

**RSPCA MID LINCOLNSHIRE BRANCH
TRUSTEES ANNUAL REPORT AND
UNAUDITED FINANCIAL STATEMENTS
Year ended 31 December 2019**

Registered charity number 224482

**RSPCA MID LINCOLNSHIRE BRANCH
TRUSTEES ANNUAL REPORT AND
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Year ended 31 December 2019**

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RSPCA MID LINCOLNSHIRE BRANCH
TRUSTEES ANNUAL REPORT
Year ended 31 December 2019

1 Trustees

Trustees during the year were:

Mr H. Jones

Mrs C. Jones

Mrs S. Meakin (resigned 22 February 2019)

Miss P. Kemp

Mrs A. Farrell

Mr L Harry

Miss D Fritzsche

Miss J Clegg (appointed 4 March 2019)

Mrs C Read (appointed 8 April 2019)

Miss R Wilson (appointed 8 April 2019)

Mr M Mawer (appointed 8 April 2019)

2 Principal office

Lincoln Animal Welfare Centre, St Mark's Church Hall, St Mark's Street, Lincoln LN5 7BA.

Those wishing to contact the Trustees should write to the above address.

3 Status

The Charity is registered under the Charities Act 1960, Number 224482 and is governed by the branch rules for the Royal Society for the Prevention of Cruelty to Animals.

4 Objects and Public Benefit Statement

The RSPCA Mid Lincolnshire and Lincoln Branch is an unincorporated charitable association and a separately registered branch of the Royal Society for the Prevention of Cruelty to Animals (the Society), carrying out its direct animal welfare work our area.

The objects 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 particular reference to the branch, in accordance with the policies of the Society.

The Trustees have reviewed the outcomes and achievements of our objectives and activities for 2018, to ensure they remain focused on our charitable aims and continue to deliver benefits to the public.

We have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Commission.

We support our objectives by taking in sick, injured, abused, mistreated, unwanted and homeless animals from the Inspectors and members of the general public.

We rehabilitate these animals and when, well enough, rehome them through adoption.

We also offer financial welfare assistance to members of the public for their pets.

RSPCA MID LINCOLNSHIRE BRANCH
TRUSTEES ANNUAL REPORT
Year ended 31 December 2019

5 **REVIEW**

2019 was yet again another busy and exciting year for our branch, with 201 animals finding their wonderful new homes through the branch. This comprised 31 dogs, 135 cats, 17 rabbits and 18 other small animals.

Our Social Media and advertising capabilities have improved once more, with the addition of new and existing volunteers setting up branded advertising materials to support the existing 'Pet of the Day' campaign and additional campaigns, and this continues to grow in 2020. Possibly our most popular campaign, our Christmas Shoebox Appeal, continues to be well-supported in providing toys, treats, blankets and special Christmas gifts for our animals who are yet to find their new homes. I would like to thank everyone who supports this appeal, together with Dawn Fritzsche, Charlotte Childs, Lewis Harry and Charlotte Read who support me in acting as administrators for our Social Media pages – often responding at ungodly hours to messages from the public.

Our branch continued to be fortunate to work with Ruskington Kennels, who support the branch by caring for the animals within the branch at their private boarding establishment. As a branch, we continue to – on the most part – take in animals solely from the inspectors, with decisions for animal intake from the public made on a case-by-case basis. I would like to take this opportunity to thank Alistair, Georgia, Fiona and the rest of the Ruskington team for their hard work in supporting the branch in 2019.

Once again, we had several long-term dogs in our care in 2019, and the branch was delighted that Bob found his forever home at the beginning of this year, and in addition, that three of our long-term cats; Cagney, Lacey and Thelma, were able to find their perfect forever homes. It truly goes to show that sometimes it just takes a little bit of time to find the right homes for these companions.

A special thank you also goes to Moira, our cat fosterer and her husband Colin, who throughout 2019 worked tirelessly for the branch hand-rearing kittens. In June 2019, the branch took in the second set of abandoned kittens who had been found in a local pub, in exactly the same circumstances as those rescued in 2018. Without Moira's care and expertise in hand-rearing, we wouldn't have been able to give these kittens a chance.

I would once again like to thank Sue, our volunteer guinea pig fosterer, who works extremely hard for the branch – not just as our guinea pig fosterer – but also as a Deputy Shop Manager and home visitor. We also have a fantastic team of volunteer dog walkers who attended the kennels throughout the week to ensure our dogs receive long walks, socialisation and play time outside of the kennel environment. I would like to take this opportunity to thank these individuals – as someone who started out in this branch as a dog walker myself, I know how much time and effort it takes to visit the kennels in all weathers to ensure our wonderful dogs get this lovely time out, and as a committee, we are extremely grateful for the time and effort you these particular volunteers put in for them.

RSPCA MID LINCOLNSHIRE BRANCH
TRUSTEES ANNUAL REPORT
Year ended 31 December 2019

5 REVIEW (continued)

Our animals receive veterinary treatment from Quarrington Vets, Sleaford Vets and LincVet, and we are extremely grateful for the care the animals receive from these practices. I would also like to thank Ian from Pet to Vet who transported our animals from the kennels to the vets for their appointments throughout 2019.

In 2018 we worked closely with RSPCA Chesterfield, networking animals there to increase their opportunities of finding a home, as there is a larger footfall, or for those that require behavioural support. We continued to work with RSPCA Chesterfield in 2019, and I would like to thank Gary and the team there for their support. In return for the support from other branches, including the Radcliffe Animal Centre. As a branch, we try and support other branches if we have the capabilities to do so.

We continue to have a very good working relationship with the Inspectorate and other branches as a result of this supporting each other, and would like to thank Chief Inspector Becky Lowe and her team for their support.

Of course, with animals in our care, once they do find someone who wishes to give them a loving home, we are required to carry out a home visit to ensure their prospective new home is appropriate for them. We are extremely fortunate to have committed Home Visitors to carry out these processes, and I would like to thank these volunteers for carrying out such an important process in the animal's journey to finding their forever home – especially to those who travel out of our area.

The shops continue to be our main source of revenue although as a branch we still run at a loss. We have again received legacies in 2019 which have assisted us greatly. Thank you to Kim Drew, our Area Retail Manager, for all her hard work in organising and managing our Charity Shops - which we know is not an easy task.

In 2018, the branch purchased the Woodhall Spa shop and bungalow to enable us to continue to have a shop in Woodhall Spa. The bungalow had been put on the market throughout 2019 and as a branch we hope to secure a sale of this property in 2020. I would like to thank Angus Drew, Shop Manager, for his hard work at Woodhall Spa, as well as all the volunteers for their hard work in making the Woodhall Spa shop such a success.

Our Lambeth House shop which turned two in 2019 continues to be popular on the Ermine Estate, with thanks to Victoria and Lynda, our Shop Managers, Barbara and the volunteers at Lambeth House for their hard work throughout 2019.

Lastly, but certainly not least, I would like to take the opportunity to thank Angela, our Shop Manager; Sue and Sylvia – our Deputy Shop Managers; Yary – our Sales Assistant - and all our wonderful volunteers in our St Marks shop. The St Marks shop continues to be our 'hidden treasure' in Lincoln, and the team at St Marks – along with all the shop teams – work extremely hard in making these friendly and welcoming environments.

RSPCA MID LINCOLNSHIRE BRANCH
TRUSTEES ANNUAL REPORT
Year ended 31 December 2019

5 **REVIEW (continued)**

I have continued to volunteer as the Fundraising and Events co-ordinator for the branch throughout 2019; organising and managing the fundraising events for the branch. It is by no means an easy task, but as a branch in 2019, we successfully held Woof Fest – our newly branded Dog Show and Fun Day; A Night in the Enchanted Garden Black Tie Ball and two sponsored dog walks – ‘Walkies’ – for the branch. With special mentions to Paula, Haydn, Lewis and Rachel for their hard work in obtaining raffle prizes and sponsorship for our Black Tie Ball, and supporting me to ensure the event was a success, and a huge thank you to Dawn for designing our wonderful posters to help spread the word of our wonderful events. I would also like to take this moment to thank all the businesses who have sponsored our events, ensuring that we can increase our income.

I would like to say thank you to Charlotte Childs, our Branch Administrator, who continued to be on the front line for the branch throughout 2019 and deals with many challenges on a daily basis - in coordinating the animal intake, liaising with the public, and so much more. Charlotte works over and above her call of duty, and is a huge support – not only to myself and the committee, but also to the branch – continuing to assist in the recruitment of volunteers and the day to day administration for the branch.

I would like to thank my fellow trustees: Dawn, Carla, Lewis, Haydn, Penny, Jo, Mike, Charlotte Read and Rachel for their continuous hard work, support and commitment to the branch – which is often overlooked – and to Kim Forman, our Business Support Specialist, who is a great support to the branch and to the committee in ensuring the best decisions are made.

As always, there were changes to the Committee during 2019 – Sandra resigned following a successful Chairmanship for several years, and Jo, Mike, Charlotte Read and Rachel joined the committee as Trustees bringing a wealth of experience in Animal Care, Human Resources and Administration. Thank you Sandra for your hard work as a Trustee and Chair, and a special thank you to Penny, who as Treasurer, has once again worked tirelessly throughout 2019; and to Dawn who took on the role as Vice-Chair to assist me in the hard work behind the scenes. I look forward to working with the committee going forward in 2020. I also would like to take this opportunity to thank Paula, Animal Collection Officer, who despite working for RSPCA, continues to support the branch as a volunteer at events.

As a result of the Covid 19 pandemic and its effect on the country’s financial position I am sure that 2020 will be a challenging time. I am confident that our many supporters and volunteers will enable this branch to continue its fantastic (and hard) work for the animals in our area.

Without the support of our staff and volunteers – whether you work in our shops, help at fundraising events, complete home visits, sit as a trustee, visit our shops as a customer, or attend our events as a supporter, we simply couldn’t continue the work we do for the animals in our care. On behalf of our animals, I thank you very much.

**RSPCA MID LINCOLNSHIRE BRANCH
TRUSTEES ANNUAL REPORT
Year ended 31 December 2019**

6 ADVISORS

The bankers are HSBC, 221 High Street, Lincoln,
National Westminster bank, 225 High Street, Lincoln
The Cooperative bank, 16 Saltergate, Lincoln
Barclays bank, Lincoln

BY ORDER OF THE TRUSTEES

Mrs A Farrell
Chair
Date: 21 July 2020
Lincoln

RSPCA MID LINCOLNSHIRE BRANCH
Independent Examiner's Report to the Trustees of
"RSPCA Mid Lincolnshire Branch"

I report on the accounts of the Charity for the year ended 31 December 2019 which are set out on pages 7 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with Regulation 31 of the Charities (Accounts and Reports) Regulations 2011. 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's trustees as a body for my work, for this report, or for the statement I have made.

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

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

H J Hancock
Certified Accountant
Gainsborough
Dated 21 July 2020

**RSPCA MID LINCOLNSHIRE BRANCH
RECEIPTS AND PAYMENTS ACCOUNT
Year ended 31 December 2019**

	Notes	2019		2018	
		£	£	£	£
Receipts					
Legacies		22,657		55,598	
Subscriptions, donations and gift aid		46,307		60,784	
Contributions to veterinary costs		0		55	
Charity shops		149,355		128,602	
Fund raising		<u>12,235</u>		<u>16,331</u>	
			230,554		261,370
Payments					
Shop purchases		20		135	
RSPCA branch services	2	122,526		136,924	
Administration costs	3	<u>118,363</u>		<u>119,392</u>	
			240,909		256,451
Surplus of receipts over payments			<u>(10,355)</u>		<u>4,919</u>
Depreciation			1,323		1,382
(Deficit) Surplus for the year			<u>(11,678)</u>		<u>3,537</u>
Funds brought forward			351,224		347,687
Funds carried forward			<u><u>339,546</u></u>		<u><u>351,224</u></u>

The charity received no restricted funds during the year.
All amounts relate to continuing operations.

RSPCA MID LINCOLNSHIRE BRANCH
STATEMENT OF ASSETS AND LIABILITIES
Year ended 31 December 2019

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	4		255,266		258,489
Current monetary assets					
Cash at bank and in hand		77,517		84,814	
VAT claims outstanding		<u>6,763</u>		<u>7,921</u>	
			84,280		92,735
NET ASSETS			<u><u>339,546</u></u>		<u><u>351,224</u></u>
Funds of the charity unrestricted	5		<u><u>339,546</u></u>		<u><u>351,224</u></u>

These accounts were approved by the Trustees on 21 July 2020 and signed on their behalf by:

Mrs A Farrell
Chair

RSPCA MID LINCOLNSHIRE BRANCH
NOTES TO THE ACCOUNTS
Year ended 31 December 2019

1 Accounting policies

Basis of preparation

The financial statements have been prepared on the receipts and payments basis and take no account of debtors or creditors at the year end.

Depreciation

Assets are included at historic cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property improvements	10% reducing balance
Freehold property	Not depreciated
Equipment	10% reducing balance
Computer equipment	33% reducing balance
Motor vehicles	25% reducing balance

Reserve policy

The reserve policy is to maintain a level of unrestricted funds that will enable the charity to ensure continuity of activity. Designated funds are funds set aside for specific capital commitments.

2 RSPCA BRANCH SERVICES	2019	2018
	£	£
Contribution to HQ	551	1,313
Boarding kennels	48,953	48,183
Animal welfare	223	2,788
Veterinary costs	52,856	55,446
Animal feed and waste	7,196	8,922
Vaccines and medicines	0	0
Animal transport	5,625	5,540
Animal Miscellaneous	1,609	4,533
Fund raising	5,513	10,199
	122,526	136,924

RSPCA MID LINCOLNSHIRE BRANCH
NOTES TO THE ACCOUNTS
Year ended 31 December 2019

3	ADMINISTRATION COSTS	2019	2018
		£	£
	Wages and salaries	80,241	69,339
	Printing, stationery and advertising	2,550	2,722
	Rent	5,500	8,342
	Light, heat, water and telephone	9,543	6,756
	Centre repairs and maintenance	9,509	14,554
	Shop repairs and maintenance		0
	Insurance	1,065	700
	Accountancy fees	1,032	1,175
	Legal fees	0	608
	Expenses and sundries	661	1,218
	Van expenses	1,836	1,537
	Bank charges	731	665
	Bungalow expenses	5,695	11,776
		<u>118,363</u>	<u>119,392</u>

The charity has one paid administrator and nine paid shop employees. The charity extends its thanks to the significant levels of voluntary help received during the year.

Neither the Trustees or any persons connected with them receive any remuneration. Expenses reimbursed to Trustees during the year amounted to £ Nil (2018: £950)

4	TANGIBLE FIXED ASSETS						
	Property Imps	Freehold property	Equip- ment	Motor vehicles	Computer equipt	Total	
	£	£	£	£	£	£	
	Cost						
	At 1 January 2019	8,949	248,146	15,651	2,250	2,295	277,291
	Additions	0	(1,900)	0	0	0	(1,900)
	Disposals	0	0	0	0	0	0
	At 31 December 2019	<u>8,949</u>	<u>246,246</u>	<u>15,651</u>	<u>2,250</u>	<u>2,295</u>	<u>275,391</u>
	Depreciation						
	At 1 January 2019	6,048	0	9,795	1,301	1,658	18,802
	Charge for the year	290	0	586	237	210	1,323
	At 31 December 2019	<u>6,338</u>	<u>0</u>	<u>10,381</u>	<u>1,538</u>	<u>1,868</u>	<u>20,125</u>
	Net book value						
	At 31 December 2018	2,901	248,146	5,856	949	637	258,489
	At 31 December 2019	<u>2,611</u>	<u>246,246</u>	<u>5,270</u>	<u>712</u>	<u>427</u>	<u>255,266</u>

RSPCA MID LINCOLNSHIRE BRANCH
NOTES TO THE ACCOUNTS
Year ended 31 December 2019

5 FUNDS -unrestricted	Revenue reserves	Designated fund Charity shop expension	Total
	£	£	£
At 1 January 2019	351,224	0	351,224
Surplus for the year	(11,678)	0	(11,678)
Transfer between funds	0	0	0
At 31 December 2019	<u>339,546</u>	<u>0</u>	<u>339,546</u>