

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

Unaudited

Trustees' report and financial statements

for the year ended 31 December 2022

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

Contents

	Page
Reference and administrative details of the Charity, its Trustees and advisers	1
Trustees' report	2 - 7
Trustees' responsibilities statement	8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 23

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 2022

Trustees	Dawn Cleaver Sezen Hussein (appointed 27 February 2023) Stephen Mark Cracker (appointed 14 November 2022) Rebecca Kenny (resigned 28 February 2022) Fred Hammett (resigned 17 January 2023) Keith Aldis (resigned 20 January 2023)
Charity registered number	233908
Principal office	23, The Stow Harlow, Essex CM20 3AN
Accountants	Williams Giles Professional Services Ltd 12 Conqueror Court 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 2022

The temporary trustees present their report and the financial statements of RSPCA Stort Valley (hereafter referred to as 'the Charity'/'the Branch') for the year ended 31st December 2022. The temporary Trustees (hereafter referred to as 'we') confirm the annual report and financial statements of the Charity with the current statutory requirements and the requirements of the Charity's governing document.

BRANCH STRUCTURE, GOVERNANCE AND MANAGEMENT

Since October 2021, the Branch remains under 'National Administration' by the RSPCA, overseen by temporary trustees to co-ordinate the affairs of the Branch, examine its operations and financial situation and to make recommendations for its future. The temporary trustees are supported by the RSPCA's Branch Partnership Manager, as well as oversight by national RSPCA.

In 2022, the board of trustees considered the options of:

- Returning the Branch to as standalone Branch of the RSPCA
- Merge with a neighbouring RSPCA Branch
- Close it down

After careful consideration, it was identified that there was a need to continue having a Branch within Harlow, due to both current demand and for the near future. It is recognised that Harlow now has the lowest employment rate in Essex, meaning that we expect more animal welfare support requests than seen in previous years. Taking these elements in to consideration, the decision was made not to close the Branch and to proceed with a refurbishment of the clinic which was in a poor state of repair.

As part of the decision not to close the Branch down, it was decided that the Branch would benefit from employing a Branch Manager to oversee operational day to day activities, review efficiencies, recruitment, training, improve governance and to work with the Charity Shop Manager to provide plans to improve income streams and enhance animal welfare activities.

OBJECTIVES PURPOSE AND ACTIVITIES

The Charity's objectives follow those of the National RSPCA. The primary aim of the RSPCA branches is to support the animal rescue work of our inspectorate. We additionally support our local communities through the rescue and rehoming of animals, the provision of a welfare clinic, neutering and microchipping scheme.

Our Branch reaches out to Saffron Waldron, Bishops Stortford, Harlow, Hoddesdon, Broxbourne and Wormley plus surround villages along this corridor.

We support our RSPCA regional inspectors and animal rescue officers who collect animals from within our Branch area and are in need of our help. Since Covid restrictions were lifted, we have experienced increasing pressure on our resources to help requests from the public for financial support, such that we have had to prioritise our funds to provide emergency care for those animals collected by the RSPCA inspectorate within our area as a priority.

Our staff at the clinic continue to work with other local animal charities to support each other with enquiries from the public who can no longer care for their pet either short or long term.

All animals in Branch care receive necessary emergency vet treatment, vaccinations, neutering, microchipping, flea treatment, wormer and are assessed for re-homing. The Branch funds this activity with the boarding and rehoming facilities provided by RSPCA Danaher Animal Home.

We work with other local veterinary practices to perform procedures that are outside the facilities available at our clinic in Harlow. We continue to fund for an emergency Out of Hours provision with Forest Veterinary Services, for when our clinic is closed.

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

Trustees' report (continued) for the year ended 31 December 2022

PUBLIC BENEFIT

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

Between October 2021 to May 2022, there had been a need to halt new client registrations due to the high demand for services and availability of locum vets, as well as the impact that Covid had on being able to operate the clinic effectively. After the refurbishment, we explored the possibility of expanding the scope of support once all Covid restrictions were lifted to meet the demand from members of the public. This took into account the emerging risks that pet owners would be impacted by the economic changes. We therefore expanded the scope for neutering welfare voucher scheme to all dog breeds, which had previously only been traditionally Staffordshire Terriers, and started to accept new registration applications for support from the members of the public.

Whilst the clinic is unable to offer the full range of services of that of a private veterinary practice, we have provided financial support where pets were in distress and needed treatment. We saw a notable increase in requests relating to dental extractions for cats and dogs. Emergency treatment was provided by other vet practices which was in addition to neutering costs.

Boarding and rehoming in 2022 was undertaken by the Branch in conjunction with RSPCA Danaher Animal Home, in Braintree, Essex, for which the branch contributed towards boarding costs of unwanted/abandoned animals of £8,894 in 2022. This work helps to control the incidence and spread of disease and suffering through vaccination and neutering. As well as the inspectorate, we work with local councils to reunite pets with their owners; this helps by preventing animals straying and posing a risk to themselves and to people through road traffic accidents.

In 2022, our vet surgeons treated 2,400 animals at our clinic in Harlow. In addition to this, we continued to support pet owners in providing a repeat prescription service.

We continued to offering neutering vouchers during 2022 for 43 Dogs, 70 Cats, 2 Rabbits and 2 Guinea Pigs. This is a significant increase since Covid, due to an increase in pet ownership, and also more local vet practices having the capacity to provide neutering services.

The neutering scheme helps to reduce the incidence of unwanted pets. We respond to enquiries from both the public locally and via the Society's national call centre.

Our clinic endorses the work and objectives of the National RSPCA by encouraging good care and welfare of animals and by re-homing abandoned or mistreated pets.

People

The Branch is resourced with both paid staff and volunteers. In 2022 we saw a drop in the number of applications from members of the public for volunteering, partly due to Covid.

The committee agreed to employ a full-time Branch Manager to oversee day to day activities of the Branch on a 12 month fixed term contract, to review the Branch efficiencies and propose plans for improvements. We were unsuccessful in recruiting one person full-time with the skills and experienced needed for the role and agreed to employ a part-time Clinic Manager with Veterinary Nurse qualifications and experience, as well as an Administration Manager. The aim was to ensure that there was a senior manager on site at the clinic every day.

The Branch continues to offer volunteering opportunities for those who wish to support our work, including trusteeship, fundraising and assisting within our clinic and shop. With vacancies advertised at each location, posted on social media, Reach Volunteering website, the local volunteer centre, as well as on the National RSPCA website.

Where staff vacancies become available, these are advertised at each location and through local job centre in order to support the local community. For specialist roles, these are advertised through reputable recruitment websites.

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

Trustees' report (continued) for the year ended 31 December 2022

EFFECTS OF CURRENT ECONOMIC DOWNTURN

Our income for 2022 was £205,279, against £192,852 for 2021

Our expenditure for 2022 was £259,871 against £200,572 for 2021. This increase included additional staff wages, refurbishment of the clinic, updating equipment and improvements in health, safety and security.

During 2022, many charities, including our Branch were adversely impacted by the recent economic situation, seeing an increase in general running costs. Research also shows that many charities had to use their reserves due to the economic pressure and changes in donor behaviour.

The cost-of-living crisis continues to impact the Branch in 2023, with a forecast that we will have to continue to use our reserves. We predict a greater demand for our services through the clinic, more animals being collected by the RSPCA inspectors; requests for financial assistance from members of the public for their pets in needed of emergency treatment; and from pet owners who are looking for support to rehome their animals.

In 2022 we had increased pressure to secure the services of additional locum vets to ensure continuity of service at our clinic. This pressure impacted our costs due to shortage of veterinary practitioners across the UK and therefore an increase in locum vet prices.

For the charity shop we saw members of the public seeking better bargains for their purchases. Whilst donations in 2022 was slightly up than 2021, this was mainly from online donations and in our charity shop, however, we saw a decline in the number of cash donations received from the public at the clinic.

We want to thank members of the public who continue to support our Branch by donating items, money and also those who purchase items direct from our shop, or online, without which we would not be able to provide funds to support animal welfare across the Branch area.

Governance Update

a) Health & Safety

The committee decided to continue with the H&S Support of Acton and Jennings for 2022. Annual reviews were carried out as planned and information updated as Covid restrictions had been relaxed at our Branch from July 2022. An additional review of H&S for the clinic pre-refurbishment was also carried out.

b) Progress merger option

An enquiry was made to neighbouring RSPCA Branches to see if there was another branch who were considering a merger. Two letters of interest were received, with one branch only interested in part of the Branch area. The request to split the Branch area was rejected and not pursued any further. The other expression of interest was received from a RSPCA Branch who were not a neighbouring branch. We decided to explore the possibilities of a merger with the non-neighbouring branch and how this might benefit animal welfare, with the best interests of the SV Branch needs as the focal point in the decision making process. The possibility of a merger was still being considered at the end of 2022, with more information needed by both parties. A decision as to merger or not will be made in Q1 of 2023.

c) Local Control option

In view of the possibility of a potential merger, the option to return the Branch to local control was put on hold. However contingency plans are in place to move the branch back to local control should the decision of both branches not to proceed with a merger be made in 2023.

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

Trustees' report (continued) for the year ended 31 December 2022

CLINIC

At the end of April, the clinic was closed for four weeks as it underwent refurbishment activities. Prior to this a contingency plan was put in place, working with members of the public and local veterinary practices to ensure continuity of treatment whilst the work was carried out. We are pleased to report that these plans were successful with only four emergency requests for treatment received which required approval for expenditure. We want to thank members of the public, local vet practices, our staff and volunteers for their contribution and support during the clinic closure. Without this support we would not have been able to carry out much essential work at the clinic and still provide animal welfare services.

The clinic re-opened as planned on the 24th May. The clinic opened its doors to the public for the first time since Covid restrictions had been lifted, and they were able to come onto the premises with their pets for the first time in over 18 months. This was welcomed by members of the public who did not have to wait outside and not be with their pets during consultation/treatment. We have received many complements on the professional look of the clinic, waiting room and other facilities.

As part of the refurbishment, a new telephony system was installed, a reception desk and large waiting area, a new PTS/Nurse consultation room was created, a new kitchen, as well as updating the equipment used for animal welfare in the clinic.

A review of the services on site was carried out as part of the refurbishment, which included converting space into an operating room. However, with the continued issue of not being able to source the services of locum vets to extend opening hours/days that the clinic could be open to the public, set up and running costs, and with the limited size of the clinic, it was decided not to pursue this further unless an adjoining unit became available. There was also the risk that the clinic may be relocated in time due to an application by the local council for a government grant to renovate Harlow town shopping centre, which would mean moving the clinic to another location and require additional expenditure. We did also consider the opportunities to expand the clinic would bring if the renovation went ahead.

As no decision has been made by central government to approve local Grant since 2019, and with the current economic pressures, there is no budget allocated in 2023 for expansion of the Branch clinic facilities at Harlow, or to commit the Branch funds to open another charity shop.

In July, we started to see new challenges emerging in being able to operate the clinic with increased costs of supplies, shortages in the supply chain of drugs and availability of additional locum vets. The clinic operates with two contracted locum vets, covering four days per week, however when they are not available, we have to source the service of other locums, where the costs are much higher in order for us to meet the demand from the public.

In October the decision to increase our consultation fee and increase for drugs was made. We kept any increases to a minimum, and clients still benefit from greatly reduced costs in comparison to private vet practices.

RETAIL

We operate one charity shop in Bishops Stortford. In 2022 the Branch no longer received any local government Covid grants. The shop was fully open from July 2022 where restrictions on the number of people who could come into the shop was lifted. We also reverted to 7 day opening and reviewed staffing levels. The use of the new storage facility was still required in 2022 to stock seasonal items as well as providing a sorting area for donations due to the limited size of the charity shop.

A decision was made to longer accept large donated items due to the lack of sales space at the shop. Animal beds, blankets, donated food, animal crates, leads etc donated are given to RSPCA Danaher Home, or to other local animal rescue centres the RSPCA works with.

We saw a profit in 2022 for the shop, with a reduction in the number of items being sent for recycling. The shop continued to have challenges to recruit volunteers to assist in enhancing our online presence and to provide retail sales support to cover 7 days a week trading. This had an adverse effect on our staffing costs. The shop area has stiff competition from other charity shops for volunteers and this posed a problem during 2022.

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

Trustees' report (continued) for the year ended 31 December 2022

We did see an increase in the online sales, using eBay and Vinted, with plans to develop online presence further in 2023. We are looking to increase the number volunteering opportunities for fundraising and social media to support this objective.

Staff and volunteers at the shop have worked hard resulting in an improvement over previous years for this revenue stream, and they continue to explore new ways to generate income.

Contributions from shop profit is used to support animal welfare for the costs of rescue and re-homing activities.

Other items of Interest

Reserves - At the end of December 2022 our reserves stood at £155K. The Branch has sufficient reserves in place to ensure a safe and orderly closure of the Branch should the need arise. Of course, the intention is to continue to maintain the services needed by the community for as long as wanted.

In November 2022, a decision to move £20K from the reserves account was made into our current account as a contingency to ensure that there were adequate funds available, during Christmas and New Year period when income streams are low, so that we were able to continue to pay our obligations on time, in particular rent, rates, utilities, suppliers and staff wages.

We expect to use our reserves again in 2023 as the economic pressure continues to impact our cost base. As we are still in the process of fact-finding and not made a decision at the end of 2022, whether the Branch should continue as a stand-alone Branch or to merge with another RSPCA branch, no additional funding has been included in the 2023 budget for any transition costs, or other major expenditure which would adversely impact our reserves.

Risks & Financial Policies

As trustees we are aware of our responsibilities to the Charity and consider these prior to making financial decisions that may or may not have an impact on the Charity's financial position. We review our risks and financial situation as part of our Branch meetings.

Support from National RSPCA and other Regional RSPCA branches

Fortunately, the Branch continues to receive a substantial income support from National RSPCA, which in 2022 was £23K from door to door collections.

During the transition from local to National RSPCA control, the RSPCA paid our suppliers £35K up to March 2022 on our behalf whilst the bank mandates were being changed. The Branch reimbursed National RSPCA at the end of April 2022.

The cost for refurbishment of the clinic was £25K with additional expenditure required for replacement equipment, new telephony system and alarm system as well as additional sundry items such as signage replacement of some IT equipment, and waste disposal costs.

The Branch also received £10K contribution from the Regional Board towards refurbishment costs of the clinic, this has been reported as income in the accounts.

Staffing Costs

Staffing costs increased with the recruitment of two new part-time manager posts at the clinic, and an additional part-time sales person in order for our charity shop to ensure we were able to open 7 days per week.

There are no plans to recruit any additional staff in 2023 but to focus on increasing the number of volunteers at both locations.

We want to thank all our dedicated staff and volunteers who made an invaluable contribution in 2022 in enabling us to continue to provide animal welfare services to members of the public.

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

**Trustees' report (continued)
for the year ended 31 December 2022**

Temporary Trustees 2022 accounts statement

The accounts for 2022 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.

Approved by order of the members of the board of Trustees on 5 September 2023 and signed on their behalf by:

Dawn Cleaver
Temporary Trustee

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

Statement of Trustees' responsibilities for the year ended 31 December 2022

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 5 September 2023 and signed on its behalf by:

Dawn Cleaver
Temporary Trustee

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

Independent examiner's report for the year ended 31 December 2022

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 2022.

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:

Samuel Ketcher

Dated: 20 September 2023

FCCA

Williams Giles Professional Services Ltd

12 Conqueror Court
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 2022**

	Note	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:				
Donations and legacies	3	37,574	37,574	45,236
Charitable activities	4	100,606	100,606	100,367
Other trading activities	5	65,797	65,797	46,504
Investments	6	1,302	1,302	745
Total income		205,279	205,279	192,852
Expenditure on:				
Raising funds	7	56,840	56,840	45,160
Charitable activities	8	203,031	203,031	155,412
Total expenditure		259,871	259,871	200,572
Net movement in funds		(54,592)	(54,592)	(7,720)
Reconciliation of funds:				
Total funds brought forward		209,890	209,890	217,610
Net movement in funds		(54,592)	(54,592)	(7,720)
Total funds carried forward		155,298	155,298	209,890

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

The notes on pages 12 to 23 form part of these financial statements.

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

Balance sheet as at 31 December 2022

	Note	2022 £	2021 £
Current assets			
Stocks	13	7,859	7,211
Debtors	14	14,137	10,285
Cash at bank and in hand		166,253	260,163
		<u>188,249</u>	<u>277,659</u>
Creditors: amounts falling due within one year	15	(32,951)	(67,769)
Net current assets		<u>155,298</u>	<u>209,890</u>
Total net assets		<u><u>155,298</u></u>	<u><u>209,890</u></u>
Charity funds			
Unrestricted funds			
General funds	17	155,298	209,890
Total unrestricted funds	17	<u>155,298</u>	<u>209,890</u>
Total funds		<u><u>155,298</u></u>	<u><u>209,890</u></u>

The financial statements were approved and authorised for issue by the Trustees on 05 September 2023 and signed on their behalf by:

Dawn Cleaver
Temporary Trustee

The notes on pages 12 to 23 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 2022

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 2022**

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.

**Notes to the financial statements
for the year ended 31 December 2022**

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 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Donations, memberships and legacies	4,356	4,356	3,914
RSPCA HQ Contribution D2D	33,218	33,218	24,134
Government grants including furlough	-	-	17,188
	37,574	37,574	45,236
<i>Total 2021</i>	45,236	45,236	

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

Notes to the financial statements for the year ended 31 December 2022

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Animal Clinic income	93,344	93,344	94,967
Neutering Voucher income	7,262	7,262	3,760
Animal Adoptions	-	-	1,640
	<u>100,606</u>	<u>100,606</u>	<u>100,367</u>
<i>Total 2021</i>	<u><u>100,367</u></u>	<u><u>100,367</u></u>	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising events	5	5	641
Shop sales and online sales	65,792	65,792	45,863
	<u>65,797</u>	<u>65,797</u>	<u>46,504</u>
<i>Total 2021</i>	<u><u>46,504</u></u>	<u><u>46,504</u></u>	

6. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank interest	1,302	1,302	745
<i>Total 2021</i>	<u><u>745</u></u>	<u><u>745</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 2022

7. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising expenses	-	-	58
Card, link and online sales fees	655	655	443
Insurance	241	241	513
Subscriptions	-	-	233
Stationery, postage and telephone	1,109	1,109	916
Shop rent	15,583	15,583	17,000
Shop rates	1,270	1,270	707
Equipment not capitalised	896	896	257
Electricity	1,223	1,223	1,228
General waste	417	417	396
Shop security	532	532	28
Sundry expense	-	-	18
Miscellaneous expenses	1,710	1,710	1,314
Shop storage	2,462	2,462	426
Fundraising trading expenses - wages and salaries	30,742	30,742	21,623
	<u>56,840</u>	<u>56,840</u>	<u>45,160</u>
<i>Total 2021</i>	<u>45,160</u>	<u>45,160</u>	

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
Animal Clinic	203,031	203,031	155,412
<i>Total 2021</i>	<u>155,412</u>	<u>155,412</u>	

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

**Notes to the financial statements
for the year ended 31 December 2022**

9. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Animal Clinic	169,257	33,774	203,031	155,412
<i>Total 2021</i>	119,473	35,939	155,412	

Analysis of direct costs

	Animal Clinic 2022 £	Total funds 2022 £	Total funds 2021 £
Wages and salaries costs	38,764	38,764	13,176
Vet fees and drug costs	76,104	76,104	71,996
Rent and rates	3,526	3,526	4,100
Out of Date Stock	-	-	426
Boarding shelter costs	8,894	8,894	9,189
Medical and neutering welfare costs	12,870	12,870	10,425
Rehoming costs	10	10	706
Clinic waste disposal	1,178	1,178	463
Clinical supplies	1,732	1,732	1,116
External testing	2,193	2,193	3,676
Out of hours provisions	3,631	3,631	4,200
Clinic refurbishment	20,355	20,355	-
	169,257	169,257	119,473
<i>Total 2021</i>	119,473	119,473	

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

Notes to the financial statements for the year ended 31 December 2022

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Animal Clinic 2022 £	Total funds 2022 £	Total funds 2021 £
Annual contribution	551	551	82
Bank, card and link charges	1,697	1,697	2,020
Clinic electricity	1,228	1,228	1,181
Repairs and servicing	146	146	100
Equipment not capitalised	4,685	4,685	2,839
Cleaning	560	560	1,701
General waste	297	297	218
IT and software support	901	901	949
Stationery, postage and telephone	2,799	2,799	2,321
Misc expenses	2,134	2,134	2,808
Insurance	-	-	223
Irrecoverable VAT	81	81	308
HR, H&S and security	1,844	1,844	1,893
Sundry	6,161	6,161	7,962
Bad debts	1,613	1,613	5,795
Governance costs	9,077	9,077	5,539
	<u>33,774</u>	<u>33,774</u>	<u>35,939</u>
<i>Total 2021</i>	<u>35,939</u>	<u>35,939</u>	

10. Independent examiner's remuneration

	2022 £	2021 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	1,750	750
Fees payable to the Charity's independent examiner in respect of:		
All other services not included above	<u>1,250</u>	<u>500</u>

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

Notes to the financial statements for the year ended 31 December 2022

11. Staff costs

	2022 £	2021 £
Wages and salaries	69,506	34,799
	<u>69,506</u>	<u>34,799</u>

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

	2022 No.	2021 No.
Number of employees	6	4
	<u>6</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 (2021 - £NIL).

During the year ended 31 December 2022, expenses totalling £837 were reimbursed or paid directly to Trustee (2021 - £415).

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. The trustee expenses noted in the accounts relates to hotel, parking and travel costs.

13. Stocks

	2022 £	2021 £
Clinic Drug Stocks	7,786	7,138
Clinical Sundry items	73	73
	<u>7,859</u>	<u>7,211</u>

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

**Notes to the financial statements
for the year ended 31 December 2022**

14. Debtors

	2022	2021
	£	£
Due within one year		
Debts owed to branch	4,035	1,927
VAT refund due	3,841	3,232
Prepayments and accrued income	2,011	876
Shop rent deposit	4,250	4,250
	14,137	10,285

15. Creditors: Amounts falling due within one year

	2022	2021
	£	£
RSPCA Head office	-	35,830
Trade creditors	27,233	30,699
Other taxation and social security	166	-
Accruals and deferred income	5,552	1,240
	32,951	67,769

16. Financial instruments

	2022	2021
	£	£
Financial assets		
Financial assets measured at fair value through income and expenditure	166,253	260,163

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

**Notes to the financial statements
for the year ended 31 December 2022**

17. Statement of funds

Statement of funds - current year

	Balance at 1 January 2022 £	Income £	Expenditure £	Balance at 31 December 2022 £
Unrestricted funds				
General Funds	209,890	205,279	(259,871)	155,298
	<u><u>209,890</u></u>	<u><u>205,279</u></u>	<u><u>(259,871)</u></u>	<u><u>155,298</u></u>

Statement of funds - prior year

	<i>Balance at 1 January 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 December 2021 £</i>
Unrestricted funds				
General Funds	<i>217,610</i>	<i>192,852</i>	<i>(200,572)</i>	<i>209,890</i>
	<u><u>217,610</u></u>	<u><u>192,852</u></u>	<u><u>(200,572)</u></u>	<u><u>209,890</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 2022**

18. Summary of funds

Summary of funds - current year

	Balance at 1 January 2022 £	Income £	Expenditure £	Balance at 31 December 2022 £
General funds	209,890	205,279	(259,871)	155,298

Summary of funds - prior year

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

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Total funds 2022 £
Current assets	188,249	188,249
Creditors due within one year	(32,951)	(32,951)
Total	155,298	155,298

Analysis of net assets between funds - prior year

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

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

Notes to the financial statements for the year ended 31 December 2022

20. Operating lease commitments

At 31 December 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	17,292	17,292
Later than 1 year and not later than 5 years	5,667	22,667
	22,959	39,959

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 2022.

No related party transactions took place in the prior year.