

## **(A) STRUCTURE, GOVERNANCE AND MANAGEMENT**

The branch is constituted as an unincorporated association. The Branch operates as an autonomous Branch of the National RSPCA subject to its rules for branches (as updated in 2012).

1

A committee, elected at the AGM governs the Branches, who are Trustees of the Branch. All Trustees are briefed on their responsibilities as trustees prior to their acceptance of the role. The trustees hold bi monthly meetings at which decisions are made. Day to day running of the shop is delegated to the Shop Manager.

The Branch operates within a national network of Organisations that pursue the same objectives and which are known collectively as the Royal Society for the Prevention of cruelty to Animals. The network comprises of separately registered Branches operating within a defined geographical area for the purpose of fundraising and the provision of animal care facilities and treatments. A regional structure also exists that is overseen on a national basis. This structure provides a team of specialist Inspectors and coordinates the policies and objectives of the Branches.

Representatives of the Branches, regional and national organisations meet on an annual basis as a forum to consider all issues affecting animal welfare; and to develop policies for the future pursuit of their common aims.

The Branch also has links to other organisations committed to the same objectives.

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

- Loss of reputation through error or fraud.
- Loss of income through error or fraud.
- Insufficient funds to cover the costs of animal welfare activities.

## **(B) OBJECTS, AND PUBLIC BENEFIT STATEMENT**

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

2

The Trustees have reviewed the outcomes and achievements of the Branch's charities aims and continue to deliver benefits to the public.

The Trustees have complied with the duty under the charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission which can be illustrated as follows:

- The Branch supports the local Inspectors by taking in, free of charge mistreated or abandoned animals including pets whose owners suffers ill health or financial difficulties or pass away.
- The Branch provides education, information, and advice, benefiting the public by promoting compassionate human sentiments towards animals.
- The Branch provides subsidised veterinary treatment for animals which are sick or injured and belong to local people on low incomes. This is achieved through a voucher scheme. During 2020 welfare vouchers were issued to the public with a value of £22,719 Thus benefiting those on means tested benefits by giving financial help to obtain veterinary care for companion animals.
- The Branch offers subsidised neutering and micro chipping of companion animals for owners on low income. This helps to control dog and cat populations and promotes responsible pet ownership.
- RSPCA Notts West Branch provides volunteering opportunities for those who wish to support our work including trusteeship, fundraising and shop volunteers. This benefits local people, schools, and companies by providing the possibility of doing work which is compassionate and rewarding.



### **(C) ACHIVEMENTS AND PERFORMANCE**

The Branch continues to provide financial assistance to members of the public in the Branch area.

Unfortunately, possibly due to the pandemic our membership has decreased slightly to 55.

The Charity shop continues to provide the majority of the Branch's funds.

The Branch over the previous two years has continued its difficult work in establishing an efficient system in this changing world with all the turmoil we have continued to give help to vulnerable pets in veterinary care and given help to our Inspectors when needed. Also giving a substantial amount of money in helping our Animal Shelter at Radcliffe on Trent.

The closure of our Charity shop was a blow to the cash flow of the Branch however the Branch received funding via the furlough scheme and a grant from the local district Council.

The Charity shop was closed for many months, the opportunity was taken to make several major improvements and maintenance to the building.

Prior to the lockdown we took the opportunity to purchase No.73 West Gate in addition to 75-79.

### **(D) FINANCIAL REVIEW**

The total incoming resources for the year amounted to £100,873. Expenditure in the year amounted to £108,554 Due to Covid it had been a challenging year with the Branch ending the year with a deficit of £7,681 the main reasons for this were the charity shop closure during the covid restrictions. Several government grants and the furlough scheme had helped keep the deficit low.

## **Reserve Policy**

It is the policy of the Branch to maintain the free reserves of the Branch, at a level equal to one years unrestricted expenditure. As the charity relies heavily on donations and legacies, both of which can fluctuate enormously from year to year to fund animal welfare work in the area. Free reserves at the year-end were 30 months. Trustees are of the opinion that the existing level of reserves is sufficient to meet any reduction in incoming resources in the next twelve months. Free reserves are defined as unrestricted funds not held as tangible assets.

The Branch holds reserves that are both restricted and unrestricted. Restricted reserves represent funds donated for a specific purpose, which cannot be used for anything other than the purpose for which they were donated. The total level of restricted funds is N/A

## **(E) FUTURE PLANS**

Continue to provide subsidised veterinary treatment for animals which are sick or injured and belong to local people on low incomes.

Carry out improvements to the shop to meet Health and Safety and Fire Safety requirements.

## **(F) STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

Law applicable to charities in England and Wales requires the Trustees to prepare the financial statements for each financial year, Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting practice ( United Kingdom Accounting Standards and applicable law) The financial statement by law to give a true and fair view of the state of affairs and the next incoming or outgoing resources of the charity for that period.

In preparing the financial statements, Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Branch will continue in operation.

5

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy, at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011.

They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the Charity and to prevent and to detect fraud and other irregularities.

So far as the Trustees are aware, there is no relevant audit information of which the auditors are unaware.

Additionally, the Trustees have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information

The Board of Trustees approved this report on 28<sup>th</sup> August 2021



Mr. B Hufton    Hon Branch Secretary



ROYAL SOCIETY FOR THE PREVENTION  
OF CRUELTY TO ANIMALS  
NOTTINGHAM WEST BRANCH

STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

CHARITY REFERENCE 255762

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

**Region:** North

**Branch:** Nottingham West

**Accounts to 31 December 2020**

**Person responsible for the preparation of these accounts**

**Name:** Mr P Harrison

**Address:** 27 Buttery Lane  
Skegby  
Sutton in Ashfield  
Nottinghamshire  
NG17 3DZ

**Telephone:** 01623 442673



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

**INDEX TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 3 to 5.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required 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;
- follow the procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all 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 us 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 comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



MR PHILLIP NICHOLSON  
STOPFORD ASSOCIATES LIMITED  
CHARTERED ACCOUNTANTS  
SYNERGY HOUSE  
7 ACORN BUSINESS PARK  
COMMERCIAL GATE  
MANSFIELD  
NOTTS  
NG18 1EX

Date 19th August 2021

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS**  
**ANNUAL REPORT OF THE COMMITTEE FOR THE YEAR TO 31 DECEMBER 2020**

Royal society for prevention of cruelty to animals is registered with the Charities Commissions (No 255862) and constituted by Deed of Trust.

The Charity is administered by a Committee, comprising:-

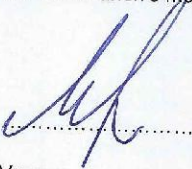
Chairman -	Mrs V Vasper
V Chairman -	Mr M Boyd
Secretary -	Mr B Hufton
Treasurer -	Mr P Harrison
Other Members -	Mrs K M Harrison, Mrs A Hufton, Mrs S Boyd, Mr P Wood and Mrs M Wood

The object of the charity is to promote kindness and prevent or suppress cruelty to animals.

The charity is run mainly on a voluntary basis and supplemented by a fully trained paid shop manageress.

**Financial summary**

The revenue account shows a deficit of £7,681 (2019 surplus £29,792) detailed in the Income and Expenditure account on page 4 of the financial statements, which has been transferred to reserves. The branch's major source of income is a charity shop.

  
.....  
Mrs V Vasper  
Chairman  
For and on behalf of the committee

19<sup>th</sup> August 2021  
.....

Date 19th August 2021



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

**BALANCE SHEET**

**AS AT 31 DECEMBER 2020**

	<u>Notes</u>	£	<u>2020</u> £	£	<u>2019</u> £
Funds					
General (accumulated fund)	1	£	<u>487,898</u>	£	<u>495,579</u>
Assets					
Tangible fixed assets	2		238,708		153,581
Current assets					
Cash and bank balances		254,625		350,622	
Current liabilities					
Creditors		<u>5,435</u>		<u>8,624</u>	
		£	<u>249,190</u> <u>487,898</u>	£	<u>341,998</u> <u>495,579</u>

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

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

	Notes	£	2020 £	£	2019 £
Income					
Sale of goods - shop			59,988		85,125
General					
Subscriptions and donations		1,003		2,995	
Bank and building society interest received		290		315	
Grants			1,293		3,310
Local authority		10154		-	
Coronavirus job retention scheme		4242		-	
Donations:			14396		-
Door to door collections		25,173		26,739	
Legacies		-		20,843	
General including collecting boxes		23		130	
Total income			£ 25,196		£ 47,712
			£ 100,873		£ 136,147
Expenditure					
Branch contribution			3,308		3,359
Branch emergency fund			5,000		-
Ratcliffe on Trent - Boarding costs			19,216		14,647
Homeless animal veterinary costs		22,719		23,548	
Occupation costs (kennels)		1,230		2,469	
Publicity and appeals			23,949		26,017
Publicity and advertising			4,677		5,765
Motor					
Depreciation		3,973		5,298	
Loss on sale		-		2,625	
General expenses		5,774		6,847	
Fixtures and fittings depreciation			9,747		14,770
Administration			614		338
Telephone and postage		1,150		830	
Other expenses(including shop)		40,893		40,629	
Total expenditure			£ 42,043		£ 41,459
			108,554		106,355
Surplus/(deficit) of income over expenditure	1		- 7,681		29,792
			£ 100,873		£ 136,147



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

**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**1. Funds**

	£
Balance at beginning of the year	495,579
Income for the year	<u>100,873</u>
Expenditure for the year	<u>596,452</u>
	<u>108,554</u>
Balance at end of the year	£ <u>487,898</u>

**2. Tangible Fixed Assets**

	Land & Buildings	Property Improvements	Van	Fixtures & Fittings	Total
<b>Cost</b>					
At 1st January 2020	135,767	11,739	28,255	7,422	183,183
Additions	87,543	-	-	2,171	89,714
At 31st December 2020	<u>223,310</u>	<u>11,739</u>	<u>28,255</u>	<u>9,593</u>	<u>272,897</u>
<b>Depreciation</b>					
At 1st January 2020	-	11,739	12,362	5,501	29,602
Charge for the year	-	-	3,973	614	4,587
At 31st December 2020	<u>-</u>	<u>11,739</u>	<u>16,335</u>	<u>6,115</u>	<u>34,189</u>
<b>Net book value</b>					
At 31st December 2020	<u>223,310</u>	<u>-</u>	<u>11,920</u>	<u>3,478</u>	<u>238,708</u>
At 31st December 2019	<u>135,767</u>	<u>-</u>	<u>15,893</u>	<u>1,921</u>	<u>153,581</u>

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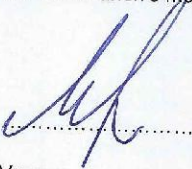
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