



# Annual Report 2021

Medway West Branch  
Charity No: 209192

**This year we set up a Just Giving page to help raise money for the animal's in our care, if you would like to donate, or know anyone who would like to, please scan the QR code below or visit: [www.justgiving.com/campaign/rspcamedwaywest](https://www.justgiving.com/campaign/rspcamedwaywest)**



**JustGiving™**

Branch Accounts for the last financial year will be available for viewing at the AGM and copies are also available to Branch members, free of charge, from:

RSPCA The Parsons Memorial Clinic, 174 Walderslade Road,  
Chatham, Kent. ME5 0PQ

# R S P C A

## MEDWAY WEST BRANCH

### ANNUAL GENERAL MEETING

You are cordially invited to attend the Annual General Meeting of

RSPCA – Medway West Branch

On

**Tuesday 10<sup>th</sup> May 2022 at 7:30pm**

**At The Parsons Memorial Clinic, 174 Walderslade Road, Chatham, Kent ME5 0PQ**

#### AGENDA

- 1 Chairman's Address and Welcome
- 2 Apologies for Absence
- 3 Adoption of Minutes of Last AGM
- 4 Matters Arising
- 5 Adoption of Branch AGM Report and Accounts
- 6 Kent Inspectorate Group Report
- 7 Election of Committee Members
- 8 Election of Auditors
- 9 Any Other Business

**PLEASE LET THE BRANCH KNOW (when returning the attendance slip)**

**IF YOU CAN SUGGEST ANY ADDITIONAL ITEMS FOR THE AGENDA.**

Soft drinks and light refreshments will be available together with a selection of RSPCA goods for sale. You are welcome to bring guests but only members will be able to vote and, in order to help us organize refreshments, please complete and return the enclosed attendance slip, which also gives you the opportunity to nominate Committee Members if you wish.

#### **PLEASE NOTE:**

**It is VITAL that members make every effort to attend the AGM as, if not enough members are present, we will be unable to hold the Meeting and, to comply with Charity regulations, the AGM will have to be re-organized. This means using even more precious funds on administration that we would much rather spend on the animals.**

## Chairman's Report for 2021

2021 was still a year where we were under COVID Restrictions for most of the time, however it was not quite as scary as people had become used to masks, sanitizers and of course testing.

Sadly, by our first committee meeting in January we had said goodbye to Becky Blackmore our Branch Support Specialist who moved on to pastures new. She was replaced by Marie Thackaberry our new Branch Partnership Manager, who we have yet to meet in person, because our meetings with her so far have been on Zoom or Google Meet.

As we moved on in the year Michele finally won her battle with British Gas over our Shop's electricity bill, all was resolved by March – well done Michele.

We had to postpone our AGM from May to August, but it was in September that the committee was asked by Michele for help as her and Chantal were at breaking point after the last two years. We decided that we would employ an Assistant Manager and Kevin Morton joined our team on 1<sup>st</sup> November and so far, is doing well.

November also brought us the sad news that our very first ever client, Mrs Gadd had passed away.

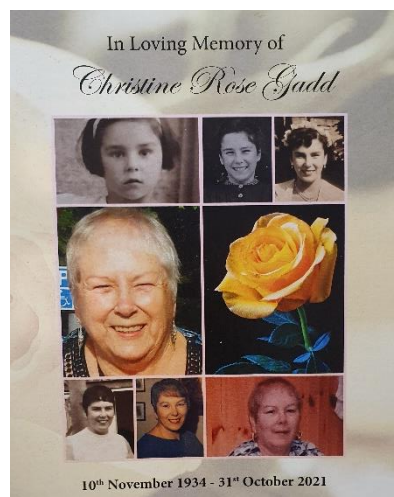
But new life springs forward and on the 27<sup>th</sup> November Chantal gave birth to a beautiful baby girl "Brida Rose" Congratulations to her and Kevin.

So, at the end of another trying year we the committee must extend our heartfelt thanks to Michele and Chantal who both have worked hard to keep our Branch running. Also of course massive thanks to our outside staff, our shop staff and all our wonderful volunteers for all their hard work and dedication to our Branch.

Thank you to each and every one of you.

Dave Downard

Branch Chairman



## **Treasurers/Trustees Report**

### **Treasurers Report**

#### **Treasurer's Annual Report for 2021**

This year was again a difficult one with COVID restrictions still in place, fundraising was impossible and the fact that the shop was closed for a good part of the year meant no income.

While the shop was closed, Emma and Wendy were furloughed and the Branch paid the extra 20% to make up their full wages. Fortunately, we were able to claim Business grants from the Government/Medway Council, and we were lucky enough to receive the door to door money from RSPCA Headquarters, so financially we could have been a lot worse off than we were, however it was tough.

At this point I would like to thank our accountants Thompson Elphick Ltd for their help and advice through what has been another rough year.

The Clinic has of course remained open throughout with Michele manning the phones for a good part of the time and Chantal working from home for some time. Our outside staff Brenda, Nic and Kayleigh did a great job and their loyalty is much appreciated. Emma and Wendy and their band of volunteers got back into the shop when allowed and much needed funds started to return. A sincere thank you must go to each of these ladies for their continued support.

In November Kevin joined our staff as Assistant Manager, his skills on the computer and his keenness to learn will be an asset to Michele as he takes on some of the workload that she has been coping with on her own, so welcome Kevin.

Finally, I hope that we can all look forward and try to get back to some sort of normality in 2022.

Lois Warren

Hon. Treasurer

### **Trustees Report**

#### **Organisational Structure**

The Society for the Prevention of Cruelty to Animals was founded on the 16<sup>th</sup> 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 Society is managed by an elected Council who, subject to the rules, control the affairs, funds, property and proceedings of the Society. They are assisted in the administration of the Society by a central organisation, headquarters and branches.

The Branch is governed by a committee who are trustees of the Branch. They have individual and collective responsibility for the management of the Branch and its funds. Subject to the overall supervision of the Society, the committee controls and monitors all the fundraising and animal welfare initiatives of the Branch including the work of The Parsons Memorial Clinic and Rehoming centre.

## Objectives and public benefit statement

The RSPCA Medway West Branch is an unincorporated charitable association and a separately registered branch of the Royal Society for the Prevention of Cruelty to Animals (the Society), carrying out its direct animal welfare work in the areas of Chatham, Rochester, Gillingham and the Isle of Grain.

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

The trustees have reviewed the outcomes and achievements of our objectives and activities for the year, to ensure they remain focused on our charitable aims, and continue to deliver benefits to the public. **We have complied with the duty under the charities act 2006 to have due regard to public benefit guidance published by the Commission.**

## Advancement of animal welfare

Under the Charities Act 2006, the advancement of animal welfare is recognised as a distinct statutory charitable purpose. This legislation and the Animal Welfare Act of the same year indicate an acceptance by society that treating living creatures with compassion has a moral benefit for the public as a whole. Whilst this public benefit is clear, it is sometimes difficult to quantify and must be balanced against any detriment.

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. The next section of this report highlights the Branch's main activities and demonstrates the benefit provided to the public (*in italics*). All our charitable activities, as described in more detail in the following pages of this report, focus on promoting kindness and preventing or suppressing cruelty to animals and are undertaken to further these purposes for the public benefit.

## Charitable activities pursued for the public benefit

Details of the Medway West Branch activities can be found within the individual Trustees reports.

We support our local Inspector[s] by *[taking in, free of charge, mistreated or abandoned animals, including pets whose owners suffer ill health or financial difficulties or pass away]. The Society's Inspectorate (as well as providing education, information and advice) rescues animals in distress and enforces laws against the cruel mistreatment of animals in England and Wales by bringing prosecutions. This work is key to 'the prevention or suppression of cruelty' part of the RSPCA objectives and promotes humane sentiments towards animals which involves moral benefit to humankind as a whole.*

We provide subsidised veterinary treatment for animals which are sick or injured and belong to local people on low incomes. We do this through our Branch Clinic. *This work benefits those on means tested benefits by giving them financial help to obtain care for companion animals in need of veterinary treatment.* During 2021 we treated 601 animals.

We provide subsidised neutering and microchipping of companion animals for those in the Branch area on low incomes. We do this through our Branch Clinic. *This work helps to control dog/cat populations through neutering and benefits those on means tested benefits by giving them financial help to neuter and microchip companion animals, thereby promoting responsible pet ownership.*

Animals in our care receive veterinary treatment, vaccination, neutering, micro-chipping and are assessed for rehoming. *This work helps to control the incidence and spread of disease and suffering through vaccination and neutering.*

We rehome animals in need at low cost to people willing and able to have a companion animal. *Whilst we recognise that companion animals provide measurable benefits to people's physical and mental health, we consider the provision of pets as subsidiary to the main charitable aim of this service, which is to reduce animal suffering. Our policy to charge a reasonable adoption fee for animals aims to highlight the ongoing personal and financial commitment of pet ownership. It would not be in the best interests of animals, and therefore would fall outside our objectives to rehome to those who could not afford them.*

We take in, free of charge, lost animals and take steps to reunite them with owners. *This works 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 direct and via the Society's national call centre) from the public about animals locally. *The public benefits from knowing that we can intervene to assist animals in need.*

We offer free animal care advice at our clinic and on our website. *The public benefits through the promotion of responsible pet ownership.*

Within the terms of our governing document, we support the National Society, other RSPCA branches and other local animal welfare charities by taking in and rehoming animals from other Branch areas and boarding case animals for the National Society if required.

We provide volunteering opportunities for those who wish to support our work, including trusteeship, fundraising, providing work experience placements for schools, colleges and back to work initiatives. *This benefits local people and companies by providing the possibility of doing work which is compassionate and rewarding.*

The cost of maintaining the Clinic, providing appropriate levels of care for animals awaiting rehoming and undertaking pro-active animal welfare in the local community meant that the Branch spent £114,494.00 during the year.

The Branch funded this activity from incoming resources of £134,579.00 this included over the counter income from the clinic itself, adoption donations, fund raising, legacies and interest.

## **Risk Analysis**

The Branch has carried out a review to identify major risks and has taken steps to mitigate them. (Original copies of the Risk Management Policies and Reserves may be viewed at The Parsons Memorial Clinic)

The major risks identified are:

1. Loss of reputation through error or fraud.
2. Loss of income through error or fraud.
3. Insufficient trustees for the Branch to continue.
4. Insufficient volunteers for fundraising and animal care activities.
5. Insufficient funds to cover the costs of the clinic and other animal welfare activities.

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 to maintain the future financial viability of the Branch. Steps are to be taken to address the issues of the recruitment of further trustees and volunteers.

## **Reserves Policy**

The Branch holds reserves in order that levels of service provided for animal welfare may be maintained should there be a reduction in incoming resources. The Branch has designated funds of £25,000 for shop and clinic repairs and computer upgrades.

Reserves in this context mean funds that are freely available for the Branch's general purposes after all commitments have been met.

The Branch has unrestricted reserves of £121,030.73.

Such reserves represent approximately 12 and a half months expenditure based on gross expenditure, minus funds spent on repairs and upgrading.

It is the opinion of the Trustees that the existing reserves are sufficient to meet any reduction in incoming resources.

## **Investment Policy**

As of 31<sup>st</sup> December 2021 the Branch investment policy was:

1. That the higher rate account balances should not fall below the reserves level.
2. That current account balances should not fall below £25,000.00 (£20,000 for the Branch account and £5,000.00 for the clinic account)

The Trustees recognise that this policy should be reviewed on an annual basis following the publication of the audited annual accounts for the previous year.

## Statement of Trustees Responsibilities

Under the Charities Act 1993, 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 Medway West Branch 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:

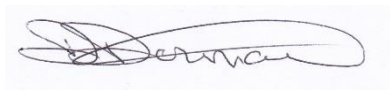
1. Select suitable accounting policies and apply them consistently.
2. Make judgements and estimates that are prudent and reasonable.
3. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts.
4. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue its operations.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity at that time and enable the Trustees to ensure that any statement of account prepared by them complies with the regulation under section 42(1) of the Charities Act 1993.

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

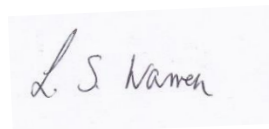
Signed on behalf of The Medway West Branch

Hon. Chairman



Dave Downard

Hon. Treasurer



Lois Warren

Date: 5/4/22



## Clinic Report for 2021

During 2021, 601 owned animals were treated at the clinic (406 dogs, 181 cats, 5 rabbits and 9 miscellaneous) 216 were referred to the Manor Veterinary Centre for emergency treatments, operations, dentals and x-rays (147 dogs, 65 cats and 4 miscellaneous)

The Branch paid for a further 19 unowned animals to be treated at other veterinary practices at the request of the inspectorate. (2 dogs and 17 cats)

1 dog and 5 cats were microchipped and 8 dogs, 14 cats and 24 rabbits were neutered.

Once again it was a difficult year due to COVID restrictions with only myself and Tanith Wells our attending vet from the Manor Veterinary Centre managing to keep the clinic running through lockdown periods. Once restrictions were lifted some reception staff were able to return to work, but clients still had to maintain restrictions and were unable to come into the consultation room with their pets. Unfortunately, this made consultations much slower as we had to go out to the car park to discuss the animal's problem with the owner, then bring the pet in for examination, then back out again afterwards to discuss the treatment etc. Appointments were spaced accordingly to cover the extra time needed and thankfully all of our clients were happy to comply with this and appreciated the necessity of it to enable us to keep both them and our staff as safe as possible.

This year we said goodbye to Miriam Davis, a member of the Branch Committee and a volunteer receptionist. Sadly, Miriam lost her dear husband Tony to COVID and she made the decision to leave Medway to move closer to her family. We are all grateful for the help and commitment she made to the Branch over the many years and wish her well for the future. Due to personal reasons and the effects of the pandemic and also to find a way to secure the future running of the clinic and rehoming centre, I approached the committee about employing an Assistant manager. The whole committee were extremely supportive and at the beginning of November Kevin Morton joined our team. Kevin had fitted in well, he is learning new skills daily and has already created ways in producing new income for the Branch.

We continued to run our successful pet food bank throughout the year with even more people needing our assistance. The food bank has helped to keep many animals from having to come into care and some of the people that we initially were able to help, now return to donate to the food bank now their circumstances have improved.

Pat Warren's support is greatly appreciated as he has continued to take funds to the bank and paperwork to and from our accountants.

Finally, I would like to thank Chantal Morton in helping to keep the admin up to date both from home and in the office before starting her maternity leave, and thanks to Dave Downard and Lois Warren for their help in reception.

Michele Carr

Branch, Clinic & Animal Centre Manager

## Rehoming Annual Report for 2021

During 2021 the Branch admitted 166 domestic animals: 21 Cats, 47 Rabbits, 52 Guinea pigs, 16 Budgies, 15 Hamsters, 12 Gerbils and 3 fancy mice.

We rehomed 131 animals: 1 Cat, 40 Rabbits, 55 Guinea pigs, 1 Giant African land snail, 11 Budgies, 8 Gerbils, 12 Hamsters and 3 fancy mice.

14 Cats were relocated to other rescue centres.

Sadly 4 cats and 1 rabbit were euthanised on veterinary advice and 2 guinea pigs passed away.

2 cats and 1 budgie were safely returned to their owners.

Out of the 21 cats that came into care 19 were not microchipped and the 2 that had been, were reunited with their worried owners. This shows the importance of having cats microchipped, not only to be able to reunite much loved pets but also to be able to make owners more accountable for their animals especially as in some circumstances like when a cat has been involved in a road traffic accident an owner has come forward, but upon realising the costs involved to treat the animal suddenly realize they have made a 'mistake' and it's not their cat. Without a microchip we cannot prove otherwise, which not only adds more of a burden to overstretched rescue centres in terms of space available but also in finding extra funds to be able to treat the poor animal. This also hinders the cat's recovery due to the extra stress caused by being in a rescue centre compared to being able to recover in familiar surroundings at home.

Unfortunately, many of the guinea pigs that came into care stayed longer with us than normal as the majority had mite and lice infestations on arrival, with some suffering from secondary trauma due to constantly scratching.

Due to COVID restrictions we again had to keep staffing levels to a minimum and I would like to thank Brenda Coveney and Nic Banham for their continuing support with the care of the animals when other volunteers were asked to stay at home. I would like to express my gratitude to all our other volunteers who were either 'stood down' or came in periodically between restrictions, for their understanding in the circumstances, and sincerely hope that in 2022 we are able to welcome all our wonderful volunteers back.

Alan Smart and Dave Coveney managed to continue with regular trips to get supplies of hay, straw, shavings and reedgrass for the animals.

Chantal and Kevin Morton worked hard on photographing and creating short videos of the animals ready for rehoming for our website, Facebook and Instagram pages. The Instagram pages have definitely been a success in the rehoming process.

Michele Carr

Branch, Clinic and Animal Centre Manager

## Wildlife Annual Report for 2021

During 2021 the Branch admitted 66 wild animals and birds: 1 Blackcap, 3 Gulls, 1 Crow, 2 Magpies, 1 Bat, 14 feral pigeons, 17 Woodpigeons, 4 Collared doves, 5 Blackbirds, 2 Hedgehogs, 1 Starling, 2 Thrushes, 1 Wandering banana spider, 1 Redwing, 1 Rabbit, 3 Sparrows, 6 wild mice and 1 Dunnock.

45 animals and birds were successfully treated and released back to the wild: 1 Blackcap, 2 Gulls, 2 Magpies, 1 Starling, 13 feral pigeons, 9 Woodpigeons, 3 Collared doves, 4 Blackbirds, 2 Thrushes, 2 Sparrows, 5 mice and 1 Dunnock.

15 sadly died due to their injuries, age or sickness: 8 Woodpigeons, 1 Blackbird, 1 Bat, 1 feral pigeon, 1 Redwing, 1 Mouse, 1 Sparrow and 1 Collared dove.

1 Wandering banana spider was transferred to another RSPCA wildlife facility and 1 Hedgehog, 1 Crow and 1 wild rabbit were transferred to other non-RSPCA wildlife facilities.

Of the 6 mice that came in they were identified as wood mice, and were approximately a week old. Sadly, one died within a few hours but the rest were hand reared. It was touch and go to start with as they were all dehydrated and hypothermic when they arrived but with round the clock care they slowly recovered and were eventually released in a disused barn on a private estate.

The Dunnock was a sweet little bird who arrived after flying into a window, suffering from head trauma and extensive bruising to its left wing and leg. Luckily it had no fractures just soft tissue injuries and a slight bleed behind one eye. For a bird so small it had plenty of character and attitude and was eventually released back into the garden from where it came from with the hope that it will avoid windows in the future.

Michele Carr

Branch, Clinic and Animal Centre Manager

## Shop Annual Report for 2021

Due to COVID, the beginning of the year started badly for us with national and local restrictions being adhered to. This meant that our charity shop in Wells Road, Strood was closed from the 1<sup>st</sup> January to the 11<sup>th</sup> April. We started trading again on the 12<sup>th</sup> April and managed to stay open until 21<sup>st</sup> December when we had to close earlier than anticipated due to staff having to isolate.

Throughout the year both staff and customers continued to follow government guidelines on keeping everyone as safe as possible.

Despite the huge loss of income, thankfully we still managed to cover essential utility bills and rent.

Unfortunately for the second year running we have been unable to hold the popular 'jumble rumbles' but hope these will resume at some point in 2022.

Some members of the community are still causing issues for us by leaving bags and boxes of donations outside the shop despite large notices at the front of the shop requesting people not to do this. Not only is this illegal as it is 'Fly tipping' but sadly many of the well-intentioned donations are either stolen or the bags ripped open and exposed to the elements rendering the goods unsaleable.

Michele Carr

Branch, Clinic and Animal Centre Manager



# Kent Annual Branch Report

## Branch Report 2021 - Inspectorate Group Kent

Chief Inspector Nick Wheelhouse  
ARO Emma Byrne 8654  
ARO Brian Milligan 11516  
ARO Lynn White 6833  
Inspector Dave Grant 173  
Inspector Grace Harris-Bridge 15085  
Inspector Clive Hopwood 16768  
Inspector Tina Nash 10608  
Inspector Kirsten Ormerod 16741  
Inspector Rosie Russon 723  
Inspector Rosie Wren 14023  
Inspector Deborah Rutherford 15892

Welcome to the 2021 Kent Group annual branch report.

2021 continued as 2020 finished in lockdown, living and working with Coronavirus. The team continued to respond to emergency complaints, collections & rescues.

The start of the year gave us the opportunity to catch up on essential Health & Safety and mandatory training to prepare us for the year ahead and officers setting their own priorities for the year, including equine training, small animal care and completing developmental courses.

The workload in the group increased during the Spring into the summer with the NCC taking and tasking out more calls, lockdown was eased in June, which saw the group return to pre covid workloads, these incidents included jobs, which were not tasked out during lockdown but did require a visit to provide advice.

On a positive note we were able to meet face to face as a group for a team meeting in the summer which was very welcome. When performing such a challenging and often exhausting job as lone workers it has been hard for all as the pandemic has increased everyone's sense of isolation. It was really nice to see the group together, as it was the first time the group had been able to meet up and see each other for nearly two years, and since the restructure the first time some had actually met face to face!

The end of 2021 saw the expansion of our team of Wildlife Casualty Volunteers, welcoming 5 new volunteers. Inspector Deborah Rutherford led the recruitment and training of the team and they are raring to go for fledgling season in 2022!

Like the other groups and equine charities, the winter months saw an increase in the number of complaints relating to horses. Muddy fields, the rising water table, poor weather including flooding and the rising cost of hay were the main issues being called about. This resulted in an increase in visits to horses, resulting in multiple advice notices issued and a handful of horses removed from a few locations across the county.

Kent has continued to see a huge number of calls relating to puppy farming and dog thefts. Working alongside our Police colleagues, the group has assisted with a number of Police led warrants which has been disrupting the illegal trade and the unscrupulous breeders.

The group has been working hard over 2021 supporting our neighbour groups who have suffered staff shortages. The Wilberforce system allows officers to be temporarily allocated to a group for the shift or it will task priority jobs to officers that are the nearest, so we saw a lot of shifts in which officers were crossing the M25 and heading into London, which really showed the borderless systems working well.

Without the support of the Regional Board and Branch networks, we would simply not be as effective in rescuing animals in all sorts of predicaments. The field officers are under significant pressure and your continued patience and support is very much appreciated. Your work in supporting members of the public with funding, helping rehome unwanted animals, and caring for the sick and traumatised is to be commended. It can be a thankless task but I can assure you my team and I fully appreciate the hard work you and your teams put in.

In Kent we helped rescue, collect and rehabilitate thousands more animals from situations that would have resulted in severe injury and suffering. Within the Kent group you have officers who specialise in wildlife and care, specialist flood rescue, Inland boat rescue, and equine rescue to name but a few.

We wish to offer our thanks to Kent Police for their invaluable assistance in exercising their powers of entry, search, seizure and occasionally arrest of people who mistreat their animals. Our thanks also goes to Kent Fire and Rescue Service for the many occasions that they have helped with rescues of animals that have got themselves trapped or in difficulty and we have needed their equipment and manpower to resolve the situation.

Of course we have not forgotten the RSPCA animal centres that take in our animals, care for them and eventually rehome them. Our sincere thanks to the Branch catteries and kennels that board, care for and rehome our animals, usually at very short notice and at the most inconvenient times, and to the experts who care for our sick and injured wildlife until they have been rehabilitated and are able to be released back into the wild.

We are also supported by Veterinary Practices from all across Kent. The support they provide helps us bring justice for animals, and support for the sick & injured. We work with other charities such as World Horse Welfare, The British Horse Society, Folly Wildlife Hospital and numerous more. We are most grateful to them all.

Finally, on behalf of everyone in the Kent group, a big thank you to all of the Branches, members and volunteers for making us feel so welcome at your meetings and for all the difficult and invaluable work you have done throughout 2021. Without you dedicating your time and efforts we would not be able to achieve all that we do.

Here are some of the many jobs we dealt with in 2021 in your branch areas...

### **Ashford, Tenterden and District**



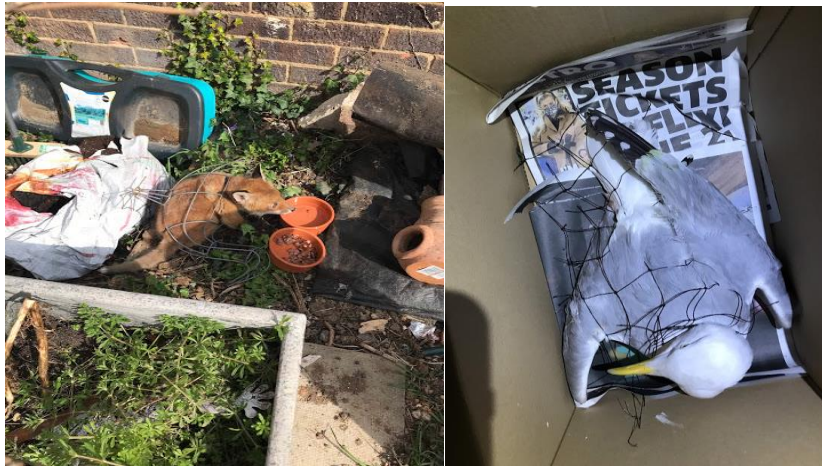
In Ashford and the surrounding areas we have rescued animals including sheep, and wildlife including badgers, snakes, buzzards, peacocks, swans and ducklings. With the support of Ashford branch we have collected injured and stray cats and provided financial aid to a number of domestic animals needed veterinary treatment.

Inspector Tina Nash's incredible rescue of a gull trapped in the front of a car made national news!

We also assisted on the British Horse Society's equine neutering clinic at Ashford Market in September 2021, where over 20 horses were "snipped and chipped". We also had a visit from Princess Anne to the event.



## Canterbury and District



In the Canterbury area we have rescued wildlife including seals, swans, hedgehogs, herons and woodpeckers. The Canterbury branch have helped us rescue a number of stray cats as well as financial aid to many owned cats in need of veterinary treatment and neutering.

The branch has assisted with taking in cats not only from their own area, but from other branch areas, showing the power of excellent networking between the Inspectorate and the branch network in Kent.

## Isle of Thanet



In Thanet we have rescued wildlife including foxes, many many gulls, pigeons and kestrels. Thanet branch have supported the Inspectorate with taking in wildlife throughout the Spring and Summer seasons also supported us rescuing and rehoming a number of abandoned cockerels and provided financial aid to a number of domestic animals including cats.

We saw lots of collections and rescues, including a call to a stray beaver on the beach in Ramsgate (!) and the fantastic rescue of a cat at Ramsgate Tunnel with Kent Fire and Rescue.



## Medway West



In Medway we have rescued wildlife including foxes, hedgehogs, pigeons and peregrine falcons. With the support of Medway branch we have rescued many stray and injured cats as well as provided financial support for dogs and cats with skin conditions and neutering.

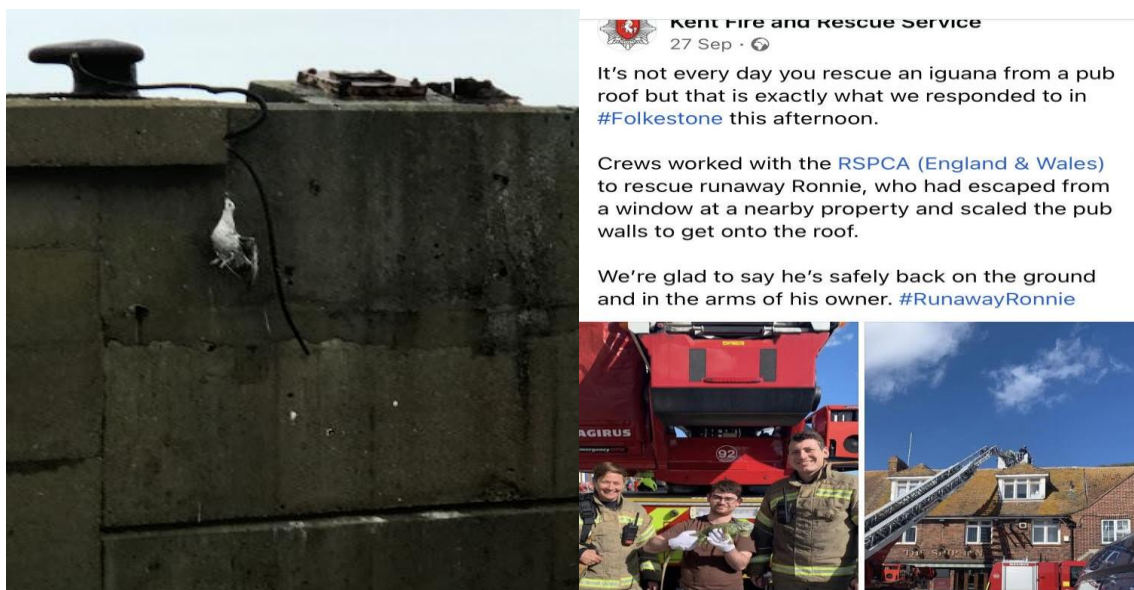
We saw the lovely George abandoned outside Medway Clinic, who we were able to collect, provide treatment for his skin condition and successfully rehome a short while later

## Kent North West



In North West Kent we have rescued wildlife including swans, snakes, foxes and owls. Farm animals including lambs and chickens as well as rescuing horses, cats, ferrets and dogs with the support of Kent North West Branch as well as providing financial aid to a number of domestic animals and neutering

## Folkestone and District



In Folkestone and the surrounding areas we have rescued wildlife including seals, gulls, pigeons and foxes. We also had the unusual rescue of a stray iguana from the rooftops of Folkestone with the help from Kent Fire and Rescue and a rescue of a trapped gull, who was released from the netting by some passing kayakers.

## Isle of Sheppey



On the Isle of Sheppey we have rescued wildlife including gulls, foxes, swans, pigeons, rabbits and hedgehogs. With the support of Isle of Sheppey branch we have supported people after house fires and provided financial aid for veterinary treatment for domestic pets

Rescues included a cat stuck inside a car engine bay and the rescue of Big Shack who had managed to get himself stuck on top of a 5 bar gate! Kent Fire and Rescue assisted with their specialist equipment and Big Shack was safely removed from the predicament. .



## Kent West, Sevenoaks and Tonbridge



In Kent west areas of Tonbridge and Sevenoaks we have rescued wildlife including foxes, swans, ducks and badgers. We have rescued cats up trees and with the support of Kent West branch we have provided financial aid to dogs needed emergency veterinary treatment

We saw the rescue and rehabilitation of Lotty, the terrier, first highlighted to us from the branch. We were able to get Lotty signed over and transported to Finsbury Park Animal Hospital (formerly Harmsworth) where she had the require veterinary care and she was successfully rehomed in the branch area.

## Tunbridge Wells and Maidstone



In Tunbridge Wells and Maidstone we have rescued wildlife including deer, coots, swans, birds of prey, foxes, badgers and pigeons. We have rescued horses, trapped, injured and stray cats, cockerels and hens and with the support of Tunbridge Wells and Maidstone branch we have provided financial aid to domestic animals including cats and dogs

**RSPCA – MEDWAY WEST BRANCH  
COMMITTEE MEMBERS  
2021-2022**

Elected at AGM held on 10<sup>th</sup> August 2021 (In alphabetical order)

Ms Sarah Campbell (Hon. Minutes Secretary)  
16 Kings Avenue, Rochester. ME1 3DS

Mrs Miriam Davis  
77 Dove Close, Chatham ME5 7PS

Mr Dave Downard (Hon. Chairman)  
26 The Ridgeway, Chatham. ME4 6PD

Mrs Maureen Downard  
26 The Ridgeway, Chatham. ME4 6PD

Mrs Shellie Hyde  
16 Priestfields, Rochester. ME1 3AG

Mrs Veronica Mitchell  
14 Norah Lane, Higham, Rochester, ME3 7EP

Mrs Helen Thomas  
Greenborough House, Warren Lane, Hartlip. ME9 7XL

Mrs Lois Warren (Hon. Treasurer)  
260 Walderslade Road, Chatham. ME5 0PA

**CO-OPTED MEMBERS**

Mrs Brenda Coveney  
6 Juniper Close, Chatham, ME5 0NX

**STAFF MEMBERS**

Ms Michele Carr (Branch, Clinic and Animal Centre Manager)

Mr Kevin Morton (Assistant Manager)

Mrs Chantal Morton (Branch and Clinic General Administrative Assistant)

Mrs Emma Smith (Shop Manager)

Mrs Wendy Medhurst (Shop Assistant)

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021  
FOR  
RSPCA KENT – MEDWAY WEST**

**CHARITY NO: 209192**

**RSPCA KENT – MEDWAY WEST**

**INDEX TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

	<b>Page</b>
<b>Independent Examiner's Report</b>	<b>1</b>
<b>Statement of Financial Activities</b>	<b>2</b>
<b>Balance Sheet</b>	<b>3</b>
<b>Notes to the Accounts</b>	<b>4 - 11</b>



**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF RSPCA KENT – MEDWAY WEST BRANCH**

We report on the accounts of the Trust (Medway West Branch) for the year ended 31<sup>st</sup> December 2021, which are set out on pages 2 to 11.

**Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year (under section 144 (2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act and
- to state whether particular matters have come to our attention.

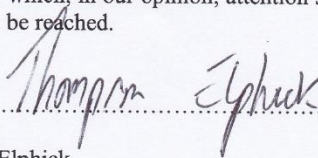
**Basis of Independent Examiner's Report**

Our examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed .....  .....

Thompson Elphick  
Chartered Certified Accountants,  
The Corner House,  
2 High Street,  
Aylesford,  
Kent  
ME20 7BG

Date 5 April 2022.....

**RSPCA KENT - Medway West**  
**Statement of Financial Activities**  
**For the year ended 31st December 2021**

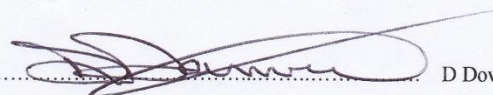
		<u>31/12/2021</u>	<u>31/12/2020</u>
	Notes	Unrestricted Funds	Unrestricted Funds
<b>Incoming Resources</b>	<b>3</b>		
<b>Income and endowments from</b>			
Donations and legacies		57,582	65,080
Charitable activities		20,011	16,880
Trading activities		56,664	52,510
Investment income		5	49
Other income		317	581
<b>Total</b>		<u><b>134,579</b></u>	<u><b>135,100</b></u>
 <b>Resources Expended</b>	 <b>4</b>		
<b>Expenditure on</b>			
Raising funds		32,076	34,167
Charitable activities		82,418	75,047
 <b>Total</b>		<u> <b>114,494</b></u>	<u> <b>109,213</b></u>
 <b>Net movement of funds</b>		 <b>20,085</b>	 <b>25,886</b>
 <b>Reconciliation of funds:</b>			
<b>Total funds brought forward</b>		<b>306,923</b>	<b>281,037</b>
<b>Total funds carried forward</b>		<u><b>£327,008</b></u>	<u><b>£306,923</b></u>



**RSPCA KENT - Medway West**  
**Balance Sheet as at 31 December 2021**

		31/12/2021	31/12/2020
	Notes	£ Unrestricted Funds	£ Unrestricted Funds
<b>Fixed assets</b>	<b>7</b>	<u><b>102,779</b></u>	<u><b>105,118</b></u>
<b>Current assets</b>			
Stock	8	4,943	6,036
Debtors	9	2,720	2,574
Cash at bank and in hand	11	<u>219,665</u>	<u>196,550</u>
<b>Total Current Assets</b>		<u><b>227,328</b></u>	<u><b>205,160</b></u>
<b>Liabilities:</b>			
<b>Creditors :</b> amounts falling due within one year	10	3,099	3,355
<b>Net Current Assets</b>		<u><b>224,228</b></u>	<u><b>201,805</b></u>
<b>Total net assets</b>		<u><u><b>£327,008</b></u></u>	<u><u><b>£306,923</b></u></u>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted income funds	12	327,008	306,923
<b>Total Funds</b>		<u><u><b>£327,008</b></u></u>	<u><u><b>£306,923</b></u></u>

Approved by the trustees and signed on their behalf by:


 D Downard (Chairman)

5 April 2022

Date



**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

**Note 1. Basis of preparation**

**1.1 Basis of preparation and assessment of going concern**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 ) issued on 16 July 2014 and with:

the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and applicable regulations.

**1.2 Going concern**

These accounts have been prepared on a going concern basis and there are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

**1.3 Change of accounting policy**

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

**1.4 Changes to accounting estimates**

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

**1.5 Material prior year errors**

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

**Note 2            Accounting policies**  
**2.1               Income**

*This standard list of accounting policies has been applied by the charity. Where a different or additional policy has been adopted then this is detailed in the box below.*

<b>Recognition of income</b>	<p>These are included in the Statement of Financial Activities (SoFA) when:</p> <ul style="list-style-type: none"> <li>• the charity becomes entitled to the</li> <li>• it is more likely than not that the</li> <li>• the monetary value can be measured</li> </ul>
<b>Offsetting</b>	<p>There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.</p>
<b>Grants and donations</b>	<p>Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).</p>
<b>Legacies</b>	<p>Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.</p>
<b>Tax reclaims on donations and gifts</b>	<p>Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.</p>
<b>Donated goods</b>	<p>Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.</p> <p>The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.</p> <p>Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.</p> <p>Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.</p> <p>Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.</p>
<b>Donated services and facilities</b>	<p>Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.</p> <p>Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.</p>
<b>Support costs</b>	<p>The charity has incurred expenditure on support costs.</p>
<b>Volunteer help</b>	<p>The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.</p>
<b>Income from interest, royalties and dividends</b>	<p>This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.</p>



**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

**2.3 Expenditure and liabilities**

**Liability recognition** Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**Governance and support costs** Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Redundancy cost** The charity made no redundancy payments during the reporting period.

**Deferred income** No material item of deferred income has been included in the accounts.

**Creditors** The charity has creditors which are measured at settlement amounts less any trade discounts

**Provisions for liabilities** A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

**Basic financial instruments** The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

**2.4 ASSETS**

**Tangible fixed assets for use by charity** These are capitalised if they can be used for more than one year, and cost at least £1,000

The depreciation rates currently in use for fixed assets held for use by the charity are as follows:-

Freehold Property	2% on the reducing balance
Fixtures and Equipment	25% on the reducing balance
Motor Vehicle	25% on the reducing balance
Computer Equipment	25% on the reducing balance

**Stocks and work in progress** Stocks held for sale as part of non-charitable trade are measured at the lower of cost or net realisable value.

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

**Debtors** Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

Note 3	Analysis of income	31/12/2021 Unrestricted funds £	31/12/2020 Unrestricted funds £
<b>Donations and legacies:</b>	Donations and gifts	32,155	32,921
	Gift Aid	-	-
	Legacies	-	-
	General grants provided by government/other charities	25,427	32,159
	Membership subscriptions and sponsorships which are in substance donations	-	-
	Donated goods, facilities and services	-	-
	Other	-	-
		<u>57,582</u>	<u>65,080</u>
<b>Charitable activities:</b>	Consultations, vaccines, operations & Drugs	16,111	12,980
	Rent received	3,900	3,900
		<u>20,011</u>	<u>16,880</u>
<b>Other trading activities:</b>	sale of goods	56,660	52,350
	100 club	4	160
		<u>56,664</u>	<u>52,510</u>
<b>Income from investments:</b>	Interest income	5	49
		<u>5</u>	<u>49</u>
<b>Other:</b>	Other	317	581
		<u>317</u>	<u>581</u>
<b>TOTAL INCOME</b>		<u>134,579</u>	<u>135,100</u>



**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

Note 4	Analysis of expenditure	31/12/2021 Unrestricted funds £	31/12/2020 Unrestricted funds £
	<b>Expenditure on raising funds:</b>		
	Inurred seeking donations	17,443	15,593
	Operating membership schemes and social lotteries	-	30
	Staging fundraising events	-	438
	Operating charity shops	11,256	14,106
	Advertising, marketing, direct mail and publicity	201	350
	Other trading activities	832	640
	Rent collection, property repairs and maintenance charges	2,343	3,010
		<u>32,076</u>	<u>34,167</u>
	<b>Expenditure on charitable activities</b>		
	RSPCA HQ	-	786
	Veterinary Accounts	6,455	3,584
	Drugs ,ID chips & Clinic consumables	12,561	11,413
	Governance costs	63,402	59,263
		<u>82,418</u>	<u>75,047</u>
	<b>TOTAL EXPENDITURE</b>	<u>114,494</u>	<u>109,213</u>

**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

**Note 5 Details of certain items of expenditure**

**5.1 Fees for examination of the accounts**

	31/12/2021	31/12/2020
	£	£
Independent examiner's fees	1,750	1,660
Other legal & professional fees paid to the independent examiner	2,719	1,537
	<u>4,469</u>	<u>3,197</u>

**Note 6 Paid employees**

**6.1 Staff Costs**

	31/12/2021	31/12/2020
	£	£
Salaries and wages	58,933	55,946
Social security costs	-	119
Total staff costs	<u>58,933</u>	<u>56,066</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

**6.2**

The parts of the charity in which the employees work

	31/12/2021 Number	31/12/2020 Number
Charitable Activities	3	3
Total	<u>3</u>	<u>3</u>

**Note 7 Tangible fixed assets**

**7.1 Cost or valuation**

	Freehold land & buildings	Computer Equipment	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
1st January 2021	169,172	9,083	9,041	11,661	198,957
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
31st December 2021	<u>169,172</u>	<u>9,083</u>	<u>9,041</u>	<u>11,661</u>	<u>198,957</u>

**7.2 Depreciation and impairments**

1st January 2021	65,085	8,990	8,136	11,628	93,839
Disposals	-	-	-	-	-
Depreciation	2,082	23	226	8	2,338
31st December 2021	<u>67,167</u>	<u>9,013</u>	<u>8,362</u>	<u>11,636</u>	<u>96,177</u>

**7.3 Net book value**

Net book value at 1st January 2021	104,087	93	905	33	105,118
Net book value at 31st December 2021	<u>102,005</u>	<u>70</u>	<u>679</u>	<u>25</u>	<u>102,779</u>



**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

**Note 8      Stocks**

**8.1          Analysis of stocks held**

	31/12/2021	31/12/2020
	£	£
Stock of medicines and drugs	4,611	5,717
Stock of goods in shop	332	319
	<u>4,943</u>	<u>6,036</u>

**Note 9      Debtors and prepayments**

**9.1          Analysis of debtors**

	31/12/2021	31/12/2020
	£	£
Trade debtors	-	-
Prepayments and accrued income	1,730	1,716
Other debtors	990	857
Total	<u>2,720</u>	<u>2,574</u>

**Note 10     Creditors and accruals**

**10.1        Analysis of creditors**

	Amounts falling due within one year	
	31/12/2021	31/12/2020
	£	£
Accruals and deferred income	2,225	1,970
Taxation and social security	874	1,385
Other creditors		
Total	<u>3,099</u>	<u>3,355</u>

**Note 11     Cash at bank and in hand**

	31/12/2021	31/12/2020
	£	£
Short term deposits	48,206	48,201
Cash at bank and on hand	171,459	148,349
Total	<u>219,665</u>	<u>196,550</u>

**RSPCA KENT - Medway West**  
**Notes to the Accounts**  
**For the year ended 31st December 2021**

**Note 12 Charity funds**

**12.1 Details of material funds held and movements during the CURRENT reporting period**

Fund names	Type	Purpose and Restrictions	Fund balances 1st January 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances 31st December 2021 £
General purpose fund	Unrestricted fund	N/a	306,923	134,579	(114,494)	-	-	327,008
<b>Total Funds</b>			<b>306,923</b>	<b>134,579</b>	<b>(114,494)</b>	<b>-</b>	<b>-</b>	<b>327,008</b>

**12.2 Details of material funds held and movements during the PREVIOUS reporting period**

Fund names	Type	Purpose and Restrictions	Fund balances 1st January 2020 £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances 31st December 2020 £
General purpose fund	Unrestricted fund	N/a	281,037	135,100	(109,213)	-	-	306,923
<b>Total Funds</b>			<b>281,037</b>	<b>135,100</b>	<b>(109,213)</b>	<b>-</b>	<b>-</b>	<b>306,923</b>