



RSPCA Gwent Branch
Registered Charity No. 225476

**Annual General Meeting
The Branch Office
Newport**

**Monday 11th July 2022
at 7pm**





RSPCA Gwent Branch
Registered Charity No. 225476

Reference and Administration

RSPCA Gwent Branch - Charity Number: 225476

Principal Office
RSPCA
Uskside Business Park
Usk Way
Newport
NP20 2TX

Gwent Branch Trustees
Mr D Liles Chairperson
Mr P Baxter Treasurer
Mrs T Barnes Secretary
Mrs G Hawkesley
Mrs C Gunter
Mrs B Francis
Dr C Lawson
Mr H West

Accountants/Auditors
Philip Murphy & Partners
10-12 Corporation Road, Newport, NP19 0AR

Bankers
Co-op Bank
27-29 Commercial Street, Newport, NP20 1HJ



RSPCA Gwent Branch

Registered Charity No. 225476

Public Benefit

The RSPCA Gwent branch is an unincorporated charitable association and is separately registered branch of the Royal Society for the Prevention of Cruelty to Animals, carrying out its direct animal welfare work in the area of the old county of Gwent.

Aims and Objectives

The Gwent Branch supports the work and objectives of the National Society, and aims to promote animal welfare, kindness and to prevent or suppress cruelty to animals by all lawful means.

Benefits

The branch trustees work in the Gwent area, and aim to help people in need with the care of their animals. We do this by our activities and we focus on animals, their owners and trying to prevent cruelty and give help to the public whenever possible.

CHARITABLE ACTIVITIES

The main activity we undertake is fundraising because we need to maximise our incomes, so we can pay towards veterinary treatment, re homing an animal, foster care, micro-chipping and neutering. We do this by using the voucher scheme. Some of the work we do helps to control the dog/cat population through neutering and benefits the public by giving them financial help which in turn promotes reasonable pet ownership.

INSPECTORS

We support the society's inspectorate and the difficult work they do. They dispense vouchers if an animal is in need and they also provide education, information and advice. The work they do is key to the prevention of cruelty which is part of the objectives of the RSPCA and of course the Gwent branch, which is a moral benefit to the public.

WELFARE

We pay for the above by doing bucket collections, being part of the token scheme in supermarkets.

In the past we have helped to fund the animal centre in Merthyr Tydfil, we support the animal centre in Newport and have opened a shop in Chepstow. We are a welfare branch for the Gwent animals and their owners.

VOLUNTEERING

We need our volunteers to help us in our efforts to continue the work of the branch. The volunteers can be trustees, fundraisers, or fosterers. This benefits local people by the branch which is compassionate and rewarding.

REVIEW

The trustees on an annual basis review their achievements and objectives, to ensure they remain focused on their charitable aims and continue to deliver benefits to the public. We complied with the duty under the Charities Act 2006 to have due regard to public benefit guidance published by the commission.



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Agenda
Monday 11th July 2022

1. Welcome and opening remarks
2. Apologies for absence
3. Adoption of minutes from the last AGM
4. Matters arising
5. Report of the Committee
6. Presentation of the Accounts and adoption of Branch Report and Accounts
7. Election of Auditor
8. Election of Committee
9. Inspectors Report
10. Animal Centre Report
11. Shop Report
12. Result of Election to the Committee
13. Any other business relative to this meeting



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ANNUAL REPORT 2021

Welcome to the RSPCA Gwent (Brecknock) annual general meeting. Once again, it has been reported, the number of calls to the RSPCA has increased over the last twelve months, so it is more important than ever, for the branch to continue its work promoting animal welfare.

The purpose of the Gwent branch is to support the society with its work to save animals from a life of cruelty and pain. Income to the branch comes from a number of sources, Door to door collections, income from the Chepstow and Cwmbran shops, bucket collections, donations and one-off events. The funds raised, go towards the treatment and care of neglected and injured animals.

The trustees continue to look at ways of developing the branch, which enables it, not only to support animals in need, but also support the public. We provide local pet owners, living in our branch area on low incomes and qualifying benefits, with financial support, through our welfare assistance scheme by subsidising the cost of veterinary treatment for sick animals.

The total number of animals supported by the branch during the year were

342 Dogs

226 Cats

27 Rabbits and Small Furrries

As part of the branch development and following the success of the Chepstow shop, the trustees agreed to open a new shop in Cwmbran, and took possession of the shop in July. After a lot of work refurbishing and stocking the shop, it was officially opened in December, by Josh and Kally from Capital FM Radio.

I would like to thank Claire Lawson, for all the time she spent, not only ensuring the work on the shop had been completed on time, but also, all the arrangements were in place for the shop to open as planned. The shop is situated near the bus station in the Cwmbran shopping centre and we look forward to meeting members of the public who visit the shop. Income from both our Cwmbran and Chepstow shops will enable the branch, to continue its work and donations are always welcome.

The branch animal welfare officer and wildlife casualty volunteers have had a very busy year, assisting animals and members of the public, throughout the branch area and has worked with the national society Inspectorate and Animal Centres on a number of occasions, supporting animals in need, including transporting animals with 426 trips to RSPCA wildlife centres, Vets and other animal centres.

On behalf of the committee, I would like to thank all the staff and volunteers, working in the office, our shops and in the community, for all the work they have done over the last year. Thanks to them, many animals have received care and support, when they needed it most.

I would also like to thank Chief Inspector Elaine Spence and her team for all the work they have done throughout the year, in our branch area.

The branch is always looking for volunteers to arrange and attend fund raising events, work in the office, in our shops and helping in the community, driving our vans and working with our animal welfare officer.

Finally, I would like to thank the all those members of the public, who have supported the branch over the last twelve months, without their generosity, the Gwent branch would not have been able to carry out the work it has done; and hopefully, with their continued support, our work will continue, for many years to come.

David Liles

Chair

Gwent Branch



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Report & Presentation of Accounts 2021

Total Income for the year amounted to £133,161 Expenditure in the year amounted to £222,970 This resulted in a loss for the year of £96,809

The income split was Donations and Subscriptions £2,939 Door to Door £43,331 (*which is a national campaign where the collection is split between the national society and the branches*) Chepstow Shop £37,787, Fundraising £2,431, Kickstart Payment £2,276, Repayment for donation to the 2020 Covid 19 BEF £5,583, (additionally we received £23,883 in covid grants)

The main expenditure split was Salaries £82,360, Rental for Chepstow Shop and Newport Office £41,672, veterinary voucher scheme £18,338 payments to Wales Board Projects/Boarding Fees £6,000, Vehicle Costs £11,231 New Cwmbran Shop £45,000 refit opened December 2021

Reserves Policy

The branches reserves policy is unchanged from last year and is set at the amount of £100,000 this is equivalent to 18 months running costs, this is reviewed every six months.

Currently the branch does not hold restricted or unrestricted funds.

Investment Policy

The branch does not currently hold any investments.

Future Plans

We continue to support where needed on a case by case basis the Newport Animal Centre and Cat Rehoming Centre based at Pets at Home in Newport, both are managed and operated by the RSPCA National Society.

In 2022 we are looking in partnership with other neighbouring branches to work in closer partnership to ensure we have the maximum efficiency in animal welfare. This proposal will be costed to ensure it gives maximum benefit to both the public and the animal welfare work. This will be further enhanced later in the year by a merger between Gwent & Glamorgan North & East Branch.

It is our intention to continue to provide a voucher scheme to provide assistance to members of the public on low income and those animals with no known owner. Along with those animals that request from our inspectorate is sought for our assistance.

Paul Baxter
Gwent Branch Treasurer

RSPCA GWENT BRANCH
ACCOUNTS
31 DECEMBER 2021

RSPCA GWENT BRANCH
ACCOUNTS
YEAR ENDED 31 DECEMBER 2021

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RSPCA GWENT BRANCH
ACCOUNTANTS' REPORT TO THE PROPRIETOR
YEAR ENDED 31 DECEMBER 2021

Respective responsibilities of branch committee and examiner

The branch committee is responsible for the preparation of the accounts. The branch committee considers that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed:

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect, the requirements
 - * to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - * to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

10 Corporation Road
Newport
South Wales
NP19 0AR

24 June 2022

PHILIP MURPHY & PARTNERS
Accountants & Tax Consultants

RSPCA GWENT BRANCH
PROFIT AND LOSS ACCOUNT
YEAR ENDED 31 DECEMBER 2021

	2021		2020
	£	£	£
TURNOVER		103,188	<u>249,671</u>
COST OF SALES			
Storage hire		1,820	<u>450</u>
GROSS PROFIT		101,368	249,221
OTHER INCOME AND INTEREST RECEIVABLE			
COVID 19 grants	23,883		29,687
Kickstart grants	2,276		—
RSPCA HQ	5,583		—
Bank interest receivable	51		590
Other interest receivable	—		<u>4</u>
		<u>31,793</u>	<u>30,281</u>
		133,161	279,502
EXPENSES			
Wages and salaries	82,360		38,314
Staff pension costs	8,170		3,382
Pension administration fees	174		165
Staff welfare	310		—
Rent	41,672		30,284
Rates and water	245		65
Light and heat	1,620		2,251
Insurance	1,411		1,797
Repairs and renewals	28,931		1,896
Protective clothing	649		1,002
Cleaning of premises	929		769
Motor expenses	11,231		7,066
Travelling expenses	2,840		478
Telephone	3,417		2,743
Boarding fees	6,443		6,000
Vets fees and medicines	18,338		10,611
RSPCA supplies	534		6,347
Animal transportation	60		550
Hire of equipment	936		895
Equipment repairs and renewals	2,262		648
Stationery and post	4,781		1,287
RSPCA HQ - emergency funds	—		39,247
Laundry and cleaning	266		—
Card machine fees	1,726		756
Advertising	500		—
Subscriptions and donations	565		359
Legal and professional fees	1,550		2,994
Clerical assistance	312		300
Carried forward	<u>222,232</u>	<u>133,161</u>	<u>160,206</u>

RSPCA GWENT BRANCH
PROFIT AND LOSS ACCOUNT *(continued)*
YEAR ENDED 31 DECEMBER 2021

	2021		2020
	£	£	£
Brought forward	222,232	133,161	160,206
Accountancy fees	1,104		1,092
Depreciation of motor vehicles	6,018		8,024
Depreciation of equipment	608		556
Bank charges	8		—
	<u> </u>	<u>229,970</u>	<u>169,878</u>
NET (LOSS)/PROFIT FOR THE YEAR		<u><u>(96,809)</u></u>	<u><u>109,624</u></u>

RSPCA GWENT BRANCH

BALANCE SHEET

31 DECEMBER 2021

	Note	2021 £	£	2020 £
FIXED ASSETS				
Tangible assets	1		21,748	27,470
CURRENT ASSETS				
VAT		5,680		5,680
Bank deposits		95,815		180,764
Cash at bank		9,503		7,196
		<u>110,998</u>		<u>193,640</u>
CURRENT LIABILITIES				
Trade creditors		6,329		589
PAYE and social security		2,693		—
Accrued expenses		1,104		1,092
		<u>10,126</u>		<u>1,681</u>
NET CURRENT ASSETS			<u>100,872</u>	<u>191,959</u>
NET ASSETS			<u>122,620</u>	<u>219,429</u>
FINANCED BY:				
CAPITAL ACCOUNT - RSPCA Gwent Branch				
Balance brought forward			219,429	109,805
Net (loss)/profit for the year			(96,809)	109,624
Balance carried forward			<u>122,620</u>	<u>219,429</u>

RSPCA GWENT BRANCH
NOTES TO THE ACCOUNTS
YEAR ENDED 31 DECEMBER 2021

1. TANGIBLE FIXED ASSETS

	Freehold Property £	Motor Vehicles £	Equipment £	Total £
COST				
At 1 January 2021	245	32,097	9,773	42,115
Additions	—	—	904	904
At 31 December 2021	<u>245</u>	<u>32,097</u>	<u>10,677</u>	<u>43,019</u>
DEPRECIATION				
At 1 January 2021	—	8,024	6,621	14,645
Charge for the year	—	6,018	608	6,626
At 31 December 2021	<u>—</u>	<u>14,042</u>	<u>7,229</u>	<u>21,271</u>
NET BOOK VALUE				
At 31 December 2021	<u>245</u>	<u>18,055</u>	<u>3,448</u>	<u>21,748</u>
At 31 December 2020	<u>245</u>	<u>24,073</u>	<u>3,152</u>	<u>27,470</u>