



RSPCA - KENT NORTH WEST BRANCH

Registered Charity 210633

ANNUAL REPORT for THE YEAR ENDED 31st DECEMBER 2020



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ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

KENT NORTH WEST BRANCH

(Registered Charity 210633)

Branch Officers and Trustees during 2020

Branch President: Mrs. E .M .Grover (to 31st Jan2020))
Branch Chairman: Mr. E .J. Grover
Branch Vice Chairman: Mrs. J .R. Allen
Branch Secretary: Ms. C.A. Campbell (to 31st March 2020)
Branch Treasurer: Miss N. Dunton A.C.A.
(to 31st March 2020)

Branch Animal Welfare

Administrator: Mr.J A.Bowley
Branch Membership Secretary Mrs.J.R Allen
Branch Committee Members: Mr.B.Charman
Miss. K.Hargreaves (wef 23rd Sept 2020)
Mr. C. Ireland (wef 23rd Sept 2020)
Mr. T. Maddison.
Mr. A.J. McDermott. (to 31st Dec.2020)
Miss.K.Thatcher (wef 23rd Sept 2020)
Miss. K. Ward.
Mr.D.Wordsworth (wef 23rd Sept 2020)

The roles of Branch Secretary and Branch Treasurer remained vacant at 31st Dec. 2020

Branch Manager: Miss R (Becky)Blackmore
(wef 1st Oct2020)

Bankers: Nat West Bank Plc
12, High Street,
DARTFORD DA1 1DD

Branch Clinic & Admin Centre: 37, Gordon Road,
DARTFORD DA1 2LG

Note: Correspondence to; Branch Officers and Trustees can be addressed to the Branch Admin Centre

Branch Helpline 01322 286720

| | | |
|---------------|---|---|
| Branch Shops: | 2/3 Market Place, DARTFORD Kent DA1 1EX | 161, Windmill Street, GRAVESEND Kent DA12 1AH |
| Shop Managers | Voluntary Management | Mrs Val Oakman |

Branch Website: www.rspca-kentnorthwest.org.uk

RSPCA KENT NORTH WEST BRANCH

SUMMARY OF ANIMAL WELFARE ACHIEVEMENTS 2017-2020

| Animals in Branch Care at beginning of year | 2020 | 2019 | 2018 | 2017 | 2016 |
|---|----------|----------|----------|----------|----------|
| Dogs | | 2 | 0 | 1 | 0 |
| Cats | 2 | 5 | 1 | 5 | 2 |
| Rabbits | | 0 | 0 | 0 | 0 |
| Others | | 0 | 0 | 0 | 2 |
| TOTAL | 2 | 7 | 1 | 6 | 4 |

Animals coming into Branch Care during year

| | | | | | |
|--------------|-----------|------------|------------|------------|------------|
| Dogs | 8 | 12 | 23 | 10 | 27 |
| Cats | 73 | 157 | 150 | 126 | 177 |
| Rabbits | 1 | 0 | 2 | 14 | 9 |
| Others | 5 | 48 | 9 | 19 | 27 |
| TOTAL | 87 | 217 | 184 | 169 | 240 |

Animals leaving Branch Care during year

| | Rehomed | Transferred | Other | | | | | |
|--------------|---------|-------------|-------|-----------|------------|------------|------------|------------|
| Dogs | 0 | 10 | 3 | 13 | 13 | 18 | 11 | 23 |
| Cats | 12 | 50 | 8 | 70 | 121 | 115 | 131 | 145 |
| Rabbits | 0 | 1 | 0 | 1 | 0 | 2 | 14 | 9 |
| Others | 1 | 3 | 0 | 4 | 46 | 9 | 19 | 29 |
| TOTAL | | | | 88 | 180 | 144 | 175 | 206 |

Animals PTS on Vets Advice during year

| | | | | | | |
|--------------|-----------|-----------|-----------|-----------|-----------|----|
| Dogs | 2 | 2 | 2 | 3 | 3 | 3 |
| Cats | 17 | 17 | 28 | 31 | 31 | 29 |
| Rabbits | 0 | 0 | 0 | 0 | 0 | 0 |
| Others | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 19 | 30 | 34 | 34 | 32 | |

Branch Service Activity in Year

| | <u>Microch</u> | <u>Neutered</u> | <u>Clinic attendances</u> | | | | | |
|---------------|----------------|-----------------|---------------------------|-----------|------------|------------|------------|------------|
| Dogs | 0 | 1 | 0 | 1 | 8 | 11 | 73 | 157 |
| Cats | 7 | 25 | 0 | 32 | 103 | 150 | 180 | 341 |
| Rabbits | 0 | 0 | 0 | 0 | 0 | 2 | 2 | 0 |
| Others | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 3 |
| TOTALS | 7 | 26 | 0 | 33 | 111 | 163 | 258 | 501 |

Welfare Vouchers issued in year

| | | | | | |
|---------|----|----|----|---|---|
| Dogs | 10 | 11 | 12 | 4 | 3 |
| Cats | 4 | 11 | 13 | 1 | 5 |
| Rabbits | 0 | 3 | 12 | 0 | 0 |

RSPCA, KENT NORTH WEST BRANCH
(Registered Charity 210633)

Annual Report of the Branch Committee, presented by Eric Grover, Branch Chairman, for the year ending 31st December 2020.

1. I have much pleasure in presenting the report of the Branch Committee on their work and activities during the past year. 2020 for our Charity, along with the rest of the nation, proved to be totally dominated by the Coronavirus 19 Pandemic. The Coronavirus had no care for age, colour or creed and simply swept aside anyone who stood in its path. It did not prove to be a highly active time for the Branch.
2. During the year, the Branch Trustees met in February, and this was the last occasion they able to meet face to face because of the lockdown caused by the pandemic. The Trustees did however continue to meet virtually using Information Technology. The year also proved to be less busy in the field of Animal Welfare. This again was mainly due to the pandemic and its consequences. We continued to offer all of our services but non-emergency vet treatments such as neutering were suspended for much of the year due to the restricted services of Veterinary Surgeons under Lockdown. The call upon our services from the public were lower. We always provide the local Inspectors with any practical or financial support that they need but their working hours and practices were restricted by the pandemic and demand fell.
3. The Branch Committee continues to seek to strengthen the Branch by recruiting new trustees with the necessary skills and experience to oversee the activities of the Branch and keep our policies and practices up to date.
4. The Branch was prevented from holding an Annual General Meeting in 2020 because of Covid 19 restrictions. The Trustees did not think that a would be appropriate for our members to hold a virtual AGM which would have excluded some of our members and guests. We considered the advice of the Charity Commission and the national RSPCA and opted instead to defer our 2020 AGM and hold a dual AGM in 2021 to cover a period of two years. As long as restrictions have lifted this will be a traditional meeting rather than being held virtually.
5. Miss Correen Campbell, Branch Secretary, and Miss Natalie Dunton, Branch Treasurer, both resigned their individual posts with effect from 31st March 2020. Mr Ashley McDermott resigned his post as a Branch Trustee with effect from 31st December 2021. The Branch were extremely fortunate in recruiting four new Trustees during the year. Mr Chris Ireland; Miss Kate Hargreaves; Miss Kelly Thatcher and Mr Dan Wordsworth. It is particularly impressive given that we were prevented from meeting face to face that got into their stride and assisted the Trustees with the revision of governance and policy matters by the end of the year.
6. Members were advised in last years report of the passing of the Branch President in January 2020. Sadly, not many of those reports were viewed by members and so it is pleasing to report that the Branch Trustees resolved that the main stabling Block at the Branch Equine Rehoming Facility should

be commemorated to the memory of Edna, and it is hoped that a service of commemoration can be arranged during 2021.

7. As with other non-essential shops, our shops were required to close for three periods in order to comply with Lockdown Regulations. In March, the Shops were closed for a period to mid June. In November there was a short closure and from December 21st 2020 the shops were closed for a period that was not to end until 12th April 2021. These closures were completely unforeseen at the beginning of the year. The Branch Trustees placed all paid staff on furlough and were able to ensure that no member of staff lost earnings due to the pandemic. The Branch also received generous grants from the Government to cover loss of income caused by the pandemic and details of the Grants are recorded in the Accounts that follow in the Financial Report. On the staffing front the Charity Shop at Gravesend continues to be under the management of Mrs Valerie Oakman, supported by Mrs Dawn Broad as her deputy and a band of loyal volunteers. At the Dartford Charity Shop, Mr Brendan Woodbridge the Shop Manager resigned with effect from 30th September. Earlier in the Year, Mr Chris Weaver's contract ended at the end of July. As a result of these changes the Trustees agreed that the Dartford Shop should be managed by a Group of 4 Volunteers (Mrs Jean Allen, Mrs Hilarie Jones, Mrs Joan Burgess and Mrs Norma Harber). It was unfortunate that the trading was so disrupted by the pandemic in the latter part of the year and it is hoped that a fresh start can be made in early 2021.

The Trustees had been discussing the merits of appointing a Branch Manager for several years and on the 1st October 2020 Miss Becky Blackmore was employed part time on a temporary contract. As the Branch Support Specialist employed by the national RSPCA she had already been working with the Branch for a number of years.

8. Members will recall that in June 2018 the Charity Commission issued a Certificate of Incorporation to the Trustees of the Branch which allows them to enter into contracts and hold property in the name of the Trustees for the time being of the Branch, rather than in the names of individual Trustees.
9. At a National level, The National Trustees were faced with a financial deficit which required a major review under the guidance of Mr Chris. Sherwood the Society CEO. The review concluded that there should be a drastic reduction in staff, and in September/October some 312 staff were made redundant, together with a major restructuring of staff and services. The National Society Mission Statement contains a "Vision of a world where all animals are respected and treated with compassion". The Society Officers gave notice that a major new strategy document would be announced in the New Year.

The Branch continues to take its part in the activities of the South East Regional Board and regularly attends the Regional Board Meetings (most of which were conducted by Google Hangout during 2020). This is made up of all Branches within the South East of the Region.

10. During the year the Branch continued to receive valuable support from our Branch Support Specialist, and we are grateful that Becky Blackmore was always ready to offer us assistance and guidance on a day to day basis

whenever we needed it. As reported earlier, Becky ceased her role with the national society due to the restructure on 30th September and joined us on 1st October. Sarah Piggott is now responsible for our Branch in the newly created role of Branch Partnership Manager, as a result of the National Society restructure.

11. As the Year 2020 came to an end the Branch Trustees were working on a major Strategy document to cover the next five years. The Trustees will also ensure that policy documents are revised to ensure that due governance is in place to satisfy not only the Society but also the Charity Commissioners.
12. During the early part of 2019, the construction of the Branch Equine Rehoming Centre was completed except for the Exercise Ring which was due to be completed by the end of 2019. We are able to report that the Exercise Ring was installed by the end of 2020, but the Branch still awaits invoices for the work.
13. Our two shops continue to produce results that enable the Branch to undertake our key role in Animal Welfare within our large Branch area and it is of little doubt that we could not make that contribution without the revenue that the shops continue to produce on a regular basis. Unfortunately, during 2020 the Pandemic took its toll, but the Government Grant for non-essential business and the job retention scheme ensured that the closures did not result in an annual deficit for the Branch. Details of the Shops activities are reported in a Memorandum Trading account which is included in but not part of the Branch Annual Financial Report. It will be noted that one of the significant items in the report is that of rent at the shops. The Branch had the foresight to purchase the freehold of the property at Gravesend and therefore no rent is paid. At the Dartford shop the Branch has negotiated a reduced rent and this was effected by a new lease arrangement from 1st June 2020.
14. The Branch continues to support the Staffie Neutering Scheme and has committed funds to it but the demand has been reducing over recent years. The Branch received a further sum of £2,500.00 in 2013 of matched funding to support the initiative and part of this sum has continued to be rolled over into 2020. During the year not one request was received for use of the fund. Whether this was occasioned by the pandemic is not known, but the sum of £1575.00p will remain available in 2021.
15. The operation of a weekly Branch RSPCA Clinic remains a high objective for the Trustees. Because of COVID 19 it has proved impossible to meet with veterinary practices to discuss establishing new initiatives due to their own operational difficulties. It will continue to be a main objective for us.
16. The Branch Trustees advocate a policy for the microchipping of all domestic animals and will offer assistance with the cost in cases of financial hardship. All animals that come into the Branch's care and are rehomed via one of the three catteries that the branch deals with are micro-chipped before being rehomed. Members of the public will continue to be advised of the benefits of micro-chipping.

17. The Female Cat Neutering Project, pioneered during 2015 by our Branch with the cooperation of Cats Protection and a number of Veterinary Surgeons, continued to be available during 2020 but funded solely by our Branch. The partnership with the Cats Protection ceased at 31 December 2018 with an agreement on both sides that we would be prepared to cooperate with similar projects in the future. Such a working arrangement will be discussed with Cats Protection in 2021

At the end of 2019, the Trustees agreed that the project should be retained and funded by the Branch. During 2020 a further 10 Cats were treated. This brought the total to 247 female cats spayed under the project. The Trustees were pleased that they have been involved in what was a tremendously successful exercise, meeting a much-needed service, unique in the field of animal welfare. Full details of the costings of the project can be found in the notes to the Branch Accounts.

18. The Branch has again during the year enjoyed a close working relationship with the Inspectorate in our area. The pandemic meant that those working arrangements were conducted at a distance, but Inspectors do attend our meeting as and when their duties permit, even by Google Hangout. During the year Chief Inspectors Steve Dockery chose to take retirement and he was succeeded in post at Leybourne by Chief Inspector Nick Wheelhouse. The Branch receives the services of Chief Inspector Mark Miles on the east side of the Branch and the team of Inspectors from both sides of the Branches are regularly in our large Branch area, providing a most effective service for which we are truly grateful. Details of the Inspectorate activities are contained in the body of the Annual Report, with Annual Reports from both Chief Inspectors.
19. The Branch has continued to seek to improve its fund-raising activities and although the Branch continued without the services of a Fund-Raising Co-ordinator, the Branch has been very active in this area. The Branch owns properties at Miskin Road Dartford, Gordon Road Dartford, and Parrock Street Gravesend (Flat & Shop). The leasing of these properties produces a substantial rental income for the Branch on a regular basis, and fortunately COVID could not interfere with these arrangements.

The Branch continues to seek new sources of income generation. The placements of collecting boxes in several of the Co-operatives largest Stores within the Branch area has proved to be most successful. The Branch is grateful to all the Co-operative Store Managers for their cooperation in the placement of the boxes. The Branch Trustees are also extremely grateful that Joan Burgess continues to collect and bank the proceeds of the collecting boxes on behalf of the Branch. Unfortunately, COVID did do its destructive work on this area as will be seen from the accounts

20. The Branch Committee make every effort to ensure that any cat or dog that comes into our care is found a comfortable temporary home, receives veterinary care, and is neutered and micro-chipped before it is considered for re-homing. The Branch has continued with the arrangements for the placement of cats at the Ashford Cattery, Bluebell Ridge, Hastings, and the Canterbury & Dover Branch Cattery. At all of these catteries the Branch receives part of any rehoming fee for any cat that has been placed in the

cattery for more than one month. The number of cats proved to be greatly reduced during the year but we were always at the ready to offer help to any cats that wanted our care. Arrangements continued with the Lodge Cattery & Kennels to accept cats and dogs that came into our care and could not be cared for at one of the RSPCA Catteries, but here again the service was restricted by the pandemic.

21. The Branch website remains;

www.rspca-kentnorthwest.org.uk

and the Branch Trustees are committed to ensuring the service of the website is improved to contain better information for users.

The Branch Helpline for use by the public and was well used during the pandemic. It seems our helpline is used far and wide beyond our Branch area.

22. John Bowley, the Branch Animal Welfare Administrator, continued to forge strong relationships with the veterinary clinics and other establishments not only in our Branch area, but because of the inflow of Cats during the year, over a wider field. John works tirelessly to ensure that Animal Welfare service in the Branch are available 14 hours a day and always goes that additional mile to assist any animal. John ensured that all animals signed over to the Branch's care always receive the best veterinary care possible at the caring Veterinary Surgeries. These animals are placed to ensure that there will be suitable homes for their future care. The Branch and its members owe a particular vote of thanks and gratitude to John for Volunteering his services to the Branch.
23. Sadly, as will be seen from the Branch Accounts, no Special Events could be undertaken during the year.
24. To conclude this report, I would like to place on record the thanks of the Trustees to everyone who has contributed to the success of the Branch during the year. This relies on the Branch Trustees working as a team with each taking responsibility for their own special part in the Branch success. Also, to a band of volunteers, each making a special contribution which enables us to achieve so much for animal welfare in our large Branch area. To each and every one of them I offer my own personal thanks for making my role as Chairman so much easier and rewarding.

On behalf of the Branch Trustees who freely give of their time to undertake the governance of the Branch, I offer our sincere thanks to our dedicated Volunteers and all those people and organisations who have so kindly given their time in helping us with our work throughout a very difficult year. Without this assistance, the Branch would undoubtedly have struggled in meeting its commitment to improving animal welfare. Our thanks are offered also to Chief Inspectors Steve Dockery(retired), Mark Miles and Nick Wheelhouse together with their teams of Inspectors in our Group, and a special thank you to Becky Blackmore, our Branch Support Specialist for ten months of the year, and then joining us and bringing her knowledge and experience in our work for Animal Welfare and will, I am sure lead us on to

being a better and certainly a more progressive Branch. I would also like to thank the Police, Local Authorities and Fire Brigades, together with all the other services who, when called upon, have helped as the need arose.

Eric Grover

Branch Chairman,
for the Branch Trustees

RSPCA KENT, NORTH WEST BRANCH.
(Registered Charity 210633)

BRANCH MANAGERS REPORT FOR 2020, presented by Becky Blackmore

I joined the Branch in the newly created role of Branch Manager in October 2020. Previously I had been employed by the national RSPCA and my role included supporting this Branch for some fifteen years. This made for a very smooth transition, and I was able to hit the ground running.

The Branch had just recruited a group of new Trustees to work with our longstanding ones but COVID restrictions made it impossible for us to meet face to face. One of the first challenges was therefore to get our new team working together effectively. This involved embracing new technologies such as holding virtual meetings, instating Gmail for all and using shared drives. We also set up several new Sub Committees to help us make progress on the following key areas;

- Governance, Compliance, Strategic Planning and Risk
- Finance
- Shops
- Income Generation, Profile and Digital
- Strategic Planning

By the end of 2020 we had agreed a Branch Mission statement. We had also produced a first draft of a Branch Strategic Plan. The aim was to take stock of our successes in the past and also to explore how we might adapt to the contemporary circumstances and extend our impact over the next 3-5 years. Our Branch is in a position of strength in terms of both our human and financial resources. The time is therefore right for us to improve our current services in the key areas of rescue/rehoming, neutering, microchipping and veterinary assistance. Also to explore new ways in which we can help animals and owners in need of support in our Branch area.

As a first step in identifying local needs, I sent a survey to the local RSPCA Inspectorate. We asked about the main challenges they face in our area and what services and support they would find most valuable for us to provide in future. The responses were interesting as they showed that in addition to sick, injured, abandoned or unneutered cats and dogs, they were often dealing with problems arising from fly grazed horses and exotic animals such as reptiles. One of the services they most supported was for us to reinstate a subsidised veterinary Clinic within a local vets practice (our Clinic at Shrubbery Vets having been not active in recent years). We also agreed that the Branch wanted to do more to educate pet owners of the future to promote kindness and understanding to animals. One of the main species we want to improve knowledge and care of is rabbits.

The obvious next step was to make contact with all of the 20 vet practices in our Branch area to find welfare minded practices who would partner with us in the provision of low-cost neutering and also a basic clinic or clinics.

Our Branch has excellent relationships with many of the local practices, but COVID during 2020. Although all the paperwork and funding was now in place, the launch of these new services could not happen in 2020. John Bowley, our Animal Welfare Administrator, did continue to offer assistance and support on a reactive basis right through the pandemic and the Branch was always there to help when asked with a very high volume of calls.

I also introduced myself to a range of other local organisations to find out what issues they faced and to promote partnership working. This included Dartford and Gravesham Borough Councils, Community wardens and Animal Welfare Officers. I also reached out to the following Charities and the signs are that once things return to normal after COVID there could well be opportunities to collaborate; Cats Protection Bexley, Cats Protection Sidcup and Eltham, PDSA and Celia Hammond.

One of my responsibilities is to oversee our two Charity Shops in Dartford and Gravesend. I did not have long to work with them before they were forced to close due to Lockdown. Our shop staff and volunteers are a close-knit team and they were keen to get back as soon as was possible. While the shops were closed, I reviewed the Branch literature and created a new leaflet to promote volunteering in our shops and donating goods and a Volunteer Handbook. I was greatly assisted by a volunteer Graphic Designer, Cheryl Warner to whom I am very grateful.

I have been working to make sure that the Branch has a full suite of up-to-date policies and procedures in line with advice from the Charity Commission and the national RSPCA.

Becky Blackmore

R.S.P.C.A., KENT, NORTH-WEST BRANCH
(Registered Charity No:210633)

Annual Financial Report of the Branch Trustees for the year ended 31st December 2020.

1. The Branch Trustees have much pleasure in presenting to the Branch Membership, the Annual Financial Report together with the Annual Accounts and Balance Sheet of the Branch, accompanied by the report of the Independent Examiner of the Accounts as required by the Charity Commissioners, on what was probably the most difficult and traumatic year that the Branch has ever encountered. Like every other Charity, Business and Households the year was frustrated by the Covid 19 pandemic. We did however manage to come through in an acceptable financial situation the reasons for which will be explained in the following paragraphs. The Branch Trustees are confident in the belief that the financial future of the Branch is secure for some years to come.

2. The Trustees are conscious of The Charities (Protection and Social Investment) Act 2016 and the regulation requirements of the Fund-Raising Regulator. The Branch Shops accept donations of goods and the Branch via donations made through its collecting boxes. Other than a request for donations on its Website, the Branch does not solicit individual donations from members of the public or members of the branch via written correspondence or via Professional Fund-Raising Agents.

3. The Branch Trustees are pleased to report that after all the trials and tribulations of 2020 the Branch was able to record a small surplus. Members can be confident that the Branch remains in a very strong financial position with a very strong balance sheet. Thanks to the Trustees activities, at the end of the year the Branch Assets increased from the sum of £1,040,069.60p in 2019 to £1,078,631.48p at the conclusion of trading in 2020.

4. 2020 once again proved to be a most challenging year as the Pandemic took its toll with the number of animals coming into our care decreasing significantly. Overall, our business income decreased by £37,458.11p (18.2%) We were fortunate that the Branch met the criteria set by the Government and as a non-essential retailer so that some of our losses were offset by coronavirus grants. During 2020 our expenditure was reduced due the reduced requests of our services again occasioned by the pandemic decreasing by £42,891.11p (24.8%) resulting in an overall surplus of £38053.82p. The Branch takes great pride that our services were always available throughout 2020.

5. During 2020 the Branch Trustees reviewed the objectives that the Branch set itself at the end of the year 2001. The Trustees confirmed that in the current financial climate and with the reducing number of animals that are coming into our care, the objective of an animal centre within the Branch area would not be sustainable and concluded that there might be other objectives that they could realistically meet. With this in mind, the Trustees resolved that in 2021 they would develop a Strategic Plan for the Branch, review the governance of the Branch and update all Branch policy documents to ensure that the structure of the Branch was safe for years to come.

6. During 2020 the Branch Trustees appointed Miss Becky Blackmore to the post of Branch Manager to be responsible for carrying out the instructions of the Trustees and strengthening the Branch. The Trustees wish the Branch to seek new income streams in order that we can, and will, meet more challenging objectives as they arise. The Branch Trustees will seek possible projects to advance animal welfare within our Branch area and

beyond. We will seek to make suitable contributions to the field of animal welfare wherever we can make a difference.

7. 2020 was a challenging year for our two Charity Shops which, along with all retail outlets, were forced to close due to Coronavirus. When the Shops were able to reopen, they achieved sterling results and the thanks of the Trustees goes to Valerie Oakman at Gravesend, together with her Deputy and a band of hardworking and loyal volunteers. Also, to the loyal and hard-working group of volunteers who have taken on the running of our Dartford Shop after the departure of the paid staff.

8. The results shown in the Accounts are a true reflection of the tremendous effort undertaken by those who volunteer for the Branch in all aspects of our work. Our core business is Animal Welfare and all in the Branch remain committed to this ideal. The Branch Trustees have reiterated the policy that any animal that can have a quality of life and be rehomed, will be accepted, and treated by the Branch.

9. The Branch has in the past derived most of its income from four major sources; the Branch Shops, Donations and Collecting Boxes and in more recent years Rent from the Branch properties. We have also been fortunate to receive an allocation from the Door to Door Campaign run by the national RSPCA which has produced a good source of income and we are truly thankful to all those who sign up to the Campaign. In addition to the effect on our Shops, the dreaded pandemic also affected our collecting boxes. Also, our clientele were reluctant to come forward as most veterinary clinics were forced to an emergency service only. Fortunately, our investments proved to be a reliable source and permitted us to provide additional services as they were required.

10. A glance at the accounts for 2020 will show that our main sources of income changed significantly. Our Branch Shops produced in 2019 some 63.59% of our income and for 2020 this was reduced to 31% and this reflected that income from the sale of Rags was reduced by 65.6%. Income from Rent produced some 22.4% of Branch Income in 2019 compared to 17.68% in 2020. The income from the Door to Door Campaign continued to produce 15.0% of income compared to 12.9% in 2019. As our Shops met the criteria set by the Government, Grants in respect of Covid supplemented the Branch income by 29.6%.

11. 2020 was a very atypical year for our Branch as well as for other Charities. The results of COVID 19 affected various aspects of both our income and expenditure as highlighted throughout this report and so 2020 cannot be a year to be used in comparisons. It is the hope of the Trustees that these challenges will not recur and that we can get back to normal at some point during 2021.

12. The figures for 2020 remain fairly comfortable but the Trustees realise that they must remain vigilant in order to be alert to the ever changing requirements within the world of animal welfare.

During 2020 We continued with the unique initiative of the Female Cat Spaying Project although the cooperation with Cats Protection ended in 2018. The Branch has agreed that it will continue the service as it is required and fund the service from its own resources, together with the Regional matched funding that was unspent at the end of the year.

13. The following paragraphs highlight the variations that have occurred within the

accounts presented to you over the last twelve months.

14. **INCOME:**

The year 2020 proved to be an incredibly difficult year as the shops were the subject of lockdown on three separate occasions. The Income derived from the sale of donated items from the two shops still proves to be quite impressive. Total income from the shops decreased in the year by the incredible sum of £80,582 an astonishing 60.7% achieving a total of just £52,108.20 compared to £132,690.28p in 2019. A truly disappointing year. On the occasions of lockdown, the Branch Trustees took the decision to furlough our employees and to protect them from the fears and apprehensions of the Coronavirus Pandemic. During 2020 the Branch Trustees considerations of the placement of "Donation Stations" at various locations throughout the Branch area was thwarted by the pandemic but it remains a high priority once we are able to proceed with the project to ensure a continuing supply of high-quality donated items coming into the Branch Shops

15. Subscription income increased by £28.00p (5.3%) although this is not supported by Branch Membership numbers. During the year the membership of the Branch remained at about the 150 level. It has always been difficult to reconcile the income from subscriptions with the actual number of members. This is due to the varying amount due to the Branch from varying classification of Membership Fees.

16. The income from Collection Boxes declined considerably and again this was occasioned by the fact that stores would not permit collections due to the pandemic. Income was reduced to a sum of £330.83 compared to a sum of £2,178.56p, in 2019. The Branch continues to seek new placement of collecting boxes. The Branch, as reported previously, continues to receive the cooperation of a number of Co-op Food outlets in placing several Collecting Boxes in the larger stores and the result has been truly phenomenal. It is hoped that should the Branch receive the voluntary services of a Branch Fundraising Administrator, their first priority would be the seeking of additional sites for the placement of our collecting boxes. The Branch Trustees continue to be most grateful to the help given by Mrs. Joan Burgess, who regularly collects from the boxes throughout the Branch area and banks the collections on behalf of the Branch.

17. The heading in the income section of the accounts General Donations does not include a contribution from matched funding as the Branch did not apply to seek support from the matched funding that it did in the previous year. This had the effect of reducing the donations that the Branch received overall in addition to the decrease in donations recorded. The donations received during the year amounted to £ 987.52p a decrease of £1356.99p (58.9%) over the previous year. Donations are a source of income that cannot be predicted. The Branch is grateful for all donations received but is conscious that we now receive donations in many guises, particularly through our shops.

18. There is always a tinge of sadness in the receipt of Legacies and In Memoriam donations, as it means that a loved one has passed on and that the deceased or the grieving family wish to mark the passing with either a legacy or donation. In 2020 the Branch received £5,508.06p from Legacies and In Memoriam donations and the Branch has a duty to ensure that such donations are spent in the best manner for the benefit of Animal Welfare. The Branch is truly grateful to be remembered in this manner.

19. During the year there was no income from Special Events. All events that may have been planned could not be undertaken during the lockdown periods and even when lockdowns were lifted, they did not permit such fundraising activities to be undertaken

20. As covered earlier in this report, Interest on the Branch bank accounts remained low with income at just £125.13 in 2020 compared to £278.85p in 2019 which reflects the continuing fall in interest rates. We anticipated as far back as 2017 that interest rates would continue to be at their lowest rate for several years and unfortunately, we were correct. The Branch Trustees were truly justified in investing in property to ensure that a reasonable level of income could be achieved to support its objectives.

21. Income from Rent received an increase in the year by a small sum of £1095.00p (3%). It is to the advantage of the Branch that in the financial climate prior to the pandemic, rents were on the increase. This is likely to stall until the effects of the pandemic are truly realised. In 2020 Rents produced an income of 37,710.00p, compared to £36,615.00 in 2019. The Branch continues to receive income from the renting of properties at 158 Parrock Street Gravesend (the ground floor as a catering establishment and the upper floor flat), Gordon Road Dartford and Miskin Road, Dartford. The Branch Trustees are extremely grateful for the help and advice they receive from the staff at McConnells, Estate Agents, Dartford, and for the assistance they receive in the management of the Branch's properties.

22. The Branch Trustees decided in 2006 that the Legacy from the late L.C. Croucher (referred to in the Annual Accounts), having a restriction of only being able to be spent on equipment for the treatment of animals, would be better placed in a separate deposit account within the Branch Funds as a Restricted Account. On the abolition of the Branch Development Fund, it was decided that it should be used as necessary within the terms of the Branch objectives. In 2018/9, a small proportion of the fund was allocated to the Branch Equine Rehoming Centre.

EXPENDITURE:

23. Members will recall that since 2013 the Branch has used a system of electronic payment of Creditors. The system permits a payment directly into a payees Bank Account without the need for the writing of cheques and the posting to the client. Although there is a charge for each transaction, the system eliminates the need for postage on each payment and the need for the payee to transport a cheque to the bank. The system continues to operate in an efficient manner and all the Branch payees have readily accepted the payment system.

24. Overall, it will be noted that the Business expenditure of the Branch did reduce by £42,891.11 (24.1) and that the contributions expected to be paid during the year to complete the Branch Equine Unit did not materialise. The Branch does have a Capital Commitment to meet the costs of a Training/Exercise Ring in the sum of £19,000.00p, which was going to be constructed in 2019 and payment met in that year.

25. Traditionally the highest level of expenditure for the Branch was for many years Veterinary Fees. The Branch spent 11.16% in 2019 and sadly this figure was reduced in 2020 to 7.09%. This represented a reduction in Veterinary fees of approaching 50% and a similar reduction in the cost of Drugs and Medicines. This was undoubtedly attributed to the effects of the pandemic. The highest level of expenditure in the Animal Welfare field for 2019 was once again Care of Animals although there was a reduction in the costs of this service. The Branch only spent £9,323.95 on this service compared to a sum of £24,095.11 in 2019, a reduction of £14,771.16p (61.3%). Another service drastically

affected by the Covid 19 Lockdowns was that the Animal Centres that we work with were not able to operate as normal or open to the public during these periods. It should be reiterated that Animal Welfare is the core business of the Branch, and we can be proud of the number of animals we were available for during the pandemic. The Branch is not able to control the influx of animals coming into the Branch but would never refuse any animal requiring veterinary assistance, although it is not always possible with all the will in the world to be able to save every animal that we are able to take in. No animal would be denied treatment on account of costs .and, even more recently, budget costings

26. Unfortunately, our Branch Clinic remained suspended at the Shrubbery Veterinary Practice due to the unavailability of Veterinary cover. The Branch Trustees are truly very grateful to the Shrubbery Veterinary Practice for the provision of this very valuable service and understand the problems that are involved in providing such a service. It will be part of the Branch's future plans to provide a clinic service within the Branch area and we are seeking Veterinary practices that would work with the Branch on such a project. The Branch is also fortunate that a number Veterinary Practices offer the Branch generous discounts on the costs of animal treatments.

27. The actual expenditure on Veterinary Fees decreased from a figure of £18,318.44p in 201, to a figure of £9227.74, a reduction of £9090.70p (49.6%) for the same reasons attributed to the Care of Animals

28. At the same time the Branch expenditure on Drugs reduced in 2020 to a sum of £3,660.99 compared to £6,363.05p in 2019, a decrease of 2702.06p (42.56%) over the previous year.

29. The Branch SAWA Statistics reveal that we took in some 105 animals in 2020 compared to 222 animals in 2019. A further 59 animals received treatments in some form or other in spite of the restrictions that were in force. Members can be assured that no animal in need would ever be refused our help. During the year the Branch continued the arrangements for both cats and dogs to be cared for in Kennels and other private boarding Catteries in the Branch area before being re-homed.

The Branch continues working in partnership with the Ashford Branch Garden Cattery, the Canterbury and District Animal Centre (CADAC) and also Bluebell Ridge Cattery, Hastings, for the rehoming of Cats. The Branch benefits from a proportion of the rehoming fees that are charged by these Catteries. The demand for places was unusually low in the year for the reasons previously stated. For certain periods of the year the Branch had once again to call on the services of a number of Private Catteries including the Lodge Kennels & Cattery with whom the Branch has developed a good working relationship. The Branch Animal Welfare Administrator, John Bowley, continued his tremendous work in arranging for the placements and transportation of the animals that come into our care.

30. The Branch Neutering Scheme was another service that was drastically reduced by the Covid restrictions with a reduction in overall expenditure of £700.65p, (43.7%). Although the Branch was previously able to recover some of the neutering fees under a scheme administered by H.Q., this scheme was curtailed in 2020 due to expenditure cuts, therefore no claims could be made in 2020. The Branch continues to offer assistance with neutering despite this cut back from the national RSPCA. As we also reported previously, the Branch undertook a project jointly with Cats Protection for the Spaying of female cats and although this arrangement ended in 2018, the Branch continued to offer the service

funding the costs itself. Full details of the Branch expenditure under this heading are shown in the notes to the Accounts. At the end of 2020 a sum £1,575.00p remained to be carried forward to 2021 as no contribution was sought from the Matched Funding for the year.

A total of 10 cats were spayed under the Female Neutering scheme bringing the total treated to 250 at the end of 2019. A sum of £5,000 was received in 2015 from the Regional Board for matched funding of the Branch's Contribution. Of this sum, £1575.00 will be available in 2021 should it be needed. The Branch Trustees have however agreed that the cost of cases can still be met whilst there is a balance in the matched funding account.

The Branch Trustees are extremely grateful to the services of a number of Veterinary Practices that have supported the Cat Spaying which lasted some three years. The Branch is particularly grateful to Becky Blackmore for her negotiations of the introduction of the schemes with the participating Veterinary Practices.

31. The Branch Contribution is required to be paid to the national RSPCA and according to their formula was set at a rate of £110.00p in 2020. This is accounted for as Sundry Expenditure.

32. The expenditure on Shop Staff costs during the years increased by £926.51p, an increase of just 2%. The Branch Trustees implemented the increase in the National Living Wage of some 4% which was operative from 1st April 2019. It is the policy of the Branch Trustees to implement the Nation Living Wage in accordance with the relevant legislation and to pay slightly above the Governments rates, whilst at the same time retaining the differentials in the rates paid to the Managers and their deputies. During the periods of the Shop closure the Branch successfully applied for grants under the Government's Job Retention Scheme and received a total of 11431,59 towards the Branch salary costs.

Both the Manager and the Deputy Manager left the Dartford Shop during 2020. The Trustees considered the situation at the Dartford Shop and agreed that with effect from 1st October 2020 there would be a team of volunteers responsible for management arrangements at the Dartford Shop. This team includes two Branch Trustees.

Having considered the appointment of a Branch Manager of several previous occasion, the Trustees took the opportunity to offer the post to Miss Becky Blackmore, who had previously been the Branch Support Specialist and was fully aware of the needs of the Branch. Miss Blackmore commenced her duties on 1st October 2020, commencing on a contract for 2 days per week.

33. Printing & Stationery costs decreased by £107.28p (18.2%) in the year. The new photocopier leased from KCC in 2019 is proving to produce much cheaper copies for materials that may be required in the Branch Shops. It is also able to produce A3 posters in colour for advertising at the Branch Shops. The modest decrease in printing costs is because due to the pandemic the Annual General Meeting could not be held in 2020 and will hopefully be held in late 2021. The Branch did however advise the membership of the deferral of the AGM and the reasons for it.

34. Expenditure on Postage and Telephone decreased by £533.24p (21.4%). Included within this heading are the facilities of the Branch helpline and there is a mobile phone service for the Branch Animal Welfare Administrator. During the year the Trustees continued to improve the service and every call now reaches an officer of the Branch with

an answerphone alternative on each of the extensions. It would seem that many members of the public, including those outside of the Branch area, seem to find the Branch number quicker for contact with the RSPCA than the National helpline. Each call is dealt with and the caller notified of the correct contact and where possible directed to the correct number. The Dartford Shop also has access to a BT Broadband system installed so that sales can be made via the internet. The telephonic helpline information service of the Branch appears to be working satisfactorily and the Branch Trustees are truly grateful to the Branch Animal Welfare Administrator who takes and settles most of the calls that come via the helpline.

35. The cost of Shop Equipment decreased by £13.49p (<1%). Many of the Shop equipment purchases are essential for the smooth operation of the Shops. No major items of shop equipment were purchased during 2020, and it should be remembered that the shops were closed on three separate occasions during the year.

36. As has been our practice in recent years, Rent & Rates have been identified separately from Heating and Lighting Costs. This will make it easier for members to understand the individual element of the expenditure. The only Rent now payable is in respect of the Dartford Shop and this was increased to £27,500 in 2017. In the light of the delicate trading position at the Dartford Shop an application was made to the Landlord to request a reduction in the rent. The request was agreed to and a new one-year lease was drawn up in 2020 with a one-year lease at £23,500.00. A further short term lease will be negotiated in 2021. The decision to purchase the premises at 161 Windmill Street Gravesend means that no rent is payable, although Rates are payable and for 2019 this amounted to £779.00p. Members may wish to be reminded that the expenditure on the conversion of the two units into a single trading unit at the Dartford Shop were fully written off during 2020.

37. Expenditure on the Heating and lighting element of the expenditure decreased by £1788.96p (39.1%), this reduction was occasioned by the fact that the shops were closed for periods during the pandemics.

38. The expenditure on Maintenance and Repairs and Waste disposal at the Shops has also been shown separately again this year to give a clearer understanding of the elements of the expenditure. The expenditure on Maintenance and Repairs increased by the sum of £1489.91p (32%). In 2019 there were no major items under the Maintenance and Repair heading other than the replacement of the of carpeting at 158a Parrock Street and a new water heater at the Dartford Shop. There was a reduction in the charges for Waste Disposal of £2911.33p (46.4%) and this reflects the reduction in service requirements occasioned by the pandemic.

39. Irrecoverable VAT decreased by £2684.88p (46.41%), the decrease being due to an overall reduction in the expenditure heads where irrecoverable VAT applies. It should be noted that expenditure on the neutering of "Staffies" attracts VAT which is not recoverable as is any work on the Branch properties. The Branch Clinic, the Female Cat Spaying Project and the Subsidised Cat Neutering Scheme also attract VAT which is not recoverable. It has been clarified that the Branch can only recover VAT on Animal Welfare matters where the animal is to be rehomed and for which a fee is likely to be received. The Branch carefully monitors and tries to be aware of the relevant log numbers of all the animals that are dealt with by the Branch and the discharge details for all the animals that we care for so as to maximise our VAT position.

40. The Branch has once again recorded, after taking into account legacies and in Memoriam payments, a surplus in our business income of £38,053.82p in 2020, compared to a surplus of £42,867.82p in the previous year. Members can be assured that the Branch remains in a strong financial position and can confidently continue to plan its main objectives. Although that will not now be the provision of an Animal Centre within the Branch's area, we will continue to be proactive and progressive in animal welfare and will confidently meet any challenges that we may encounter in the near future.

41. Finally, the Branch Trustees would like to place on record their thanks and appreciation for all the assistance and support that we have received during the year. The past year is one of which we feel the Branch can once again be justly proud of its achievements, despite the different challenges that we were required to overcome during the year. 2021 will undoubtedly throw up new challenges but also opportunities for new initiatives once the effects of the dreaded Covid19 subside. The Trustees remain confident that they are on course to meet the main objectives of our Branch and that the targets we set will be achievable. Further that the Branch will continue to be progressive in the field of animal welfare as the demands on its services require.

Eric Grover,

**Branch Chairman,
on behalf of the Branch Trustees.**

**THE ROYAL SOCIETY FOR THE
PREVENTION OF CRUELTY TO ANIMALS**

KENT NORTH - WEST BRANCH
(Registered Charity No. 210633)

ANNUAL ACCOUNTS

and

BALANCE SHEET

- for the year ended -

31st DECEMBER 2020

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS.
KENT, NORTH-WEST BRANCH
(Registered Charity No: 210633)

ANNUAL REPORT FOR THE YEAR ENDED 31st DECEMBER 2020

The Royal Society for the Prevention of Cruelty to Animals is incorporated under an Act of Parliament and each Branch is governed by the rules of the Society. The Kent, North-West Branch is an incorporated and a registered Charity No. 210633. The Administrative Office of the Branch is at 37, Gordon Road Dartford Kent DA1 2LG.

The day to day affairs of the Branch are managed by a Branch Committee. During 2018 the members of the Branch Committee were:

| | |
|--------------------|---|
| Mrs.E.M. Grover. | Branch President. (ex officio wef 25 th July 2018) |
| Mr. E.J. Grover. | Branch Chairman. |
| Mrs J. Allen | Branch Vice Chairman. |
| Miss C. Campbell. | Branch Secretary (to31 st March 2020) |
| Miss N. Dunton | Branch Treasurer (to31 st March 2020) |
| Mr. J. A. Bowley. | Branch Animal Welfare Administrator. |
| Mr B. Charman | Branch Trustee |
| Miss K. Hargreaves | Branch Trustee (wef 23 rd September 2020) |
| Mr C. Ireland | Branch Trustee (wef 23 rd September 2020) |
| Mr T. Maddison | Branch Trustee |
| Mr A. McDermott | Branch Trustee (resigned 31 st December2020) |
| Miss K. Thatcher | Branch Trustee (wef 23 rd September 2020) |
| Miss K. Ward | Branch Trustee |
| Mr D.Wordsworth | Branch Trustee (wef 23 rd September 2020) |

During the year the Branch employed a Full Time Manager and a Part Time Deputy Managers supported by a Casual Assistant Deputy Managers at the Branch Charity Shop at 2-3, Market Place, Dartford Kent. The Full time Manager resigned his post on 30th September 2020 and the Part Time Manager resigned his post on 31st July 2020. With effect from 1st October 2020 the shop has been under the Management of a Voluntary Management Committee of four volunteers approved by the Branch Trustees.

A Full Time Manager and Part Time Deputy Manager are also employed at the Branch Charity Shop at 161, Windmill Street, Gravesend. A part time Branch Manager was appointed on 1st October 2020. The roles of Branch Treasurer and Branch Secretary have been held in abeyance until such times as suitable candidates can be appointed. The average number of persons employed by the charity during the year was 4.

The object of the Charity is to promote kindness and prevent or suppress cruelty to animals, and to do all such lawful acts as the Society may consider to be conducive or incidental to the attainment of those objectives.

The Charity is dependent on donations and fund raising to pay for its activities. The Branch also receives part of the subscriptions paid by members. The Branch constitution is approved by the National RSPCA umbrella body, Charity No.219099, which is considered a related party for accounting purposes. During the financial year, the Branch received a total of £25,173.00p (Door to Door Campaign) grant funding from the National RSPCA for the Branch's purposes. Also, during the financial the Branch paid a donation to the National RSPCA in the sum of £5,000.00p to support a Branch Emergency Fund which was introduced earlier in the year to support Branches throughout the Country who were experiencing difficult financial problems occasioned by the Covid 19 pandemic. The Branch also receives a number of umbrella body services, including legacy administration under the Branch Legacy Scheme, membership administration and practical guidance and assistance from a Branch Partnership Manager (formerly Branch Support Specialist) employed by the National Society. The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge paid by the charity during the year was £930.

Details of the Charity's activities are disclosed in the accounts. There have been no significant activities during the year requiring a report to the Charity Commissioners. Legacies and In Memoriam donations to the value of £5,508.06p were received during the year. Details of assets held by the Branch are disclosed in the accounts. There have been no material post balance sheet events.

E.J. Grover,
Branch Chairman.
31st March 2021.

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

KENT NORTH-WEST BRANCH

BALANCE SHEET AS AT 31st DECEMBER 2020

ACCUMULATED FUNDS

| | <u>2020</u> | <u>2019</u> |
|-------------------------------|---------------------|---------------------|
| Balance brought forward | 1,040,069.60 | 1,011,123.78 |
| Property Revaluations in Year | - | - |
| Surplus for the Year | 38,561.88 | 28,945.82 |
| | ----- | ----- |
| | 1,078,631.48 | 1,040,069.60 |
| | ===== | ===== |

BRANCH RESTRICTED FUNDS:

| | | |
|---------------------------------|------------------|------------------|
| L.C.Croucher Legacy for Equipt. | 33,163.72 | 33,134.53 |
| | 33,163.72 | 33,134.53 |

BRANCH GENERAL FUNDS:

Fixed Assets(Note1)

| | | |
|--|-------------------|-------------------|
| Property 158,Parrock Street Gravesend. | 263,000.00 | 263,000.00 |
| Property 37,Gordon Road,Dartford | 205,000.00 | 205,000.00 |
| Property 10 Miskin Road,Dartford | 196,870.33 | 196,870.33 |
| Property 161,Windmill Street,Gravesend | 168,749.50 | 168,749.50 |
| Branch Shops Fix.& Fittings | Nil | 2,912.07 |
| Plant and Equipment | Nil | Nil |
| | ----- | ----- |
| | 833,619.83 | 836,531.90 |

Current Assets

| | | |
|----------------------------------|------------|------------|
| Nat West Capital Reserve Account | 158,922.63 | 108,826.69 |
| Debtors & Prepayments | 11,207.29 | 14,491.66 |
| Branch Pay Pal Account | 713.43 | 577.42 |
| Cash at Bank & In Hand | 51,655.35 | 56,657.17 |

| | | |
|------------------------------------|-------------|-------------|
| | 222,498.70 | 180,552.94 |
| less Creditors | (3,547.35) | (4,674.77) |
| Balance Rabbit Awareness Projects | (2,000.00) | (2,000.00) |
| Balance Staffie Matched Funding | (1,575.00) | (1,575.00) |
| Balance Female Cat Spaying Project | (1,900.00) | (1,900.00) |
| Australian Bush Fire Fund | (1,628.42) | |

| | | |
|--------------------|-------------------|-------------------|
| Net Current Assets | 211,847.93 | 170,403.17 |
|--------------------|-------------------|-------------------|

| | | |
|-----------------------------------|---------------------|---------------------|
| TOTAL BRANCH GENERAL FUNDS | 1,045,467.76 | 1,006,935.07 |
|-----------------------------------|---------------------|---------------------|

| | | |
|--------------------------------|---------------------|---------------------|
| TOTAL ACCUMULATED FUNDS | 1,078,631.48 | 1,040,069.60 |
|--------------------------------|---------------------|---------------------|

E.J.Grover. **CHAIRMAN**

J.R.Allen **VICE CHAIRMAN**

T.A.Maddison **BRANCH TRUSTEE**

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

KENT NORTH-WEST BRANCH

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2020

BRANCH GENERAL AND AUXILIARIES.

| INCOME: | 2020 | 2019 | |
|------------------------------------|-----------|-------------|--------------------|
| Microchipping & Rehoming | 840.00 | 2,043.39 | |
| Subscriptions | 553.00 | 525.00 | |
| Rent Received | 37,710.00 | 36,615.00 | |
| General Donations/Grants | 618.62 | 987.52 | |
| Donations via Inspectors | 0.00 | 10.00 | |
| Coronavirus Grants | 49,765.59 | | |
| Collecting Boxes | 330.83 | 2,178.66 | |
| Door toDoor Campaign | 25,173.00 | 26,739.00 | |
| Special Events**** | 0.00 | 560.84 | |
| Goods Sold | 2.50 | 13.73 | |
| Dividends and Interest | 125.13 | 278.85 | |
| Shops Gravesend & Dartford | 52,108.20 | 132,690.28 | |
| Rags and Recycling | 1,069.70 | 3,112.41 | |
| Sundry Income | | 0.00 | |
| | ----- | 168,296.57 | ----- 205,754.68 |
| EXPENDITURE: | | | |
| Motor Vehicle & Travelling | 92.45 | 197.15 | |
| Printing and Stationery | 480.73 | 588.01 | |
| Postage and Telephone | 1,959.52 | 2,492.76 | |
| Rent & Rates | 26,579.64 | 28,426.74 | |
| Heat, Light & Water | 2,783.60 | 4,572.56 | |
| Insurance/Security | 2,354.98 | 2,293.62 | |
| Maintenance and Repairs. | 6,146.60 | 4,656.69 | |
| Waste Disposal | 3,362.22 | 6,273.55 | |
| Branch Staff Costs | 35,991.95 | 46,497.03 | |
| Covid Grants JRS | 11,431.59 | 47,423.54 | |
| Covid 19 PPE costs | 1,001.87 | | |
| Shop Equipment | 1,416.95 | 1,403.46 | |
| Goods for Resale | - | - | |
| Depreciation & Write Offs | 2,912.07 | 2,912.05 | |
| Professional Fees | 6,669.75 | 5,938.67 | |
| Branch Neut.Scheme | 902.98 | 1,603.63 | |
| Transfer to Neutering Funds | - | - | |
| Veterinary Fees | 9,227.74 | 18,318.44 | |
| Drugs and Medicines | 3,660.99 | 6,363.05 | |
| Care of Animals | 9,323.95 | 24,095.11 | |
| Microchipping & Rehoming | 52.17 | 185.79 | |
| Annual & General Meetings. | - | 64.00 | |
| Sundry Expenses | 791.15 | 1,544.82 | |
| Irrecoverable VAT | 3,099.85 | 5,784.73 | |
| | | 130,242.75 | ----- 164,211.86 |
| Surplus/(Deficit) before Legacies | | 38,053.82 | ----- 41,542.82 |
| Legacies and In Memoriam donations | | 5,508.06 | ----- 1,325.00 |
| Grant toBranch Emergency Fund | | (5,000.00) | ----- (13,922.00) |
| Surplus/(Deficit) after Legacies | | 38,561.88 | ----- 28,945.82 |
| | ===== | | ===== |

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
KENT NORTH-WEST BRANCH
(Registered Charity No: 210633)

NOTES TO THE ACCOUNTS.

1. ACCOUNTING POLICIES.

The principal accounting policies of the Branch are set out below. The policies have remained unchanged from the previous year.

(a) Basis of Accounting.

The financial statements have been prepared under historical cost conventions and in accordance with applicable accounting standards.

(b) Income.

Income is accounted for when received.

(c) Depreciation of Tangible assets.

During 2005 the Branch Trustees carried out a review of the methods used to depreciate Capital Expenditure. It was concluded that the use of a 10% reducing balance gave an unrealistic value of the items over a long term. In future all tangible capital assets would be written off over a determined period with each case of expenditure to be determined at the time of purchase. Details of the period of write off would be recorded in the Branch Asset Register.

As a result of the trustees revised policies the following items were written off at the following rates:

| | |
|---------------------|--|
| Freehold Buildings. | Nil. During 2013 the Trustees arranged for the revaluation of some of the Branch Property. During 2018 a further revaluation of the property at 158, Parrock Street, Gravesend, was carried out. The results of that revaluations are shown in the Balance Sheet. The valuations were prepared on an open market basis by McConnells, Chartered Surveyors. |
|---------------------|--|

| | |
|-----------------------------|---|
| Shop Fixtures and Fittings. | The majority of the original assets held at the Branch Shops have now been written off. The conversion costs for the development of the Dartford Shop Premises are to be written off |
|-----------------------------|---|

over the ten year period of the lease, and were finally depreciated during 2020

Furniture, Plant and Equipment. The use of a 10% reducing balance to all previous items under this heading have now been either depreciated or written off.

(d) Irrecoverable VAT

It is the Branch's policy to write off irrecoverable VAT through the Income & Expenditure account when incurred.

2. FIXED ASSETS.

| | Freehold Property. | Branch Shops Fix & Fitt. | Furniture Plant and Equipment. | TOTAL |
|---|-----------------------|-----------------------------|--------------------------------------|-------------|
| Balance at 1st Jan. 2020. | 833,619.83 | 2,912.07 | Nil | 836,531.90 |
| Add Revaluation in year. | Nil | Nil | Nil | 000.00 |
| Less Depreciation and Write offs for year. | Nil | (2,912.07) | Nil | (2,912.07) |
| Balance at 31st Dec 2020 | 833,619.83 | 00.00 | 00.00 | 833,619.83 |
| Made up of: | | | | |
| Original cost. | 836,242.71 | 51,045.13 | 4,515.46 | 891,803.30 |
| Less Accumulated Depreciation | (2,622.88) | (51,045.13) | (4,515.46) | (53,359.35) |
| | 833,619.83 | 00.00 | 00.00 | 833,619.83 |

3. BRANCH (formerly the REGIONAL) NEUTERING SCHEME.

The former South East Regional Board (now part of the Southern Region) terminated the former Regional Neutering Scheme arrangements on 31st December 2003. The Branch Trustees have agreed to maintain the neutering policy on the same basis as the former Regional Scheme operated.

During the year the Branch were notified that the arrangements whereby the Branch would be able to recover some of the expenditure made in respect of certain types of neutering would be terminated and such arrangements would be transferred to the South East Regional Board, should they wish to retain the practice.

In 2011, the Branch Trustees agreed to join the Regional Initiative for the neutering of Staffordshire Terriers and like cross breeds. Arrangements were

made with the Shrubbery Veterinary Centre for the administration of the initiative and during 2012 these arrangements were extended to the Pilgrims Veterinary Clinic, Dartford during 2013 and to the Meopham Veterinary Hospital during 2014. Regrettably at the 31st December 2020 no application for the service were received during the year. (This means that the total treated since the initiative commenced remains at a total of 230 animals) The Branch also received a further grant in 2015 from Regional Funds to assist the Initiative on a “matched funding” basis. The Balance of the matched funding grant that will be available for 2021 is shown in the accounts. It will be noted that because of no take up in the Initiative no funding was drawn for the Regional Funding for 2020. The service will remain available during 2021.

In addition to these services during 2017 the Branch continued the project inaugurated in 2015 to spay female cats from the age of four months and received support from Cat Protection, who agreed to meet half of the costs of the Spaying. The funding from Cats Protection ceased in 2018. During 2020 10 cats were treated under this project.

The Branch received the continuing support from a number of Veterinary Surgeons in the area together with support in the form of a Grant from Three County Councillors at the commencement of the Project.

A summary of the total expenditure in respect of the three services is as follows:

Branch Neutering Scheme:

| | | |
|-------------------------------------|--------|---------------|
| Expenditure in respect of Neutering | 736.28 | |
| Total: | | 736.28 |

Staffies Neutering Initiative:

| | | |
|---|-----|------------|
| Staffies Neutering Initiative Expenditure | Nil | |
| Total: | | Nil |

Female Cat Spaying Project:

| | | |
|---------------------------------------|--------|---------------|
| Expenditure in respect of Cat Spaying | 166.70 | |
| Total: | | 166.70 |

Total as per accounts: **902.98**

In the light of the low take up of the various schemes no application was made in respect of the RSPCA refund scheme

4. DONATIONS/GRANTS.

Included in the heading Donation/Grants this year is the contribution made to the Branch in the form of Regional Matched Funding Grants. No Matched funding Grants were applied in 2020 The figure in the Accounts is therefore summarised as follows:

| | |
|----------------------------|---------------|
| General Donations. | 618.62 |
| Donations via Inspectorate | Nil |
| TOTAL. | 618.62 |

5. SPECIAL EVENTS.

It is regrettable that in 2020 due to the Coronavirus Pandemic no Special Events were permitted to be undertaken.

6. HEAT, LIGHT, WATER & RATES.

Payments made in respect of the items included within this heading are summarised as follows:

| | <u>Electricity.</u> | <u>Gas.</u> | <u>Water.</u> | <u>Total</u> |
|----------------|---------------------|-------------|---------------|------------------------|
| Dartford Shop | £ 937.16 | | £173.40 | £1,110.56 |
| Gravesend Shop | £ 604.24 | £372.00 | £177.80 | £1,154.04 |
| Branch. | £ 168.90 | £176.30 | £173.80 | £ 519.00 |
| | | | TOTAL | <u>£2783.60</u> |

7.. PROFESSIONAL FEES.

Professional fees includes the following amounts for the Independent Examination of the Branch's Accounts:

| <u>2020.</u> | <u>2019</u> |
|--------------|-------------|
| £595. | £600. |

8. CREDITORS.

| | <u>2020</u> | <u>2019.</u> |
|----------|--------------------|--------------------|
| Trade. | 2,837.35 | £3,959.77p |
| Accruals | £ 710.00p | £ 715.00p |
| | <u>£ 3,547.35p</u> | <u>£ 4,674.77p</u> |

9. TRUSTEES REMUNERATION & EXPENSES.

No Trustee or connected person received any remuneration during the year.

10. CAPITAL COMMITMENTS.

The Branch is committed to the funding of an Equine Rehoming Centre and was approved by the Trustees in 2017. The costs of Stages One and Two plus other sundry items (including the Planning costs) of the project were included in the accounts for the year ended 31st December 2018. The Branch is also committed to the funding of an exercise ring which was carried out in 2020. However, the recharge for the work was not received in 2020. The work payment will be carried forward to 2021 at cost of £19,000

RSPCA, KENT,NORTH WEST BRANCH

ANNUAL ACCOUNTS 2020

STATEMENT OF CASH FLOWS DURING THE YEAR

| | <u>2020</u> | <u>2019</u> |
|---|--------------------|--------------------|
| <u>TABLE ONE: STATEMENT OF CASH FLOWS</u> | | |
| <i>Net Cash provided by (used in) operating activities</i> | 45,885 | (31,060) |
| <i>Cash Flows from investing activities</i> | | |
| Purchase of property,plant and equipment | | |
| <i>Net Cash Provided by (used in) investing activities</i> | 45,885 | (31,060) |
| <i>Cash Flows from financing activities:</i> | | |
| Repayments of borrowing | | |
| <i>Net Cash Provided by (used in) financing activities</i> | | |
| <i>Change in cash and cash equivalents in the reporting period</i> | 45,885 | (31,060) |
| <i>Cash and cash equivalents at the beginning of the reporting period</i> | 199,916 | 230,786 |
| <i>Cash and cash equivalents at the end of the reporting period</i> | 244,432 | 199,916 |

**TABLE TWO: RECONCILIATION ON NET INCOME/(EXPENDITURE)
TO NET CASH FLOW FROM OPERATING ACTIVITIES**

| | | |
|---|---------------|-----------------|
| <i>Net Income for the reporting period (as per the statement of financial activities)</i> | 38,562 | 28,946 |
| <i>Adjustments for :</i> | | |
| Depreciation charges | 2,912 | 2,912 |
| Transfer of Funds | 0 | 0 |
| Increase/(decrease) in debtors | 3284 | 266 |
| Increase/(decrease) in creditors | 1127 | (63,183) |
| <i>Net cash provided by operating activities</i> | 45,885 | (31,060) |

TABLE THREE : ANALYSIS OF CASH AND CASH EQUIVALENTS

| | | |
|--------------|----------------|----------------|
| Cash in Hand | 244,432 | 199,916 |
|--------------|----------------|----------------|

R.S.P.C.A. KENT NORTH WEST BRANCH.

ANNUAL ACCOUNTS 2020

STATEMENT OF FINANCIAL ACTIVITIES (PAGE 1 of 2)

INCOMING RESOURCES:

| | | | | |
|--|--------------------|-------------------|--------------------|-------------------|
| Incoming resources from generated funds | | | | |
| | <u>2020</u> | | <u>2019</u> | |
| (i) Donations, legacies and other incoming resources: | | | | |
| General Donations | 618.62 | | 987.52 | |
| Donations via Inspectors | | | 10.00 | |
| Collecting Boxes | 330.83 | | 2,178.56 | |
| Door to Door Campaign | 25,173.00 | | 26,739.00 | |
| Income Received from Recycling | - | | - | |
| Income from Legacies & In Memorium donatic | 5,508.06 | | 1,325.00 | |
| Grants from HMRC iro Coronavirus | 49,765.590 | 81,396.10 | | 31,240.08 |
| | | | | |
| (ii) Activities for generating funds. | | | | |
| Commision Received iro Pet Insurance | - | | - | |
| Sale of donated items Dartford Shop | 20,207.78 | | 62,738.08 | |
| Sale of donated items Gravesend Shop | 31,900.42 | | 69,952.20 | |
| Sale of Rags Dartford Shop | 537.09 | | 1,894.00 | |
| Sale of Rags Gravesend Shop | 532.61 | | 1,218.41 | |
| Sale of RSPCA Items | 2.50 | | 13.73 | |
| Donations from Microchipping | - | | - | |
| Income from Rehoming Fees | 840.00 | | 2,043.39 | |
| Special Events | - | | 560.84 | |
| | | 54,020.40 | | 138,420.65 |
| (iii) Investment Income | | | | |
| Income from renting of Gravesend Property | 14,610.00 | | 14,340.00 | |
| Income from renting of Dartford Properties | 23,100.00 | | 22,275.00 | |
| Interest Nat Savings A/c | - | | - | |
| Interest Bank A/cs | 125.13 | 37,835.13 | 278.85 | 36,893.85 |
| (iv) Incoming resources from charitable activities | | | | |
| Subscription Income | 553.00 | | 525.00 | |
| | - | 553.00 | - | 525.00 |
| | | | | |
| Total Incoming Resources: | | 173,804.63 | | 207,079.58 |

R.S.P.C.A. KENT NORTH WEST BRANCH.

ANNUAL ACCOUNTS 2020

STATEMENT OF FINANCIAL ACTIVITIES (PAGE 2 of 2)

RESOURCES EXPENDED:

| | <u>2020</u> | | <u>2019</u> | |
|--|-------------|-------------------|-------------|-------------------|
| (i) Costs of generating Funds | | | | |
| Staff Costs at Shops | 35,991.95 | | 46,497.03 | |
| Covis Grants to Staff costs (JRS) | 11,431.59 | | | |
| Goods for Resale | - | 1,001.87 | - | |
| Shop Equipment | 1,416.95 | 1,021.58 | 1,403.46 | |
| Covid 19 PPE cost for Shops | 1,001.87 | 19.71 | | |
| Rent Dartford Shop | 26,503.64 | | 27,647.74 | |
| Rates Gravesend Shop | 76.00 | | 779.00 | |
| Shop Overheads | 10,349.86 | 86,771.86 | 15,671.00 | 91,998.23 |
| (ii) Charitable activities | | | | |
| (a) resources granted in furtherance of the Branch's objectives | | | | |
| Care of Animals | 9,323.95 | | 24,095.11 | |
| Regional Quota | 110.00 | | 105.00 | |
| Microchipping | 52.17 | | 185.79 | |
| Grant to Leybourne Equine Rehoming Centre | | | 13,922.00 | |
| Branch Neutering Scheme | 902.98 | | 1,653.63 | |
| Transfer to Neutering Funds | | 10,389.10 | | 39,961.53 |
| (b) costs of activities in furtherance of the Branch's objectives | | | | |
| Veterinary Fees Dartford Clinic | Nil | | Nil | |
| Veterinary Fees Gravesend Clinic | | | 117.15 | |
| Veterinary Fees Emergency and other cases | 9,227.74 | | 18,201.29 | |
| Drugs and Medicines | 3,660.99 | | 6,363.05 | 24,681.49 |
| Grant to National Branch Emergency Fund | 5,000.00 | 17,888.73 | | |
| (c) support costs for (a) and (b). | | | | |
| Travelling Expenses | 23.85 | | 109.35 | |
| Printing and Stationery | 338.09 | | 543.22 | |
| Postage and Telephone | 961.93 | | 1,260.08 | |
| Electricity Gas and water | 382.63 | | 877.61 | |
| Insurance and Security Costs | 1,864.98 | | 1,803.62 | |
| Maintenance & Repairs | 3,506.76 | | 1,326.33 | |
| Waste Disposal Costs | - | Shop O/heads | | Shop O/head |
| Depreciation of Fixed Assets | 2,912.07 | | 2,912.05 | |
| Professional fees (Properties/Bank) | 6,074.75 | | 5,343.67 | |
| Sundry Expenditure | 433.15 | | 922.95 | |
| Irrecoverable VAT | 3,099.85 | 19,598.06 | 5,734.73 | 20,833.61 |
| (d) Governance costs. | | | | |
| Meetings | - | | 64.00 | |
| Professional fees (Audit) | 595.00 | 595.00 | 595.00 | 659.00 |
| Total Resources Expended: | | 135,242.75 | | 178,133.86 |

R.S.P.C.A. - KENT NORTH WEST BRANCH - ANNUAL ACCOUNTS 2020

(Registered Charity 210633)

**MEMORANDUM TRADING ACCOUNT FOR THE BRANCH CHARITY SHOPS
FOR THE PERIOD 1st JANUARY 2020 TO 31st DECEMBER 2020**

(This account does not form part of the Branch Annual Accounts)

| <u>INCOME</u> | <u>EXPENDITURE</u> | | | <u>TOTAL</u> | | | |
|---------------------------------|--------------------|------------------|--------------|-----------------------------|------------------|------------------|------------------|
| | <u>DARTFORD</u> | <u>GRAVESEND</u> | <u>TOTAL</u> | | <u>DARTFORD</u> | <u>GRAVESEND</u> | <u>TOTAL</u> |
| SALE OF DONATED ITEMS | 20,604.39 | 32,775.75 | 53,380.14 | <u>NON RECURRING COSTS</u> | | | |
| SALE OF RSPCA GOODS | 2.50 | 0.00 | 2.50 | | | | |
| DONATIONS VIA SHOP | 55.09 | 25.00 | 80.09 | ROOF REPAIRS(NET) | 0.00 | 0.00 | 0.00 |
| COLLECTING BOX(SHOP) | 0.00 | 0.00 | 46.47 | ELECTRICAL REWIRING | 0.00 | 0.00 | 0.00 |
| SALE OF RAGS | 537.09 | 490.91 | 1,028.00 | INSTALL AIR CONDITIONING | 0.00 | 0.00 | 0.00 |
| DARTFORD FESTIVAL SHOP | 0.00 | 0.00 | 0.00 | | ===== | ===== | ===== |
| QUIZ NIGHT | 0.00 | 0.00 | 0.00 | TOTAL N/R COSTS | 0.00 | 0.00 | 0.00 |
| BOOT FAIR | 0.00 | 0.00 | 0.00 | | | | |
| COLL.BOX(BRANCH A/c) | 46.47 | 0.00 | 46.47 | <u>RECURRING COSTS</u> | | | |
| IN MEMORIUM DONS | 0.00 | 0.00 | 0.00 | E BAY & PAYPAL FEES | 59.18 | 0.00 | 59.18 |
| E BAY SALES | 346.18 | 0.00 | 346.18 | BANK CHARGES (CREDIT CARDS) | 213.42 | 248.66 | 462.08 |
| E BAY POSTAGE INCOME | 32.80 | 0.00 | 32.80 | ACT. RENT & RATES | 25,500.00 | 76.00 | 25,576.00 |
| COVID GRANTS | 27,000.00 | 11,334.00 | 38,334.00 | TRAVEL COSTS | 20.00 | 48.60 | 68.60 |
| COVID GRANTS JRS | 5,172.82 | 5,706.33 | 10,879.15 | STAFFING COSTS | 14,119.26 | 13,295.28 | 27,414.54 |
| | | | | JRS SUPPORT | 5,172.82 | 5,706.33 | 10,879.15 |
| | | | | SHOP EQUIPMENT | 57.89 | 1,296.03 | 1,353.92 |
| | | | | MAINT & REPAIRS | 1,034.22 | 1,417.14 | 2,451.36 |
| | | | | WASTE DISPOSAL | 2,682.12 | 939.90 | 3,622.02 |
| | | | | TELEPHONE/POSTAGE | 739.29 | 226.10 | 965.39 |
| | | | | POSTAGE E BAY | 93.35 | 0.00 | 93.35 |
| | | | | HEAT, LIGHT & WATER | 1,243.11 | 1,157.86 | 2,400.97 |
| | | | | INSURANCE/SECURITY | 240.00 | 250.00 | 490.00 |
| | | | | PRINT & STATIONERY | 89.14 | 53.50 | 142.64 |
| | | | | GOODS FOR RESALE | 0.00 | 0.00 | 0.00 |
| | | | | SUNDRY EXP. | 145.03 | 281.21 | 426.24 |
| | | | | COVID PPE | 309.24 | 521.94 | 831.18 |
| | | | | | ===== | ===== | ===== |
| TC | 53,797.34 | 50,331.99 | 104,129.33 | TOTAL RECURRING COSTS | 51,718.07 | 25,518.55 | 77,236.62 |
| | | | | TOTAL EXPENDITURE | 51,718.07 | 25,518.55 | 77,236.62 |
| <u>TRADING PROFIT ON SHOPS:</u> | | | | | 2,079.27 | 24,813.44 | 26,892.71 |
| | | | | | DARTFORD | GRAVESEND | OVERALL |

another Branch but all fundraising must be authorised by and reported promptly to the Branch Committee.

Rule 7.1 provides that the Branch Committee as charity trustees have responsibility for the Branch and its property and funds.

Rule 11.1 requires that the Branch Committee must comply with the requirements of the Charities Act 2011 as to the keeping of financial records, the audit or independent examination of accounts and the preparation and transmission to the Charities Commission of :

annual reports;
annual returns; and
annual statements of account.

STATEMENT OF BRANCH RISKS MANAGEMENT POLICY

The Branch has identified the major risks to which it is exposed and has put into place systems and procedures to minimise the risks, as follows:

- (i) **Misappropriation of funds.** In an effort to prevent peculation of the Branch's assets, it has set up an internal control system which requires authorisation of all transactions by a person independent of the Branch Treasurer. Income at the Branch's Shops is monitored by the recording of receipts by an electronic till and a check of receipts is made at the end of each working day. The Branch also maintains an asset register for all Capital assets.
- (ii) **Monitoring of income to ensure that there are sufficient resources to meet commitments.** The Branch Officers regularly monitor resources to ensure that there are funds available to meet its commitments.
- (iii) **Reliance on Sources of income.** The Branch has in recent years, opened two Charity Shops in an effort to improve the income that is required to meet the demands on its services. In 2012 The Branch purchased a property with the purpose of renting to a tenant and producing additional income. During 2013 the Branch Trustees agreed to lease the ground floor of 158, Parrock Street Gravesend on a commercial basis. The lease was completed in 2014. A new lease in respect of the property was granted in 2017 for a period of 10 years. Also, during the year 2013 the Branch purchased the property 161 Windmill Street, Gravesend and this will in the longer term eliminate the liability to pay rent on the property. The Branch now rents a total of four properties which continue to produce additional income for the Branch.
- (iv) **A Commitment to fund Capital Projects.** The Branch has adopted a number of objectives to meet its service provision in the medium and long term. It has agreed that no progress can be made on these projects until sufficient resources are in place to fund any project to arise from those objectives.
- (v) **Loss of Key Volunteers.** The Branch has adopted a policy of recruiting and training, where possible, additional volunteers to undertake various duties that are involved in running a Branch of the size and character of the Kent, North West Branch of the RSPCA.

STATEMENT OF BRANCH RESERVES POLICY.

The Branch Committee has reviewed the Branch Reserves Policy during the year and has considered that the steps taken to ensure a source of regular income are now adequate to be confident that the resources

within the Branch are sufficient to meet its current commitments throughout the coming year and beyond, if commitments are continued at the current rate of expenditure. It further considers that a Current Account balance in the range of £10,000.00 to £20,000.00 would be sufficient to meet all arising commitments. It resolved that the Branch reconsider the need for a Branch Development Fund, to accrue a reserve to meet the policy objectives set by the Branch in December 2001. The Branch Committee agreed to review its long-term objectives in the light of estimated requirements of the Branch in respect of the Branch Clinics and animal home facilities. During 2016 the Trustees agreed that the target for the Development Fund should remain at the figure of £1,000,000.00p. and this would be reviewed in the light of any changing circumstances. During 2017 the Branch Trustees re-considered the retention of a Development Fund in the light of current financial conditions. The Trustees concluded that the aspirations of the Branch developing an Animal Centre in the light of the numbers of animals that come into its care and considering the continuing escalating costs of such a venture, the objective would be unsustainable and therefore concluded that the Development Fund should be dissolved, and the Funds recorded in the General Funds of the Branch.

During 2006, the Branch received a legacy from the estate of the late L.C. Croucher. The legacy has a stipulation that the money should only be expended on equipment to be used in the treatment of animals. The Branch Trustees have therefore agreed that the legacy should be maintained in a separately identifiable account within the Branch Funds and recorded as a Restricted Fund and should be available, only for the purchase of equipment required in connection with the meeting of the Branch's revised objectives. During 2018 the Branch Trustees agreed that some of the equipment costs of the Kent North West Branch, Equine Rehoming Centre could properly be appropriated to this account. Consequently, a sum of £12,545.00 of this fund has been expended on the said Branch Equine Rehoming Centre

INDEPENDENT EXAMINERS' UNQUALIFIED REPORT.

Independent Examiners Report to the Trustees of The Royal Society for the Prevention of Cruelty to Animals, Kent, North - West Branch.

I report to the Trustees on my examination of the accounts of the Trust for the year ended 31st December 2020 as set out on pages 23 to 33.

Responsibilities and basis of report.

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 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.

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 Trust 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.



Jack Fryer ACA,
Hedley Dunk Limited,
Trinity House,
3 Bullace Lane,
Dartford,
Kent DA1 1BB.

02 July 2021

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY

KENT NORTH WEST BRANCH

Registered Charity 210633

STATEMENT OF PUBLIC BENEFITS

1. The RSPCA, Kent, North West Branch is an incorporated 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 all DA postcodes and the postcode area BR8.
2. The objects of the Branch are to promote the work and objects of the Society which is 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.
3. 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 Charity Commission.
4. 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 the public benefit is clear, it is sometimes difficult to quantify and must be balanced against any detriment.
5. 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. All our charitable activities as described in more detail in the following paragraphs, and the content of the Branch Annual Report, focus on promoting kindness and preventing or suppressing cruelty to animals and are undertaken to further these purposes for the public benefit.
6. The Branch supports our local Inspectors 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 (in addition to providing education, information, and advice) rescues animals in distress and enforces laws against 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.

7. The Branch provides subsidised veterinary treatment for animals which are sick or injured and belong to local people on benefit. We do this through the services of a volunteer Branch Animal Welfare Administrator who arranges for the service to be carried out at a local veterinary clinic and agrees the level of grant that can be paid for each episode of treatment. This work benefits those on means tested benefit by giving them financial help to obtain care for companion animals in need of veterinary treatment.
8. The Branch provides subsidised neutering and microchipping of companion animals for those in the Branch area for those on low incomes. This is done by a number of methods; arrangements with local veterinary clinics; as part of specific schemes such as the Neutering of Staffordshire Terriers and the like; arrangements with a Specific scheme for the spaying of female cats (a project that was run originally, jointly with Cats Protection); at catteries with whom the Branch has made specific arrangements and also through the services of the Branch Animal Welfare Administrator. This work helps control cat/dog 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.
9. Animals coming into the care of the Branch receive veterinary treatment and where necessary vaccinations, neutering and microchipping. This work helps to control the incidence and spread of disease and suffering through with their owners should they become lost or involved in a Road Traffic Accident.
10. Animals coming into our care that are suitable for rehoming are transferred to one of the three rehoming catteries that the Branch has made special arrangements with. These are at the Canterbury and Dover Branch, the Ashford Branch or the Hastings Branch at Bluebell Ridge. These centres rehome Branch animals after making the necessary arrangement and enquiries. Whilst the Branch does rely on other agencies to rehome Branch animals we do recognise that companion animal 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. The 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 of our objectives to rehome animals to those who could not afford the upkeep of them.

11. We take in, free of charge, 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.
12. The Branch responds to enquires and requests for assistance both directly through the Branch telephone helpline and the Society's Nation Call Centre. The public benefit from knowing that they can contact any part of the Branch service and the knowledge that we can intervene to assist animals in need. The Branch helpline is accessed by members of the public in Essex and other Branches throughout Kent.
13. The Branch operates two charity shops, one in Dartford and one in Gravesend. This permits the public to donate unwanted but serviceable items to the Branch in order to raise funds to support our services and also allows members of the public to purchase the donated items at reasonable and competitive prices, whilst adding to the funds that we seek to raise to meet the costs of the services we provide.
14. The shops also provide volunteering opportunities for those who wish to support our work and provides valuable insights into the world of retailing and fundraising. We also offer opportunities including, Trusteeship, fostering and fundraising, all of which benefits local people and companies by providing the possibility of doing work which is compassionate and rewarding.
15. Within the terms the terms of our governing document we support the National Society; other RSPCA Branches collaborating on matters such as care of animals, rehoming of animal and during 2018-19 made a grant to the National Society to meet the costs of an equine rehoming centre at the Leybourne Animal Centre. Members of the public benefit by the services that these services can provide



Kent Annual Branch Report

Branch Report 2020 - 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 2020 Kent Group annual branch report. 2020 saw lots of changes within the Kent Group, in February we saw Chief Inspector Steve Dockery retire after over 20 years service and move to sunny Spain. Not long after my appointment we were hit with the Covid-19 lockdown! This had an impact on how we could respond to incidents and officer safety was paramount.

The Wilberforce tasking model was changed to offer greater protection to our staff, however this did not stop us responding to calls of animals in need. Covid-19 saw an impact on the RSPCA as it did to all of the country and as a result the RSPCA suffered financially. In April the RSPCA embarked on a restructuring like no other time seen in the Society's history. We had to reduce expenditure by 20 million pounds which unfortunately

meant job losses throughout the Society as well as frontline staff, regional animal homes and animal hospitals.

When the consultation was completed, it was very difficult as we all had to say goodbye to a lot of colleagues of which we had worked with for many years. It was difficult for all of us and no one was unaffected by it.

We saw the closure of South Godstone and Putney Animal Hospital, Southall Clinic and Cattery as well. This was an attempt to rebalance resources in the South as the North has limited animal centres.

We are now in a much stronger position to go forward and do what we do best for animals in need. We also saw the creation of Animal Rescue Officers, who take the place of Animal Collection Officers and Animal Welfare Officers. This new role after their training allows them to do complaints including emergency one, as well as collections and rescues. This gives us more scope to attend more incidents and utilise our officers better. The role also allows a career path into the role of an inspector in future if they so choose.

Within the restructure and creation of the new ARO role, we saw Brian Milligan and Emma Byrne be successful in applying to become AROs within Kent and Lynn White was moved over to ARO as part of the consultation process. We said goodbye to ACO Roy Jezard, who after nearly 20 years service within a few roles across the Society left at the end of September. Emma and Brian's 5 week conversion course from ACO to ARO took place November to December 2020, with both rejoining the group in early December. The second (or third?!) lockdown meant that they weren't able to shadow their colleagues in the field following their training, however both have been doing brilliantly and have been and continue to be, supported by their colleagues following from the course and are now out and about on their own, tackling whatever incidents they are tasked with.

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

The group have been working hard over 2020 supporting RSPCA Leybourne and a number of the branch run animal centres in transferring animals to their new home. The group have enjoyed seeing this side of the job and being able to work more closely with our branch network.

We also saw the introduction of the Inspectorate Welfare Voucher Scheme, which has already proved to be a vital part of the Inspectorate's toolkit.

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 exotic animal rescue 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 2020. 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 2020 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

Canterbury and District



In the Canterbury area we have rescued wildlife including seals, swans, hedgehogs, herons and woodpeckers. Steve the dog was found tied to a bus stop with a broken leg in Canterbury and he is now well on the way to recovery and his forever home. 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



Isle of Thanet



In Thanet we have rescued wildlife including foxes, many many gulls, pigeons and kestrels. With the support of Thanet branch both Sammy and Sally have been rescued, rehabilitated and rehomed. Thanet branch have also supported us rescuing and rehoming a number of abandoned cockerels and provided financial aid to a number of domestic animals including cats



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



North West Kent



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 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 managed to join Branch AWO Lucy Smith in completing school talks before lockdown hit



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

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



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





Chief Inspector's Annual Report - 2020 London South Group

Chief Inspector Mark Miles 468

Personnel:

DCI Natasha Wallis
Inspector James Whipps
Inspector Lynn Serrano
Inspector Becky Phillips
Inspector Ed Halligan
Inspector Harriet Dalliday
Inspector Emily Buckett
ARO Lisa Miller
ARO Mat Hawkins
ACO Kirstie Gillard
ACO Monica Faloona
ACO/ARO Joe Tambini
ACO Barry Gridley
ACO Paul Taylor

Branches covered :

London South East Branch
Croydon, Crystal Palace and District Branch
Bromley & District Branch
Purley, Caterham & District Branch
Kent North West Branch

Welcome to the 2020 Chief Inspector's report for London South group!

What can be said for 2020 other than - thank goodness it's over! There's no way of writing a report of the year without acknowledging the coronavirus pandemic, and the huge impact it had, and continues to have, on the Society. When we went into the first lockdown back in March, none of us knew where the year would take us and what it would mean long term for the Society. We carried on, we adapted our way of working, and we all faced the changes and challenges head on.

Sadly towards the end of the year we lost a few of our ACOs, namely Kirstie Gillard, Paul Taylor, Monica Faloon, Barry Gridley and Joe Tambini, to redundancies made as a result of the impact of coronavirus on the Society. With a combined commitment of almost 70 years in the job, they're sorely missed in the field.

In other staff news, 2020 saw the development of the ACO role become the Animal Rescue Officer (ARO), and Mat Hawkins and Lisa Miller were successful in their application, interview and training in order to progress into it. Sadly due to further lockdowns their field training had to be paused in December, but they are both looking forward to cracking on again as soon as permitted!

London South group also gained Inspector Emily Buckett from London West group towards the end of the year, which we were all very pleased about! Emily has been an Inspector for a couple of years now, and it's great to have her living over in the SW area of the group.

Inspector Rosie Wren also moved group, heading over into Kent, and Inspector Liz Wheeler moved to Surrey group.

Once again we wish to offer our thanks to the Metropolitan Police, Kent Police and Surrey 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 London Fire Brigade and 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 (as evidenced in the stories that follow below!).

Of course we have not forgotten the RSPCA animal centres that take in our animals, care for them and eventually re-home 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.

Finally, on behalf of everyone in the London South Group, a big thank you to all of the London and Kent 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 2020 and into this year already. Without you dedicating your time and efforts we would not be able to achieve all that we do.

We hope you enjoy this newsletter where we've put together our best selection of collections, rescues and complaints from your branch areas!

Sincerely,

London South Team

London South East Branch

A Bridge Over Troubled Pigeons

In January, this fine young bird was caught in a bit of a situation when it's wings became tangled in some netting under a railway bridge in Catford. The fine young bird wielding the Reach & Rescue Pole is none other than Inspector Liz, who along with ACO Joe managed to cut it down and free it. The bird flew into the sunset to poop on a windscreen elsewhere.



A Bit of Light Donkey Work

This little donkey/Shetland pony cross with a big attitude decided she'd take matters into her own hands and forage in the Ocado lorry delivery bays for food in Abbeywood! ACO Kirstie and Inspector Harriet had to catch her, make a makeshift head collar from dog leads, get her back in the field, open her hay bale for her plus make some repairs to the fence to make sure she couldn't get out again! Well done team!



Can Anyone Shed Any Light?

This poor skinny girl was found straying behind a member of the public's shed in Peckham for around a week before they called us.



Very nervous and a little bit growly, Inspector James called ACO Lisa for backup and they managed to get her safely into James' van. The dog, now aptly named Bas (Behind A Shed), was taken to Putney Animal for assessment and treatment. No chip was found, and no response came forward from the posters put up in the area she was found.



Croydon, Crystal Palace and District Branch

Heads, Shoulders, Chimneys and Toes



ACO Kirstie called upon our friends in the London Fire Brigade for this rescue in Kenley. A rescue cat called Lennon who had been adopted during lockdown (not from the RSPCA!) had decided to escape through a Velux window and make the nearest chimney his new sunbathing spot. Lennon was soon comfortably back at home behaving as though nothing had happened!

A Starling Choice



This young starling was picked up by Inspector Harriet after being caught by a cat.

Luckily the cat's owners saw the attack happen and managed to grab the bird from the feline's jaws.

Harriet gave the bird the once over, and after seeing all the tail feathers were missing, decided to check it into rehab for a few months whilst they grew back, before successful release back to the skies.

Bromley & District Branch

Me-ouch



Feline hero ACO Joe rushed to the scene of this poor cat who was found collapsed but with no visible injuries in Orpington.

After zooming it to the vet at Putney Animal Hospital, an x-ray showed the cat had in fact been shot twice with a pellet gun, causing irreversible damage.

Sadly, the cat didn't make it, and was unchipped so we were unable to trace an owner.

Tree's A Crowd!



ACO Mat called in the Fire Brigade for help with this tricky rescue which saw an Iderly cat stuck up a very tall tree in Bromley. After seeing an initial call for help on Facebook, Mat was dispatched to the incident to see what he could do.

The cat had been stuck for over 24 hours and had some medical conditions, so the decision was made to get him down! Some of the lower branches had accidentally been removed by the well-meaning owners who had already tried and failed to get the cat down.

LFB were soon summoned, and Mat missed an opportunity to go up in the rising platform!

The cat was successfully brought down and taken back home for his dinner.

ACO Paul's Swansong



This swan (if you can spot it) was downed by power lines in a remote field near Orpington. ACO Paul called AROs Mat and Lisa for backup, the swan gave a bit of a runaround before being secured and taken to Essex Wildlife Hospital for treatment for a suspected broken wing.

Great job team!

Purley, Caterham & District Branch

Rodent You Like To Know



This little rat was found shivering in a cold October garden by a concerned member of the public in Caterham. Originally called in as 'an escaped baby chinchilla', and 'definitely, definitely 100% not a rat', ARO Lisa was quick to the scene and after stretching him out a bit, the little fuzzpot was identified as 100% rat. The poor mite was in quite a bad way, after suspectedly ingesting some poison, and so was unfortunately PTS to relieve his suffering.

Life Behind Bars for One Sour Puss



ACOs Mat and Kirstie doubled up to help this poor kitty who found itself stuck behind bars in a communal hallway at some flats in New Addington. Luckily, when they tried to get it out it became clear the cat wasn't actually stuck, just absolutely terrified.

He was a local cat, according to residents, so it was given a paper collar and off he trotted to tell his mates.

Almost a Trip to the Purley Gates



A pigeon's number was almost up over in Purley, where ACO Kirstie had to call in the fire brigade to reach it stuck in some high netting.

After cutting it free, it just needed a drink and a little rest and off it flew!

Well done Kirstie and LFB!

Kent North West Branch

By Hook or By Crook



ARO Mat teamed up with our nearest fire & rescue boat team to grab this poor swan near Crossways Business Park in Dartford who had a huge fishing hook and weight attached to his beak. After a bit of gentle wrestling the hook was removed and the swan released back to their family.

Well done Mat & team!

You Can't Park That There Mate!



ACO Joe was called to this lovely horse found straying in an underground car park in Erith.

After persuading it to trust him, Joe and a gentleman from Butterstones Rescue managed to catch it and it went for rehoming (after Joe posted an abandonment notice of course!)

Luring Us Into a False Sense of Security



ACOs Lisa and Joe had their work cut out for them trying to catch this young swan with a large fishing lure through its beak. The swan was still very mobile and though several members of the public tried to help catch it, it still flew away.

On a later visit, the swan appeared to have removed the lure itself, though nobody could get close enough to check for permanent damage.

