

**RSPCA NORTH ESSEX BRANCH  
UNAUDITED FINANCIAL STATEMENTS  
31 DECEMBER 2021**

**Charity Number : 206799**



Edmund Carr LLP  
Chartered Accountants  
146 New London Road  
Chelmsford  
Essex  
CM2 0AW

**RSPCA NORTH ESSEX BRANCH**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2021**

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**RSPCA NORTH ESSEX BRANCH**  
**TRUSTEES' ANNUAL REPORT**  
**YEAR ENDED 31 DECEMBER 2021**

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**Reference and Administrative Details of the Charity, its Trustees and Advisors**

**Registered Charity Name:** RSPCA Essex Mid & North Branch

**Additional Working Charity Name:** RSPCA North Essex Branch

**Charity Number:** 206799

**Principal Address:** 116 Harwich Road,  
Colchester,  
Essex,  
CO4 3BZ

<b>Trustees:</b>	Julia Byers, Chair 2021	Resigned January 2022
	Ruth Jubb, Chair 2022	
	Joanna Hall	
	Fiona Lawes	
	Kris Lown	
	Susan North	Appointed January 2021
	Brigitte Swanton	Appointed January 2022
	Mel Childs	Resigned September 2021
	Brian O'Sullivan Voisey	Trfr from Mid Essex Jan 2021
		Resigned September 2021
	Elaine Clouter	Resigned October 2021
	Monica Fox	Trfr from Mid Essex Jan 2021
		Resigned October 2021
Dorothy Lee	Resigned January 2022	

**Independent Examiner:** S. A. Morrell FCCA,  
Edmund Carr LLP,  
146 New London Road,  
Chelmsford,  
CM2 0AW

## **RSPCA NORTH ESSEX BRANCH**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2021**

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The Trustees present their report and the financial statements of RSPCA Essex Mid & North Branch (hereafter referred to as "the Charity"/ "the Branch") for the year ended 31st December 2021. The Trustees (hereafter referred to as "we") confirm that the annual report and financial statements of the Charity comply with the current statutory requirements and the requirements of the Charity's governing document.

#### **CHAIR'S REPORT**

**IMPACT OF COVID ON THE CHARITY** - The pandemic continued to affect our operations in 2021, with shops being closed for part of the year. This unfortunately had a negative effect on our income for the year. However, we used this closure period to update/rotate stock in preparation for when we reopened in April 2021 and look forward to a positive year ahead.

We are pleased that we have been able to continue to provide a veterinary service throughout the Covid pandemic, with our clinics remaining open, providing a safe and secure service in line with all legal restrictions. During the past two years, we have implemented various procedures and precautions to ensure that our shops and clinics are Covid secure and that our staff and customers are safe. These have included outdoor gazebos at the clinics for clients to wait in whilst their animals were treated by vets, provision of hand sanitiser, the wearing of masks and the installation of safety screens etc. Pets were taken into the clinic by a clinic assistant to see the vet in order to keep everyone safe. Our clinics did however make a loss during the year due to our decreased income and the details are in the financial section of the report.

**PROGRESS ON THE MERGER** - From January 2021 the two former Branches of North Essex and Mid Essex worked operationally as a single Branch with a merged workforce, and all income and expenses processed through the newly merged Charity. Work has continued on the administrative aspects of the merger to transfer assets such as property, property leases and bank accounts into the new name of RSPCA Essex Mid & North Branch. Significant progress has been made, leaving only one asset to be transferred, hopefully in Spring 2022. Once this is complete, the Mid Essex Charity will be entered to the register of mergers. Both clinics now share the same manager and there is one retail manager who covers all four of the Charity shops.

**CLINICS** - The two veterinary clinics in Colchester and Chelmsford are working well now that we are out of lockdown, and both clinics are open Monday to Thursday. We are considering options moving forward to change the hours slightly to give some cover on Fridays if possible. The vets, vet nurses and receptionists have all worked very hard in the past year, adhering to safe Covid practices for the benefit of both staff and public.

**RETAIL** - We now have four Charity shops in the newly merged Branch, with a new shop opening for trading at 76 High Street in Maldon on 1<sup>st</sup> July. Our shops began to open again in mid-April 2021 with social distancing in place. There was almost a full year of costs (some Covid grants and rebates were received) but only a part year of trading. As mentioned previously, this unfortunately had a significant negative impact on the retail income for the year. In addition, we believe that Covid has had an impact on the way in which people shop, with far more purchases made online than previously. Going forward in 2022 we will focus on diversifying the income generation through the shops, investigating online platforms such as eBay, monitoring our pricing and reviewing the sale of new goods such as greeting cards, candles and homeware in all of the shops.

**RSPCA NORTH ESSEX BRANCH**  
**TRUSTEES' ANNUAL REPORT (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

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**TRUSTEES** - In 2021 the Branch governance required a minimum of 7 trustees and not more than 14 trustees, elected at the AGM. If the Branch has vacancies for trustees, these are advertised on the Branch website and through other local sources. Applicants must meet eligibility criteria set out by the Charity Commission and are provided with training and support. Potential trustees are invited to the open section of a Branch meeting where they can see what is involved and ask questions. It also provides the existing trustees with an opportunity to meet new candidates and form an opinion of their suitability. Applicants must meet eligibility criteria as set out by the Charity Commission.

In selecting trustees, we look at individual specialist skills in order to build a diverse trustee committee with the skill required to govern a successful and efficient Branch.

The Charity is organised so that the board of trustees vote in order for decisions to be made with a quorum of four trustees for valid decision making. Trustees meet at least six times per year, but during the pandemic have met almost every month – and still remotely via Zoom. We do hope to return to face-to-face meetings soon.

Several Trustees resigned around the time of the last AGM as work / life balances changed so much for everyone with the pandemic. Our thanks go to Elaine Clouter, Mel Childs, Monica Fox and Brian Voisey for their input whilst they remained as trustees. Dorothy Lee, who resigned in early 2022, had well over 20 years of service as a trustee and still remains a volunteer for animal welfare. Active recruitment for a new treasurer and general trustees started later in the year, with Brigitte Swanton joining in January 2022.

I would also like to mention Paul Spendlove, our former President, who resigned in 2021 after 24 years' service to our Branch. He chaired our AGMs throughout, and we were sorry to lose him.

We have many volunteers in our clinics and shops and they make an invaluable contribution to keeping us running and generating income. Many were not able to help during the pandemic when shops were closed, but they did return as the shops opened again.

And as a last point, thank you very much to all our dedicated staff and volunteers who helped to keep us going through these difficult times. The Branch could not survive without them.

**Ruth Jubb**

**Chair**

## **RSPCA NORTH ESSEX BRANCH**

### **TRUSTEES' ANNUAL REPORT (continued)**

**YEAR ENDED 31 DECEMBER 2021**

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#### **Objectives, Purpose and Activities**

The Charity's objectives follow those of the National RSPCA. This entails preventing or suppressing cruelty, promoting kindness and alleviating suffering to animals, in particular within the Branch area and in accordance to the policies of the National RSPCA. Our Branch area now reaches from Brentwood in the West through to Clacton and Harwich in the East. We support our RSPCA regional inspectors and animal rescue officers by taking in animal welfare cases across our Branch area.

The Branch aims to achieve this by re-homing animals which are brought into their care by RSPCA Inspectors, have been picked up as strays or handed in by members of the public. These animals may have been abandoned or mistreated, or their owners can no longer care for them. All animals in Branch care receive veterinary treatment, vaccination, neutering, micro-chipping, flea treatment, and wormer and are assessed for re-homing. The Branch funds this activity, with the boarding and rehoming in 2021 being undertaken through three centres: The Danaher Animal Home for Essex, Latneys Boarding Kennels in Witham and Nutkins Cattery.

We provide two Welfare Veterinary Clinics to help eligible pet owners care for their pets. Some support is required from other vet practices to perform procedures (such as X Rays) that cannot be performed in our own clinics.

#### **Public Benefit**

The trustees monitor our achievements throughout the year to ensure they remain focused on our charitable aims and that we deliver on our benefits to the public.

The Welfare Veterinary Clinics help qualifying people on lower incomes to care for their pets. We also endorse the work and objectives of the National RSPCA by encouraging good care and welfare of animals and by re-homing abandoned or mistreated pets.

The Branch's animal welfare work applies to our Branch area although we do co-operate with other Branches where we are able to. This is of benefit to the public by helping people care for their animals, so potentially reducing the number of animals that could become strays. Our charitable activities focus on promoting kindness to support the national "Cancel out Cruelty" campaign and these are undertaken both for the animals themselves and for public benefit.

During 2021 we built a new Branch website which will provide advice and guidance for the public.

As stated above, boarding and rehoming in 2021 was undertaken through three centres where animals receive the necessary initial veterinary treatment prior to rehoming. This work helps to control the incidence and spread of disease and suffering through vaccination and neutering. We take in lost animals and take steps to reunite them with their owners; this work benefits our local community including local authorities by preventing animals straying and posing a risk to themselves and to people through road traffic accidents. We respond to enquiries both from the public locally and via the Society's national call centre.

The Branch also offers volunteering opportunities for those who wish to support our work, including Trusteeship, fostering, fundraising and assisting within our shops.

**RSPCA NORTH ESSEX BRANCH**  
**TRUSTEES' ANNUAL REPORT (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

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**Achievements and Performance**

The pandemic continued to impact the way in which we worked in 2021, particularly for fundraising and shop trading. Our clinics remained open throughout, albeit with safety and hygiene measures in place. The two clinics saw and treated almost the same number of pets as the previous year, with 3169 seen across both clinics in 2020 and 3120 in 2021.

The Colchester clinic has worked with the Cats Protection League for many years on a neutering scheme with vouchers and this has been extended to include the Mid Essex area. The clinics have continued to benefit from voluntary operating time from Ambivet, for which we are very grateful. The cost of drugs has increased massively in the pandemic, causing some increase in charges. There were periods where it was difficult to vaccinate pets due to shortages of vaccines. The clinics have made larger losses than usual (see Financial Review) in 2021 and there will be a review of charges for consultations and operations during 2022.

We started the year with 59 animals in our care and rehomed 274 in the year.

Despite having some Covid grants in 2021, our shops made a financial loss, although work is ongoing to improve sales in 2022 as the shopping habits of the public settle into a “new normal”. We hope to return to seeing a profit from each shop during 2022. We opened a new shop in Maldon in the middle of 2021 as we believe that this will be a good location for a profitable Charity shop.

During 2021 we were still unable to attend or hold fundraising events, which again affected our income. We intend to focus on fundraising and income generation again in 2022.

It should be noted that the Branch does receive legacy income which varies from year to year and helps to support the underlying Branch performance. In 2021 we received £6,000 legacy income.

**Financial Review**

Retail income continued to be affected by the pandemic in 2021 as it was in 2020. The net movement in funds for the reporting period was a gain of £52,211. Excluding the £20,097 gain on investments and the transfer of assets from RSPCA Mid Essex of £212,546, there was a net operating deficit of £180,432. In previous years there has been legacy income to support our position. In 2021 the legacy income was much lower with only £6,000 being received. We are due a substantial legacy in 2022 that was notified in 2021 but cannot be recognised until the value is clear. Some of this loss was from central branch costs but also the clinics and the shops lost approximately £70,000 each after taking into account support via the furlough scheme and district council rebates. The Welfare clinics will be reviewing drug and operation fees during 2022 to remain on a sound financial basis, but will still provide low-cost support for eligible local pet owners.

It should be noted that there was a prior year restatement which reduced unrestricted reserves and fixed assets brought forward at 1 January 2020 by £66,084 due to removing some freehold property from the accounts.

Please see the Statement of Financial Activities for more detail.

**RSPCA NORTH ESSEX BRANCH**  
**TRUSTEES' ANNUAL REPORT (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

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**Reserves Policy**

Our reserves policy is to ensure that we retain sufficient funds to cover approximately three months of salaries plus outstanding shop leases at any one time (approximately £190,000). We have a contingency reserve of £150,000 in the designated funds with free reserves (net current assets less designated funds) of £137,000. The trustees are confident that as normal trading conditions resume in 2022 free reserves will increase to the target level.

As trustees we are aware of our responsibilities to the Charity and consider these prior to making financial decisions that may or may not have an impact on the Charity's financial position. Our financial position and our reserves policy are regularly reviewed.

**Structure, Governance and Management**

RSPCA North Essex is an unincorporated charitable association and a separately registered Branch of the national RSPCA body (the Society). We are governed by the RSPCA Branch Rules (2012 edition) and this applies to all RSPCA Branches. In 2021, following the merger with RSPCA Mid Essex mentioned in the Chair's report above, the process of transferring the assets of RSPCA Mid Essex to the combined Charity was commenced. The Branch now operates as RSPCA Essex Mid & North.

The Branch receives support and advice from the National RSPCA and in many years an annual donation of "door to door" money. Apart from this, all other funds are self-generated, or via the Branch Legacy Scheme. In 2021 the merged Branches received £ 71,851 door to door money.

This report was approved by the Trustees on 11 April 2022 and signed on their behalf by:

*Ruth Jubb*  
.....

**Ruth Jubb**

Chair



## **RSPCA NORTH ESSEX BRANCH**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

#### **YEAR ENDED 31 DECEMBER 2021**

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 8 to 20.

#### **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 Association of Chartered Certified Accountants, 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.

*Sandra Morrell*

**Sandra Morrell FCCA**  
146 New London Road  
Chelmsford  
CM2 0AW

9 May 2022

**RSPCA NORTH ESSEX BRANCH**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 DECEMBER 2021**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2021</b>	<b>Total Funds 2020 (restated)</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME FROM:</b>					
Donations and legacies	<b>2</b>	110,252	-	110,252	219,962
Charitable activities	<b>3</b>	204,143	-	204,143	113,482
Other trading activities	<b>4</b>	272,281	-	272,281	115,274
Investments	<b>5</b>	5,415	-	5,415	5,537
Government grants		94,651	-	94,651	65,194
Transfer of assets on merger		212,546	-	212,546	-
<b>TOTAL INCOME</b>		<b>899,288</b>	<b>-</b>	<b>899,288</b>	<b>519,449</b>
<b>EXPENDITURE ON:</b>					
Raising funds	<b>6</b>	389,018	-	389,018	185,510
Charitable activities	<b>7</b>	478,156	-	478,156	341,884
<b>TOTAL EXPENDITURE</b>		<b>867,174</b>	<b>-</b>	<b>867,174</b>	<b>527,394</b>
<b>Net income before investment movements</b>		<b>32,114</b>	<b>-</b>	<b>32,114</b>	<b>(7,945)</b>
<b>NET GAINS/(LOSSES) ON INVESTMENTS</b>		<b>20,097</b>	<b>-</b>	<b>20,097</b>	<b>(26,861)</b>
<b>NET INCOME / (EXPENDITURE)</b>		<b>52,211</b>	<b>-</b>	<b>52,211</b>	<b>(34,806)</b>
<b>NET MOVEMENT IN FUNDS</b>					
<b>Reconciliation of funds:</b>					
Total Funds brought forward		681,804	-	681,804	716,610
<b>Total Funds carried forward</b>		<b>734,015</b>	<b>-</b>	<b>734,015</b>	<b>681,804</b>

All income and expenditure in the current and prior year was unrestricted

The charity has no recognised gains or losses other than the results for the period as set out above.

**The notes on pages 11 to 20 form part of these financial statements.**

**RSPCA NORTH ESSEX BRANCH**  
**BALANCE SHEET**  
**AS AT 31 DECEMBER 2021**

		2021		2020 (restated)	
	Note	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	12		196,675		194,675
Investments	13		149,863		129,766
			<u>346,538</u>		<u>324,441</u>
<b>CURRENT ASSETS</b>					
Stocks		27,348		15,428	
Debtors	14	149,667		41,533	
Cash at bank and in hand		<u>272,695</u>		<u>345,143</u>	
		449,710		402,104	
<b>CREDITORS: Amounts falling due within one year</b>	15	<u>(62,233)</u>		<u>(44,741)</u>	
<b>NET CURRENT ASSETS</b>			387,477		357,363
<b>NET ASSETS</b>			<u><u>734,015</u></u>		<u><u>681,804</u></u>
<b>FUNDS OF THE CHARITY</b>					
Restricted funds	16		-		-
Unrestricted funds					
Designated Funds	17		150,000		150,000
General unrestricted funds	17		<u>584,015</u>		<u>531,804</u>
Total unrestricted funds			<u>734,015</u>		<u>681,804</u>
<b>TOTAL CHARITY FUNDS</b>			<u><u>734,015</u></u>		<u><u>681,804</u></u>

These financial statements were approved by the Trustees on 11 April 2022 and are signed on their behalf by:

*Ruth Jubb*

.....  
**Ruth Jubb**

Chair

**The notes on pages 11 to 20 form part of these financial statements.**

**RSPCA NORTH ESSEX BRANCH**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED 31 DECEMBER 2021**

	Notes	Total 2021 £	Total 2020 (restated) £
<b>Net movement in funds for the reporting period</b> (as per the statement of financial activities)		52,211	(34,806)
<b>Adjustments for:</b>			
Depreciation charges	12	10,818	8,143
Dividends, interest and rent from investments	5	(5,415)	(5,537)
(Increase) / decrease in debtors	14	(108,134)	(30,516)
Increase / (decrease) in creditors	15	17,492	(453)
(Increase) / decrease in stock		(11,920)	(3,027)
(Gains)/losses on investments	13	(20,097)	26,861
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by / (used in) operating activities</b>		<u>(65,045)</u>	<u>(39,335)</u>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments	5	5,415	5,537
Purchase of fixed assets	12	<u>(12,818)</u>	<u>(9,002)</u>
<b>Net cash provided by / (used in) investing activities</b>		<u>(7,403)</u>	<u>(3,465)</u>
Change in cash and cash equivalents in the reporting period		(72,448)	(42,800)
Cash and cash equivalents brought forward		345,143	387,943
<b>Cash and cash equivalents carried forward</b>		<u>272,695</u>	<u>345,143</u>

The notes on pages 11 to 20 form part of these financial statements.

**RSPCA NORTH ESSEX BRANCH**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2021**

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**1. ACCOUNTING POLICIES**

**Statement of compliance**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

The accounts (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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

**Basis of preparation**

RSPCA North Essex Branch constitutes a public benefit entity as defined by FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

**Going concern**

The Trustees have considered the impact of the COVID-19 pandemic in their assessment of the charity's ability to prepare accounts as a going concern. Because of the uncertainties surrounding its effects it is difficult to predict the impact on the charity, but having taken all the factors into account, the trustees are of the opinion that the charity has sufficient resources to continue its activities for the next 12 months from the date of signing these accounts.

**Income**

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

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

## **RSPCA NORTH ESSEX BRANCH**

### **NOTES TO THE FINANCIAL STATEMENTS (continued)**

**YEAR ENDED 31 DECEMBER 2021**

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#### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

#### **Tax status**

RSPCA North Essex Branch is a registered charity and is not subject to corporation tax on its charitable activities.

#### **Tangible fixed assets and depreciation**

Fixed assets, other than freehold property, are shown at cost or, if donated, at their value on the date of the gift, less accumulated depreciation. Depreciation is provided at rates calculated to write off their cost or value, less their estimated residual value over their estimated useful lives on the following basis.

Freehold property improvements	- 10 years straight line
Leasehold improvements	- 3 to 15 years straight line depending on lease requirements length of lease and useful economic life of improvements
Motor vehicles	- 4 years straight line
Equipment	- 5 years straight line

Freehold property is recorded in the accounts at cost. No depreciation is provided on freehold property as the charity has a policy and practice of regular maintenance and refurbishment which maintains the value.

#### **Investments**

Investments are stated at market value. Realised gains and losses on disposals and unrealised gains or losses when the investments are revalued at the year end are reflected in the Statement of Financial Activities.

#### **Stock**

Stock purchased for sale in the shops or use at the clinic is valued at cost.

## **RSPCA NORTH ESSEX BRANCH**

### **NOTES TO THE FINANCIAL STATEMENTS (continued)**

#### **YEAR ENDED 31 DECEMBER 2021**

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##### **Debtors**

Trade and other debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

##### **Cash at Bank and in hand**

Cash and cash equivalents comprise cash on hand and deposits.

##### **Creditors**

Creditors are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

##### **Defined contribution pension plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided.

##### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

##### **Fund accounting**

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**RSPCA NORTH ESSEX BRANCH****NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31 DECEMBER 2021**

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**2. DONATIONS AND LEGACIES**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Donations and subscriptions	104,252	-	104,252	39,949
Legacies	6,000	-	6,000	179,513
Grants	-	-	-	500
	<u>110,252</u>	<u>-</u>	<u>110,252</u>	<u>219,962</u>

**3. INCOME FROM CHARITABLE ACTIVITIES**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Fees and receipts at clinic	203,057	-	203,057	113,482
Rehoming fees	1,086	-	1,086	-
	<u>204,143</u>	<u>-</u>	<u>204,143</u>	<u>113,482</u>

**4. OTHER TRADING ACTIVITIES**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Shop income	272,281	-	272,281	115,274
	<u>272,281</u>	<u>-</u>	<u>272,281</u>	<u>115,274</u>

**5. INVESTMENT INCOME**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Bank interest	889	-	889	1,018
Income from UK listed investments	4,526	-	4,526	4,519
	<u>5,415</u>	<u>-</u>	<u>5,415</u>	<u>5,537</u>



**RSPCA NORTH ESSEX BRANCH****NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31 DECEMBER 2021**

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**6. COSTS OF RAISING FUNDS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Shop costs	<u>389,018</u>	<u>-</u>	<u>389,018</u>	<u>185,510</u>

**7. EXPENDITURE ON CHARITABLE ACTIVITIES**

	<b>Activities undertaken directly £</b>	<b>Support &amp; governance costs (Note 8) £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Branch and clinic expenditure	<u>413,050</u>	<u>65,106</u>	<u>478,156</u>	<u>341,884</u>
	<u>413,050</u>	<u>65,106</u>	<u>478,156</u>	<u>341,884</u>

<i>Total 2020</i>		<i>24,287</i>	<i>341,884</i>	
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**8. ANALYSIS OF SUPPORT COSTS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Premises	22,035	-	22,035	7,450
Telephone, postage and stationery	5,160	-	5,160	594
Miscellaneous expenses	13,427	-	13,427	6,017
Depreciation	6,763	-	6,763	5,896
Governance costs (Note 9)	17,721	-	17,721	4,330
Fixed asset disposal	-	-	-	-
	<u>65,106</u>	<u>-</u>	<u>65,106</u>	<u>24,287</u>

**RSPCA NORTH ESSEX BRANCH****NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31 DECEMBER 2021**

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**9. GOVERNANCE COSTS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Independent examination	880	-	880	840
Accounts preparation	5,473	-	5,473	1,670
Fees payable to Independent Examiner	6,353	-	6,353	2,510
Bookkeeping and payroll fees	262	-	262	364
Legal fees	3,272	-	3,272	1,281
Consultancy	6,812	-	6,812	175
HR support and advice	1,022	-	1,022	-
Total governance costs	<u>17,721</u>	<u>-</u>	<u>17,721</u>	<u>4,330</u>

**10. ANALYSIS OF STAFF COSTS**

	<b>2021 £</b>	<b>2020 £</b>
Wages and salaries	450,702	218,509
Social security costs	29,001	10,602
Pension costs	12,198	5,013
	<u>491,901</u>	<u>234,124</u>

None of the employees' emoluments exceeded £60,000.

The average number of employees during the year, by head count was 27 (2020: 13)

The remuneration benefits of key management personnel in the year totalled £39,663 (2020 - £38,470).

**11. TRUSTEE REMUNERATION**

No trustee or any person connected with them received any remuneration for their services during the current or preceding year.

No trustee was reimbursed for expenses during the current or preceding year.

**RSPCA NORTH ESSEX BRANCH****NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31 DECEMBER 2021**

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**12. TANGIBLE FIXED ASSETS**

	<b>Freehold property and improvements £</b>	<b>Leasehold improvements £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 January 2021 (restated)	180,594	28,261	49,829	258,684
Additions	-	-	12,818	12,818
Disposals	-	-	(3,576)	(3,576)
<b>At 31 December 2021</b>	<u>180,594</u>	<u>28,261</u>	<u>59,071</u>	<u>267,926</u>
<b>Depreciation</b>				
At 1 January 2021	8,360	21,301	34,348	64,009
Charge for year	100	2,020	8,698	10,818
On disposals	-	-	(3,576)	(3,576)
<b>At 31 December 2021</b>	<u>8,460</u>	<u>23,321</u>	<u>39,470</u>	<u>71,251</u>
<b>Net book value</b>				
<b>At 31 December 2021</b>	<u>172,134</u>	<u>4,940</u>	<u>19,601</u>	<u>196,675</u>
At 31 December 2020 (restated)	<u>172,234</u>	<u>6,960</u>	<u>15,481</u>	<u>194,675</u>

Freehold property is recorded in the accounts at cost. This includes the Harwich clinic with a value of £172,333. The most recent valuation of this property, carried out on 4 February 2020, was £200,000 on a market value basis.

**13. INVESTMENTS**

	<b>2021 £</b>	<b>2020 £</b>
Listed investments:		
Market value at 1 January	129,766	156,627
Net gains on revaluation	20,097	(26,861)
Market value at 31 December	<u>149,863</u>	<u>129,766</u>
Historical cost	97,041	97,041

**RSPCA NORTH ESSEX BRANCH**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

<b>14. DEBTORS</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Prepayments and accrued income	136,374	11,190
Other debtors	13,293	30,343
	<u>149,667</u>	<u>41,533</u>

<b>15. CREDITORS: Amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	40,834	35,356
Accruals	4,080	2,310
Taxation and social security	8,289	4,744
Other creditors	9,030	2,331
	<u>62,233</u>	<u>44,741</u>

**16. RESTRICTED FUNDS**

	<b>Balance at</b>	<b>Movement in funds</b>			<b>Balance at</b>
	<b>01/01/2021</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>31/12/2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Restricted grants	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**Prior year restricted funds movement:**

	<b>Balance at</b>	<b>Movement in funds</b>			<b>Balance at</b>
	<b>01/01/2020</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>31/12/2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Restricted grants	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

# RSPCA NORTH ESSEX BRANCH

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### YEAR ENDED 31 DECEMBER 2021

#### 17. UNRESTRICTED FUNDS

	Movement in funds			
	Balance at 01/01/2021 £	Income £	Expenditure £	Gains, losses & transfers £
<b>Designated funds</b>				
Contingency reserve	150,000	-	-	-
	<u>150,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>General funds</b>				
General fund	531,804	899,288	(867,174)	20,097
	<u>531,804</u>	<u>899,288</u>	<u>(867,174)</u>	<u>20,097</u>
	<u>681,804</u>	<u>899,288</u>	<u>(867,174)</u>	<u>20,097</u>

The trustees have designated funds to cover running costs, salaries and potential redundancies.

#### Prior year unrestricted funds movement (restated):

	Movement in funds			
	Balance at 01/01/2020 £	Income £	Expenditure £	Gains, losses & transfers £
<b>Designated funds</b>				
Contingency reserve	150,000	-	-	-
	<u>150,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>General funds</b>				
General Fund	566,610	519,449	(527,394)	(26,861)
	<u>566,610</u>	<u>519,449</u>	<u>(527,394)</u>	<u>(26,861)</u>
	<u>716,610</u>	<u>519,449</u>	<u>(527,394)</u>	<u>(26,861)</u>

**RSPCA NORTH ESSEX BRANCH**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

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**18. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)**

**Current year:**

	<b>Unrestricted funds £</b>	<b>Designated funds £</b>	<b>Restricted funds £</b>	<b>Total 2021 £</b>
Tangible fixed assets	196,675	-	-	196,675
Investments	149,863	-	-	149,863
Net current assets	237,477	150,000	-	387,477
	<u>584,015</u>	<u>150,000</u>	<u>-</u>	<u>734,015</u>

**Prior year (restated):**

	<b>Unrestricted funds £</b>	<b>Designated funds £</b>	<b>Restricted funds £</b>	<b>Total 2020 £</b>
Tangible fixed assets	194,675	-	-	194,675
Investments	129,766	-	-	129,766
Net current assets	207,363	150,000	-	357,363
	<u>531,804</u>	<u>150,000</u>	<u>-</u>	<u>681,804</u>

**19. RELATED PARTY TRANSACTIONS**

There were no related party transactions that require disclosure.

**20. OPERATING LEASES**

Total rental payments due under operating leases in respect of land and buildings are as follows:

	<b>2021 £</b>	<b>2020 £</b>
Within 1 year	2,475	21,400
Within 2 to 5 years	-	2,475
	<u>2,475</u>	<u>23,875</u>

**21. PRIOR YEAR RESTATEMENT**

The charity's fixed assets at 31 December 2019 included freehold property that was not owned by the charity at that date.

The impact of the restatement on the accounts for the year 31 December 2020 has been to reduce unrestricted reserves and fixed assets brought forward at 1 January 2020 by £66,084.