through error or fraud
- loss of income through error or fraud
- loss of income through poor investment performance
- insufficient Trustees for the Branch to continue

- insufficient volunteers for the fund-raising activities
- insufficient funds to cover the cost of animal welfare activities
- inability to operate the Animal Centre, Shops or Clinic because of fire, pandemic or other destruction

The Branch operates within the framework of the Society's rules and guidelines and it is the opinion of the Trustees that the Branch's policies, procedures and controls are adequate to mitigate financial and reputation loss through error or fraud and to maintain the future financial viability of the Branch. There is an ongoing awareness of the need to recruit further Trustees and volunteers.

The review of Branch policies and procedures continued in 2023, and any necessary alterations were made to ensure we continued to comply with legislation and other regulations.

The Branch instituted a risk register, broken down into sections (Compliance, External, Financial, Governance, and Operational). Discussions were held regularly at Committee meetings to assess the likelihood and impact of various identified risks, current mitigation efforts and further actions, if required / possible.

Reserves Policy

It is the Branch's policy to maintain sufficient funds in reserve to cover maintenance of all Branch property plus keeping available monies to meet known future commitments. In addition, where funds are raised, donations given and/or legacies received for specific purposes, they must be kept separate until that purpose arises. To meet these obligations, the Branch aims to maintain a reserve level of 9 months.

We can confirm that these funds are sufficient to meet all on-going items of expenditure, including rent for the Charity Shops and all other known or anticipated obligations. There are no likely delays foreseen in realising those assets when need arises.

Investment Policy

We confirm that all investments both present and future have been or will be acquired in accordance with the powers available to the Trustees. All investments are reviewed on an annual basis in conjunction with forward-planning discussions.

Looking Back

The cost of running our branch operations for this last year were £1,134,675 against our total income from all sources of £941,008.

The branch continues to be very reliant on legacies, which is an unpredictable source but a very important income stream. Our earned income through our charity shops and fundraising is doing remarkably well, given the circumstances. We continue to see a general increase in overheads, pretty much across the board, a situation we anticipate will continue into 2024.

Future Plans

The following activities summarise our ambitions for the next 12-24 months:

- Commitment to putting the whole animal's welfare first in our rehabilitation and rehoming work, recognising that their psychological needs are as important as their physical and clinical well-being and investing in services and care that respond to both.

- Increasing and diversifying our fundraising efforts, seeking to reduce reliance on legacy income whilst recognising that gifts in Wills are a vital and highly-valued source of funds.

- Continually reviewing and monitoring expenditure on core costs, especially those that are subject to increases outside of our control, such as rising vet bills and electricity costs, seeking ways to reduce or offset these without impacting our services or care.

- To increase our impact and presence in West Suffolk to ensure animals and their owners across our branch area have access to the support they need and that the people of West Suffolk know how to support us, or seek support from us.

Trustees' Responsibilities

Under the Charities Act 2011, the Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the situation of the charity at the end of the year and of its incoming resources and the application of such resources during the year.

In preparing the statement, the Trustees are required to: -

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are prudent and reasonable;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records that disclose the charity's financial position with reasonable accuracy and enable them to ensure that the financial statements comply with the applicable law, regulations, and Trust Deed.

The Trustees are also responsible for safeguarding the charity's assets and taking reasonable steps to prevent and detect fraud and other irregularities.

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2023

The Trustees would like to sincerely thank all those who have helped and continued to show their dedication and commitment to animal welfare in the Branch area.

Our aim for the branch is to increase the number of animals we assist, ensuring we can support pets and their owners across the branch area.

We will continue to provide valuable service and support across the branch area per our aims and objectives.

I would like to pay tribute to all our branch team and the volunteers who support them. They all, at times, go above and beyond the call of duty to ensure that our vital animal work here in Suffolk continues. A great big thank you to you all.

A special thank you to all my fellow trustees for all their support to me and the branch.

Approved by the Trustees on 29th May 2024 and

Signed on their behalf by Jean Short

Mrs Jean Short
Hon. Chairman

Legacies Received

We are indebted to those who leave legacies to the Branch and to those family and friends who donate in memory of someone special. Their generosity will help us to continue our vital local animal welfare work. We are always touched when money is left to the branch in this way and it is very special to us and will continue to be so.

Form of Bequest

If you wish to support RSPCA Suffolk Central Branch and their animal welfare work in Suffolk by leaving a legacy in your will, please note that the bequest should be worded as follows to avoid any uncertainty: -

"I give, devise and bequeath to the RSPCA Suffolk Central Branch, registered charity number 206269, the sum of £..... or the whole (or a share) or my residuary estate for its general charitable purposes. I declare that the receipt of the Honorary Treasurer or other proper officer of such Branch shall be a full and sufficient discharge of this legacy".

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2023

Branch Contact Details:

Telephone: 0300 999 7321
Email: info@rspca-suffolkcentral.org.uk
Website: www.rspca-suffolkcentral.org.uk
Facebook: www.facebook.com/rspcasuffolkcentral
Instagram: www.instagram.com/rspca_suffolkcentral
LinkedIn: https://www.linkedin.com/company/rspca-suffolk-central

Martlesham Animal Centre, Mill Lane, Martlesham, IP12 4PD
Tel: 0300 999 7321 or info@rspca-suffolkcentral.org.uk
Open to the Public: Mon – Saturday 11.30am–3.30pm (Closed Wednesday) and Sunday 1.30-3.30pm.
(Please Note: Saturday and Sunday are by appointment only)
Telephone lines are open from 9am-4.30pm, 7 days a week.

Clinic, 35A St. George Street, Ipswich, IP1 3NF
Tel: 01473 231972 or clinic@rspca-suffolkcentral.org.uk
Open to the Public: Tues 12-1pm and Fri 12-1pm
Telephone lines answered between 10.30am-1.30pm on Tuesday and Friday

Welfare / Financial Assistance Line
0300 330 1406
Option 1 – Welfare Assistance and Option 2 – Neutering
or welfare@rspca-suffolkcentral.org.uk

Educational Talks and Tours
Mrs Gill Hendry – education@rspca-suffolkcentral.org.uk or info@education@rspca-suffolkcentral.org.uk.

Ipswich Charity Shop, 1-3 Tacket Street, Ipswich, IP4 1AU
Tel: 01473 253420 or email tacketstreet.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday – Friday incl. 9am-4.30pm and Saturday 9am-4pm.

Ipswich Charity Shop, 15 Reynolds Road, Ipswich, IP3 0JL
Tel: 01473 7144782 or email reynoldsroad.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 10am-4pm.

Felixstowe Charity Shop, 144a Hamilton Road, Felixstowe, IP11 7DS
Tel: 01394 275350 or email felixstowe.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Friday incl. 9am-5pm and Saturday 9.30am-4.30pm.

Stowmarket Charity Shop, Meadow Centre, Wilkes Way, Stowmarket, IP14 1DE
Tel: 01449 259036 or email stowmarket.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 9.30am-4.30pm.

Bury St. Edmunds Charity Shop, Bartons Retail Park, Barton Road, Bury St. Edmunds, IP32 7BE
Tel: 01284 240246 or email buryse.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Thursday incl. 10am-5pm, Friday 10am-6pm and Saturday 10am-5pm.

National RSPCA Helpline/Cruelty Line: 0300 1234 999.

National RSPCA Website**:** www.rspca.org.uk

Our cover star:

Our cover star this year is handsome Hugo. Hugo is a super sweet and affectionate boy who loves having people around him and getting as much attention as possible. Hugo does have a facial deformity, but this does not affect his quality of life - if anything, we think this adds to his brilliant character. This gorgeous chap has now been waiting for a home for 7 months.

Please note: The RSPCA Chief Inspector's Report for the Essex and Suffolk Group for 2023 is available on our website.

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Prior Period Total Funds 2022 £
Incoming Resources					
Revenues, grants, legacies & donations		537,619	37,305	574,924	1,539,800
Activities for generating funds		348,909	0	348,909	309,355
Investment Income		17,175	0	17,175	4,947
Covid Grants		0	0	0	22,513
Total Incoming Resources	**3**	903,703	37,305	941,008	1,876,615
Costs of activities in furtherance of the charities objectives	**4a**	733,175	0	733,175	625,272
Cost of raising and generating funds	**4b**	293,576	0	293,576	265,368
Management & Administration of the charity	**4c**	107,924	0	107,924	107,903
		1,134,675	0	1,134,675	998,543
Net Incoming Resources before Transfers		-230,972	37,305	-193,667	878,072
Gain/Loss on Disposal of Investments		0	0	0	0
Transfers		0	0	0	0
Total funds brought forward		2,804,784	0	2,804,784	1,926,712
Total funds carried forward		2,573,812	37,305	2,611,117	2,804,784

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners in England and Wales and is reconciled to the total funds as shown in the Balance Sheet on the following page as required by the said Statement.

RSPCA Suffolk Central Branch
Balance Sheet
31st December 2023

	Notes		2023 £		2022 £
Fixed Assets					
Tangible Assets	2		1,200,664		1,205,078
Investments	10		0		0
			1,200,664		1,205,078
Current Assets					
Stock		4,101		4,102	
Debtors	7	558,012		634,468	
Cash at Bank and In Hand	6	900,144		1,007,009	
		1,462,257		1,645,579	
Creditors:					
Amounts due within one year	8	51,804		45,873	
Net Current Assets			1,410,453		1,599,706
Total assets less current liabilities			2,611,117		2,804,784
Creditors:					
Amounts due after more than one year	9		0		0
Net assets			2,611,117		2,804,784
CAPITAL & RESERVES					
Income Funds					
General Funds	13		2,573,812		2,804,784
Restricted Funds	5		37,305		0
			2,611,117		2,804,784

The financial statements on pages 20 to 31 were approved and authorised for issue by the Trustees on 29th May 2024, and signed on their behalf by:-

Jan Short

Mrs J Short
Trustee

Date: 29th May 2024

RSPCA Suffolk Central Branch
Statement of Cash Flows
for the year ended 31 December 2023

	Notes		2023 £		2022 £
Cash flow from operating activites	**19**		- 109,131		289,954
Interest paid			-		-
Net cash flow from operating activites			- 109,131		289,954
Cash flow from investing activities					
Net cash inflow from West Suffolk branch				95,627	
Payments to acquire tangible fixed assets		- 14,909		- 65,856	
Interest received		17,175		4,947	
Net cash flow from investing activities			2,266		34,718
Net increase / (decrease) in cash and cash equivalents			- 106,865		324,672
Cash and cash equivalents at 1 January 2023			1,007,009		682,337
Cash and cash equivalents at 31 December 2023			900,144		1,007,009
Cash and cash equivalents consists of:					
Cash at bank and in hand			900,144		1,007,009
Cash and cash equivalents at 31 December 2023			900,144		1,007,009

RSPCA Suffolk Central Branch
Notes to the Accounts
31 December 2023

1) **Accounting policies**

1.1 **Basis of preparation of accounts**

RSPCA Suffolk Central Branch is an unincorporated charity in England. The address of the registered office is given in the charity information page on page 3 of these financial statements. The nature of the charity's operations and principal activities are also included on page 3 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and the UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 **Stocks**

Stock comprises of goods for resale in order to produce income to further the charity's objects and is valued at the lower of cost or net realisable value.

1.3 **Tangible fixed assets for use by the charity and depreciation**

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets less their estimated residual value, over their expected useful lives on the following basis:-

Plant & machinery – 20 %
Motor vehicle – 10 %
Building sheds – 20 %
Ferret & Cattery houses – 10 %
Shop fiitings - 10%
Aviary - 10%

No depreciation is charged on the freehold land and buildings. In the opinion of the Trustees the buildings are maintained to such a standard that depreciation is not required.

1) **Accounting policies (continued)**

1.4 **Legacies**

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

1.5 **Incoming resources**

Incoming resources from the charity shops and from investments is included when received.

1.6 **Resources expended**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

1.7 **Unrestricted funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

1.8 **Designated funds**

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

1.9 **Reserves policy**

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim is to ensure the charity will be able to continue to fulfil it's charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unecessarily.

1.10 **Risk assessment**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

1.11 **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance lease are capitalised as fixed assets. Obligations under such agreements are included in creditors. The difference between the capitalised cost and the total obligation under the lease represents the finance charges. Finance charges are written-off to the SOFA over the period of the lease so as to produce a constant periodic rate of charge.

1.12 **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.13 **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1) **Accounting policies (continued)**

1.14 **Cash and cash equivalents**

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.15 **Financial Instruments**

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in the statement of financial activities, except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year and not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective rate of interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilties. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1) **Accounting policies (continued)**

1.16 **Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

These include judgements relating to the amount of legacies bequeathed included in other debtors. These have been included on the basis of information available to the Trustees and on reports provided by the legacy department of the RSPCA HQ, who have deemed the receipt of these legacies to be probable in accordance with the Statement of Recommended Practice (FRS102) October 2019.

The amount recognised in debtors at 31st December 2023 amounted to £521,185.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

1.17 **Government grants**

The charity received government grants in respect of financial assistance following the economic effects of covid-19. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably If entitlement is not met then these amounts are deferred.

RSPCA Suffolk East & Ipswich Branch
Notes to the Accounts
for the year ended 31 December 2023

2) TANGIBLE FUNCTIONAL FIXED ASSETS

		Land and Buildings	Buildings Sheds	Motor Vehicles	Plant, Machinery	Shop Fittings	Ferret & Cattery Houses	Animal Home Improvements (including Project Winston)	Millar Danks Aviary	Total
		£	£	£	£	£	£			£
Cost at	01-Jan-23	532,517	7,029	44,934	19,263	24,435	106,101	636,893	25,337	1,396,509
Additions		0	0	0	0	14,909	0	0	0	14,909
Transfers										0
Disposals										0
Cost at	31-Dec-23	532,517	7,029	44,934	19,263	39,344	106,101	636,893	25,337	1,411,418
Depreciation at	01-Jan-23	0	0	12,826	16,803	24,293	106,101	31,197	211	191,431
Charge		0	0	3,349	920	267	0	12,253	2,534	19,323
Disposals										0
Depreciation at	31-Dec-23	0	0	16,175	17,723	24,560	106,101	43,450	2,745	210,754
Net Book Value	31-Dec-23	532,517	7,029	28,759	1,540	14,784	0	593,443	22,592	1,200,664
Net Book Value	31-Dec-22	532,517	7,029	32,108	2,460	142	0	605,696	25,126	1,205,078

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2023

3) INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a) Donations, Legacies and Similar Incoming Resources				
Door-to-Door collections	41,569		41,569	41,685
Grants	0		0	1,500
General	47,758	35,000	82,758	97,832
Animal Home-other	15,093		15,093	15,255
Collection Boxes	1,837		1,837	1,273
Clinic Collections	34,791		34,791	27,914
Special Efforts	16,715	2,305	19,020	44,984
Legacies	361,651		361,651	1,192,280
Subscriptions	704		704	617
Safe Haven	14,284		14,284	13,786
Funeral Donations	3,217		3,217	3,251
West Suffolk Branch distribution	0		0	99,423
	537,619	37,305	574,924	1,539,800
b) Income from Activities for Generating Funds				
Identichip	208		208	170
Donations Shops	5,831		5,831	3,018
Sales (Animal Home)	21,105		21,105	19,256
Shop Takings	321,765		321,765	286,911
	348,909	0	348,909	309,355
c) Investment Income				
Interest Receivable	17,175		17,175	4,947
	17,175		17,175	4,947
d) COVID Grants				
Kickstart	0		0	22,513
	0	0	0	22,513

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2023

4) RESOURCES EXPENDED

a) Costs of Activities in Furtherance of the Charitable Objectives	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
Animal Home	611,434		611,434	505,344
Clinic	67,789		67,789	54,072
Veterinary Surgeon	53,952		53,952	65,856
17b & 17c	**733,175**	**0**	**733,175**	**625,272**
b) Costs of Generating Funds				
Charity Shops **17a**	**293,576**		**293,576**	**265,368**
c) Resources Expended on Managing and Administrating the Charity				
Telephone/Postage Costs	531		531	1,117
Sundry	7,067		7,067	6,463
Independent Examiners Fee	3,845		3,845	860
Advertising	909		909	0
Auditors Fees	0		0	6,000
Insurance	0		0	330
Staff Costs	95,572		95,572	93,133
	107,924		**107,924**	**107,903**

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2023

5) RESTRICTED FUNDS	Balance 01-Jan-23 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-23 £
Donations for projects	0	37,305	0	0	37,305
	0	**37,305**	**0**	**0**	**37,305**

Donations for specific projects were received during the year and no costs had been incurred at the year end.

6) CASH AT BANK AND IN HAND	2023 £	2022 £
Current Account	39,756	26,907
High Interest Savings Account	225,000	370,530
Cash In Hand	388	428
Melton Building Society	0	85,566
Monmouthshire Building Society	85,000	86,104
Virgin Money	85,000	85,920
Skipton Building Society	85,000	85,264
Cambridge & Counties	85,000	89,269
Nationwide Building Society	85,000	85,544
The Cambridge	85,000	91,477
Redwood	75,000	0
Charity 1yr Fixed	50,000	0
	900,144	**1,007,009**

7) DEBTORS AND PREPAYMENTS	2023 £	2022 £
Trade Debtors	738	3,035
Taxation Recoverable	22,841	17,935
Prepayments	1,542	0
Other Debtors	532,891	613,498
	558,012	**634,468**

8) CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023 £	2022 £
PAYE, NI and Pensions	3,091	6,231
Accrued Expenses	5,063	6,000
Trade Creditors	43,650	33,642
	51,804	**45,873**

9) CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

The charity held no long term creditors during this or the previous financial period.

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2023

10) FIXED ASSET INVESTMENTS

	Property Investments £	Listed Investments £	Unlisted Investments £	2023 £	2022 £
Cost or valuation					
At 1 January 2023	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Realised Gain on Investments	-	-	-	-	-
At 31st December 2023	-	-	-	-	-
Cash held by investment advisors				-	
Total Investments including cash		At 31st December 2023		-	
Total Investments including cash		At 1st January 2023		-	

	Property Investments £	Listed Investments £	Unlisted Investments £	2023 Total £	2022 Total £
Historical Cost (excluding cash) held by investment advisors					
At 31st December 2023	-	-	-	-	-
At 1st January 2023	-	-	-	-	-

11) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
Fixed Assets and Investments	1,200,664		1,200,664	1,205,078
Cash	862,839	37,305	900,144	1,007,009
Net Current Assets	510,309		510,309	592,697
Liabilities (Due in more than one year)	0		0	0
	2,573,812	37,305	2,611,117	2,804,784

12) STAFF COSTS AND NUMBERS

	2023 £	2022 £
Gross Wages and Salaries	557,333	525,202
Employers Pensions	19,075	18,102
Employer's National Insurance Costs	32,665	30,987
	609,073	574,291

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £19,075 (2022: £18,102).

Employees who were engaged in each of the following activities:

	2023 No.	2022 No.
Cost of generating funds/fund raising	13	13
Activities in the furtherance of the organisation's objectives	20	21
	33	34

The charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments of £60,000 or above.

13) UNRESTRICTED FUNDS

	At 01-Jan-23 £	Income £	Expenditure £	Investment Gains £	Transfers £	At 31-Dec-23 £
General Reserve	2,804,784	903,703	1,134,675		0	2,573,812
	2,804,784	903,703	1,134,675	0	0	2,573,812

The General Reserve represents the free funds of the charity which are not designated for particular purposes.

14) TRUSTEES AND OTHER RELATED PARTIES

No payments or reimbursements of expenses were made to trustees or any persons connected with them during the financial period. No other material transaction took place between the organisation and a trustee or any person connected with them.

15) COMMITMENTS

At 31st December 2023 the charity has commitments under non-cancellable operating leases as follows:-

Expiry date:	2023 Land and Buildings £	2023 Other £	2022 Land and Buildings £	2022 Other £
Within one year	81,750	0	54,250	0
Two to five years	220,875	0	100,750	0
Over five years		0	0	0
	302,625	0	155,000	0

£64,913 lease payments have been recognised as an expense during the year (2022: £65,762).

Capital expenditure contracted for but not provided in the financial statements was £nil (2022: £nil).

16) FINANCIAL INSTRUMENTS

	2023 £	2022 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	533,629	616,533
Carrying amount of financial liabilities		
Measured at amortised cost	48,713	39,642

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2023

17a) Costs of raising and generating funds - Shops	Ipswich Reynolds Road £	Felixstowe £	Ipswich Tacket Street £	Stowmarket £	Bury £	Total 2023 £	Total 2022 £
Rent	5,720	15,751	22,049	21,040	353	64,913	65,762
Legal Fees	0	0		0	5,342	5,342	1,250
Rates	288	441	410	365	571	2,075	3,130
Electricity	2,041	3,237	9,557	10,053	174	25,062	10,970
Administration	4,374	4,511	3,908	3,814	1,654	18,261	14,253
Repairs and Renewals	3,112	1,246	4,937	2,498	5,433	17,226	17,086
Telephone	302	308	511	247		1,368	1,315
Staff Costs	35,472	35,673	38,067	36,349	9,801	155,362	150,067
Goods for Sale	88	1,062	447	176	693	2,466	977
Insurance	0	456	730	212	103	1,501	558
	51,397	62,685	80,616	74,754	24,124	293,576	265,368

17b) Costs of activities in furtherance of the charities objectives - Animal Home	Unrestricted Funds £	Restricted Funds £	Restricted Funds £	Restricted West Suffolk £	Total 2023 £	Total 2022 £
Animal Costs	68,496				68,496	40,230
Staff Costs	353,709				353,709	326,198
Repairs and renewals	19,534				19,534	16,252
Rates	3,896				3,896	2,208
Electricity	43,167				43,167	29,817
Administration	27,741				27,741	21,404
Boarding out costs	561				561	24,903
Depreciation	19,323				19,323	25,391
Van expenses	5,287				5,287	9,225
Telephone	2,220				2,220	1,972
Forest House	1,339				1,339	5,909
Identichips	0				0	0
Vet fees - animal home	53,952				53,952	42,552
Vet fees - almoning	65,501				65,501	23,304
Cost of Goods Sold	660				660	1,835
Loss on disposal of fixed assets	0				0	0
	665,386	0	0	0	665,386	571,200

17c) Costs of activities in furtherance of the charities objectives - Clinic	Unrestricted Funds £	Restricted Funds £	Restricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Rates	1,168				1,168	560
Electricity	3,310				3,310	337
Administration: Vet attendance	54,298				54,298	45,343
Other	1,624				1,624	950
Repairs and renewals	960				960	834
Telephone	363				363	276
Staff Costs	6,066				6,066	5,772
	67,789				67,789	54,072

18) LEGACIES

In accordance with the Statement of Recommended Practice (FRS102) legacies are recognised in the accounts when receipt is probable. Legacies notified but unreceived at 31st December 2023 included in debtors and income amounted to £521,185 (2022: £610,285).

19) RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASHFLOW FROM OPERATING ACTIVITIES

	2023 £	2022 £
Net income/(expenditure) for the year	-193,667	878,072
Net cash inflow from West Suffolk branch	0	-95,627
Interest received	-17,175	-4,947
Depreciation	19,323	25,392
(Increase)/decrease in stock	1	-1,309
(Increase)/decrease in debtors	76,456	-530,180
Increase/(decrease) in creditors	5,931	18,553
Net cash flow from operating activities	-109,131	289,954

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SUFFOLK CENTRAL BRANCH

England & Wales - Charity number 206269

Accounts

Suffolk Central Branch
Registered Charity No.206269

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER 2022

RSPCA Suffolk Central Branch
Charity Registration No: 206269



RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2022

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RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2022

Reference and Administrative Information

Charity Name	Royal Society for the Prevention of Cruelty to Animals Suffolk Central Branch *(formerly Royal Society for the Prevention of Cruelty to Animals Suffolk East & Ipswich Branch)*
Charity No:	206269
Financial Year:	1st January to 31st December 2022

Names of Charity Trustees

Name	Office if applicable	Dates acted, if not for whole year	Name of person (or body) entitled to appoint trustees
Ursula Austin		13.10.21 to 07.01.22	
Ian Hendry			Branch Members at Annual General Meeting (08.06.2022) and Secondments by Branch Committee during the year
Darren King			
Jane "Lesley" Newton	Hon. Secretary		
Jean Short	Hon. Chairman		
Mary Taylor	Hon. Treasurer		
Stephen Taylor	Hon. Vice Chairman		

The existing Trustees appoint any new Trustees following the provisions laid out in the organisation's governing instrument.
The Trustees who held title to property on behalf of the charity at the date of this report are Jean Short, Mary Taylor and Stephen Taylor.
Our Hon. President is Sue Southgate.

LEGAL STATUS	Unincorporated Charity
GOVERNING INSTRUMENT	RSPCA Branch Model Rules Revised 2012
OBJECTS	Promotion of kindness and prevention of cruelty to animals with particular reference to the area of benefit covered by the Branch, i.e., East and West Suffolk and Ipswich.
PRINCIPAL ADDRESS	RSPCA Animal Centre, Mill Lane, Martlesham, IP12 4PD
PRIMARY BANKERS	HSBC Bank Plc 12 Tavern Street Ipswich Suffolk, IP1 3AZ
AUDITORS	BG Audit LLP 7 Three Rivers Business Park Felixstowe Road Foxhall Ipswich, IP10 0BF

Independent Auditor's Report to the Trustees of RSPCA Suffolk Central Branch

Opinion

We have audited the financial statements of RSPCA Suffolk Central Branch (the 'charity') for the year ended 31st December 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cashflows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st December 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other matters

The financial statements of the Charity for the year ended 31st December 2021 were not audited as the requirements for an audit were not exceeded.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 14, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the Charity and industry, we identified that the principal risks of non-compliance with laws and regulations related to licensing for the animal centre as granted by the RSPCA HQ, and considered the extent to which non-compliance might have a material effect on the financial

statements. We also considered those laws and regulations that impact directly on the preparation of the financial statements.

We considered managements incentives and opportunities for fraudulent adjustments to the financial statements including override of controls and determined that the principal risks were related to inappropriate journal entries or fraudulent transactions that would result in the misstament of funds.

Audit procedures included:

- Making enquiries of management for known or suspected instances of fraud or non-compliance with laws and regulations.
- Consideration of management's procedures for the security of data.
- Consideration of management's procedures for detecting and preventing fraud, including controls.
- Reviewing journal entries to identify material or unusual transactions.
- Reviewing licensing inspection reports issued by RSPCA HQ.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the FRC's website at: https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for. This description forms part of our auditor's report.

Use of our report
This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

J. J. Oakley

Jonathan Oakley F.C.A.
For and on behalf of BG Audit LLP
Statutory Auditor

Date: 5th June 2023

7 Three Rivers Business Park
Felixstowe Road, Foxhall
Ipswich
IP10 0BF

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2022

The Trustees present their Report and Financial Statements

Objectives and Principal Activities of the Charity

The objectives of the Branch are to promote the work and objects of the RSPCA – to promote kindness and/or to suppress cruelty to animals by all lawful means – with particular reference to the area of the Branch, in accordance with the policies of the National Society.

The Branch's animal welfare work, although local in nature, benefits society at large and also aims to help people in need with the care of their animals. This report illustrates the main activities of the Branch and shows the benefit provided to the public.

The key aims of the Branch are to find suitable new homes for as many animals as possible, and to provide proper care to all animals which come into our Branch, particularly those who have been mistreated or abandoned. To also provide subsidised treatment through our Clinics and Animal Welfare team for those members of the public who cannot afford normal veterinary fees.

Animals taken into our care for re-homing are assessed, receive veterinary treatment, flea and worm treatment, vaccinations, neutering and microchipping as needed. If an animal is not old enough to be neutered, a voucher is given to the adopter for when the animal reaches the appropriate age, and this is closely monitored. This work helps to control the incidence and spread of disease and suffering and promotes responsible pet ownership and both human and animal health.

We re-home animals in our care for a reasonable adoption fee to people able to have a companion animal. It would not be in the best interests of the animals, and therefore would fall outside our objects, to re-home to those who do not meet our rehoming criteria.
A virtual or face to face home visit is carried out prior to rehoming for all the animals that we re-home, as well as post adoption follow ups to see how the animals are getting on in their new homes.

Our Animal Centre in Martlesham supports our local RSPCA Inspectorate team by taking in unwanted, mistreated or abandoned animals, as well as taking in pets whose owners are no longer able to care for them, through ill health, financial difficulties, changes in their circumstances, or whose owners have passed away. We continue to have a very good working relationship with the Inspectorate team and thank them for all they do. In 2022 38% of animals taken into our care were brought in by the Inspectorate.

We also take in wildlife that is in need of assistance and, when necessary, the wildlife is transferred to the RSPCA East Winch Wildlife Hospital in Norfolk.

We assist those who cannot afford veterinary treatment for their animals, by running a Veterinary Clinic in Ipswich where heavily subsidised veterinary consultations and basic

treatments are provided to those residing in the Branch area. Vet practices that we partner with will also see eligible welfare clients at their surgery so that we are able to help pets and their owners across our branch area. We operate an income-based welfare assistance scheme which enables the Branch to issue a welfare assistance voucher to help cover veterinary treatment costs for urgent or emergency veterinary care. The people who benefit from these schemes, would otherwise be unable to afford help for their animals, which could result in the animal suffering, or require them to relinquish the pet into the care of a rescue centre. We support keeping pets and their owners together wherever possible and suitable, as we recognise the important bond between animals and people and as we wish to minimise pressure on already-full rescue centres like ours.

The Branch feels neutering of companion animals is a priority and runs neutering schemes where the cost of neutering is heavily subsidised. During 2022 we continued to offer reduced neutering for dogs, cats and rabbits for those on low incomes. This assists members of the public, who would not be able to fund the full cost of the operation themselves and, in animal welfare terms, is a preventative measure to reduce the numbers of unwanted animals and promotes responsible pet ownership. In addition, from the Autumn onwards we offered all those living in certain postcode areas of West Suffolk, 50% off the cost of dog neutering and to have their cat neutered for only £15.

We also continue to provide low-cost microchipping of companion animals at our Animal Centre and through our network of partner vets.

We take in lost and stray animals (excluding dogs) and take steps to reunite them with their owners. The collection or intake of stray dogs is the responsibility of the Local Authority Dog Warden. In 2022 we moved from using the Pets Located online facility for lost and found animals to Animal Search UK, as this is the facility that the National RSPCA Inspectorate team are using. It is a free service for the public to use compared to Pets Located where there is a fee. It is also now the leading search service for missing pets in the UK.

The Branch is registered for Gift Aid which increases the value of donations to the Branch by allowing us to reclaim tax on the donations. Not only can we claim Gift Aid on monetary donations, but we can also ask members of the public if they are willing/able to Gift Aid the donations which they bring to our charity shops.

The Charity owns the Animal Centre at Martlesham, the two houses adjacent to the Centre, namely Forest House and Sunnyland and the Clinic situated at St Georges Street, Ipswich (all freehold). Animal Centre staff members reside in the two houses adjacent to the Centre, providing overnight cover as and when needed. A lease is held on each of the four charity shops.

We support the National Society, other branches and local animal welfare charities by helping with home visits, swapping and transferring animals, inviting them to have stalls at our events and collaborating on campaigns and fundraising events and initiatives.

At the end of December 2022, the Branch employed 30 staff members (23 FTE).

The Branch provides volunteering and work experience opportunities for those who wish to support our work and gain valuable experience including trusteeship, fundraising, helping in our shops, at the Clinic and at the Animal Centre. This benefits local people, colleges, schools and companies by providing the possibility of doing work which is compassionate and rewarding.

The Trustees have reviewed the outcomes and achievements of our objectives and activities for 2022, to ensure they remain focused on our aims, and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

There were no significant expenses paid to any of the Trustees during the financial year 1st January to 31st December 2022.

Advisors
HSBC Bank, Ipswich – Bankers
Prettys, Ipswich – Solicitors
BG Audit LLP, Ipswich - Auditors
Nick Barber Architects Ltd (pro bono)

Organisational Structure
The Society was founded on the 16 June 1824 and granted the "Royal" prefix by Queen Victoria in 1840. The current constitution of the RSPCA was created with the adoption of the Royal Society for the Prevention of Cruelty to Animals Act 1932; the work of the Society is governed by the RSPCA Act and by the Rules of the Society. Membership of the Society is by subscription and may be on a life, annual or junior basis.

The Branch is an unincorporated charitable association and a separately registered charity. It is hoped that all branches will be able to go down the CIO route and the National Society is working on this. We do believe this is the future for our branch. The limited liability of trustees will enable branches to attract trustees and make it easier to receive grants from other organisations.

The work of the RSPCA covers England and Wales. There are three management regions, namely; the North, Wales and Midlands and the South. We are part of the Wales and Midlands Region.

A local committee elected at the AGM governs the RSPCA Suffolk Central Branch. The Branch Committee must be a minimum of five members and a maximum of fourteen. The Committee is drawn from individuals who have been members of the Branch for at least three months (and have attended at least three meetings as an observer). The Trustees elected at the AGM may co-opt three additional Trustees during the year. Trustees are recruited through advertising and promotion. They receive ongoing training and support as necessary. They have individual and collective responsibility for the management of the Branch and its funds. For the majority of

2022, the Branch was governed by 6 trustees. The Branch Manager and supporting team will make it a priority to work on recruiting more trustees during 2023.

The day-to-day responsibility of the Animal Centre, Animal Welfare, Shops and Clinic has been delegated to the respective Managers with the Branch Manager heading up the team.

The Trustees hold monthly meetings at which decisions are made. There are also Sub-Committee meetings held to discuss areas such as fundraising. Additionally, Extraordinary Meetings are held as needed and an AGM is held in June.

Related Parties

There have been no related party transactions in the period 1 January – 31 December 2022.

Review of Activities

During the year, work continued to tie up the loose ends of the merger which included the transfer of monies from the former West Suffolk Branch into our account, meaning all assets are now accounted for under the Suffolk Central Branch. The merger included a commitment to provide an active presence in the West Suffolk area which was largely achieved through increasing welfare assistance support to people on low incomes. The branch engaged a private boarding establishment to take in animals from the West Suffolk area who may not be able to travel to our Animal Centre in Martlesham and to provide increased capacity; this arrangement was ended later in the year as we were able to accommodate all animals in need in our owned facilities. The branch also continued to seek alternative charity shop premises in West Suffolk, the RSPCA West Suffolk Branch having closed their shop in Bury St. Edmunds prior to the merger. Sadly, no suitable property was found so the branch continues the search. The merger also continued to impact expenditure as all shops required rebranding to reflect the new branch name.

In the September of 2022, we said goodbye to our first Branch Manager, Kim Puttock. Kim worked tirelessly for the branch over the 4 years she was with us and we thank her for all that she did. In January 2023, we welcome Gemma Walpole to the role who brings a wealth of charity experience and knowledge.

During the year the Branch took in 305 animals (215 for welfare reasons and 90 were for non-welfare reasons) and re-homed 263 animals. The Branch microchipped 292 animals. In addition, the Branch neutered 406 animals.

At our Animal Centre we are able to care for 21 dogs, 20 rabbits, 40 ferrets, 56 cats plus a number of small animals and birds, at any one time. On average we have around 90-100 animals living at the centre whilst they await their new homes. Cats continued to make up the greatest proportion in 2022, accounting for over 40% of animals in our care at any one time. However, it is increasingly the dogs in our care which take up the most time and resource to rehabilitate and rehome.

2022 has seen us accept more and more dogs who need not only health rehabilitation, but behavioural help too. Although we don't entirely attribute the rise in behaviour cases to the Covid pandemic, this could have had an effect.

We are seeing many more complex cases which require longer and more specialist behaviour intervention and training plans than ever before. We have invested our time, resources and funds in to making sure we can rehabilitate these dogs and see them successfully live a happy life after rescue, including by introducing a dedicated Behaviourist role. We know the increase of difficult behaviours is here to stay, and we are adapting accordingly to ensure we can provide the dogs coming into our care with what they need to thrive, even if it means a prolonged stay with us.

Also at our Animal Centre, we started work on applying for our new domestic aviary, the trustees started looking at having solar panels on site and a lot of groundwork and fencing work was undertaken to improve facilities for both animals and visitors. We finally had the grand opening of Project Winston in May; which included a wonderful new isolation block, new kennels and support block. The Centre returned to normal opening whereby members of the public could visit in person six days a week.

Volunteers play a vital role across the Branch and we are sincerely grateful to all our volunteers. At the Animal Centre the staff are very appreciative of their dedicated volunteer team who support their work.

We have a small, dedicated volunteer foster team and continue to work on increasing the number of fosterers we have on board. We are indebted to our fosterers as they provide a lifeline for animals who find the centre environment difficult and they can quite literally turn the life of these animals around, as detailed below.

Bruce the cat came into our care in May 2022 via an Inspector as a number of members of the public had seen him as a stray who was limping. Initially, the cattery team were not able to get very close to him without him giving them a warning swipe. It was clear that he had been living outside for most of his life and, unfortunately, after a blood test, we found out he had Feline Immunodeficiency Virus (FIV). This meant it was important that he was content to live as an indoor cat.

Sally our Receptionist stepped in to foster him over the Summer of 2022 and gradually gained his trust. Bruce went from being scared and defensive to greeting her with his signature headbutt. He started enjoying getting fuss from people, on his own terms of course, but we had the knowledge that he could live a stress free and happy indoor life. Happily, Bruce was adopted in October 2022 and as he is on medication for his arthritis, we get to see his adopters monthly when they pick up his prescription and everything seems to be very going well. At his post adoption home visit, he spent the whole time happily snoozing in his bed while our volunteer and the adopters chatted.

Social media and websites play a very important part in our work; especially in the re-homing of animals, enabling branches to showcase their animals to a much larger audience than was

previously possible. We are very active on Facebook, Instagram and also on TikTok from time to time. We currently have over 11,000 followers on our Facebook page alone.

Veterinary Clinic

At our Veterinary Welfare Clinic in St. Georges Street in Ipswich, 1940 animals were seen and treated. The Clinic continues to see a high demand for help. A welfare assistance scheme is in place at the Clinic to ensure that assistance is given to those in genuine need, i.e., those in receipt of benefits or on a low income. However, no animal in need will ever be turned away.

Our Ipswich Clinic saw 142 more animals in 2022 compared to 2021, with the overall expenditure on the Clinic going up some £5,900.

At our Ipswich Welfare Clinic some of the trends that we are seeing are a surprising increase in puppies coming in considering the cost-of-living crisis. Also, it is noticeable that people are leaving poorly animals longer before they bring them in to be seen by a vet. Demand for the low-cost pet food we sell has risen dramatically and it is clear this is a vital resource. In addition, the cost of medication is sadly increasing literally month on month.

With the cost of living increasing, it is clear that people are struggling to afford to pay the full amount of their vet's bills, even those who are not in receipt of benefits and this trend looks to be increasing well into 2023.

The Trustees believe that the statistics detailed above demonstrate that the branch's activities are making a significant difference to animal welfare in the Branch area and its core purpose is being achieved.

Charity Shops

The Branch runs four busy charity shops; two in Ipswich, one in Felixstowe and one in Stowmarket. As well as raising vital funds for the Branch, the shops help to raise awareness of our Branch and the work we do by displaying rehoming and event posters and signpost members of the public to help. Additionally, our shops help to recycle and upcycle donations, helping the environment.

In 2022 through the hard work of our Shop Managers and volunteers, we were able to claim £21,554 of Gift Aid through the donations given to our Charity Shops. This figure is up 95% compared to 2021.

We are very reliant on the profit from the shops, as this is a vital part of our income and are sincerely grateful for all the donations. We were especially thrilled to see that the shops combined turnover was just short of £300,000 in 2022, a 55% increase compared to 2021, which is a tremendous achievement. This was a welcome increase on previous years and a relief to return to normal trading after the Covid restrictions.

Fundraising activities

Our Safe Haven sponsorship scheme, whereby members of the public can sponsor animal accommodation at our Animal Centre, plus our events that we organised and attended continue to be a very important part of our income.

Both volunteers and employees carried out the fundraising on behalf of the branch, although the majority of the face-to-face fundraising was carried out by volunteers. There were no professional fundraisers or commercial participators involvement in any of the fundraising activities.

The Branch is registered with the Fundraising Preference Service (FPS). The FPS is a free service run by the Fundraising Regulator that helps people stay in touch with the charities they want to and end contact with those they don't.

Spend on fundraising activities remains modest, as the branch is heavily reliant on volunteers. Although the branch did employ its first-ever paid-for fundraising role, recruiting an Income & Engagement Manager, this was only filled for a short period and the branch continues to revise its approach to resourcing income generation.

Trustees monitor fundraising activity through regular Committee Meetings, and sub-committee meetings, ensuring that activities adhere to legal requirements and best practice.

Education and Talks

Our Educational Speaker, Gill, provides talks mainly to school children and presents to dozens of schools across our large branch area. In the last year she has been to many schools; as far apart as Martlesham and Haverhill. Gill will often take her animal puppet with her when she goes to see the younger children and have an interactive session. Sometimes she will be speaking to a whole school of about 500 children! In 2022 talks focussed on the work of our Animal Centre and having empathy with animals.

Our Volunteers

Our volunteers, who number approximately 80 and to whom we are deeply indebted, provide invaluable support and give their free time generously and readily. The branch would not function without the continued support of these volunteers who help with all areas of our work. Like many organisations in the sector, we continue to find it more difficult to recruit volunteers for our fundraising, especially store collections, and our charity shops, a trend which has continued post-pandemic.

Thank Yous

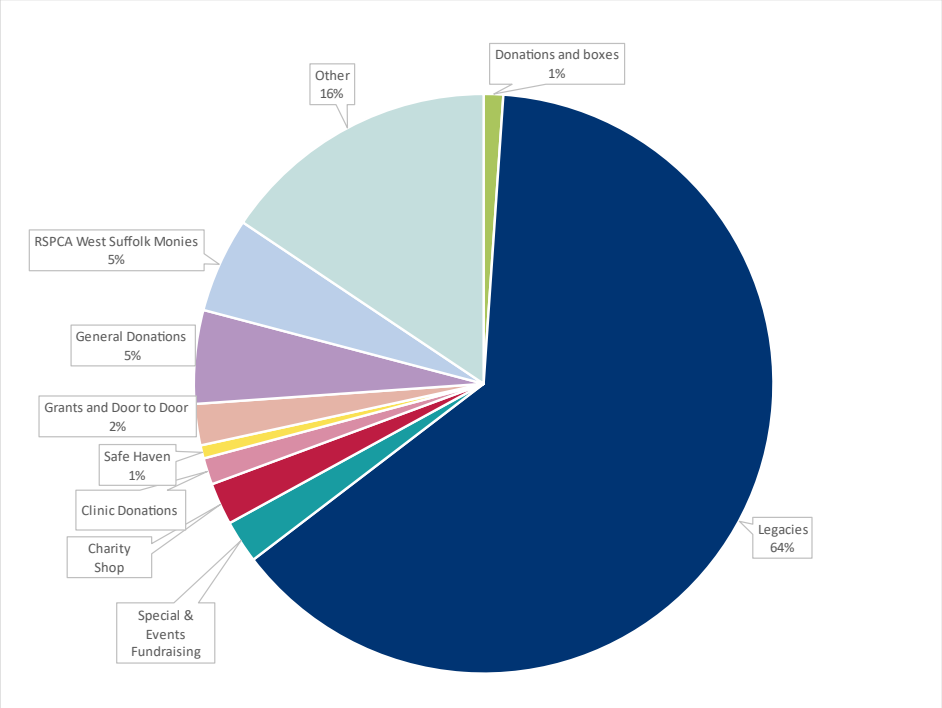
We would like to take this opportunity to especially thank Ryder Davies Vets, The Barn Vets, Cedarwood Vets, Bury St. Edmunds Veterinary Centre, Nick Barber Architects, Amazon, Pets at Home, Hughes, Tuddenham Press Limited and Suffolk ProHelp.

The Branch received 4 complaints in 2022 which were dealt with and resolved by the Branch Manager and/or Trustees.

Financial Summary

Total expenditure was £998,543 and total income was £1,876,615. The main income items were:

Donations and boxes	20,396
Legacies	1,192,280
Special Fundraising (incl. our events)	44,984
Charity Shop (incl. £22,513 Kickstart)	44,056
Clinic Donations	27,914
Safe Haven	13,786
Grants and Door to Door	43,185
General Donations	97,832
RSPCA West Suffolk Monies	99,423



Risk Analysis

The Branch has carried out a review to identify major risks and has taken steps to mitigate them. The major risks identified are: -

- loss of reputation through error or fraud
- loss of income through error or fraud
- loss of income through poor investment performance
- insufficient Trustees for the Branch to continue
- insufficient volunteers for the fund-raising activities

- insufficient funds to cover the cost of animal welfare activities
- inability to operate the Animal Centre, Shops or Clinic because of fire, pandemic or other destruction

The Branch operates within the framework of the Society's rules and guidelines and it is the opinion of the Trustees that the Branch's policies, procedures and controls are adequate to mitigate financial and reputation loss through error or fraud and to maintain the future financial viability of the Branch. There is an ongoing awareness of the need to recruit further Trustees and volunteers.

During 2022 the ongoing review of Branch policies and procedures continued, and any necessary alterations were put in place in order that we continued to comply with legislation and other regulations.

Reserves Policy

It is Branch policy to maintain sufficient funds in reserve to cover maintenance of all Branch property plus keeping available monies to meet known future commitments. In addition, where funds are raised, donations given and/or legacies received for specific purposes, they must be kept separate until that purpose arises. To meet these obligations, the Branch aims to maintain a reserve level of 9 months.

We can confirm that these funds are sufficient to meet all on-going items of expenditure, including rent for the Charity Shops and all other known or anticipated obligations. There are no likely delays foreseen in realising those assets when need arises.

Investment Policy

We confirm that all investments both present and future have been or will be acquired in accordance with the powers available to the Trustees. All investments are reviewed on an annual basis in conjunction with forward planning discussions.

Looking Back

The cost of running our branch operations for this last year were £998,543 against our total income from all sources of £1,876,615.

The branch continues to be very reliant on legacies, which is an unpredictable source but a very important income stream. Our earned income through our charity shops and fundraising is doing remarkably well given the circumstances. We continue to see a general increase in overheads, pretty much across the board, a situation we anticipate will continue into 2023.

Future Plans

The following activities summarise our ambitions for the next 12-24 months:

- Continuous improvement of our Animal Centre facilities to retain our high standards and full license accreditation from National RSPCA.

- Commitment to putting the whole animal's welfare first in our rehabilitation and rehoming work, recognising that their psychological needs are as important as their physical and clinical wellbeing and investing in services and care that respond to both.

- Increasing and diversifying our fundraising efforts, seeking to reduce reliance on legacy income whilst recognising that gifts in Wills are a vital and highly-valued source of funds.

- Continually reviewing and monitoring expenditure on core costs, especially those that are subject to increases outside of our control, such as rising vet bills and electricity costs, seeking ways to reduce or offset these without impacting our services or care.

- To increase our impact and presence in West Suffolk to ensure animals and their owners across our branch area have access to the support they need and that the people of West Suffolk know how to support us, or seek support from us.

Trustees' Responsibilities

Under the Charities Act 2011, the Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the year and of its incoming resources and the application of such resources during the year.

In preparing the statement, the Trustees are required to: -

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are prudent and reasonable;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which will enable the Trustees to ensure that the financial statements comply with the applicable law, regulations and Trust Deed.

The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of and detection of fraud and other irregularities.

The Trustees would like to sincerely thank all those who have helped and who have continued to show their dedication and commitment to animal welfare in the Branch area.

Our aim for the enlarged branch area is to increase the number of animals we assist, ensuring that we are able to offer support to pets and their owners across the branch area.

We have a need and ambition to review our fundraising to achieve sustainability for the future and a reduced reliance on legacy income, whilst recognising that legacy gifts are an essential and valued part of our income.

We will continue to provide valuable service and support across the expanded area in line with our aims and objectives.

I would like to pay tribute to all our branch team and the volunteers who support them, as they all, at times, go above and beyond the call of duty, to ensure that our vital animal work here in Suffolk continues. A great big thank you to you all.

Finally, a special thank you to my fellow trustees for all their support to myself and the branch.

Approved by the Trustees on 5th June 2023 and

Signed on their behalf by Jean Short

Mrs Jean Short
Hon. Chairman

Legacies Received

We are indebted to those who leave legacies to the Branch and to those family and friends who donate in memory of someone special. Their generosity will help us to continue our vital local animal welfare work. We are always touched when money is left to the branch in this way and it is very special to us and will continue to be so. Please contact the Operations Administrator (details below) if you would like a list of money that was left to us through legacies in 2022

Form of Bequest

If you wish to support RSPCA Suffolk Central Branch and their animal welfare work in Suffolk by leaving a legacy in your will, please note that the bequest should be worded as follows to avoid any uncertainty: -

"I give, devise and bequeath to the RSPCA Suffolk Central Branch, registered charity number 206269, the sum of £..... or the whole (or a share) or my residuary estate for its general charitable purposes. I declare that the receipt of the Honorary Treasurer or other proper officer of such Branch shall be a full and sufficient discharge of this legacy".

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2022

Branch Contact Details:

Telephone: 0300 999 7321
Email: info@rspca-suffolkcentral.org.uk
Website: www.rspca-suffolkcentral.org.uk
Facebook: www.facebook.com/rspcasuffolkcentral
Instagram: www.instagram.com/rspca_suffolkcentral

Martlesham Animal Centre, Mill Lane, Martlesham, IP12 4PD
Tel: 0300 999 7321 or info@rspca-suffolkcentral.org.uk
Open to the Public: Mon – Saturday 11.30am–3.30pm (Closed Wednesday) and Sunday 1.30-3.30pm.
(Please Note: Saturday and Sunday are by appointment only)
Telephone lines are open from 9am-4.30pm, 7 days a week.

Clinic, 35A St. George Street, Ipswich, IP1 3NF
Tel: 01473 231972 or clinic@rspca-suffolkcentral.org.uk
Open to the Public: Tues 12-1pm and Fri 12-1pm
Telephone lines answered between 10.30am-1.30pm on Tuesday and Friday

Welfare / Financial Assistance Line
0300 330 1406
Option 1 – Welfare Assistance and Option 2 – Neutering
or welfare@rspca-suffolkcentral.org.uk

Ipswich Charity Shop, 1-3 Tacket Street, Ipswich, IP4 1AU
Tel: 01473 253420 or email tacketstreet.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday – Friday incl. 9am-4.30pm and Saturday 9am-4pm.

Ipswich Charity Shop, 15 Reynolds Road, Ipswich, IP3 0JL
Tel: 01473 7144782 or email reynoldsroad.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 10am-4pm

Felixstowe Charity Shop, 144a Hamilton Road, Felixstowe, IP11 7DS
Tel: 01394 275350 or email felixstowe.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 9am-5pm

Stowmarket Charity Shop, Meadow Centre, Wilkes Way, Stowmarket, IP14 1DE
Tel: 01449 259036 or email stowmarket.shop@rspca-suffolkcentral.org.uk
Open Hours: Monday to Saturday incl. 9.30am-4.30pm

Educational Talks

Mrs Gill Hendry – education@rspca-suffolkcentral.org.uk.

Hon. Officer Contact

Mrs Jean Short (Hon. Chairman) - jean.short@rspca-suffolkcentral.org.uk.

Mrs Mary Taylor (Hon. Treasurer) - mary.taylor@rspca-suffolkcentral.org.uk.

Mrs Jane "Lesley" Newton (Hon. Secretary) - lesley.newton@rspca-suffolkcentral.org.uk

Branch Management Contact

Mrs Gemma Walpole – gemma.walpole@rspca-suffolkcentral.org.uk (Branch Manager) or 07522 641525

Mrs Kate Grimwood (Operations Administrator) - kate.grimwood@rspca-suffolkcentral.org.uk or 01449 614057 / 07512 017016.

National RSPCA Helpline/Cruelty Line: 0300 1234 999.

National RSPCA Website**:** www.rspca.org.uk

Our cover stars:

Bruce cat – See his foster story above. Now happily adopted.

Brian and Shane Ferrets – These two handsome lads are looking for a loving home.

Cody dog – After a long stay with us, he is now living his best life with his new family.

Harvey Rabbit - Harvey is not that keen on other buns so is looking to be a house rabbit with lots of human company.

Please note: The Inspector's Report for the Essex and Suffolk Group for 2022 is available on our website.

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Prior Period Total Funds 2021 £
Incoming Resources					
Revenues, grants, legacies & donations		1,377,935	161,865	1,539,800	576,732
Activities for generating funds		309,355	0	309,355	205,929
Investment Income		4,947	0	4,947	2,257
Covid Grants		22,513	0	22,513	96,270
Total Incoming Resources	**3**	1,714,750	161,865	1,876,615	881,188
Costs of activities in furtherance of the charities objectives	**4a**	559,034	66,238	625,272	463,780
Cost of raising and generating funds	**4b**	265,368	0	265,368	197,335
Management & Administration of the charity	**4c**	107,903	0	107,903	90,299
		932,305	66,238	998,543	751,414
Net Incoming Resources before Transfers		782,445	95,627	878,072	129,774
Gain/Loss on Disposal of Investments		0	0	0	0
Transfers		381,472	-381,472	0	0
Total funds brought forward		1,640,867	285,845	1,926,712	1,796,938
Total funds carried forward		2,804,784	0	2,804,784	1,926,712

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners in England and Wales and is reconciled to the total funds as shown in the Balance Sheet on the following page as required by the said Statement.

RSPCA Suffolk Central Branch
Statement of Financial Activities
31st December 2022

	Notes		2022 £		2021 £
Fixed Assets					
Tangible Assets	2		1,205,078		1,164,614
Investments	10		0		0
			1,205,078		1,164,614
Current Assets					
Stock		4,102		2,794	
Debtors	7	634,468		104,288	
Cash at Bank and In Hand	6	1,007,009		682,337	
		1,645,579		789,419	
Creditors:					
Amounts due within one year	8	45,873		27,321	
Net Current Assets			1,599,706		762,098
Total assets less current liabilities			2,804,784		1,926,712
Creditors:					
Amounts due after more than one year	9		0		0
Net assets			2,804,784		1,926,712
CAPITAL & RESERVES					
Income Funds					
General Funds	13		2,804,784		1,640,867
Restricted Funds	5		0		285,845
			2,804,784		1,926,712

The financial statements on pages 20 to 33 were approved and authorised for issue by the Trustees on 5th June 2023, and signed on their behalf by:-

Mrs J Short Jean Short
Trustee

Date: 5th June 2023

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2022

	Notes		2022 £		2021 £
Cash flow from operating activites	**19**		289,954		- 81,624
Interest paid			-		-
Net cash flow from operating activites			289,954		- 81,624
Cash flow from investing activities					
Net cash inflow from West Suffolk branch		95,627		285,845	
Payments to acquire tangible fixed assets		- 65,856		- 2,296	
Interest received		4,947		2,257	
Net cash flow from investing activities			34,718		285,806
Net increase / (decrease) in cash and cash equivalents			324,672		204,182
Cash and cash equivalents at 1 January 2022			682,337		478,155
Cash and cash equivalents at 31 December 2022			1,007,009		682,337
Cash and cash equivalents consists of:					
Cash at bank and in hand			1,007,009		682,337
Cash and cash equivalents at 31 December 2022			1,007,009		682,337

RSPCA Suffolk Central Branch
Statement of Financial Activities
31 December 2022

1) **Accounting policies**

1.1 **Basis of preparation of accounts**

RSPCA Suffolk Central Branch is an unincorporated charity in England. The address of the registered office is given in the charity information page on page 3 of these financial statements. The nature of the charity's operations and principal activities are also included on page 3 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and the UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 **Stocks**

Stock comprises of goods for resale in order to produce income to further the charity's objects and is valued at the lower of cost or net realisable value.

1.3 **Tangible fixed assets for use by the charity and depreciation**

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets less their estimated residual value, over their expected useful lives on the following basis:-

Plant & machinery – 20 %
Motor vehicle – 10 %
Building sheds – 20 %
Ferret & Cattery houses – 10 %
Shop fiitings - 10%
Aviary - 10%

No depreciation is charged on the freehold land and buildings. In the opinion of the Trustees the buildings are maintained to such a standard that depreciation is not required.

1) **Accounting policies (continued)**

1.4 **Legacies**

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

1.5 **Incoming resources**

Incoming resources from the charity shops and from investments is included when received.

1.6 **Resources expended**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

1.7 **Unrestricted funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

1.8 **Designated funds**

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

1.9 **Reserves policy**

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim is to ensure the charity will be able to continue to fulfil it's charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unecessarily.

1.10 **Risk assessment**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

1.11 **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance lease are capitalised as fixed assets. Obligations under such agreements are included in creditors. The difference between the capitalised cost and the total obligation under the lease represents the finance charges. Finance charges are written-off to the SOFA over the period of the lease so as to produce a constant periodic rate of charge.

1.12 **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.13 **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1) **Accounting policies (continued)**

1.14 **Cash and cash equivalents**

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.15 **Financial Instruments**

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in the statement of financial activities, except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year and not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective rate of interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilties. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1) **Accounting policies (continued)**

1.16 **Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

These include judgements relating to the amount of legacies bequeathed included in other debtors. These have been included on the basis of information available to the Trustees and on reports provided by the legacy department of the RSPCA HQ, who have deemed the receipt of these legacies to be probable in accordance with the Statement of Recommended Practice (FRS102) October 2019.

The amount recognised in debtors at 31st December 2022 amounted to £610,285.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

1.17 **Government grants**

The charity received government grants in respect of financial assistance following the economic effects of covid-19. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably If entitlement is not met then these amounts are deferred.

RSPCA Suffolk East & Ipswich Branch
Statement of Financial Activities
for the year ended 31 December 2022

2) TANGIBLE FUNCTIONAL FIXED ASSETS

		Land and Buildings	Buildings Sheds	Motor Vehicles	Plant, Machinery	Shop Fittings	Ferret & Cattery Houses	Animal Home Improvements (including Project Winston)	Millar Danks Aviary	Total
		£	£	£	£	£	£			£
Cost at	01-Jan-22	532,517	0	11,444	19,263	24,435	106,101	636,893	0	1,330,653
Additions			7,029	33,490					25,337	65,856
Transfers										0
Disposals										0
Cost at	31-Dec-22	532,517	7,029	44,934	19,263	24,435	106,101	636,893	25,337	1,396,509
Depreciation at	01-Jan-22	0	0	11,444	15,883	22,846	96,923	18,943		166,039
Charge		0	0	1,382	920	1,447	9,178	12,254	211	25,392
Disposals										0
Depreciation at	31-Dec-22	0	0	12,826	16,803	24,293	106,101	31,197	211	191,431
Net Book Value	31-Dec-22	532,517	7,029	32,108	2,460	142	0	605,696	25,126	1,205,078
Net Book Value	31-Dec-21	532,517	0	0	3,380	1,589	9,178	617,950	0	1,164,614

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2022

3) INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
a) Donations, Legacies and Similar Incoming Resources				
Door-to-Door collections	23,108	18,577	41,685	24,024
Grants	0	1,500	1,500	0
General	97,832		97,832	38,588
Animal Home-other	15,255		15,255	18,121
Collection Boxes	1,273		1,273	1,600
Clinic Collections	27,914		27,914	27,119
Special Efforts	13,398	31,586	44,984	47,159
Legacies	1,181,501	10,779	1,192,280	163,078
Subscriptions	617		617	479
Safe Haven	13,786		13,786	13,734
Funeral Donations	3,251		3,251	2,830
West Suffolk Branch distribution		99,423	99,423	240,000
	1,377,935	161,865	1,539,800	576,732
b) Income from Activities for Generating Funds				
Identichip	170		170	60
Donations Shops	3,018		3,018	3,028
Sales (Animal Home)	19,256		19,256	17,517
Shop Takings	286,911		286,911	185,324
	309,355	0	309,355	205,929
c) Investment Income				
Interest Receivable	4,947		4,947	2,257
	4,947		4,947	2,257
d) COVID Grants				
Coronavirus Job Retention Scheme	0		0	14,202
Reynolds Road	0		0	10,764
Clinic	0		0	2,173
Stowmarket	0		0	16,143
Felixstowe	0		0	10,764
Tacket Street	0		0	16,143
Kickstart	22,513		22,513	26,081
	22,513	0	22,513	96,270

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2022

4) RESOURCES EXPENDED

		Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
a) Costs of Activities in Furtherance of the Charitable Objectives					
Animal Home		454,667	50,677	505,344	382,625
Clinic		54,072		54,072	48,131
Veterinary Surgeon		50,295	15,561	65,856	33,024
	17b & 17c	**559,034**	**66,238**	**625,272**	**463,780**
b) Costs of Generating Funds					
Charity Shops	**17a**	**265,368**		**265,368**	**197,335**
c) Resources Expended on Managing and Administrating the Charity					
Telephone/Postage Costs		1,117		1,117	853
Sundry		6,463		6,463	2,497
Independent Examiners Fee		860		860	2,745
Auditors Fees		6,000		6,000	0
Insurance		330		330	0
Staff Costs		93,133		93,133	84,204
		107,903		**107,903**	**90,299**

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2022

5) RESTRICTED FUNDS	Balance 01-Jan-22 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-22 £
West Suffolk Branch	285,845	130,279	66,238	349,886	0
Donations for assets	0	31,586		31,586	0
	285,845	**161,865**	**66,238**	**381,472**	**0**

The restricted fund represented funds received following the merger with West Suffolk. Separate funds were maintained for twelve months following the merger with the balance then transferred to unrestricted funds after that date. Donations for specific assets were received during the year and the relevant assets have been purchased at the end of the year.

6) CASH AT BANK AND IN HAND	2022 £	2021 £
Current Account	26,907	36,256
High Interest Savings Account	370,530	295,226
Cash In Hand	428	477
Melton Building Society	85,566	85,302
Monmouthshire Building Society	86,104	85,463
Virgin Money	85,920	5,707
Skipton Building Society	85,264	50,000
Cambridge & Counties	89,269	88,385
Nationwide Building Society	85,544	35,521
The Cambridge	91,477	0
	1,007,009	**682,337**

7) DEBTORS AND PREPAYMENTS	2022 £	2021 £
Trade Debtors	3,035	733
Taxation Recoverable	17,935	11,477
Prepayments	0	5,667
Other Debtors	613,498	86,411
	634,468	**104,288**

8) CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
PAYE, NI and Pensions	6,231	7,152
Accrued Expenses	6,000	3,019
Trade Creditors	33,642	17,150
	45,873	**27,321**

9) CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

The charity held no long term creditors during this or the previous financial period.

10) FIXED ASSET INVESTMENTS

	Property Investments £	Listed Investments £	Unlisted Investments £	2022 Total £	2021 Total £
Cost or valuation					
At 1 January 2022	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Realised Gain on Investments	-	-	-	-	-
At 31st December 2022	-	-	-	-	-
Cash held by investment advisors				-	
Total Investments including cash		At 31st December 2022		-	
Total Investments including cash		At 1st January 2022		-	

	Property Investments £	Listed Investments £	Unlisted Investments £	2022 Total £	2021 Total £
Historical Cost (excluding cash) held by investment advisors					
At 31st December 2022	-	-	-	-	-
At 1st January 2022	-	-	-	-	-

11) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
Fixed Assets and Investments	1,205,078		1,205,078	1,164,614
Cash	1,007,009		1,007,009	682,337
Net Current Assets	592,697		592,697	79,761
Liabilities (Due in more than one year)	0		0	0
	2,804,784	0	2,804,784	1,926,712

12) STAFF COSTS AND NUMBERS

	2022 £	2021 £
Gross Wages and Salaries	525,202	428,135
Employers Pensions	18,102	14,046
Employer's National Insurance Costs	30,987	21,875
	574,291	464,056

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £18,102 (2021: £14,046).

Employees who were engaged in each of the following activities:

	2022 No.	2021 No.
Cost of generating funds/fund raising	13	13
Activities in the furtherance of the organisation's objectives	21	24
	34	37

The charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments of £60,000 or above.

13) UNRESTRICTED FUNDS

	At 01-Jan-22 £	Income £	Expenditure £	Investment Gains £	Transfers £	At 31-Dec-22 £
General Reserve	1,640,867	1,714,750	932,305		381,472	2,804,784
	1,640,867	1,714,750	932,305	0	381,472	2,804,784

The General Reserve represents the free funds of the charity which are not designated for particular purposes.

14) TRUSTEES AND OTHER RELATED PARTIES

No payments or reimbursements of expenses were made to trustees or any persons connected with them during the financial period. No other material transaction took place between the organisation and a trustee or any person connected with them.

15) COMMITMENTS

At 31st December 2022 the charity has commitments under non-cancellable operating leases as follows:-

Expiry date:	2022 Land and Buildings £	2022 Other £	2021 Land and Buildings £	2021 Other £
Within one year	54,250	0	58,667	0
Two to five years	100,750	0	68,667	0
Over five years	0	0	0	0
	155,000	0	127,334	0

£65,762 lease payments have been recognised as an expense during the year (2021: £57,153).

Capital expenditure contracted for but not provided in the financial statements was £nil (2021: £nil).

16) FINANCIAL INSTRUMENTS

	2022 £	2021 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	616,533	87,144
Measured at amortised cost	39,642	20,169

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2022

17a) Costs of raising and generating funds - Shops	Ipswich Reynolds Road £	Felixstowe £	Ipswich Tacket Street £	Stowmarket £	Total 2022 £	Total 2021 £
Rent	5,060	15,750	23,964	20,988	65,762	57,153
Legal Fees	0	0	1,250	0	1,250	0
Rates	233	623	1,226	1,048	3,130	1,293
Electricity	1,296	2,598	2,347	4,729	10,970	4,942
Administration	3,597	4,285	3,077	3,294	14,253	10,336
Repairs and Renewals	1,448	7,282	5,625	2,731	17,086	4,594
Telephone	290	289	506	230	1,315	1,250
Staff Costs	33,420	33,126	47,438	36,083	150,067	116,366
Goods for Sale	0	0	310	667	977	912
Insurance	0	558	0	0	558	489
	45,344	64,511	85,743	69,770	265,368	197,335

17b) Costs of activities in furtherance of the charities objectives - Animal Home	Unrestricted Funds £	Restricted Funds £	Restricted Funds £	Restricted West Suffolk £	Total 2022 £	Total 2021 £
Animal Costs	20,923			19,307	40,230	27,324
Staff Costs	297,791			28,407	326,198	264,815
Repairs and renewals	16,222			30	16,252	19,163
Rates	2,208				2,208	6,053
Electricity	29,817				29,817	12,252
Administration	20,286			1,118	21,404	23,102
Boarding out costs	24,903				24,903	0
Depreciation	25,391				25,391	25,202
Van expenses	7,410			1,815	9,225	1,981
Telephone	1,972				1,972	1,907
Forest House	5,909				5,909	2,971
Identichips					0	158
VET Fees	50,295			15,561	65,856	33,167
Cost of Goods Sold	1,835				1,835	-2,446
Loss on disposal of fixed assets	0				0	0
	504,962	0	0	66,238	571,200	415,649

17c) Costs of activities in furtherance of the charities objectives - Clinic	Unrestricted Funds £	Restricted Funds £	Restricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Rates	560				560	712
Electricity	337				337	502
Administration: Vet attendance	45,343				45,343	40,421
Other	950				950	975
Repairs and renewals	834				834	481
Telephone	276				276	157
Staff Costs	5,772				5,772	4,883
	54,072				54,072	48,131

18) LEGACIES

In accordance with the Statement of Recommended Practice (FRS102) legacies are recognised in the accounts when receipt is probable. Legacies notified but unreceived at 31st December 2022 included in debtors and income amounted to £610,285 (2021: £80,442).

19) RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASHFLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net income/(expenditure) for the year	878,072	129,774
Net cash inflow from West Suffolk branch	-95,627	-285,845
Interest received	-4,947	-2,257
Depreciation	25,392	25,202
Loss on disposal of fixed assets	0	0
(Increase)/decrease in stock	-1,309	1,431
(Increase)/decrease in debtors	-530,180	37,688
Increase/(decrease) in creditors	18,553	12,383
Net cash flow from operating activities	289,954	-81,624

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SUFFOLK CENTRAL BRANCH

England & Wales - Charity number 206269

Accounts

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER 2021

RSPCA Suffolk Central Branch

Charity Registration No: 206269

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2021

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RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2021

Reference and Administrative Information

Charity Name	Royal Society for the Prevention of Cruelty to Animals Suffolk Central Branch (formerly Royal Society for the Prevention of Cruelty to Animals Suffolk East & Ipswich Branch)
Charity No:	206269
Financial Year:	1st January to 31st December 2021

Names of Charity Trustees

Name	Office if applicable	Dates acted, if not for whole year	Name of person (or body) entitled to appoint trustees
Ursula Austin		13.10.21 to 07.01.22	Branch Members at Annual General Meeting (21.07.21) and Secondments by Branch Committee during the year
Ian Hendry			
Darren King			
Regine "Alex" Mery		to 13.10.21	
Jane "Lesley" Newton	Hon. Secretary		
Margaret Shiress		to 08.12.21	
Jean Short	Hon. Chairman		
Mary Taylor	Hon. Treasurer		
Stephen Taylor	Hon. Vice Chairman		

The existing Trustees appoint any new Trustees following the provisions laid out in the organisation's governing instrument.

The Trustees who held title to property on behalf of the charity at the date of this report are Jean Short, Mary Taylor and Stephen Taylor.

Our Honorary President is Sue Southgate.

Senior Staff

Branch Manager	Kim Puttock
Animal Centre Manager	Zoe Barrett
Tacket Street, Ipswich Shop Manager	Sue Smith
Felixstowe Shop Manager	Cathie Livesey
Reynolds Road, Ipswich Shop Manager	Debbie Wright
Stowmarket Shop Manager	Julie Sommerville
Animal Welfare Manager	Ethan Eplett
Clinic Administrator	Rebecca Moll
Financial Administrator	Trudi Keeble
Operations Administrator	Kate Grimwood
Animal Services Administrator	Jane Seeley

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2021

LEGAL STATUS	Unincorporated Charity
GOVERNING INSTRUMENT	RSPCA Branch Model Rules Revised 2012
OBJECTS	Promotion of kindness and prevention of cruelty to animals with particular reference to the area of benefit covered by the Branch, i.e., East and West Suffolk and Ipswich.
PRINCIPAL ADDRESS	RSPCA Animal Centre, Mill Lane, Martlesham, IP12 4PD
PRIMARY BANKERS	HSBC Bank Plc 12 Tavern Street Ipswich Suffolk, IP1 3AZ
INDEPENDENT EXAMINERS	Beatons Limited 7 Three Rivers Business Park Felixstowe Road Foxhall Ipswich, IP10 0BF

Independent Examiner's Report to the Trustees of RSPCA Suffolk Central Branch

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2021 which are set out on pages 21 to 34.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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.

J. J. Oakley

Jonathan Oakley F.C.A.

Beatons Limited – Chartered Accountants
7 Three Rivers Business Park
Felixstowe Road
Foxhall
Ipswich
Suffolk
IP10 0BF

Date: 24th May 2022

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2021

The Trustees present their Report and Financial Statements

Objectives and Principal Activities of the Charity

The objectives of the Branch are to promote the work and objects of the RSPCA – to promote kindness and/or to suppress cruelty to animals by all lawful means – with particular reference to the area of the Branch, in accordance with the policies of the National Society.

The Branch's animal welfare work, although local in nature, benefits society at large and also aims to help people in need with the care of their animals. This report illustrates the main activities of the Branch and shows the benefit provided to the public.

The key aims of the Branch are to find suitable new homes for as many animals as possible, and to provide proper care to all animals which come into our Branch, particularly those who have been mistreated or abandoned. To also provide subsidised treatment through our Clinic and Animal Welfare team for those members of the public who cannot afford normal veterinary fees.

Animals taken into our care for re-homing are assessed, receive veterinary treatment, flea and worm treatment, vaccinations, neutering and microchipping as needed. If an animal is not old enough to be neutered, a voucher is given to the adopter for when the animal reaches the appropriate age, and this is closely monitored. This work helps to control the incidence and spread of disease and suffering and promotes responsible pet ownership and both human and animal health.

We re-home animals in our care for a reasonable adoption fee to people able to have a companion animal. It would not be in the best interests of the animals, and therefore would fall outside our objects, to re-home to those who do not meet our rehoming criteria.
A virtual or face to face home visit is carried out prior to rehoming for all dogs, cats, rabbits, ferrets and chinchillas, as well as post adoption/follow ups to see how the animal is getting on in their new home. The majority of these are now being done face to face where possible.

Our Animal Centre in Martlesham supports our local RSPCA Inspectorate team by taking in unwanted, mistreated or abandoned animals, as well as taking in pets whose owners are no longer able to care for them, through ill health, financial difficulties, changes in their circumstances, or whose owners have passed away. We continue to have a very good working relationship with the Inspectorate team and thank them for all they do.

We also take in wildlife that is in need of assistance and, when necessary, the wildlife is transferred to the RSPCA East Winch Wildlife Hospital in Norfolk.

We assist those who cannot afford veterinary treatment for their animals, by running a Veterinary Clinic in Ipswich where heavily subsidised veterinary treatment is provided to those residing in the Branch area. We operate an income-based welfare assistance scheme which enables the Branch to issue a welfare assistance voucher to cover a third of the total cost of

treatment up to the maximum of £100. The people who benefit from these schemes, would otherwise be unable to afford help for their animals, which could result in the animal suffering.

The Branch feels neutering of companion animals is a priority and runs neutering schemes where the cost of neutering is heavily subsidised. During 2021 we continued to offer reduced neutering for dogs, cats and rabbits for those on low incomes. This assists member of the public, who would not be able to fund the full cost of the operation themselves and, in animal welfare terms, is a preventative measure to reduce the numbers of unwanted animals and promotes responsible pet ownership.

We also continue to provide low-cost microchipping of companion animals at our Animal Centre.

We take in lost and stray animals (excluding dogs) and take steps to reunite them with their owners. The collection or intake of stray dogs is the responsibility of the Local Authority Dog Warden. During 2021 we continued to use the Pets Located online facility for lost and found pets. However, we plan to move to Animal Search UK, as this is the facility that the Inspectorate team are now using. It is a free service for the public to use compared to Pets Located where there is a fee. It is also now the leading search service for missing pets in the UK.

The Branch is registered for Gift Aid which increases the value of donations to the Branch by allowing us to reclaim tax on the donations. Not only can we claim Gift Aid on monetary donations, but we can also ask members of the public if they are willing/able to Gift Aid the donations which they bring to our charity shops. In 2021 through the hard work of our Shop Managers and volunteers, we were able to claim £11,037 of Gift Aid through the donations given to our Charity Shops. This figure is up 31.5% compared to 2020.

We were also able to claim a further Gift Aid refund of £3,657 from the monetary donations given to the Branch and collected by volunteers during the year; including supermarket collections. I am pleased to report that this was also an increase over 2020.

The Charity owns the Animal Centre at Martlesham, the two houses adjacent to the Centre, namely Forest House and Sunnyland and the Clinic situated at St Georges Street, Ipswich (all freehold). Animal Centre staff members reside in the two houses adjacent to the Centre, providing overnight cover as and when needed. A lease is held on each of the four charity shops.

We support the National Society, other branches and local animal welfare charities by helping with home visits, swapping and transferring animals, inviting them to have stalls at our events and collaborating on campaigns and fundraising events.

At the end of December 2021, the Branch employed 37 staff members (29.4 FTE).

The Branch provides volunteering and work experience opportunities for those who wish to support our work and gain valuable experience including trusteeship, fundraising, helping in our

shops, at the Clinic and at the Animal Centre. This benefits local people, schools and companies by providing the possibility of doing work which is compassionate and rewarding.

We provide educational talks to both children and adults to increase awareness of animal welfare. In 2021 we were only able to provide a limited number of talks due to the pandemic. We have two volunteers who are able to provide talks so once it is safe to do so we will be starting these again.

The Trustees have reviewed the outcomes and achievements of our objectives and activities for 2021, to ensure they remain focused on our aims, and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

There were no expenses paid to any of the Trustees during the financial year 1st January to 31st December 2021.

Advisors
HSBC Bank, Ipswich – Bankers
Prettys, Ipswich – Solicitors
Beatons Limited, Felixstowe – Independent Examiners
Nick Barber Architects Ltd (pro bono)

Organisational Structure
The Society was founded on the 16 June 1824 and granted the "Royal" prefix by Queen Victoria in 1840. The current constitution of the RSPCA was created with the adoption of the Royal Society for the Prevention of Cruelty to Animals Act 1932; the work of the Society is governed by the RSPCA Act and by the Rules of the Society. Membership of the Society is by subscription and may be on a life, annual or junior basis.

The Branch is an unincorporated charitable association and a separately registered charity.

The work of the RSPCA covers England and Wales. There are three management regions, namely; the North, Wales and Midlands and the South. We are part of the Wales and Midlands Region.

A local committee elected at the AGM governs the RSPCA Suffolk Central Branch. The Branch Committee must be a minimum of five members and a maximum of fourteen. The Committee is drawn from individuals who have been members of the Branch for at least three months (and have attended at least three meetings as an observer). The Trustees elected at the AGM may co-opt three additional Trustees during the year. Trustees are recruited through advertising and promotion. They receive ongoing training and support as necessary. They have individual and collective responsibility for the management of the Branch and its funds.

The day-to-day responsibility of the Animal Centre, Animal Welfare, Shops and Clinic has been delegated to the respective Managers with the Branch Manager heading up the team.

The Trustees hold monthly meetings at which decisions are made. There are also Sub-Committee meetings held to discuss areas such as fundraising. Additionally, Extraordinary Meetings are held as needed and an AGM is held in June.

Related Parties

There have been no related party transactions in the period 1 January – 31 December 2021.

Review of Activities

Merger

Looking back at 2021, the major focus of the Trustees and key staff members was to lay the foundations for the merger with the majority of the RSPCA West Suffolk Branch area. We worked hard behind the scenes for over two years, building a sound business case to support the merging of the two branches, and are delighted to announce that the merger between the Suffolk East & Ipswich Branch and the West Suffolk Branch took place on 1st October 2021.

The majority of the former West Suffolk Branch area was joined with the former RSPCA Suffolk East & Ipswich Branch area, with four postcode areas; namely IP27 0, IP27 9, IP24, 2 and IP24 3 merging with RSPCA Mid Norfolk and North Suffolk Branch.

The money held by the West Suffolk Branch was split 80% / 20% between ourselves and RSPCA Mid Norfolk and North Suffolk Branch.

There was a lot of preparation and strategic planning to be undertaken to ensure we were ready and able to proceed with such a big project. A Merger Sub-Committee was formed to focus on the project.

We believe that the strengths and skills of the combined branches will allow us to reach more animals in need and offer better access to rehoming and animal welfare activities. The combined Branch is called RSPCA Suffolk Central to reflect that we are a single Branch with an expanded area. The change of name also came into effect as of 1st October 2021, and although the charity name had changed from RSPCA Suffolk East & Ipswich, the charity numbers remain the same. All the necessary changes have been registered with the Charity Commission who confirmed the name had been updated in their records as of 25th November 2021.

After the merger, the two branches ran in parallel for 3 months, when the two sets of staff continued to do their jobs as before. Processes and procedures were reviewed and altered accordingly to weave together the two separate branches. Time was taken to fully understand how things worked in the two areas, where the gaps were, where there were overlaps and where there were bottlenecks.

This work will continue into 2022; working through the complexities of merging two co-equal branches.

We believe this merger will create a financially stable Branch which will be stronger together, facing future challenges and putting the animals first.

Staffing implications

All of the staff from the former RSPCA West Suffolk Branch came over to the RSPCA Suffolk Central Branch under the TUPE process, save for the Animal Welfare Manager who resigned before the merger took place. One of the first tasks of the newly merged branch was to recruit a new Animal Welfare Manager, and Ethan Eplett took on this role on 1st December 2021.

The Branch trustees voted to restructure the branch as there was an organisational need and the intention going forward was to recruit, in the first instance an Income & Engagement Manager and a Volunteer Co-ordinator. The Income and Engagement Manager will be responsible for all activities associated with income generation. This will include identifying ways that the Branch can enhance income generation and will assume overall responsibility for the management of the shop network, focusing on profitability and ensuring the smooth running of each outlet as well as identifying opportunities for expansion. The Volunteer Co-Ordinator will be responsible for recruiting and managing the branch's volunteers, including creating recruitment campaigns, administering the volunteer onboarding process and organising and attending external recruitment events.

Covid and animal welfare activities

During 2021 the Branch operated in a country that continued to be affected by COVID-19 which had a major impact on the operations of our charity. The Branch continued its dedicated and tireless work to improve the welfare of local animals, especially those brought into Branch care by the RSPCA Inspectorate team - animals that have often been neglected and badly treated. The Animal Centre and Clinic were both kept very busy.

During the year the Branch took in 379 animals (265 for welfare reasons and 114 were for non-welfare reasons) and re-homed 312 animals. The Branch microchipped 231 animals. (This figure includes all the animals which were microchipped prior to being adopted). In addition, the Branch neutered 364 animals (again, this includes animals we re-homed).

At our Animal Centre we are able to care for 21 dogs, 20 rabbits, 40 ferrets, 56 cats plus a number of small animals and birds, at any one time.

One of the largest trends seen at our Animal Centre (and other animal rescues) in 2021 and ongoing, is the sharp increase in rabbits needing to be rehomed or needing welfare assistance. This is largely believed to be through overbreeding and improper care.

The type of dogs coming into our care has definitely changed. We are seeing an increase in dogs with more challenging behaviours; whether it be towards people or other dogs, as well as an increase in dogs with standard bad manners such as mouthing and jumping up, etc.

2021 also saw a high volume of the same species of animal coming in at one time – where they were removed from hoarding or overbreeding situations with welfare concerns. We had a large number of guinea pigs come into our care in this way.

Animal rehoming volunteers

Volunteers play a vital role across the Branch and we are sincerely grateful to all our volunteers. At the Animal Centre the staff are very appreciative of their dedicated volunteer team who support their work.

We have a small, dedicated volunteer foster team and continue to work on increasing the number of fosterers we have on board. We are indebted to our foster team as they provide a lifeline for animals who find the centre environment difficult.

Other news from the Animal Centre

In January 2021, the upgrade of our electricity supply from single phase to 3 phase electricity was completed which enabled us to proceed with completing the installation of the small package waste treatment plant we had installed in 2020 as part of Project Winston. In March 2021, the small package waste treatment plant was commissioned.

In February 2021, we were approached by our local Amazon Depot to see if they could help by donating damaged animal food to us, to either use for the animals in our care, or sell on our donation stand, to raise further funds for the branch. This has been a fantastic scheme and we are very grateful to have been chosen to be supported by Amazon.

Social media and websites play a very important part in the re-homing of animals, enabling branches to showcase their animals to a much larger audience than was previously possible. We need to stay competitive in these areas, and our Animal Centre Manager has increased our following on Facebook to just over 10,000.

Veterinary Clinic

At our Veterinary Welfare Clinic in St. Georges Street in Ipswich, 1,804 animals were seen and treated. The Clinic continues to see a high demand for help. A welfare assistance scheme is in place at the Clinic to ensure that assistance is given to those in genuine need, i.e., those in receipt of benefits or on a low income. However, no animal in need will ever be turned away.

At our Clinic we saw an increase of 488 animals in 2021 compared to 2020. The most noticeable increase was the numbers of dogs attending - an increase of 284 compared to 2020. A lot of new clients registered with young puppies who had been purchased during lockdown.

With the cost of living going up and the effects of COVID-19, it became more noticeable that people couldn't afford to pay the full amount of their vet's bills and this trend looks to be increasing in 2022.

Animal Welfare beyond the Centre

Our Animal Welfare Team, comprising of Ethan Eplett, Animal Welfare Manager and Jane Seeley, Animal Services Administrator are responsible for any animals that are boarded on behalf of the branch at either a Private Boarding Establishment or in a foster home. The team are also responsible for responding to calls/enquiries from pet owners who are not able to afford their pet's veterinary treatment. Financial assistance is given provided the pet owners are in receipt of our stipulated benefits and is made in accordance with our Animal Welfare Policy. The Animal Welfare Team also provide financial assistance towards neutering and this work is supported by Liz Spiers who helps in a voluntary capacity.

The Trustees believe that the statistics detailed above demonstrate that the branch's activities are making a significant difference to animal welfare in the Branch area and its core purpose is being achieved.

Charity Shops

The Branch runs four busy charity shops; two in Ipswich, one in Felixstowe and one in Stowmarket. As well as raising vital funds for the Branch, the shops help to raise awareness of our Branch and the work we do by displaying rehoming and event posters. Additionally, our shops help to recycle and upcycle donations, helping the environment.

We are very reliant on the profit from the shops, as this is a vital part of our income, and we are sincerely grateful for all the donations. In 2021 our shops were again closed due to the pandemic – this time for January, February and March. We were fortunate to receive financial support in the form of grants from the local authorities in the sum of £53,814. We are also indebted to Asda, the landlord for our Stowmarket shop, who again very generously gave us a rent-free period. In 2021 our shops brought in a net profit of £82,086.

During 2021, we employed a number of 16–24-year-olds through the Government funded Kickstart scheme. This was very successful, and they were able to give great support to the shop managers and their teams.

During the year the trustees decided to employ part-time permanent Deputy Shop Managers at the Stowmarket, Tacket Street and Reynolds Road shops. This would ensure that the shops could be open 6 days a week, enabling them to maximise their profitability. On the completion of her Kickstart placement in October 2021, Rebecca Hough was offered a permanent part time position as our Tacket Street Deputy Shop Manager. Debbie Potter joined the team at Reynolds Road on a part time basis at the end of August 2021, and Amanda Merchant joined the team at Stowmarket in November 2021, also on a part time basis. We also employed Libby Wragg on a zero-hours contract to help fill any staff cover gaps at our Reynolds Road Shop.

Fundraising activities

Our Safe Haven sponsorship scheme, whereby members of the public can sponsor animal accommodation at our Animal Centre, continues to help fund and support our work. During 2021, the Safe Haven scheme brought in £13,734 Including Gift Aid. The Branch is very grateful

for the ongoing support received through this scheme. This was a slight increase on the 2020 figure.

During 2021, even though fundraising efforts continued to be affected by the pandemic, which forced us to cancel some events such as our Open Day & Fun Dog Show and Quiz Night, we managed to raise over £7,000 through our events and supermarket collections. This was compared to just under £3,500 in 2020.

Both volunteers and employees carried out the fundraising on behalf of the branch, although the majority of the face-to-face fundraising was carried out by volunteers. There were no professional fundraisers or commercial participators involvement in any of the fundraising activities.

The Branch is registered with the Fundraising Preference Service (FPS). The FPS is a free service run by the Fundraising Regulator that helps people stay in touch with the charities they want to and end contact with those they don't.

Trustees monitor fundraising activities by having a Fundraising Sub-Committee. The Sub-Committee holds regular fundraising meetings which are chaired by our Hon Treasurer and attended by any staff or volunteers who wish to come. Minutes are taken and circulated to all staff and relevant volunteers.

Our volunteers

Our volunteers, who number approximately 80 and to whom we are deeply indebted, provide invaluable support and give their free time generously and readily. The branch would not function without the continued support of these volunteers who help with all areas of our work. We continue to find it most difficult to recruit volunteers for our fundraising, especially store collections, and our charity shops.

Thank Yous

We would like to take this opportunity to especially thank Ryder Davies, The Barn Vets, The Bury Vet Centre, Nick Barber Architects, Amazon, Pets at Home, Hughes and Suffolk ProHelp.

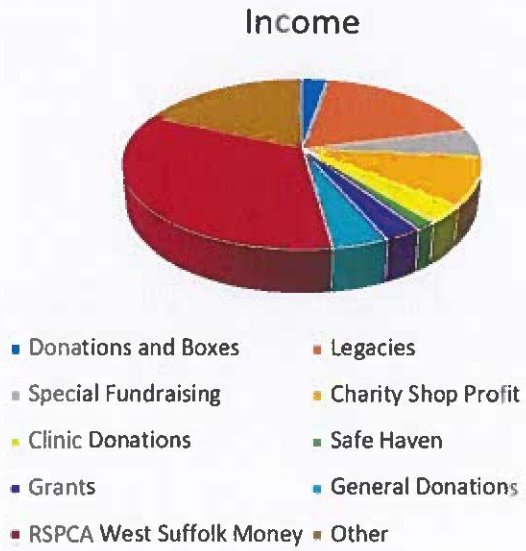
The Branch received 6 complaints in 2021 which were dealt with and resolved by the Branch Manager.

RSPCA Suffolk Central Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2021

Financial Summary

Total expenditure was £751,414 and total income was £881,188. The main income items were:

Donations and boxes	£23,030
Legacies	£163,078
Special Fundraising (incl. our events)	£47,159
Charity Shop Profit (incl. £94,097 COVID-19 Grants, CJRS and Kickstart Scheme)	£82,086
Clinic Donations (incl. £2,173 COVID-19 Grant)	£29,292
Safe Haven	£13,734
Grants	£24,024
General Donations	£38,588
RSPCA West Suffolk Monies	£297,963



Risk Analysis

The Branch has carried out a review to identify major risks and has taken steps to mitigate them. The major risks identified are: -

- loss of reputation through error or fraud
- loss of income through error or fraud
- loss of income through poor investment performance
- insufficient Trustees for the Branch to continue
- insufficient volunteers for the fund-raising activities
- insufficient funds to cover the cost of animal welfare activities
- inability to operate the Animal Centre, Shops or Clinic because of fire, pandemic or other destruction

The Branch operates within the framework of the Society's rules and guidelines and it is the opinion of the Trustees that the Branch's policies, procedures and controls are adequate to mitigate financial and reputation loss through error or fraud and to maintain the future financial viability of the Branch. There is an ongoing awareness of the need to recruit further Trustees and volunteers.

During 2021 the ongoing review of Branch policies and procedures continued, and any necessary alterations were put in place in order that we continued to comply with legislation and other regulations.

At the start of the pandemic, a COVID-19 risk assessment process was put in place for all areas of our charitable activities. Our activities are varied and complex. We have put in place an ongoing process of examining each part of the charity in light of the continually updated and changing Government guidance on managing the risk of the coronavirus.

In order to ensure that the Branch was COVID-Secure in all areas, a robust Controls Policy and COVID-Secure Risk Assessment was implemented. The Controls Policy operates in tandem with the Risk Assessment and both are regularly reviewed and updated.

Reserves Policy

It is Branch policy to maintain sufficient funds in reserve to cover maintenance of all Branch property plus keeping available monies to meet known future commitments. In addition, where funds are raised, donations given and/or legacies received for specific purposes, they must be kept separate until that purpose arises. To meet these obligations, the Branch aims to maintain a reserve level of 9 months.

We can confirm that these funds are sufficient to meet all on-going items of expenditure, including rent for the Charity Shops and all other known or anticipated obligations. There are no likely delays foreseen in realising those assets when need arises.

Investment Policy

We confirm that all investments both present and future have been or will be acquired in accordance with the powers available to the Trustees. All investments are reviewed on an annual basis in conjunction with forward planning discussions.

Looking Back

The cost of running our branch operations for this last year were £751,414 against our total income from all sources of £881,188.

The branch continues to be very reliant on legacies, which is an unpredictable source but a very important income stream. Our earned income through our charity shops and fundraising is

doing remarkably well given the circumstances. We continue to see a general increase in overheads, pretty much across the board and likely to get worse in 2022.

Future Plans

- To continue to provide valuable service and support across our newly expanded branch area in line with our aims and objectives.
- To seek planning permission from Suffolk East Coast planning department to erect a purpose-built uPVC aviary to house domestic bird for rehoming at the Animal Centre.
- We will be looking at creating a fit for purpose grooming room at our animal centre.
- The Branch will continue to advertise the animals needing homes as much as possible, through all means possible. Focusing particularly on our website, Facebook, Instagram and via press releases.
- Focus will be given to increasing volunteer numbers to support the animal centre staff.
- The Branch will focus on recruiting more fundraising volunteers to assist with our events, store collections and to help in our charity shops, so that we can look at building on our existing fundraising activities.
- Business and strategic planning will continue to play a very important part of taking the branch forward.
- The Branch will continue to review its costs and identify ways of getting better value for money from its external contracts and suppliers.
- We will continue to look at ways of maximising our income opportunities in our charity shops and through other platforms, especially online.
- To identify sustainable income opportunities.
- Ongoing review of existing Branch Policies and implementation of new ones.
- To review the existing skillset of the Trustees and to undertake a recruitment drive to fill any identified gaps.
- Increase education talks to both children and adults so that we can increase animal welfare knowledge in future and current generations.
- We will be reviewing, updating and promoting our Safe Haven scheme.

- We will continue to work on ensuring we remain compliant with the General Data Protection Regulations (GDPR)

Trustees' Responsibilities

Under the Charities Act 2011, the Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the year and of its incoming resources and the application of such resources during the year.

In preparing the statement, the Trustees are required to: -

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are prudent and reasonable;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which will enable the Trustees to ensure that the financial statements comply with the applicable law, regulations and Trust Deed.

The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of and detection of fraud and other irregularities.

The Trustees would like to sincerely thank all those who have helped and who have continued to show their dedication and commitment to animal welfare in the Branch area.

As a result of the increase in the cost of living, I am sure that 2022 will be a challenging time. I am confident however that our staff, many supporters and volunteers will enable us to continue our fantastic (and hard) work for the animals in our area. As always, our grateful thanks are extended to everyone who has supported us in whatever way they were able to during the past year, either financially or by the generous gift of their time.

Approved by the Trustees on 24th May 2022 and

Signed on their behalf by..... Jean Short

Mrs Jean Short
Hon. Chairman

Legacies Received

We are indebted to those who leave legacies to the Branch and to those family and friends who donate in memory of someone special. Their generosity will help us to continue our vital local animal welfare work. We are always touched when money is left to the branch in this way and it is very special to us and will continue to be so. Please contact the Operations Administrator (details below) if you would like a list of money that was left to us through legacies in 2021

Form of Bequest

If you wish to support RSPCA Suffolk Central Branch and their animal welfare work in East Suffolk by leaving a legacy in your will, please note that the bequest should be worded as follows to avoid any uncertainty: -

"I give, devise and bequeath to the RSPCA Suffolk Central Branch, registered charity number 206269, the sum of £..... or the whole (or a share) or my residuary estate for its general charitable purposes. I declare that the receipt of the Honorary Treasurer or other proper officer of such Branch shall be a full and sufficient discharge of this legacy".

Branch Contact Details:

Telephone: 0300 999 7321
Email: info@rspca-suffolkcentral.org.uk
Website: www.rspca-suffolkcentral.org.uk
Facebook: www.facebook.com/rspcasuffolkcentral
Instagram: www.instagram.com/rspca_suffolkcentral

Martlesham Animal Centre, Mill Lane, Martlesham, IP12 4PD
Tel: 0300 999 7321 or info@rspca-suffolkcentral.org.uk
Open to the Public: Mon – Saturday 11.30am–3.30pm (Closed Wednesday) and Sunday 1.30-3.30pm.
Telephone lines are open from 9am-4.30pm, 7 days a week.

Clinic, 35A St. George Street, Ipswich, IP1 3NF
Tel: 01473 231972 or clinic@rspca-suffolkcentral.org.uk
Open to the Public: Tues 12-1pm and Fri 12-1pm
Telephone lines answered between 10.30am-1.30pm on Tuesday and Friday

Welfare / Financial Assistance

0300 330 1406 or welfare@rspca-suffolkcentral.org.uk

Ipswich Charity Shop, 1-3 Tacket Street, Ipswich, IP4 1AU
Tel: 01473 253420 or email tacketstreet.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday – Saturday incl. 9am-4.30pm

Ipswich Charity Shop, 15 Reynolds Road, Ipswich, IP3 0JL
Tel: 01473 7144782 or email reynoldsroad.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 10am-4pm

Felixstowe Charity Shop, 144a Hamilton Road, Felixstowe, IP11 7DS
Tel: 01394 275350 or email felixstowe.shop@rspca-suffolkcentral.org.uk
Opening Hours: Monday to Saturday incl. 9am-5pm

Stowmarket Charity Shop, Meadow Centre, Wilkes Way, Stowmarket, IP14 1DE
Tel: 01449 259036 or email stowmarket.shop@rspca-suffolkcentral.org.uk
Open Hours: Monday to Saturday incl. 9.30am-4.30pm

Mrs Jean Short (Hon. Chairman) - jean.short@rspca-suffolkcentral.org.uk.

Mrs Mary Taylor (Hon. Treasurer) - mary.taylor@rspca-suffolkcentral.org.uk.

Mrs Jane "Lesley" Newton (Hon. Secretary) - lesley.newton@rspca-suffolkcentral.org.uk

Mrs Kim Puttock (Branch Manager) 07486004153 or kim.puttock@rspca-suffolkcentral.org.uk.

Mrs Kate Grimwood (Operations Administrator) Tel: 01449 614057 or kate.grimwood@rspca-suffolkcentral.org.uk.

RSPCA Cruelty Line: 0300 1234 999 – 7am to 10pm

RSPCA National Website: www.rspca.org.uk

RSPCA Suffolk Central Branch
Statement of Financial Activities
for the year ended 31 December 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Prior Period Total Funds 2020 £
Incoming Resources					
Revenues, grants, legacies & donations		278,769	297,963	576,732	405,582
Activities for generating funds		205,929	0	205,929	143,612
Investment Income		2,257	0	2,257	3,092
Covid Grants		96,270	0	96,270	124,375
Total Incoming Resources	3	583,225	297,963	881,188	676,661
Costs of activities in furtherance of the charities objectives	4a	450,844	12,936	463,780	399,909
Cost of raising and generating funds	4b	197,335	0	197,335	177,562
Management & Administration of the charity	4c	90,299	0	90,299	69,444
Total Resources expended	4	738,478	12,936	751,414	646,915
Net Incoming Resources before Transfers		-155,253	285,027	129,774	29,746
(ie Total A minus Total B)					
Gain/Loss on Disposal of Investments		0	0	0	0
Transfers		0	0	0	0
Total funds brought forward		1,796,120	818	1,796,938	1,767,192
Total funds carried forward		1,640,867	285,845	1,926,712	1,796,938

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners in England and Wales and is reconciled to the total funds as shown in the Balance Sheet on the following page as required by the said Statement.

RSPCA Suffolk Central Branch
Balance Sheet as at
31st December 2021

	Notes	2021 £		2020 £	
Fixed Assets					
Tangible Assets	2		1,164,614		1,187,520
Investments	10		0		0
			1,164,614		1,187,520
Current Assets					
Stock		2,794		4,225	
Debtors	7	104,288		141,976	
Cash at Bank and In Hand	6	682,337		478,155	
		789,419		624,356	
Creditors:					
Amounts due within one year	8	27,321		14,938	
Net Current Assets			762,098		609,418
Total assets less current liabilities			1,926,712		1,796,938
Creditors:					
Amounts due after more than one year	9		0		0
Net assets			1,926,712		1,796,938
CAPITAL & RESERVES					
Income Funds					
General Funds	13		1,640,867		1,796,120
Restricted Funds	5		285,845		818
			1,926,712		1,796,938

The financial statements on pages 21 to 34 were approved and authorised for issue by the Trustees on 24th May 2022, and signed on their behalf by:-

Mrs J Short Jan Short
Trustee

Date: 24th May 2022

RSPCA Suffolk Central Branch
Statement of Cash Flows
for the year ended 31 December 2021

	Notes		2021 £		2020 £
Cash flow from operating activites	19		- 81,624		- 14,423
Interest paid			-		-
Net cash flow from operating activites			- 81,624		- 14,423
Cash flow from investing activities					
Net cash inflow from West Suffolk branch		285,845		-	
Payments to acquire tangible fixed assets		- 2,296		- 36,411	
Interest received		2,257		3,092	
Net cash flow from investing activities			285,806		- 33,319
Cash flow from financing activities					
Interest paid		-		-	
Net cash flow from financing activities			-		-
Net increase / (decrease) in cash and cash equivalents			204,182		- 47,742
Cash and cash equivalents at 1 January 2021			478,155		525,897
Cash and cash equivalents at 31 December 2021			682,337		478,155
Cash and cash equivalents consists of:					
Cash at bank and in hand			682,337		478,155
Cash and cash equivalents at 31 December 2021			682,337		478,155

1) Accounting policies

1.1 Basis of preparation of accounts

RSPCA Suffolk Central Branch is an unincorporated charity in England. The address of the registered office is given in the charity information page on page 4 of these financial statements. The nature of the charity's operations and principal activities are also included on page 4 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and the UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Satement 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 Stocks

Stock comprises of goods for resale in order to produce income to further the charity's objects and is valued at the lower of cost or net realisable value.

1.3 Tangible fixed assets for use by the charity and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets less their estimated residual value, over their expected useful lives on the following basis:-

Plant & machinery – 15 %
Motor vehicle – 25 %
Building sheds – 20 %
Ferret & Cattery houses – 10 %
Shop fiitings - 10%

No depreciation is charged on the freehold land and buildings. In the opinion of the Trustees the buildings are maintained to such a standard that depreciation is not required.

1) **Accounting policies (continued)**

1.4 **Legacies**

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

1.5 **Incoming resources**

Incoming resources from the charity shops and from investments is included when received.

1.6 **Resources expended**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

1.7 **Unrestricted funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

1.8 **Designated funds**

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

1.9 **Reserves policy**

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim is to ensure the charity will be able to continue to fulfil it's charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unecessarily.

1.10 **Risk assessment**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

1.11 **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance lease are capitalised as fixed assets. Obligations under such agreements are included in creditors. The difference between the capitalised cost and the total obligation under the lease represents the finance charges. Finance charges are written-off to the SOFA over the period of the lease so as to produce a constant periodic rate of charge.

1.12 **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.13 **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1) **Accounting policies (continued)**

1.14 **Cash and cash equivalents**

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.15 **Financial Instruments**

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in the statement of financial activities, except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year and not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective rate of interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilties. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.16 **Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

1) Accounting policies (continued)

1.17 The charity receives government grants in respect of financial assistance following the economic effects of covid-19. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably If entitlement is not met then these amounts are deferred.

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2021

2) TANGIBLE FUNCTIONAL FIXED ASSETS

		Land and Buildings £	Buildings Sheds £	Motor Vehicles £	Plant, Machinery & Equipment £	Shop Fittings £	Ferret & Cattery Houses £	Animal Home Improvements (including Project Winston) £	Total £
Cost at	01-Jan-21	532,517	2,571	11,444	19,263	24,435	106,101	634,597	1,330,928
Additions								2,296	2,296
Transfers		0						0	0
Disposals		0	-2,571						-2,571
Cost at	31-Dec-21	532,517	0	11,444	19,263	24,435	106,101	636,893	1,330,653
Depreciation at	01-Jan-21		2,571	11,444	14,963	21,399	86,313	6,718	143,408
Charge			0	0	920	1,447	10,610	12,225	25,202
Transfers								0	0
Disposals			-2,571						-2,571
Depreciation at	31-Dec-21	0	0	11,444	15,883	22,846	96,923	18,943	166,039
Net Book Value	31-Dec-21	532,517	0	0	3,380	1,589	9,178	617,950	1,164,614
Net Book Value	31-Dec-20	532,517	0	0	4,300	3,036	19,788	627,879	1,187,520

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2021

3) INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
a) Donations, Legacies and Similar Incoming Resources				
Grants	24,024		24,024	24,622
General	38,588		38,588	47,118
Animal Home-donations	0		0	0
Animal Home-other	18,121	0	18,121	18,387
Collection Boxes	1,600		1,600	648
Clinic Collections	27,119		27,119	15,003
House to House	0		0	0
Special Efforts	47,159		47,159	3,408
Legacies	105,115	57,963	163,078	280,754
Subscriptions	479		479	924
Safe Haven	13,734		13,734	13,489
Funeral Donations	2,830		2,830	1,229
West Suffolk Branch distribution received	0	240,000	240,000	0
	278,769	297,963	576,732	405,582
b) Income from Activities for Generating Funds				
Identichip	60		60	60
Donations Shops	3,028		3,028	1,106
Sales (Animal Home)	17,517		17,517	19,757
Shop Takings	185,324		185,324	122,689
	205,929		205,929	143,612
c) Investment Income				
Interest Receivable	2,257		2,257	3,092
UK Treasury Stock	0		0	0
	2,257		2,257	3,092
d) COVID Grants				
Coronavirus Job Retention Scheme	14,202		14,202	32,326
Animal Home	0		0	3,000
Reynolds Road	10,764		10,764	11,810
Clinic	2,173		2,173	10,000
Stowmarket	16,143		16,143	27,714
Felixstowe	10,764		10,764	11,811
Tacket Street	16,143		16,143	27,714
Kickstart	26,081		26,081	0
	96,270	0	96,270	124,375

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2021

4) RESOURCES EXPENDED

a) Costs of Activities in Furtherance of the Charitable Objectives		Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
Animal Home		369,689	12,936	382,625	338,183
Clinic		48,131		48,131	36,924
Veterinary Surgeon		33,024		33,024	24,802
	17b & 17c	**450,844**	**12,936**	**463,780**	**399,909**
b) Costs of Generating Funds					
Charity Shops	17a	**197,335**		**197,335**	**177,562**

c) Resources Expended on Managing and Administering the Charity	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
Telephone/Postage Costs	853		853	633
Sundry	2,497		2,497	1,417
Branch Contribution	0		0	0
Independent Examiners Fee	2,000		2,000	1,800
Consultancy	0		0	0
Accountancy Fees	745		745	0
Interest Payable	0		0	0
Staff Costs	84,204		84,204	65,594
	90,299		**90,299**	**69,444**

5) RESTRICTED FUNDS	Balance 01-Jan-21 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-21 £
Legacies/Grants	818	0	-818	0	0
West Suffolk Branch	0	297,963	-12,118	0	285,845
	818	**297,963**	**-12,936**	**0**	**285,845**

The restricted fund represents funds received following the merger with West Suffolk.

6) CASH AT BANK AND IN HAND	2021 £	2020 £
Current Account	36,256	22,060
High Interest Savings Account	295,226	21,546
Cash In Hand	477	329
Melton Building Society	85,302	85,000
Monmouthshire Building Society	85,463	85,000
Virgin Money	5,707	5,698
Skipton Building Society	50,000	85,741
Cambridge & Counties	88,385	87,309
Nationwide Building Society	35,521	85,472
	682,337	**478,155**

7) DEBTORS AND PREPAYMENTS	2021 £	2020 £
Trade Debtors	733	0
Taxation Recoverable	11,477	10,140
Prepayments	5,667	3,875
Other Debtors	86,411	127,961
	104,288	**141,976**

8) CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2021 £	2020 £
PAYE, NI and Pensions	7,152	4,495
Accrued Expenses	3,019	1,800
Trade Creditors	17,150	8,643
	27,321	**14,938**

9) CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

The charity held no long term creditors during this or the previous financial period.

RSPCA Suffolk Central Branch
Notes to the Accounts
for the year ended 31 December 2021

10) FIXED ASSET INVESTMENTS

	Property Investments £	Listed Investments £	Unlisted Investments £	2021 Total £	2020 Total £
Cost or valuation					
At 1 January 2021	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Realised Gain on Investments	-	-	-	-	-
At 31st December 2021	-	-	-	-	-
Cash held by investment advisors				-	
Total Investments including cash		At 31st December 2021		-	
Total Investments including cash		At 1st January 2021		-	

	Property Investments £	Listed Investments £	Unlisted Investments £	Total £
Historical Cost (excluding cash) held by investment advisors				
At 31st December 2021	-	-	-	-
At 1st January 2021	-	-	-	-

11) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
Fixed Assets and Investments	1,164,614	0	1,164,614	1,187,520
Cash	454,455	227,882	682,337	478,155
Net Current Assets	21,798	57,963	79,761	131,263
Liabilities (Due in more than one year)	0		0	0
	1,640,867	285,845	1,926,712	1,796,938

12) STAFF COSTS AND NUMBERS

	2021 £	2020 £
Gross Wages and Salaries	428,135	360,155
Employers Pensions	14,046	12,276
Employer's National Insurance Costs	21,875	17,411
	464,056	389,842

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £14,046 (2020: £12,276).

Employees who were engaged in each of the following activities:

	2021 No.	2020 No.
Cost of generating funds/fund raising	13	7
Activities in the furtherance of the organisation's objectives	24	19
	37	26

The charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments of £60,000 or above.

13) UNRESTRICTED FUNDS

	At 01-Jan-21 £	Income £	Expenditure £	Investment Gains £	Transfers £	At 31-Dec-21 £
General Reserve	1,796,120	583,225	738,478		0	1,640,867
	1,796,120	583,225	738,478	0	0	1,640,867

The General Reserve represents the free funds of the charity which are not designated for particular purposes.

14) TRUSTEES AND OTHER RELATED PARTIES

No payments or reimbursements of expenses were made to trustees or any persons connected with them during the financial period. No other material transaction took place between the organisation and a trustee or any person connected with them.

15) COMMITMENTS

At 31st December 2021 the charity has commitments under non-cancellable operating leases as follows:-

Expiry date:	2021 Land and Buildings £	2021 Other £	2020 Land and Buildings £	2020 Other £
Within one year	58,667	0	62,250	0
Two to five years	68,667	0	85,083	0
Over five years	0	0	0	0
	127,334	0	147,333	0

£57,153 lease payments have been recognised as an expense during the year (2020: £60,070).

Capital expenditure contracted for but not provided in the financial statements was £nil (2020: £nil).

16) FINANCIAL INSTRUMENTS

	2021 £	2020 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	87,144	127,961
Carrying amount of financial liabilities		
Measured at amortised cost	20,169	10,443

17a) Costs of generating funds - Shops	Ipswich Reynolds Road	Felixstowe	Ipswich Tacket Street	Stowmarket	Total 2021	Total 2020
	£	£	£	£	£	£
Rent	5,000	15,750	23,996	12,407	57,153	60,070
Legal Fees	0	0	0	0	0	0
Rates	343	552	-55	453	1,293	812
Electricity	430	1,472	1,369	1,671	4,942	6,364
Administration	2,149	2,770	2,976	2,441	10,336	9,598
Repairs and Renewals	1,067	224	2,104	1,199	4,594	5,922
Telephone	259	282	479	230	1,250	1,133
Staff Costs	21,973	28,704	36,319	29,370	116,366	91,896
Goods for Sale	0	693	190	29	912	929
Insurance	0	489	0	0	489	838
	31,221	50,936	67,378	47,800	197,335	177,562

17b) Costs of generating funds - Animal Home	Unrestricted Funds	Restricted Funds		Restricted West Suffolk	Total 2021	Total 2020
	£	£		£	£	£
Animal Costs	27,324				27,324	35,134
Staff Costs	252,996			11,819	264,815	235,022
Repairs and renewals	18,345	818			19,163	13,519
Rates	6,053				6,053	4,764
Electricity	12,252				12,252	9,734
Administration	48,269			35	48,304	38,060
Van expenses	1,860			121	1,981	1,497
Telephone	1,907				1,907	1,476
Forest House	2,971				2,971	1,399
Identichips	158				158	0
VET Fees	33,024			143	33,167	24,802
Cost of Goods Sold	-2,446				-2,446	-2,422
Loss on disposal of fixed assets	0				0	0
	402,713	818	0	12,118	415,649	362,985

17c) Costs of generating funds - Clinic	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Rates	712		712	543
Electricity	502		502	1,292
Administration: Vet attendance	40,421		40,421	28,511
Other	975		975	927
Repairs and renewals	481		481	495
Telephone	157		157	123
Legal Fees	0		0	123
Staff Costs	4,883		4,883	5,033
	48,131		48,131	36,924

18) LEGACIES

In accordance with the Statement of Recommended Practice (FRS102) legacies are now recognised in the accounts when receipt is probable. Legacies notified but unreceived at 31st December 2021 included in debtors and income amounted to £80,442 (2020: £126,229).

19) RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASHFLOW FROM OPERATING ACTIVITIES

	2021	2020
	£	£
Net income/(expenditure) for the year	129,774	29,746
Net cash inflow from West Suffolk branch	-285,845	0
Interest received	-2,257	-3,092
Depreciation	25,202	19,075
Loss on disposal of fixed assets	0	0
(Increase)/decrease in stock	1,431	839
(Increase)/decrease in debtors	37,688	-58,631
Increase/(decrease) in creditors	12,383	-2,360
Net cash flow from operating activities	-81,624	-14,423

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SUFFOLK CENTRAL BRANCH

England & Wales - Charity number 206269

Accounts

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER 2020

RSPCA Suffolk East & Ipswich Branch

Charity Registration No: 206269

RSPCA Suffolk East and Ipswich Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2020

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RSPCA Suffolk East and Ipswich Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2020

Reference and Administrative Information

Charity Name	Royal Society for the Prevention of Cruelty to Animals Suffolk East and Ipswich Branch
Charity No:	206269
Financial Year:	1st January to 31st December 2020

Names of Charity Trustees

Name	Office if applicable	Dates acted, if not for whole year	Name of person (or body) entitled to appoint trustees
Felicity Brown		12.06.19 to 11.03.20	Branch Members at Annual General Meeting and Secondments by Branch Committee during the year
Ian Hendry			
Darren King			
Regine "Alex" Mery		From 08.01.20	
Jane "Lesley" Newton	Hon. Secretary		
Margaret Shiress			
Jean Short	Hon. Chairman		
Mary Taylor	Hon. Treasurer		
Stephen Taylor	Hon. Vice Chairman		

The existing Trustees appoint any new Trustees following the provisions laid out in the organisation's governing instrument.

The Trustees who held title to property on behalf of the charity at the date of this report are Jean Short, Margaret Shiress, Mary Taylor and Stephen Taylor.

Our Honorary President is Sue Southgate.

Senior Staff

Branch Manager	Kim Puttock
Animal Centre Manager	Zoe Barrett
Tacket Street, Ipswich Shop Manager	Sue Smith
Felixstowe Shop Manager	Cathie Livesey
Reynolds Road, Ipswich Shop Manager	Debbie Wright
Stowmarket Shop Manager	Julie Sommerville
Clinic Administrator	Rebecca Moll
Financial Administrator	Trudi Keeble
Branch Administrator	Kate Grimwood

RSPCA Suffolk East and Ipswich Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2020

LEGAL STATUS	Unincorporated Charity
GOVERNING INSTRUMENT	RSPCA Branch Model Rules Revised 19.7.56
OBJECTS	Promotion of kindness and prevention of cruelty to animals with particular reference to the area of benefit i.e., East Suffolk and Ipswich, area covered by the Branch.
PRINCIPAL ADDRESS	RSPCA Animal Centre, Mill Lane, Martlesham, IP12 4PD
PRIMARY BANKERS	HSBC Bank Plc 12 Tavern Street Ipswich Suffolk, IP1 3AZ
INDEPENDENT EXAMINERS	Beatons Limited 7 Three Rivers Business Park Felixstowe Road Foxhall Ipswich, IP10 0BF

Independent Examiner's Report to the Trustees of RSPCA Suffolk East & Ipswich Branch

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2020 which are set out on pages 26 to 39.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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.

J. J. Oakley

Jonathan Oakley F.C.A.

Beatons Limited – Chartered Accountants
7 Three Rivers Business Park
Felixstowe Road
Foxhall
Ipswich
Suffolk
IP10 0BF

Date: 21st June 2021

RSPCA Norfolk/Suffolk - Cambridge/Norfolk Inspectorate Branch Report - 2020

Chief Inspector -
Kathryn Parfitt 806

Animal Collection Officers -
Amy Marjoram 13704
Antoinette Shearsby 11317
Nicola Sullivan 9783
Paige Burnham 14804
Natalie Read 16673

Animal Welfare Officer -
Craig Plumley 8796

Inspectors -
Amy Pellegrini 11318
Ben Kirby 970
Dave Podmore 453
Dean Astillberry 398
Emily Astillberry 907
Jason Finch 735
John Jenkins 739
Nikki Thorne 881
Natalie Bartle 837

Welcome- Inspector Justin Stubbs, Inspector Rebecca Harper, Inspector Jo Bishop, and Inspector Alex Coghlan.

Goodbyes- ACO Amy Marjoram, ACO Antoinette Shearsby, ACO Nicola Sullivan, ACO Natalie Read, Inspector Dave Podmore, Inspector Jason Finch, Inspector Nicola Thorne, Inspector Natalie Bartle.

Overview

As we enter 2021, we look back and reflect on a year which has been undoubtedly challenging as individuals, as employees, and as a society.

At the end of January 2020, we saw the coronavirus outbreak reach the UK and from this moment forward, the way in which we worked changed entirely.

As a society we saw the damaging effects the virus had on our fundraising income, and as a charity who relies on public donations the 'Coronavirus emergency appeal' was launched - www.rspca.org.uk/getinvolved/donate/coronavirus.

Changes were made at the call centre in order to be able to prioritise the animals most in need,

meaning a change to the way we were tasked with jobs. It was clear we could not be everything to everyone in these challenging times, which meant we had to be proactive in giving the public advice, working with other agencies and charities in order to keep animal welfare at the heart of what we do. With this in mind we also had a main focus which was minimising contact, keeping ourselves and others safe and being readily available for the animals who needed us the most. We all know animal cruelty doesn't stop for coronavirus!

During April, we took advantage of the furlough scheme meaning we were able to save money over various areas of the Society, including the frontline officers. During 2020, we had five officers from Norfolk & Suffolk placed on the furlough scheme. Of course, with reduced staff on the roster, this put additional strain on the remaining officers with gaps and shifts that needed covering alongside booked annual leave. As a group, people pulled together and knew that this was for the greater good and our passion for animal welfare!

As June approached, it was clear the pandemic had caused (and was continuing to cause) a lot of financial strain on all businesses and charities with the worldwide economy taking a hit. A knock-on effect was that people were unable to support us how they may previously have done. In order to save the society to enable us to be here for animal welfare for years to come, the society had to make some important but difficult decisions.

It was proposed in June that with the heavy heart the Society had no other choice than to make redundancies in order to support the charities future. This included a percentage of frontline officers. The society called this the 'Organisational review'. For the Inspectorate it was proposed that the group areas and sizes would be changed with a set amount of staff per area. This meant officers could/would be moved into a new group and area, and in overpopulated areas, some officers would be put at risk of redundancy. It was also proposed that the Animal Collection Officer role would be disestablished along with the Animal Welfare Officer role. Replacing these roles would be a new position called an 'Animal Rescue Officer'. Due to the similarities in the job roles already, the Animal Welfare Officers (AWO) would naturally move over into the new position, but the Animal Collection Officers (ACO) would be at risk of redundancy and could apply for a new position of Animal Rescue Officer (ARO) where vacancies arose.

The proposals were successful and towards the end of summer into the autumn the restructure had been put in place. Norfolk/Suffolk group area changed into two new group areas - Cambs/Norfolk group and Suffolk/Essex group.

It is with a heavy heart that throughout this process, we said goodbye to ACO Nicola Sullivan and ACO Antoinette Shearsby who were both made redundant, both had been with the society for a number of years but are now in new employment and are fantastic assets to their new teams! We wish them all the best in their future.

With the group changes, Inspector Nicola Thorne, Inspector Jason Finch and Inspector Natalie Bartle became part of Suffolk/Essex group, alongside ACO Amy Marjoram and ACO Natalie Read becoming Suffolk/Essex new ARO's. Inspector Dave Podmore is now covering the Herts/Bedfordshire group area. AWO Craig Plumley and ACO Paige Burnham became Cambs/Norfolk new ARO's. We welcomed Inspector Rebecca Harper (Wildlife officer), Inspector

Justin Stubbs, Inspector Jo Bishop (Wilberforce Project Officer), and Inspector Alex Coghlan into the Cambs/Norfolk group area.

As the year progressed and moving into winter, 2020 saw how strong we all are as a group and decided to throw another challenge at us, Avian Influenza!

The Avian influenza outbreak showed confirmed cases in commercial farms near Watton, Great Ellingham, Attleborough and Kings Lynn. Control, Surveillance, & Protection zones were put in place around these areas meaning we had strict government advice to follow. Frustratingly for all involved, East Winch fell into one of these zones meaning for a period we were unable to take any animals in or out. Thankfully restrictions are now lifted and we are able to use our wildlife hospital again, so far as COVID restrictions will allow.

Avian influenza, a notifiable disease, is unavoidable in wild birds, so we also saw an increase in sick birds and sought advice from DEFRA and APHA if we suspected a case. At times hard decisions had to be made to ensure best welfare for sick birds and to protect our staff and centres/rescue partners from any unnecessary disease spread. A number of euthanised birds were tested by APHA and we had confirmed disease in birds from St Neots, Cambs & Wisbech - following this advice was provided to the relevant staff and members of public by Public Health England.

This year has highlighted the importance of proper PPE & cleaning measures when dealing with birds and wild mammals, to ensure we keep ourselves and the animals in our care as safe as possible. Risk of Avian Influenza should now start to decrease as the year progresses and migration patterns change - fingers crossed nature doesn't throw us any more challenges!

Special Thanks

A special thanks to all our colleagues at East Winch Wildlife Centre who have been supportive and given expert advice through 2020. During the times they were full to capacity, restricted on what they were allowed to admit, and when short staffed due to self-isolation/shielding, they were always at the end of the phone for our officers to guide them through a situation when needed! You're all brilliant.

That brings me on to say a huge thank you to Wild Touch wildlife centre at Ridlington, Norfolk. Wild touch is an RSPCA approved establishment who have been no end of support to us during 2020 when East Winch has been full to capacity. They have taken in numerous animals who otherwise would have had nowhere to go and needed treatment and rehabilitation! Thank you! Another big thank you to our other approved wildlife establishment, Wildlives based down in Essex who again have helped with wildlife in 2020!

Thank you to the emergency services who assist us on jobs as and when needed! This covers the Fire and Rescue service who attend jobs where it may be unsafe for our officers to do so alone. The police who assist us in enquiries, difficult members of the public and help us rescue animals, whilst acting within the law.

Thank you to Dillon, our approved exotics specialist, who looks after all of the exotic species for us, which otherwise means we would have to travel for many hours to accommodate them.

Thank you to all the local seal charity groups who attend seals within our area and ensure we are not attending the same calls, keeping our officers available to deal with other animal emergencies. These are as follows- Friends of Horsey Seals, Wildtouch, Marine and Wildlife Rescue, BDMLR, Seal and Shore Watch and Sealife.

Thank you to Redwings and World Horse Welfare for attending incidents with us and always offering expert advice.

Lastly, a huge thank you to our wonderful branches who take on all our domesticated animals who enter our care. We really couldn't do it without you!



This lovely little girl was named 'Doris' by the Branch. Doris was a very sad story in the early part of 2020, when Inspector Natalie Bartle was tasked with the job of a kitten dumped in a cat carrier over the A14 flyover near Felixstowe.

On arrival, thankfully Natalie located the carrier and found poor little Doris huddled in the corner, petrified from all the noise and her ordeal. We are thankful her carrier was secure enough that she did not make a bid for freedom where she could have found herself in further trouble or harm.

We are unsure as to why Doris' owners felt the need to cruelly abandon her at just 10/12 weeks old, but there were a lot of concerns regarding cats and coronavirus at the time, so this could have been a potential reason. News reports around the time had left pet owners feeling particularly concerned about their cats and the possible impact of Coronavirus, but in actual fact the risk is incredibly small. Since this, our media department has put a lot of effort into providing information to try and reassure cat owners throughout the pandemic. A dedicated page on our website was published in April and we hope that this will put cat owners mind at rest going forward - https://www.rspca.org.uk/-/we-re-reassuring-cat-owners-during-coronavirus-crisis. We want to stress to owners to read reliable sources, and get in contact for advice and support.

Since the latter part of 2020, the branches that fall under our group areas have now changed.

Suffolk/Essex group area will now have the following within their area - RSPCA Suffolk East and Ipswich branch and RSPCA West Suffolk Branch.

Cambs/Norfolk will now have the following within their area - Block Fen Animal Centre (National), RSPCA Cambridge and district branch, RSPCA Cambridgeshire and Mid-East Branch, RSPCA Peterborough and District branch.

Although we work alongside the branches within the areas and have certain staff per area, on a

whole, as officers we will be practising 'borderless working'. This means we will travel into other group areas where appropriate and when we are the best officer placed to complete the particular job. This means more effective working and ultimately doing our best for animal welfare.

RSPCA Suffolk East and Ipswich Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2020

The Trustees present their Report and Financial Statements

Objectives and Principal Activities of the Charity

The objectives of the Branch are to promote the work and objects of the RSPCA – to promote kindness and/or to suppress cruelty to animals by all lawful means – with particular reference to the area of the Branch, in accordance with the policies of the National Society.

The Branch's animal welfare work, although local in nature, benefits society at large and also aims to help people in need with the care of their animals. This report illustrates the main activities of the Branch and shows the benefit provided to the public.

The key aims of the Branch are to find suitable new homes for as many animals as possible, and to provide proper care to all animals which come into our Branch, particularly those who have been mistreated or abandoned. To also provide subsidised treatment through our Clinic for those members of the public who cannot afford normal veterinary fees.

Animals taken into our care for re-homing are assessed, receive veterinary treatment, flea and worm treatment, vaccinations, neutering and microchipping as needed. If an animal is not old enough to be neutered, a voucher is given to the adopter for when the animal reaches the appropriate age, and this is closely monitored. This work helps to control the incidence and spread of disease and suffering and promotes responsible pet ownership and both human and animal health.

We re-home animals in our care for a reasonable adoption fee to people willing and able to have a companion animal. It would not be in the best interests of the animals, and therefore would fall outside our objects, to re-home to those who do not meet our rehoming criteria. A home visit is carried out prior to rehoming for all dogs, cats, rabbits, ferrets and chinchillas, as well as post adoption/follow up visits to see how the animal is getting on in their new home. During the COVID-19 pandemic the Branch has had to adapt the way it works, taking into account the guidance provided both by the Government and the National Society. This was particularly evident in our rehoming process as we have not been able to undertake the usual face to face adoption work and processes at our Animal Centre, and pre and post home visits by our volunteers. The entire adoption process for the vast majority of 2020 was carried out remotely and worked exceptionally well in securing new homes efficiently and safely.

Our Animal Centre in Martlesham supports our local RSPCA Inspectorate team by taking in unwanted, mistreated or abandoned animals, as well as taking in pets whose owners are no longer able to care for them, through ill health, financial difficulties or whose owners have passed away. We continue to have a very good working relationship with the Inspectorate team and thank them for all they do; especially Insp. Natalie Bartlett who works very closely with our Branch.

We also take in wildlife that is in need of assistance and, when necessary, the wildlife is transferred to the RSPCA East Winch Wildlife Hospital in Norfolk.

We assist those who cannot afford veterinary treatment for their animals, by running a Veterinary Clinic in Ipswich where heavily subsidised veterinary treatment is provided to those residing in the Branch area. These clients would otherwise be unable to afford help for their animals, which could result in the animal suffering. During the pandemic we have had to adjust our normal working procedures to ensure the clinic was COVID-Secure. We were fortunate that we were able to continue to operate the clinic throughout 2020, and found that our help was needed even more than ever.

The Branch feels neutering of companion animals is a priority and runs neutering schemes where the cost of neutering is heavily subsidised. During 2020 we continued to offer reduced neutering for dogs, cats and rabbits for those on low incomes. This assists members of the public, who would not be able to fund the full cost of the operation themselves and, in animal welfare terms, is a preventative measure to reduce the numbers of unwanted animals and promotes responsible pet ownership.

We also continue to provide low-cost microchipping of companion animals at our Animal Centre. To note that as of 6th April 2016 new legislation made it compulsory for all dogs to be microchipped.

We take in lost and stray animals (excluding dogs) and take steps to reunite them with their owners. The collection or intake of stray dogs is the responsibility of the Local Authority Dog Warden. During 2020 we continued to use the Pets Located online facility for lost and found pets; a very useful and proactive site which members of the public can use directly and to which the RSPCA network refers.

The Branch is registered for Gift Aid which increases the value of donations to the Branch by allowing us to reclaim tax on the donations. Not only can we claim Gift Aid on monetary donations, but we can also ask members of the public if they are willing/able to Gift Aid the donations which they bring to our charity shops. In 2020 through the hard work of our Shop Managers and volunteers we were able to claim £8,395.89 of Gift Aid through the donations given to our Charity Shops. This figure is down on 2019 due to the direct impact of the pandemic and the fact that our shops were closed for long periods of time

We were also able to claim a further Gift Aid refund of £4,504.15 from the monetary donations given to the Branch and collected by volunteers during the year; including supermarket collections. This sum is very similar to 2019 and due to some very generous donations from our supporters.

The Charity owns the Animal Centre at Martlesham, the Clinic situated at St Georges Street, Ipswich and the two houses adjacent to the Centre, namely Forest House and Sunnyland (all freehold). Animal Centre staff members reside in these houses providing overnight cover as and when needed. A lease is held on each of the four charity shops.

We respond to enquiries directly from the public and offer help and free advice to people who call or visit our Animal Centre, Clinic, shops or who call our Branch Administrator.

We support the National Society, other branches and local animal welfare charities by helping with home visits, swapping and transferring animals, inviting them to have stalls at our events and collaborating on campaigns and fundraising events.

At the end of December 2020, the Branch employed 22 staff members (18.7 FTE).

The Branch provides volunteering and work experience opportunities for those who wish to support our work and gain valuable experience including trusteeship, fundraising, helping in our shops, at the Clinic and at the Animal Centre. This benefits local people, schools and companies by providing the possibility of doing work which is compassionate and rewarding.

We provide educational talks to both children and adults to increase awareness of animal welfare. In 2020 we were only able to provide a limited number of talks due to the pandemic. We have two volunteers who are able to provide talks so once it is safe to do so we will be starting these again.

The Trustees have reviewed the outcomes and achievements of our objectives and activities for 2020, to ensure they remain focused on our aims, and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

There were no expenses paid to any of the Trustees during the financial year 1st January to 31st December 2020.

Advisors
HSBC Bank, Ipswich – Bankers
Prettys, Ipswich – Solicitors
Beatons Limited, Felixstowe – Independent Examiners
Richard Brunt FRICS & Associates, Bucklesham – Surveyors/Valuers
Bob Davis Building Design, Clopton – Building Design & Architectural Technician
Mervyn W Gill, Ipswich – Quantity Surveyor
JP Chick & Partners, Ipswich - Consulting Civil, Structural and Environmental Engineers
Soma Services Ltd, Warwick – Waste water and sewage treatment company
Sabrina Ward Business Support Officer, Community Action Suffolk

Organisational Structure
The Society was founded on the 16 June 1824 and granted the "Royal" prefix by Queen Victoria in 1840. The current constitution of the RSPCA was created with the adoption of the Royal Society for the Prevention of Cruelty to Animals Act 1932; the work of the Society is governed by the RSPCA Act and by the Rules of the Society. Membership of the Society is by subscription and may be on a life, annual or junior basis.

The Branch is an unincorporated charitable association and a separately registered charity.

RSPCA Suffolk East and Ipswich Branch
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The work of the RSPCA covers England and Wales. There are three management regions, namely; the North, Wales and Midlands and the South. We are part of the Wales and Midlands Region.

A local committee elected at the AGM governs the RSPCA Suffolk East and Ipswich Branch. The Branch Committee must be a minimum of 7 members and a maximum of 14. The Committee is drawn from individuals who have been members of the Branch for at least three months (and have attended at least three meetings as an observer). The Trustees elected at the AGM may co-opt two additional Trustees during the year. Trustees are recruited through advertising and promotion. They receive ongoing training and support as necessary. They have individual and collective responsibility for the management of the Branch and its funds.

The day-to-day responsibility of the Animal Centre, Shops and Clinic has been delegated to the respective Managers with the Branch Manager heading up the team.

The Trustees hold monthly meetings at which decisions are made. There are also Sub-Committee meetings held to discuss areas such as the Animal Centre and fundraising. Additionally, Extraordinary Meetings are held as needed and an AGM is held in June. The 2020 AGM was held in October when lockdown measures allowed such meetings to take place with the necessary health and safety precautions, etc. in place.

Related Parties

There have been no related party transactions in the period 1 January – 31 December 2020.

Review of Activities

During 2020 the Branch operated in a country that was seriously affected by COVID-19 which had a major impact on the operations of our charity. A lot of the time we were working in very unfamiliar territory. The Branch continued its dedicated and tireless work to improve the welfare of local animals, especially those brought into Branch care by the RSPCA Inspectorate team - animals that have often been neglected and badly treated. The Animal Centre and Clinic were both kept very busy.

During the year the Branch took in 298 animals (211 for welfare reasons and 87 were for non-welfare reasons), and re-homed 243 animals. In addition, 29 wild animals and birds were accepted into our care and 23 of these were transferred for further treatment to either the RSPCA Hospital/Wildlife Centre in Norfolk or to local vet practices. The Branch microchipped 280 animals. (This figure includes all the animals which were microchipped prior to being adopted). In addition, the Branch neutered 378 animals (again, this includes animals we have re-homed).

At our Animal Centre we are able to care for 21 dogs, 20 rabbits, 40 ferrets, 56 cats plus a number of small animals and birds, at any one time.

RSPCA Suffolk East and Ipswich Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2020

Throughout 2020, although we were in the grip of COVID-19, rehoming continued with stringent procedures in place.

Our Animal Centre has seen a lot more guinea pigs needing help in 2020. All of the guinea pigs we have had come in are very under socialised.

We've seen a decrease in the number of dogs needing our help during lockdown. However, we are anticipating a sharp rise towards the middle/end of 2021 when life returns to a more normal setting. We are concerned about the large number of puppies purchased during lockdown who may potentially be under socialised with new people and other dogs, and likely experience separation related behaviours when their owners return to work.

A steady flow of cats has continued to come in. However, we had to manage intake during the pandemic to ensure we would be able to cope with reduced staffing should we have been directly impacted by the virus.

Turning to the longer stay animals and the dedicated work from our Animal Centre team that help them all find their loving homes. Ian, Belle and Poppy, are three lovely ferrets that were with us for 2 years and 3 months before finding their forever home. Belle and Poppy were our longest stay ferrets, and Ian joined them after he sadly lost his ferret friend. All 3 ferrets are very happy, active and mischievous in their new home and we were so pleased to see them adopted and given the chance they deserve. Ferrets are often overlooked, but they make great pets and bring endless amounts of fun!

Jessie the cat spent 9 months in our care, and was overlooked due to her initial feisty temperament. Jessie enjoyed many months in a foster home where she got a well-deserved break from cattery life before she was finally adopted. Jessie is doing fantastically in her new home and is showing how affectionate she can be. Jessie was a prime example of how a cattery environment can supress an animal's true personality but given the chance and a bit of patience she's showing her friendly and loving side.

Tequila the Staffordshire Bull Terrier cross was in our care for 8 months and at first this was due to necessary behaviour training but also sadly because of the COVID-19 pandemic hitting. Tequila's adopters were very patient and waited until restrictions were lifted and they could come and spend lots of time with her. As Tequila was nervous of strangers her new adopter met her multiple times a week for a few months in order to allow her to feel comfortable. We're happy to report that Tequila is now very settled in her new home and is slowly being introduced to other members of the family outside of her household and is progressing well.

Volunteers play a vital role across the Branch and we are sincerely grateful to all our volunteers. At the Animal Centre the staff are very appreciative of their dedicated volunteer team who support their work. However, due to the pandemic, the Centre has had to temporarily put a hold on volunteers attending which has meant we did not see our volunteers for most of 2020 and we look forward to welcoming them back.

We have a dedicated volunteer foster team and continue to work on increasing the number of fosterers we have on board. We are indebted to our foster team as they provide a life line for animals who find the centre environment difficult.

At the centre, Project Winston, our new isolation block, four wonderful new kennels and support block, plus waste treatment plant and a new 3-phase electricity supply, is slowly coming to an end. There was a considerable wait to have the upgraded electricity supply connected. This meant other areas, such as the commissioning of the waste treatment plant, could not be completed. These necessary works were also delayed by the pandemic and the first and subsequent lockdowns.

The Trustees and management are constantly working on the maintenance and upkeep of the fabric of the centre, shops and clinic together with the equipment to ensure that they are fit for purpose in all areas.

For example, at the Animal Centre, we installed a new commercial-sized washing machine for the dogs' section, fixed the ride on lawn mower, replaced the rabbit accommodation roofing, and new security fencing was erected around the site. A number of trees, which were overhanging the Animal Centre site, were pollarded for safety.

We have had to be innovative with our fundraising during the pandemic and so the Animal Centre team decided to sell donated animal food outside the Animal Centre gates; this is food that we are unable to feed to the animals in our care. The team has so far raised over £500 and we hope this will continue during 2021. This much needed income will help feed both the animals in our care and also help members of the public on low incomes who will greatly benefit from the reduced priced food for their pets.

Social media now plays a very important part in the re-homing of animals, enabling branches to showcase their animals to a much larger audience than was previously possible. We need to remain competitive and up to date with our work in this area and our Branch website, Facebook and Instagram pages go from strength to strength. They are very important tools, especially during the pandemic when the public were not able to attend our sites

At our Veterinary Welfare Clinic in St. Georges Street in Ipswich, 1,311 animals were seen and treated. The Clinic continues to see a high demand for help. A welfare assistance scheme is in place at the Clinic to ensure that assistance is given to those in genuine need, i.e., those in receipt of benefits or on a low income. However, no animal in need will ever be turned away.

The attendance figures for 2020 were remarkably similar to 2019. This was surprising as we were running the clinic remotely for four months and the vets were not prioritising neutering or vaccinations due to the pandemic.

In 2020 we witnessed a lot more general neglect; mostly lack of flea/worm treatment causing Flea Allergy Dermatitis, but also matted fur and ear/eye infections that have been left untreated, etc. We feel this is down to lack of funds and people delaying a trip to the vet due to

the pandemic. Alongside this, we are also experiencing a lot more people unable to pay, or only able to pay a small contribution.

We also saw a lot of puppies which were purchased online during lockdown. A number of these were in a poor state, too young to leave mum and unvaccinated/chipped, etc. In addition, we also encountered an increased number of overweight dogs!

Approximately 50% of our daily visitors now are new clients, many of whom have lost their jobs due to COVID. Around 50% of the calls we are receiving at the Clinic are from people asking for welfare assistance.

The Trustees believe that the statistics detailed above demonstrate that the branch's activities are making a significant difference to animal welfare in the Branch area and its core purpose is being achieved.

The Branch runs four busy charity shops; two in Ipswich, one in Felixstowe and one in Stowmarket. As well as raising vital funds for the Branch, the shops help to raise awareness of our Branch and the work we do by displaying rehoming and event posters. Additionally, our shops help to recycle and upcycle donations helping the environment.

We are very reliant on the profit from the shops, as this is a vital part of our income, and we are sincerely grateful for all the donations that are taken to the shops by the public and/or collected by volunteers. In 2020 our shops were closed for a number of months which seriously affected Branch finances. We were very lucky to receive financial support in the form of grants from the local authority for which we are most grateful. In 2020 our shops brought in a net profit of £24,176.

Our Safe Haven sponsorship scheme, whereby members of the public can sponsor animal accommodation at our Animal Centre, continues to help fund and support our work. During 2020, the Safe Haven scheme brought in £13,489 including Gift Aid. The Branch is very grateful for the ongoing support received through this scheme.

During 2020, even though fundraising efforts were severely affected by the pandemic, we managed to raise just under £3,500 through our events and supermarket collections. This was compared to just under £20,000 which was raised in 2019.

We would like to say a big thank you to, amongst other companies, AA Turners, Hughes, Soma Services, Azurri, Holmes (Mill Lane work) who helped and supported the Branch throughout the year in various ways from donating items to providing their services / products free or at very heavily reduced prices. Also thank you to Pets at Home, Martlesham, who have been very generous through donating food items and providing vouchers every 3 months through their PAH Lifeline Scheme. This has given us a real saving on the Animal Centre's expenditure on food, bedding, toys, etc. In addition, grateful thanks are given to Asda who gave us a wonderful 22 weeks rent free for our Stowmarket Shop, a figure of nearly £8,500. This help is so appreciated and we are very grateful to each and every one of them as their support meant that more of our vital funds could go to our core work of helping animals.

RSPCA Suffolk East and Ipswich Branch
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For the Year Ended 31st December 2020

Throughout 2020 there were ongoing discussions regarding a possible merger with some of the area comprising the current RSPCA West Suffolk Branch. Several meetings and discussions have taken place to ensure that any merger is in the best interests of the branch and the animal welfare provision.

Both volunteers and employees carried out the fundraising on behalf of the branch, although the majority of the face-to-face fundraising was carried out by volunteers. There were no professional fundraisers or commercial participators involvement in any of the fundraising activities.

The Branch is registered with the Fundraising Preference Service (FPS), and only had one request for removal from our data base by the FPS in 2020. The FPS is a free service run by the Fundraising Regulator that helps people stay in touch with the charities they want to and end contact with those they don't.

Trustees monitor fundraising activities by having a Fundraising Sub-Committee. The Sub-Committee holds regular fundraising meetings which are chaired by our Branch Manager, attended by 2 Trustees, staff and volunteers. Minutes are taken and circulated to the Fundraising Sub-Committee, Board of Trustees and site managers

Our charity protects vulnerable people through a Safeguarding Policy which was introduced in November 2019. As part of the policy introduction, Trustees requested that all staff and volunteers were supplied with a copy of the policy and a short quiz was taken to demonstrate each person's knowledge and understanding of the policy.

The Branch received one complaint in 2020 which was dealt with and resolved by the Branch Manager.

Our volunteers, who number approximately 100 and to whom we are deeply indebted, provide invaluable support and give their free time generously and readily. The branch would not function without the continued support of these volunteers who help with all areas of our work. It is always hardest to recruit volunteers for our fundraising, especially store collections and our charity shops. Because of the pandemic, we were not able to have our volunteers on board as we usually would and we look forward to welcoming them back as soon as we are safely able to.

I would like to finish by thanking my fellow Trustees, our paid staff, the Inspectorate team who cover our Branch area (including the Animal Rescue Officers), our Branch Partnership Manager Sharon Collin and the two vets which support our Branch - The Barn Veterinary Practice and Ryder-Davies & Partners. But most of all, I'd like to thank all our wonderful volunteers who give up their time so selflessly to help with our animal welfare work. Without the tireless work and support of so many volunteers, it would be impossible to deliver the level of animal welfare work that we do.

Total expenditure was £646,915 and total income was £676,661. The main income items were:

Donations and Boxes (Including £3,000 COVID-19 Grant)	£23,264
Legacies	£280,754
Special Fundraising (incl. our events)	£3,408
Charity Shop Profit (Including £79,049 COVID-19 Grant)	£24,176
Clinic Donations (Including £10,000 COVID-19 Grant)	£25,003
Safe Haven	£13,489
Grants	£24,622
General Donations	£47,118

Risk Analysis

The Branch has carried out a review to identify major risks and has taken steps to mitigate them. The major risks identified are: -

- loss of reputation through error or fraud
- loss of income through error or fraud
- loss of income through poor investment performance
- insufficient Trustees for the Branch to continue
- insufficient volunteers for the fund-raising activities
- insufficient funds to cover the cost of animal welfare activities
- inability to operate the Animal Centre, Shops or Clinic because of fire, pandemic or other destruction

The Branch operates within the framework of the Society's rules and guidelines and it is the opinion of the Trustees that the Branch's policies, procedures and controls are adequate to mitigate financial and reputation loss through error or fraud and to maintain the future financial viability of the Branch. There is an ongoing awareness of the need to recruit further Trustees and volunteers.

During 2020 a full review of Branch policies and procedures was undertaken and any necessary alterations were put in place in order that we continued to comply with legislation and other regulations.

At the start of the pandemic, a COVID-19 risk assessment process was put in place for all areas of our charitable activities. Our activities are varied and complex. We have put in place an ongoing process of examining each part of the charity in light of the continually updated and changing Government guidance on managing the risk of the coronavirus.

In order to ensure that the Branch was COVID-Secure in all areas, a robust Controls Policy and COVID-Secure Risk Assessment was implemented. The Controls Policy operates in tandem with the Risk Assessment and both are regularly reviewed and updated.

Reserves Policy

It is Branch policy to maintain sufficient funds in reserve to cover maintenance of all Branch property plus keeping available monies to meet known future commitments. In addition, where funds are raised, donations given and/or legacies received for specific purposes, they must be kept separate until that purpose arises. To meet these obligations, the Branch maintains a reserve level of 9 months.

We can confirm that these funds are sufficient to meet all on-going items of expenditure, including rent for the Charity Shops and all other known or anticipated obligations. There are no likely delays foreseen in realising those assets when need arises.

Investment Policy

We confirm that all investments both present and future have been or will be acquired in accordance with the powers available to the Trustees. All investments are reviewed on an annual basis in conjunction with forward planning discussions.

Looking Back

The cost of running our branch operations for this last year were £646,915 against our total income from all sources of £676,661. This resulted in an excess of income over expenditure of £29,746. This is a remarkable achievement considering all the restrictions we were operating under due to the Coronavirus pandemic.

We are extremely grateful for all the donations we received from our many supporters during this very difficult year.

We applied for various grants and received £3,000 from the Pets at Home charity "Support adoption for pets", for our Martlesham Animal Centre, £79,049 Local Authority grants relating to our 4 charity shops and finally a £10,000 Local Authority grant for our Animal Welfare clinic in Ipswich.

Our landlords ASDA, who own the premises of our Stowmarket shop, were also extremely generous and allowed us 22 weeks rent free, which covered the various periods of lockdown that the shop was closed for during 2020. We are very grateful for this additional support during these challenging times for all charities and businesses.

All of our shop staff were furloughed during the various lockdowns and the branch was able to claim a total of £32,326 from the Coronavirus Job Retention Scheme, allowing us to retain all our shop staff.

Our Martlesham Animal Home remained "open" throughout the year, operating to very strict guidelines as laid down by DEFRA and RSPCA HQ. Our staff there were classed as "key workers".

Our Animal Welfare Clinic also continued throughout the year, with support and guidance from The Barn Veterinary practice.

The Trustees would like to express their appreciation to all our staff and volunteers for their support and dedication to our work over the past turbulent year.

At the present time (June 2021) the Trustees are confident that we have taken all necessary actions to ensure the viability of the charity for the foreseeable future.

Future Plans

- To continue to provide a very valuable service and support to East Suffolk in line with our aims and objectives.
- Our domestic and wild bird facilities at the animal centre are in need of updating and so we will be looking to upgrade our existing facilities to facilitate the rescue and recovery of wild birds and the intake and rehoming of domestic birds.
- We will be looking at creating a fit for purpose grooming room at our animal centre.
- Focus will be given to increasing volunteer numbers to support the animal centre staff.
- Business and strategic planning will continue to play a very important part of taking the branch forward. Our Branch Manager, in conjunction with Trustees, is currently working on a Branch Strategy which will be an invaluable tool for the future.
- We will continue to work on ensuring we remain complaint with the General Data Protection Regulations (GDPR).
- The Branch will continue to advertise the animals needing homes as much as possible, through all means possible. Focusing particularly on our website, Facebook, Instagram and via press releases.
- The Branch will be recruiting more fundraising volunteers to assist with our events, store collections and to help in our charity shops, so that we can look at building on our existing fundraising activities.
- The Branch will continue to review its costs and identify ways of getting better value for money from its external contracts and suppliers.
- We will continue to look at ways of maximising our income opportunities in our charity shops and through other platforms, especially online.
- To identify sustainable income opportunities.
- Ongoing review of existing and implementation of new Branch Policies.

- To review the existing skillset of the Trustees and to undertake a recruitment drive to fill any identified gaps

- Increase education talks to both children and adults so that we can increase animal welfare knowledge in future and current generations and to provide an educational experience.

- We will be reviewing, updating and promoting our Safe Haven scheme

- The Trustees will continue the merger discussions that commenced in 2020.

Trustees' Responsibilities

Under the Charities Act 2011, the Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the year and of its incoming resources and the application of such resources during the year.

In preparing the statement, the Trustees are required to: -

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are prudent and reasonable;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which will enable the Trustees to ensure that the financial statements comply with the applicable law, regulations and Trust Deed.

The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of and detection of fraud and other irregularities.

The Trustees would like to sincerely thank all those who have helped and who have continued to show their dedication and commitment to animal welfare in the Branch area.

As a result of the COVID-19 pandemic and its effect on the charity's financial position, I am sure that 2021 will be a challenging time. I am confident however that our staff, many supporters and volunteers will enable us to continue our fantastic (and hard) work for the animals in our area. As always, our grateful thanks are extended to everyone who has supported us in whatever way they were able to during the past year, either financially or by the generous gift of their time.

RSPCA Suffolk East and Ipswich Branch
Annual Report and Financial Statements
For the Year Ended 31st December 2020

Approved by the Trustees on 21st June 2021 and

Signed on their behalf by Jean Short

Mrs Jean Short
Hon. Chairman

Legacies Received

We are indebted to those who leave legacies to the Branch and to those family and friends who donate in memory of someone special. Their generosity will help us to continue our vital local animal welfare work. We are always touched when money is left to the branch in this way and it is very special to us and will continue to be so. Please contact the Branch Administrator (details below) if you would like a list of money that was left to us through legacies in 2019.

Form of Bequest

If you wish to support RSPCA Suffolk East & Ipswich Branch and their animal welfare work in East Suffolk by leaving a legacy in your will, please note that the bequest should be worded as follows to avoid any uncertainty: -

"I give, devise and bequeath to the RSPCA Suffolk East & Ipswich Branch, registered charity number 206269, the sum of £..... or the whole (or a share) or my residuary estate for its general charitable purposes. I declare that the receipt of the Honorary Treasurer or other proper officer of such Branch shall be a full and sufficient discharge of this legacy".

Branch Contact Details:

Mrs Jean Short (Hon. Chairman) - jean.short@rspca-ipswich.org.uk.

Mrs Mary Taylor (Hon. Treasurer) - mary.taylor@rspca-ipswich.org.uk.

Mrs Jane "Lesley" Newton (Hon. Secretary) - lesley.newton@rspca-ipswich.org.uk

Mrs Kim Puttock (Branch Manager) 07486004153 or kim.puttock@rspca-ipswich.org.uk.

Mrs Kate Grimwood (Branch Administrator) Tel: 01449 614057 or 07745771129 or kate.grimwood@rspca-ipswich.org.uk.

Branch Website: www.ipswich-rspca.org.uk

Branch Facebook Page: www.facebook.com/rspcasuffolkeastandipswich

Branch Instagram Page: www.instagram.com/rspca_martlesham

RSPCA CRUELTY LINE: 0300 1234 999 – 7am to 10pm

HQ WEBSITE: www.rspca.org.uk

Martlesham Animal Centre, Mill Lane, Martlesham, IP12 4PD
Tel: 0300 999 7321 or martlesham@rspca-ipswich.org.uk

Open to the Public: Mon – Saturday 11.30am–3.30pm (Closed Wednesday)
Sunday (by appointment only) 1.30-3.30pm.
Telephone lines are open from 9am-4.30pm, 7 days a week.

Clinic, 35A St. George Street, Ipswich, IP1 3NF
Tel: 01473 231972
Open to the Public: Tues 12-1pm and Fri 12-1pm
(lines answered between 10.30am-1.30pm)

Ipswich Charity Shop, 1-3 Tacket Street, Ipswich, IP4 1AU
Tel: 01473 253420 Opening Hours: Mon – Sat 9am-4pm, Monday to Friday and most Saturdays

Ipswich Charity Shop, 15 Reynolds Road, Ipswich, IP3 0JL
Tel: 01473 7144782 Opening Hours: Mon – Fri 10am-4pm

Felixstowe Charity Shop, 144a Hamilton Road, Felixstowe, IP11 7DS
Tel: 01394 275350 Opening Hours: Mon – Sat 9am-5pm

Stowmarket Charity Shop, Meadow Centre, Stowmarket, IP14 1DE
Tel: 01449 259036 Open Hours: Tues – Sat 10am -4pm

RSPCA Suffolk East & Ipswich Branch
Statement of Financial Activities
for the year ended 31 December 2020

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Prior Period Total Funds 2019 £
Incoming Resources					
Revenues, grants, legacies & donations		405,582	0	405,582	378,625
Activities for generating funds		143,612	0	143,612	266,027
Investment Income		3,092	0	3,092	5,481
Covid Grants		124,375	0	124,375	0
Total Incoming Resources	3	676,661	0	676,661	650,133
Costs of activities in furtherance of the charities objectives	4a	397,679	2,230	399,909	464,495
Cost of raising and generating funds	4b	177,562	0	177,562	184,524
Management & Administration of the charity	4c	69,444	0	69,444	39,378
Total Resources expended	4	644,685	2,230	646,915	688,397
Net Incoming Resources before Transfers		31,976	-2,230	29,746	-38,264
(Ie Total A minus Total B)					
Gain/Loss on Disposal of Investments		0	0	0	0
Transfers		0	0	0	0
Total funds brought forward		1,764,144	3,048	1,767,192	1,805,456
Total funds carried forward		1,796,120	818	1,796,938	1,767,192

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners in England and Wales and is reconciled to the total funds as shown in the Balance Sheet on the following page as required by the said Statement.

RSPCA Suffolk East & Ipswich Branch
Balance Sheet as at
31st December 2020

	Notes		2020 £		2019 £
Fixed Assets					
Tangible Assets	2		1,187,520		1,170,184
Investments	10		0		0
			1,187,520		1,170,184
Current Assets					
Stock		4,225		5,064	
Debtors	7	141,976		83,345	
Cash at Bank and In Hand	6	478,155		525,897	
		624,356		614,306	
Creditors:					
Amounts due within one year	8	14,938		17,298	
Net Current Assets			609,418		597,008
Total assets less current liabilities			1,796,938		1,767,192
Creditors:					
Amounts due after more than one year	9		0		0
Net assets			1,796,938		1,767,192
CAPITAL & RESERVES					
Income Funds					
General Funds	13		1,796,120		1,764,144
Restricted Funds	5		818		3,048
			1,796,938		1,767,192

The financial statements on pages 26 to 39 were approved and authorised for issue by the Trustees on 21st June 2021, and signed on their behalf by:-

Jan Short

Mrs J Short
Trustee

Date: 21st June 2021

RSPCA Suffolk East & Ipswich Branch
Statement of Cash Flows
for the year ended 31 December 2020

	Notes		2020 £		2019 £
Cash flow from operating activites	19		- 14,423		356,341
Interest paid			-		-
Net cash flow from operating activites			- 14,423		356,341
Cash flow from investing activities					
Payments to acquire tangible fixed assets		- 36,411		- 200,779	
Interest received		3,092		5,481	
Net cash flow from investing activities			- 33,319		- 195,298
Cash flow from financing activities					
Interest paid		-		-	
Net cash flow from financing activities			-		-
Net increase / (decrease) in cash and cash equivalents			- 47,742		161,043
Cash and cash equivalents at 1 January 2020			525,897		364,854
Cash and cash equivalents at 31 December 2020			478,155		525,897
Cash and cash equivalents consists of:					
Cash at bank and in hand			478,155		525,897
Cash and cash equivalents at 31 December 2020			478,155		525,897

RSPCA Suffolk East & Ipswich Branch
Notes to the Accounts
31 December 2020

1) **Accounting policies**

1.1 **Basis of preparation of accounts**

RSPCA Suffolk East and Ipswich Branch is an unincorporated charity in England. The address of the registered office is given in the charity information page on page 3 of these financial statements. The nature of the charity's operations and principal activities are also included on page 4 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and the UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Satement 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) issued on 16th July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 **Stocks**

Stock comprises of goods for resale in order to produce income to further the charity's objects and is valued at the lower of cost or net realisable value.

1.3 **Tangible fixed assets for use by the charity and depreciation**

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets less their estimated residual value, over their expected useful lives on the following basis:-

Plant & machinery – 15 %
Motor vehicle – 25 %
Building sheds – 20 %
Ferret & Cattery houses – 10 %
Shop fiitings - 10%

No depreciation is charged on the freehold land and buildings. In the opinion of the Trustees the buildings are maintained to such a standard that depreciation is not required.

1) **Accounting policies (continued)**

1.4 **Legacies**

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

1.5 **Incoming resources**

Incoming resources from the charity shops and from investments is included when received.

1.6 **Resources expended**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

1.7 **Unrestricted funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

1.8 **Designated funds**

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

1.9 **Reserves policy**

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim is to ensure the charity will be able to continue to fulfil it's charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unecessarily.

1.10 **Risk assessment**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

1.11 **Finance and operating leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance lease are capitalised as fixed assets. Obligations under such agreements are included in creditors. The difference between the capitalised cost and the total obligation under the lease represents the finance charges. Finance charges are written-off to the SOFA over the period of the lease so as to produce a constant periodic rate of charge.

1.12 **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.13 **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1) Accounting policies (continued)

1.14 **Cash and cash equivalents**

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.15 **Financial Instruments**

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in the statement of financial activities, except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year and not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective rate of interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilties. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.16 **Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

1) **Accounting policies (continued)**

1.17 The charity receives government grants in respect of financial assistance following the economic effects of covid-19. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably If entitlement is not met then these amounts are deferred.

RSPCA Suffolk East & Ipswich Branch
Notes to the Accounts
for the year ended 31 December 2020

2) TANGIBLE FUNCTIONAL FIXED ASSETS

		Land and Buildings £	Buildings Sheds £	Motor Vehicles £	Plant, Machinery £	Shop Fittings £	Ferret & Cattery Houses £	Total £
Cost at	01-Jan-20	1,135,303	2,571	11,444	17,315	24,435	106,101	1,297,169
Additions		31,811			4,600			36,411
Disposals					-2,652			-2,652
Cost at	31-Dec-20	1,167,114	2,571	11,444	19,263	24,435	106,101	1,330,928
Depreciation at	01-Jan-20	0	2,571	11,444	17,315	19,952	75,703	126,985
Charge		6,718			300	1,447	10,610	19,075
Disposals					-2,652			-2,652
Depreciation at	31-Dec-20	6,718	2,571	11,444	14,963	21,399	86,313	143,408
Net Book Value	31-Dec-20	1,160,396	0	0	4,300	3,036	19,788	1,187,520
Net Book Value	31-Dec-19	1,135,303	0	0	0	4,483	30,398	1,170,184

RSPCA Suffolk East & Ipswich Branch
Notes to the Accounts
for the year ended 31 December 2020

3) INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
a) Donations, Legacies and Similar Incoming Resources				
Grants	24,622		24,622	26,188
General	47,118		47,118	26,153
Animal Home-donations	0		0	1,728
Animal Home-other	18,387		18,387	37,294
Collection Boxes	648		648	286
Clinic Collections	15,003		15,003	23,061
House to House	0		0	0
Special Efforts	3,408		3,408	106,591
Legacies	280,754		280,754	140,319
Subscriptions	924		924	72
Safe Haven	13,489		13,489	14,181
Funeral Donations	1,229		1,229	2,752
	405,582	0	405,582	378,625
b) Income from Activities for Generating Funds				
Identichip	60		60	85
Donations Shops	1,106		1,106	1,916
Sales (Animal Home)	19,757		19,757	28,913
Shop Takings	122,689		122,689	235,113
	143,612		143,612	266,027
c) Investment Income				
Interest Receivable	3,092		3,092	5,481
UK Treasury Stock	0		0	0
	3,092		3,092	5,481
d) COVID Grants				
Coronavirus Job Retention Scheme	32,326		32,326	
Animal Home	3,000		3,000	
Reynolds Road	11,810		11,810	
Clinic	10,000		10,000	
Stowmarket	27,714		27,714	
Felixstowe	11,811		11,811	
Tacket Street	27,714		27,714	
	124,375	0	124,375	0

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4) RESOURCES EXPENDED

a) Costs of Activities in Furtherance of the Charitable Objectives		Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
Animal Home		335,953	2,230	338,183	371,808
Clinic		36,924		36,924	48,084
Veterinary Surgeon		24,802		24,802	44,603
	17b & 17c	**397,679**	**2,230**	**399,909**	**464,495**
b) Costs of Generating Funds					
Charity Shops	17a	**177,562**		**177,562**	**184,524**

c) Resources Expended on Managing and Administering the Charity	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
Telephone/Postage Costs	633		633	585
Sundry	1,417		1,417	1,079
Branch Contribution	0		0	0
Independent Examiners Fee	1,800		1,800	3,283
Consultancy	0		0	0
Accountancy Fees	0		0	0
Interest Payable	0		0	0
Staff Costs	65,594		65,594	34,431
	69,444		**69,444**	**39,378**

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5) RESTRICTED FUNDS	Balance 01-Jan-20 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-20 £
Legacies/Grants	3,048	0	-2,230	0	818
	3,048	**0**	**-2,230**	**0**	**818**

The restricted fund represents funds specifically received for new kennels and improvement to the animal home. The balance remaining will be spent during the following financial year.

6) CASH AT BANK AND IN HAND	2020 £	2019 £
Current Account	22,060	13,800
High Interest Savings Account	21,546	87,434
Cash In Hand	329	375
Melton Building Society	85,000	0
Monmouthshire Building Society	85,000	0
Virgin Money	5,698	85,331
Close Brothers	0	82,970
Skipton Building Society	85,741	85,000
Cambridge & Counties	87,309	85,987
Nationwide Building Society	85,472	85,000
	478,155	**525,897**

7) DEBTORS AND PREPAYMENTS	2020 £	2019 £
Trade Debtors	0	0
Taxation Recoverable	10,140	7,769
Prepayments	3,875	5,725
Other Debtors	127,961	69,851
	141,976	**83,345**

8) CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2020 £	2019 £
PAYE, NI and Pensions	4,495	4,790
Accrued Expenses	1,800	1,800
Trade Creditors	8,643	10,708
Sundry Creditors	0	0
	14,938	**17,298**

9) CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

The charity held no long term creditors during this or the previous financial periods.

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10) FIXED ASSET INVESTMENTS

	Property Investments £	Listed Investments £	Unlisted Investments £	2020 Total £	2019 Total £
Cost or valuation					
At 1 January 2020	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Realised Gain on Investments	-	-	-	-	-
At 31st December 2020	-	-	-	-	-
Cash held by investment advisors				-	
Total Investments including cash		At 31st December 2020		-	
Total Investments including cash		At 1st January 2020		-	

	Property Investments £	Listed Investments £	Unlisted Investments £	Total £
Historical Cost (excluding cash) held by investment advisors				
At 31st December 2020	-	-	-	-
At 1st January 2020	-	-	-	-

11) ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
Fixed Assets and Investments	1,187,520		1,187,520	1,170,184
Cash	477,337	818	478,155	525,897
Net Current Assets	131,263		131,263	71,111
Liabilities (Due in more than one year)	0		0	0
	1,796,120	818	1,796,938	1,767,192

12) STAFF COSTS AND NUMBERS

	2020 £	2019 £
Gross Wages and Salaries	360,155	346,038
Employers Pensions	12,276	11,795
Employer's National Insurance Costs	17,411	17,566
	389,842	375,399

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £12,276 (2019: £11,795).

Employees who were engaged in each of the following activities:

	2020 No.	2019 No.
Cost of generating funds/fund raising	7	7
Activities in the furtherance of the organisation's objectives	19	19
	26	26

The charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments of £60,000 or above.

13) UNRESTRICTED FUNDS

	At 01-Jan-20 £	Income £	Expenditure £	Investment Gains £	Transfers £	At 31-Dec-20 £
General Reserve	1,764,144	676,661	644,685		0	1,796,120
	1,764,144	676,661	644,685	0	0	1,796,120

The General Reserve represents the free funds of the charity which are not designated for particular purposes.

14) TRUSTEES AND OTHER RELATED PARTIES

No payments or reimbursements of expenses were made to trustees or any persons connected with them during the financial period. No other material transaction took place between the organisation and a trustee or any person connected with them.

15) COMMITMENTS

At 31st December 2020 the charity has commitments under non-cancellable operating leases as follows:-

Expiry date:	2020 Land and Buildings £	2020 Other £	2019 Land and Buildings £	2019 Other £
Within one year	62,250	0	62,250	0
Two to five years	85,083	0	147,333	0
Over five years	0	0	0	0
	147,333	0	209,583	0

£60,070 lease payments have been recognised as an expense during the year (2019: £65,882).

Capital expenditure contracted for but not provided in the financial statements was £nil (2019: £nil).

16) FINANCIAL INSTRUMENTS

	2020 £	2019 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	127,961	69,851
Carrying amount of financial liabilities		
Measured at amortised cost	10,443	12,508

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17a) Costs of generating funds - Shops	Ipswich Reynolds Road	Felixstowe	Ipswich Tacket Street	Stowmarket	Total 2020	Total 2019
	£	£	£		£	£
Rent	5,417	15,750	25,092	13,811	60,070	65,882
Legal Fees	0	0	0	0	0	0
Rates	230	283	120	179	812	3,414
Electricity	479	1,400	2,027	2,458	6,364	6,196
Administration	1,404	2,318	3,993	1,883	9,598	11,434
Repairs and Renewals	2,688	167	1,229	1,838	5,922	3,846
Telephone	253	294	379	207	1,133	1,298
Staff Costs	17,451	27,822	22,387	24,236	91,896	91,155
Goods for Sale	0	486	381	62	929	629
Insurance	1,018	450	-578	-52	838	670
	28,940	48,970	55,030	44,622	177,562	184,524

17b) Costs of generating funds - Animal Home	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Project Winston non capital Expenditure			0	0
Animal Costs	35,134		35,134	47,397
Staff Costs	235,022		235,022	251,144
Repairs and renewals	11,289	2,230	13,519	17,762
Rates	4,764		4,764	4,251
Electricity	9,734		9,734	10,015
Administration	38,060		38,060	36,885
Van expenses	1,497		1,497	834
Telephone	1,476		1,476	1,430
Forest House	1,399		1,399	1,444
Identichips	0		0	0
VET Fees	24,802		24,802	44,603
Cost of Goods Sold	-2,422		-2,422	646
Loss on disposal of fixed assets	0		0	0
	360,755	2,230	362,985	416,411

17c) Costs of generating funds - Clinic	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Rates	543		543	633
Electricity	1,292		1,292	900
Administration: Vet attendance	28,511		28,511	38,181
Other	927		927	780
Repairs and renewals	495		495	2,440
Telephone	123		123	133
Legal Fees	0			360
Staff Costs	5,033		5,033	4,657
	36,924		36,924	48,084

18) LEGACIES

In accordance with the Statement of Recommended Practice (FRS102) legacies are now recognised in the accounts when receipt is probable. Legacies notified but unreceived at 31st December 2020 included in debtors and income amounted to £126,229 (2019: £63,000).

19) RECONCILIATION OF NET INCOME/EXPENDITURE TO NET CASHFLOW FROM OPERATING ACTIVITIES

	2020	2019
	£	£
Net income/(expenditure) for the year	29,746	-38,264
Interest received	-3,092	-5,481
Depreciation	19,075	12,057
Loss on disposal of fixed assets	0	0
(Increase)/decrease in stock	839	1,493
(Increase)/decrease in debtors	-58,631	392,915
Increase/(decrease) in creditors	-2,360	-6,379
Net cash flow from operating activities	-14,423	356,341