

**Royal Society For the Prevention of Cruelty To Animals Stort Valley
Branch**

Unaudited

Trustees' report and financial statements

for the year ended 31 December 2021

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

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Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Reference and administrative details of the Charity, its Trustees and advisers
for the year ended 31 December 2021**

Trustees	Wendy Harold (resigned 26 July 2021) Peter Gear (resigned 5 July 2021) Christine Morris (resigned 24 September 2021) Barbara Leslie (resigned 24 September 2021) Marion Wellsman (resigned 24 September 2021) Lesley Mathers (resigned 27 July 2021) Brigitte Swanton (resigned 1 September 2021) Maz Peters (resigned 27 July 2021) Dawn Cleaver (appointed 1 October 2021) Keith Aldis (appointed 1 October 2021) Fred Hammett (appointed 1 October 2021) Rebecca Kenny (appointed 1 November 2021)
Charity registered number	233908
Principal office	23, The Stow Harlow, Essex CM20 3AN
Accountants	Williams Giles Professional Services Ltd Sittingbourne Kent ME10 5BH
Bankers	Natwest PLC Bishops Stortford Branch 7 North Street Bishops Stortford Herts CM23 2TJ

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Trustees' report for the year ended 31 December 2021

1. STRUCTURE, GOVERNANCE AND MANAGEMENT

The RSPCA Stort Valley branch is constituted as an unincorporated association. The charity operates as an autonomous branch of the National RSPCA subject to its rules for branches (as updated in 2006). It carries out its direct animal welfare work in the areas of Saffron Walden, Bishop's Stortford, Harlow, Hoddesdon, Broxbourne and Wormley plus surrounding villages along this corridor.

In September of 2021, the Board of Trustees resigned, and the Branch was taken into 'National Administration' by the RSPCA. Three new temporary trustees were appointed by RSPCA to oversee the affairs of the branch, examine its operations and financial situation and to make recommendations for its future. A further temporary trustee was also appointed to review animal welfare procedures, supported by the RSPCA's Branch Partnership Manager.

The committee of Trustees, governs the branch. All trustees are briefed on their responsibilities as trustees prior to their acceptance of the role. The trustees currently hold weekly meetings at which decisions are made.

The trustees actively review the risks, which the charity faces on a regular basis through regular meetings of the trustees that cover operational and financial reviews. The trustees also examine their operational and business risks which the branch face and confirm that they have established systems to mitigate significant risks, which have been identified as:

- Inability to operate the clinic because of fire or other destruction,
- Loss of reputation through fraud or error,
- Loss of income through fraud or error,
- Insufficient funds to cover the cost of animal welfare activities.

2. OBJECTIVES AND PUBLIC BENEFIT STATEMENT

The trustees have reviewed the outcomes and achievements of the Branches objectives and activities throughout the year, from the perspective of it being in 'administration' to ensure they remain focused on its charitable aims and continue to deliver benefits to the public which is the prime objective. We have complied with the duty under the Charities Act 2006 to have due regard to public benefit guidance published by the commission.

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

3. CHARITABLE ACTIVITIES PURSUED FOR THE PUBLIC BENEFIT

The Branch runs a clinic in Harlow manned by staff, and volunteers, giving advice to the public on animal matters in accordance with national RSPCA policies. The public benefits from knowing that the branch can intervene to assist animals in need with support where required, from RSPCA Inspectorate.

The clinic uses registered locum vets who provide basic treatment to animals whose owners are on means tested benefit or state pensioners. The consultation fee and the drugs supplied are at substantially reduced fees to that of a private vet.

When treatment is beyond the clinic's facilities, the branch will try to assist with private veterinary costs outside of the neutering process, if sufficient financial funds available. This work helps those on means tested benefits and state pensioners, by giving them financial help to obtain care for companion animals in need of veterinary treatment.

The branch provides subsidised neutering of dogs, cats, rabbits for those in the branch area on low incomes. This work helps to control the population and helps support owners who are on means tested benefits and state pensioners by giving them partial financial through our Animal Welfare Voucher Scheme, thereby promoting responsible pet ownership.

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Trustees' report (continued) for the year ended 31 December 2021

A micro-chipping service is available at the clinic to all members of the public at an affordable cost. This again promotes responsible companion animal ownership and will help avoid the huge stray population. Animals in our care receive veterinary treatment, vaccination, neutering, micro-chipping,. This work helps to control the incidence and spread of disease and suffering through vaccination and neutering.

For animals that need rehoming assistance is available through work with other RSPCA animal rescue branches and local rescue charities. It is recognise that companion animals provide measurable benefits to people's physical and mental health, the provision for rehoming pets is not main charitable aim of this branch's service, as it has no overnight facilities at our clinic.

Consideration was given to the impact on pets post Covid, and an increase seen in the number of animals collected by the RSPCA inspectors across our branch area. This also looked at the limited facilities at the clinic and fostering network, in how the branch could support and prevent an increase in abandoned animals. In 2021 the branch entered into a financial commitment to lease designated pens at an RSPCA rescue centre (boarding), to secure space to meet the branch area demand from the public for assistance both at the clinic, and through calls to the national RSPCA Cruelty line.

The Society's Inspectorate rescues animals in distress and enforces laws against the cruel mistreatment of animals in England and Wales by bringing prosecutions. This work is key to 'the prevention or suppression of cruelty' which is the aim of the RSPCA in promoting humane sentiments towards animals which involves the moral benefit to humankind.

The branch continues to provide an 'out of hours' service when the clinic is closed for emergency purposes, where an owner is unable to get this support from their primary vet provider.

At both the clinic and charity shop volunteering opportunities exist for those who wish to support our work, including trusteeship, fostering, fund raising, home checking and administration. This benefits local people and companies by providing the possibility of doing work which is compassionate and rewarding.

4. ACHIEVEMENTS AND PERFORMANCE

Our Clinic throughput has increased two-fold since the outbreak of Covid and in 2021 the branch provided assistance to support 2,762 dogs, 1,169 cats, 27 rabbits, 42 other small pets. This compares to 1,448 dogs, 851 cats, 9 Rabbits, 19 birds and other small furies seen during 2020. These numbers include revisits for the same animal for ongoing treatment , repeat prescriptions and animals that unfortunately had to be put to sleep.

The activity levels for overall Branch referrals (excluding the animals looked after through the Clinic) are shown below: -

	2021	2020
Rehoming through Fostering		
Cats	37	28
Dogs	10	1
Rabbits	2	1
Welfare neutering		
Cats	79	97
Dogs	5	11
Rabbits	12	4
Other Misc	0	0

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Trustees' report (continued) for the year ended 31 December 2021

In addition 9 dogs and 32 cats were microchipped.

5. TEMPORARY TRUSTEES' REPORT

On taking up temporary trusteeship, the temporary trustees were tasked with identifying the best way for the work of the branch to continue within the ethos of the RSPCA.

The decision on the future of the branch is to focus on the best interests of the charity in providing continued animal welfare and support for pet owners. The options are (a) to continue to run the Branch as an independent standalone branch of the RSPCA, or (b) to merge it with another branch or (c) indeed to close it down entirely if the branch is unable to operate due to demand exceeding ability to generate income to keep it open.

From September 2021 the national RSPCA has provided the branch with a loan to pay its suppliers whilst bank mandates signatures were being changed. This has meant that the bank balances shows as much higher than in previous years. Our creditors at the end of the year included RSPCA, as well as other creditors carried forward into 2022. RSPCA national will continue to support the branch into 2022 to ensure our suppliers are paid during this transition period.

Since October 2021 the focus has been on navigating the branch to ensure continuity of service to the public and supporting animal welfare activities across our branch area into 2022. Staff and volunteers continue to work hard and are dedicated to continue to build up relationships with the public and their pets, in providing a good service. The trustees want to thank staff and volunteers for their support.

In November 2021 the committee wrote to all our members (81) to advise them that the branch was now under national RSPCA control, and also advised that there would not be an AGM in 2021, but that the 2020 accounts had been published to the Charities Committee website to view.

A small deficit in 2021 reflected the impact of Covid and our availability of services, coupled with branch absorbing increased costs from our suppliers. Despite this, the finances of the branch remained stable and there are sufficient reserve funds for us to invest in repairs, upgrading our IT and telephony systems, as well as improvement in HSE and Security to start in Q2 of 2022. Unfortunately, due to poor maintenance of the clinic it will have to close for a month for refurbishment work.

The branches retail operation continues to work efficiently under the management our Charity Shop Manager and thank her, and her team, for their continued efforts.

In November 2021, due to the volume of donations, the size of the shop and health, safety and security requirements, the trustees agreed to additional storage facilities to be set up. This has enabled the shop to manage seasonal changes more effectively as well as being able to restart online sales, which had been previously stalled.

In December 2021, the trustees decided that it would be beneficial to recruit a Manager to deliver the ongoing day to day running of the clinic, with the skills and knowledge to review operational efficiencies as well as supporting and developing staff and volunteers. This appointment is scheduled for Q2 in 2022.

The branch ends 2021 in a relatively secure financial position with reserves approximating about 9 months of continued services, which has factored in the cost of refurbishment.

The trustees are comfortable that there has been no misappropriation of the Trust's funds.

6. TEMPORARY TREASURERS' REPORT

a). Income

The total income was £228,682 against £193,951 in 2020.

b). Expenditure

Expenditure was £200,572 against £162,520 in 2020.

Additional expenditure included the provision of boarding facilities to support the demand of unwanted pets and abandoned animals, updating our IT applications. After lockdown restrictions, government assistance ceased,

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Trustees' report (continued) for the year ended 31 December 2021

the full cost of wages is realised in 2021, over 2020, with an increase in professional charges for both change over in accountancy supplier and VAT registration.

The trustees identified that bad debts had not been written off from the previous year's. Whilst every attempt has been made to contact these clients, it has not been possible to recover all these debts. Bad debts not recoverable for 2020 and prior, are shown in the 2021 accounts.

c). **Outturn**

A small deficit of £7,720 does not compare favourably against the surplus of £30K in 2020, however this was primarily due large grants from local government to support during Covid lock down restrictions.

Our 2021 year end reserves stood at £209,890 against £217,610 in 2020

d). **Other Items of Interest**

Fortunately, the branch continued to receive a substantial income from the HQ run door to door collections of £24,314 in 2021 which was slightly down from £25,173 in 2020.

Due to continued Covid restrictions and the enforced country-wide lockdown, our charity shop in Bishop's Stortford was closed for a lengthy period of time during 2020 but re-opened again in 2021. This led to a significant increase in the income from the charity shop sales and a reduction in online sales.

As well as new storage facilities set up for the shop, the plans for 2022 is to re-introduced online retail which had previously been stopped by the former trustees due to the high volume of donations received and resources needed. Our aim is to enhance our online presence to increase income as well as utilising recycling opportunities for items the shop has been unable to sell online or in the shop.

e). **Reserves Policy**

The branches reserves policy was reviewed in December 2021 which now aims to have sufficient reserves in place to ensure a safe and orderly closure of the branch over a 9 month period, should the need arise.

The intention is to continue to maintain the services needed by the local community for as long as possible. The temporary trustees are still in the process of fact-finding and have not yet made the decision as to the branches long term plan.

f). **Risk Policy**

The Stort Valley Branch committee reviews it financial situation at every branch meeting. All of the trustees have access to the accounts applicable, which enables transparency of information amongst the committee.

Financial Risks	Financial Controls in Place
Rent and Rates	6 months running cost held as a reserve.
Misappropriation of funds.	Joint signatory policy on cheques, two of three. Two signatories present when making Bank Transfers. All supplier/contract changes subject to committee scrutiny.
Theft of Collection Boxes	Collection boxes sited in reputable locations
No guaranteed donated income	High profile presence with fundraising events .
Litigious Action	Insurance
Key Holders	Restricted to staff only. Staff have to sign for a set of keys to our premises. Lock changes and new security measures when anyone

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**Trustees' report (continued)
for the year ended 31 December 2021**

leaves.

Loss of data and records

Electronic back up and retained 'off site'
Physical records - locked up when not required.
Access controlled by Managers.
Document destruction supplier.

**Trustees' report (continued)
for the year ended 31 December 2021**

7. STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the Charity's financial activities during the year, and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

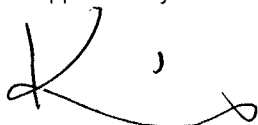
- Select suitable accounting policies and then apply them consistently:
- Make judgements and estimates that are reasonable and prudent:
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements: and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy, the financial position of the Charity and which will enable them to ensure that the financial statements comply with applicable law, regulations, and trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking responsible steps for the prevention and detection of fraud and other irregularities.

Temporary Trustees 2021 accounts statement

The accounts for 2021 produced by Williams Giles have been accepted by the temporary board of trustees based on the caveat that prior to our appointment in October 2021, we had no involvement in the running of the branch. Accepted by order of the members of the temporary board of trustees and signed on their behalf by:-

Approved by order of the members of the board of Trustees on 3 November 2022 and signed on their behalf by:



Keith Aldis
Temporary Treasurer

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Independent examiner's report
for the year ended 31 December 2021**

Independent examiner's report to the Trustees of Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2021.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Alex Ffrench

Dated:

FCCA

Williams Giles Professional Services Ltd

Sittingbourne

Kent

ME10 5BH

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Statement of financial activities
for the year ended 31 December 2021**

		Unrestricted funds 2021 £	Total funds 2021 £	<i>As restated Total funds 2020 £</i>
	Note			
Income from:				
Donations and legacies	3	45,236	45,236	58,662
Charitable activities	4	100,367	100,367	97,002
Other trading activities	5	46,504	46,504	36,762
Investments	6	745	745	1,526
Total income		<u>192,852</u>	<u>192,852</u>	<u>193,952</u>
Expenditure on:				
Raising funds	7	46,730	46,730	42,787
Charitable activities	8	153,842	153,842	119,733
Total expenditure		<u>200,572</u>	<u>200,572</u>	<u>162,520</u>
Net movement in funds		<u>(7,720)</u>	<u>(7,720)</u>	<u>31,432</u>
Reconciliation of funds:				
Total funds brought forward		217,610	217,610	186,178
Net movement in funds		(7,720)	(7,720)	31,432
Total funds carried forward		<u><u>209,890</u></u>	<u><u>209,890</u></u>	<u><u>217,610</u></u>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 11 to 22 form part of these financial statements.

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Balance sheet
as at 31 December 2021**

	Note	2021 £	2020 £
Current assets			
Stocks	13	7,211	5,641
Debtors	14	10,285	11,247
Cash at bank and in hand		260,163	204,145
		<u>277,659</u>	<u>221,033</u>
Creditors: amounts falling due within one year	15	(67,769)	(3,423)
Net current assets		<u>209,890</u>	<u>217,610</u>
Total net assets		<u><u>209,890</u></u>	<u><u>217,610</u></u>
Charity funds			
Unrestricted funds	17	209,890	217,610
Total funds		<u><u>209,890</u></u>	<u><u>217,610</u></u>

The financial statements were approved and authorised for issue by the Trustees on 03 November 2022 and signed on their behalf by:



Keith Aldis
Temporary Treasurer

The notes on pages 11 to 22 form part of these financial statements.

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Notes to the financial statements for the year ended 31 December 2021

1. General information

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch is a charitable unincorporated association registered in the United Kingdom. The address of the registered office is given in the charity information page of the financial statements. The nature of the charity's operations and principal activity are to promote the work and objectives of the National Society, to promote kindness and to prevent or surpress cruelty to animals by all lawful means, with particular reference to the area of the branch in accordance with the policies of the society.

2. Accounting policies

2.1 Basis of preparation of financial statements

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

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Financial Statements have been prepared in GBP and rounded to the nearest pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate, i.e whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees make their assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements.

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Charity has adequate resources to continue in existence for the foreseeable future.

2.3 Income

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**Notes to the financial statements
for the year ended 31 December 2021**

2. Accounting policies (continued)

2.4 Expenditure

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

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Stocks and work in progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Notes to the financial statements for the year ended 31 December 2021

2. Accounting policies (continued)

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations, memberships and legacies

	Unrestricted funds 2021 £	Total funds 2021 £	<i>As restated Total funds 2020 £</i>
Donations, memberships and legacies	3,914	3,914	6,456
RSPCA HQ Contribution D2D	24,134	24,134	25,173
Government grants including furlough	17,188	17,188	27,033
	45,236	45,236	58,662
<i>Total 2020 as restated</i>	58,662	58,662	

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Notes to the financial statements
for the year ended 31 December 2021**

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Animal Clinic income	94,967	94,967	90,807
Neutering Voucher income	3,760	3,760	3,460
Animal Adoptions	1,640	1,640	2,735
	<u>100,367</u>	<u>100,367</u>	<u>97,002</u>
<i>Total 2020</i>	<u>97,002</u>	<u>97,002</u>	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Fundraising events	641	641	702
Shop sales and online sales	45,863	45,863	36,060
	<u>46,504</u>	<u>46,504</u>	<u>36,762</u>
<i>Total 2020</i>	<u>36,762</u>	<u>36,762</u>	

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Bank interest	745	745	1,526
<i>Total 2020</i>	<u>1,526</u>	<u>1,526</u>	

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Notes to the financial statements
for the year ended 31 December 2021**

7. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Fundraising expenses	58	58	85
Card and link charges	2,013	2,013	555
Insurance	513	513	644
Subscriptions	233	233	-
Stationery, postage and telephone	916	916	2,171
Shop rent	17,000	17,000	17,055
Shop rates	707	707	1,921
Equipment not capitalised	257	257	-
Electricity	1,228	1,228	588
General waste	396	396	-
HSE & Security	28	28	-
Sundry expense	18	18	49
Miscellaneous expenses	1,314	1,314	-
Shop storage	426	426	-
Fundraising trading expenses - wages and salaries	21,623	21,623	19,719
	46,730	46,730	42,787
<i>Total 2020</i>	42,787	42,787	

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Total 2021 £	<i>Total 2020 £</i>
Animal Clinic	153,842	153,842	119,733
<i>Total 2020</i>	119,733	119,733	

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Notes to the financial statements
for the year ended 31 December 2021

9. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Animal Clinic	119,473	34,369	153,842	119,733
<i>Total 2020</i>	<i>107,833</i>	<i>11,900</i>	<i>119,733</i>	

Analysis of direct costs

	Animal Clinic 2021 £	Total funds 2021 £	As restated Total funds 2020 £
Wages and salaries costs	13,176	13,176	12,423
Vet fees and drug costs	71,996	71,996	74,728
Rent and rates	4,100	4,100	5,030
Microchipping fees	-	-	29
Out of Date Stock	426	426	-
Boarding shelter costs	9,189	9,189	3,105
Medical and neutering welfare costs	10,425	10,425	11,979
Rehoming costs	706	706	-
Clinic waste disposal	463	463	422
Clinical supplies	1,116	1,116	-
External lab testing	3,676	3,676	-
Out of hours provisions	4,200	4,200	117
	119,473	119,473	107,833
<i>Total 2020 as restated</i>	<i>107,833</i>	<i>107,833</i>	

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Notes to the financial statements
for the year ended 31 December 2021**

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Animal Clinic 2021 £	Total funds 2021 £	<i>As restated Total funds 2020 £</i>
Annual contribution	82	82	3,003
Bank and card charges	450	450	1,693
Clinic electricity	1,181	1,181	-
Repairs and servicing	100	100	1,787
Equipment not capitalised	2,839	2,839	184
Cleaning	1,701	1,701	-
General waste	218	218	-
IT and software support	949	949	843
Stationery, postage and telephone	2,321	2,321	3,124
Misc expenses	2,808	2,808	-
Insurance	223	223	332
Irrecoverable VAT	308	308	-
HR, H&S and security	1,893	1,893	-
Sundry	7,962	7,962	-
Bad debts	5,795	5,795	-
Governance costs	5,539	5,539	934
	<u>34,369</u>	<u>34,369</u>	<u>11,900</u>
<i>Total 2020 as restated</i>	<u>11,900</u>	<u>11,900</u>	

10. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	750	934
Fees payable to the Charity's independent examiner in respect of:		
All other services not included above	<u>500</u>	<u>-</u>

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

Notes to the financial statements for the year ended 31 December 2021

11. Staff costs

	2021 £	2020 £
Wages and salaries	34,799	32,142
	<u>34,799</u>	<u>32,142</u>

The average number of persons employed by the Charity during the year was as follows:

	2021 No.	2020 No.
Number of employees	4	4
	<u>4</u>	<u>4</u>

No employee received remuneration amounting to more than £60,000 in either year.

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 December 2021, expenses totalling £415 were reimbursed or paid directly to 2 Trustees (2020 - £NIL).

It was noted that the trustees had purchased items on behalf of the clinic due to no card facilities being available. Items paid for by the trustees and reclaimed have been accounted for under the relevant cost activity expense codes. It was noted that tokens had been purchased in December 2021 for staff in appreciation of their hard work and commitment during Covid and supporting branch changes. The trustee expenses noted in the accounts relates to hotel, parking and travel costs.

13. Stocks

	2021 £	2020 £
Clinic Drug Stocks	7,138	5,568
Clinical Sundry items	73	73
	<u>7,211</u>	<u>5,641</u>

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Notes to the financial statements
for the year ended 31 December 2021**

14. Debtors

	2021 £	2020 £
Due within one year		
Debts owed to branch	1,927	-
VAT refund due	3,232	-
Prepayments and accrued income	876	6,997
Shop rent deposit	4,250	4,250
	<u>10,285</u>	<u>11,247</u>

15. Creditors: Amounts falling due within one year

	2021 £	2020 £
RSPCA Head office	35,830	-
Trade creditors	30,699	(368)
Other taxation and social security	-	2,231
Accruals and deferred income	1,240	1,560
	<u>67,769</u>	<u>3,423</u>

16. Financial instruments

	2021 £	2020 £
Financial assets		
Financial assets measured at fair value through income and expenditure	<u>260,163</u>	<u>204,145</u>

17. Statement of funds

Statement of funds - current year

	Balance at 1 January 2021 £	Income £	Expenditure £	Balance at 31 December 2021 £
Unrestricted funds				
General Funds	<u>217,610</u>	<u>192,852</u>	<u>(200,572)</u>	<u>209,890</u>

Statement of funds - prior year

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Notes to the financial statements
for the year ended 31 December 2021**

17. Statement of funds (continued)

	<i>Balance at 1 January 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 December 2020 £</i>
Unrestricted funds				
General Funds	186,178	193,950	(162,518)	217,610

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Notes to the financial statements
for the year ended 31 December 2021**

18. Summary of funds

Summary of funds - current year

	Balance at 1 January 2021 £	Income £	Expenditure £	Balance at 31 December 2021 £
General funds	217,610	192,852	(200,572)	209,890

Summary of funds - prior year

	<i>Balance at 1 January 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 December 2020 £</i>
General funds	186,178	193,950	(162,518)	217,610

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Total funds 2021 £
Current assets	277,659	277,659
Creditors due within one year	(67,769)	(67,769)
Total	209,890	209,890

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Current assets	221,033	221,033
Creditors due within one year	(3,423)	(3,423)
Total	217,610	217,610

Royal Society For the Prevention of Cruelty To Animals Stort Valley Branch

**Notes to the financial statements
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20. Operating lease commitments

At 31 December 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021	2020
	£	£
Not later than 1 year	17,292	17,292
Later than 1 year and not later than 5 years	22,667	39,959
	39,959	57,251

21. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 December 2021.

No related party transactions took place in the prior year.