

**MILLSTREAM ANIMAL SHELTER  
YEAR ENDED 31 DECEMBER 2023**

**TRUSTEES' REPORT**

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31<sup>st</sup> December 2023.

**Reference and administrative details**

Charity number: 702953

Trustees: A.P. Hurst  
R. Pictor  
S. Hinde  
L. Milner  
M. Kasprowicz  
E. Griffith  
L. Cheetham

Registered Office: Millstream Lane  
Clayton Bridge  
Manchester  
M40 1QT

Independent Examiner: The Accountancy People  
Huddersfield Road  
Stalybridge  
Cheshire  
SK15 2QA

Bankers: Lloyds  
Cobden House  
12 Mosley Street  
Manchester  
M2 3AQ

**MILLSTREAM ANIMAL SHELTER  
YEAR ENDED 31 DECEMBER 2023**

**TRUSTEES' REPORT**

**Structure, Governance and Management**

Governing document

Millstream Animal Shelter was established by a trust deed dated the 19th of June 1990. It is registered as a charity with the Charity Commission. There are currently approximately 80 members.

Appointment of trustees

As set out in the Trust deed there can be a minimum of five and a maximum of ten trustees. Upon election trustees serve for three year term. All members are circulated with invitations to nominate trustees prior to the AGM. Generally trustees have been involved with the Shelter for some time and are aware of their rights and obligations as trustees and they are made aware of the plans and financial position of the charity upon appointment.

Organisation

The board of trustee's aims to meet regularly but all major decisions both financial and non-financial are discussed with all trustees before being put into effect.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and this review is regularly updated at management meetings. Where appropriate, systems or procedures have been established to mitigate the risks, both financially and non-financially.

**Objectives and activities**

The objects of the charity are

- To relieve the suffering and distress of cats and other animals by the provision of food, shelter and veterinary care for unwanted, sick or ill-treated animals and wherever possible provide good homes for them.
- To prevent the unwanted breeding of animals.
- To advance public education in the needs and proper care of animals.

In furtherance of the foregoing objects but not otherwise the Trust shall have the following powers:

- To establish and maintain a centre or centres for treating unwanted sick or ill-treated animals under veterinary advice.
- To undertake the sheltering of animals parted from their owners.
- To make arrangements for the adoption of animals and educate the public as to their responsibility towards animal ownership.
- To purchase animals where it is considered in the animals best interest to do so.
- To take veterinary advice when euthanasia is the only alternative.
- To arrange the neutering of animals by the veterinary surgeons.
- To co-operate with other organisations having a similar charitable objective.

### **Achievements and Performance**

We are presently operating with a regular staff of 6 plus a manager.

During year 2023 we rehomed 798 cats / kittens.

Again, many of our homes are initiated through our Facebook page which, whilst time saving in some respects, does involve our staff / trustees working out of hours with enquiries and calls.

Our Facebook appeals for food and shop donations have been phenomenal. We cannot thank our supporters enough for their response.

As the location being on site of our charity shop has become better known, along with the quality of our goods and our reasonable prices, so does its success go from strength to strength.

Times are very challenging in animal rescue, there are more and more pregnancies and unwanted and abandoned cats / kittens.

### **Plans for the future**

The trustees, as always, expect to be able to continue the Charity's activities in keeping with their objectives.

We continue to improve our site facilities.

Bearing in mind the Charity Commission guidance on public benefit the trustees are confident that our ongoing work in helping pet owners in all aspects of care fulfils the public benefit test.

## Reserves policy

The trustees have examined the charities requirements for reserves in the light of the main risk to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be approximately equal to 9 months' expenditure having regard also to any contingencies that might arise and any possible downturns in voluntary income. The planned increase in the level of reserves from 6 to 9 months expenditure has arisen from the generally depressed economic climate and the consequent adverse effect that this might have on future funding.

## Trustees' responsibilities

Charter law requires the trustees to prepare accounts that give a true and fair view of the state of affairs of the charity and of its income expenditure for financial year. In doing so the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the accounts comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations. 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.

MILLSTREAM ANIMAL SHELTER  
MILLSTREAM LANE  
CLAYTON BRIDGE  
MANCHESTER  
M40 1QT

**BY ORDER OF THE COMMITTEE**

.....  
ROSEMARY PICTOR

.....  
ADRIANNE HURST

DATED: .....