

**RSPCA West Dorset Branch**  
**Annual Report and Unaudited Financial Statements**  
**For the Year Ended 31 December 2017**  
**Charity Registered in England and Wales Number: 248616**

# RSPCA West Dorset Branch

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For the Year Ended 31 December 2017

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## RSPCA West Dorset Branch

Reference and Administrative Details  
For the Year Ended 31 December 2017

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<b>Trustees</b>	Geoff Matthews Angela Smith Cathy Briggs Julie Burgess Graham Burrridge Katrina Dunn Colette Weston Paul Weston	Chair Treasurer
<b>Key management personnel</b>	Tessa Every Cara Watts	Taylor's Centre Manager Taylor's Centre Deputy Manager (From 22 April 2017)
<b>Charity Number</b>	248616	
<b>Principal Address and Registered Office</b>	PO Box 5460 Weymouth Dorset, DT3 6WH	
	Website: <a href="http://www.westdorsetrspca.org">www.westdorsetrspca.org</a> Email: <a href="mailto:mail@westdorsetrspca.org">mail@westdorsetrspca.org</a>	
<b>Branch (runs and owns)</b>	Taylor's Re-homing Centre Higher Dairy Kingston Maurward College Dorchester Dorset, DT2 8PY	
	Email: <a href="mailto:taylor@westdorsetrspca.org">taylor@westdorsetrspca.org</a>	
<b>Independent Examiner</b>	Paul Hake FCCA Albert Goodman LLP Mary Street House Mary Street Taunton Somerset TA1 3NW	
<b>Bankers</b>	Lloyds, 92 St Mary Street, Weymouth, Dorset, DT4 8PA	
<b>Investment Managers</b>	Charles Stanley, 6B The Square, Wimborne BH21 1JA	
<b>Employment Advisors</b>	Croner, Croner House, Wheatfield Way, Hinckley LE10 1YG	
<b>Legal Advisors</b>	Clarke Willmott, 1 Georges Square, Bath St, Bristol BS1 6BA	
<b>RSPCA National Society</b>	Wilberforce Way, Southwater, Horsham, West Sussex, RH13 9RS Cruelty line: 0300 1234 999 Advice line: 0300 1234 555 Website: <a href="http://www.rspca.org.uk">www.rspca.org.uk</a>	

## **RSPCA West Dorset Branch**

### **Trustees' Report**

For the Year Ended 31 December 2017

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The Trustees' present their report and accounts for the year ended 31 December 2017. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements, comply with the Charity's governing document, applicable law and the requirement of the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP FRS 102) (implemented 1 January 2015).

### **Trustees**

The Trustees serving during the period and since the period end are as follows:

- Geoff Matthews
- Julie Burgess
- Colette Weston
- Paul Weston
- Cathy Briggs
- Graham BurrIDGE (Appointed 18 May 2017)
- Katrina Dunn (Appointed 15 March 2018)
- Angela Smith (Appointed 15 March 2018)
- Susan Simmonds (Resigned 4 August 2017)
- Susan Stow (Resigned 4 August 2017)
- Carol Canfield Evans (Resigned 4 August 2017)
- Tammy Barker (Appointed 18 May 2017 & resigned 4 August 2017)
- Michael Barker (Appointed 18 May 2017 & resigned 24 May 2017)
- Sarah MacKay (Appointed 4 August 2017 & resigned 1 October 2017)

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and public benefit statement**

We promote the work and objects of the national RSPCA, being to prevent cruelty, promote kindness, and to alleviate the suffering of animals, in the West Dorset and Axminster (Devon) area.

### **Our charitable activities**

1. We take in to care and rehome unwanted and stray pets through "Taylors Rehoming Centre".
2. We assist pet owners in the Branch area who are on low incomes with payment for veterinary treatment.
3. We promote the work and objects of the National RSPCA - to promote kindness and to prevent or suppress cruelty to animals by all lawful means. We support the work of local RSPCA Inspectors.

### **Objectives and public benefit statement**

- 1 The RSPCA West Dorset 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 animal rehoming and direct animal welfare work, in West Dorset and Axminster (Devon) area.
- 2 The objectives of the Branch are to promote the work and objectives of the Society – to promote kindness and to prevent or suppress cruelty to animals by all lawful means – with particular reference to the area of the Branch, in accordance with the policies of the Society.

## **OBJECTIVES AND ACTIVITIES continued**

- 3 The trustees have reviewed the outcomes and achievements of our objectives and activities for the year, 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.

### **Advancement of animal welfare**

- 1 Under the Charities Act 2011, the advancement of animal welfare is recognised as a distinct statutory charitable purpose. This legislation and the Animal Welfare Act of 2006 indicate an acceptance by society that treating living creatures with compassion has a moral benefit for the public as a whole. Whilst this public benefit is clear, it is sometimes difficult to quantify and must be balanced against any detriment.
- 2 The Branch's animal welfare work and rehoming, although local in nature, benefits society at large, and also aims to help people in need with the care of their animals. The next section of this report highlights the Branch's main activities and demonstrates the benefit provided to the public (in bold). All our charitable activities, as described in more detail in the following pages of this report, focus on promoting kindness and preventing or suppressing cruelty to animals and are undertaken to further these purposes for the public benefit.

### **Charitable activities pursued for the public benefit**

1. We support our local Inspectors by taking in, free of charge, mistreated or abandoned animals, including pets whose owners suffer ill health or financial difficulties or pass away. *The Society's Inspectorate (as well as providing education, information and advice) 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' part of the RSPCA objects, and promotes humane sentiments towards animals which involves moral benefit to humankind as a whole.*
2. We provide subsidised veterinary treatment for animals which are sick or injured and belong to local people on low incomes. We do this through our Welfare scheme. *This work benefits those on means tested benefits by giving them financial help to obtain care for companion animals in need of veterinary treatment.*
3. We provide subsidised neutering and microchipping of companion animals for those in the Branch area on low incomes. We do this through our Welfare scheme. *This work helps to control dog/cat populations through neutering and benefits those on means tested benefits by giving them financial help to neuter and microchip companion animals, thereby promoting responsible pet ownership.*
4. Animals in our care receive veterinary treatment, vaccination, neutering, micro-chipping and are assessed for rehoming. *This work helps to control the incidence and spread of disease and suffering through vaccination and neutering.*
5. We rehome animals in need at low cost to people willing and able to have a companion animal. *Whilst we recognise that companion animals provide measurable benefits to people's physical and mental health, we consider the provision of pets as subsidiary to the main charitable aim of this service, which is to reduce animal suffering. Our policy to charge a reasonable adoption fee for animals aims to highlight the ongoing personal and financial commitment of pet ownership. It would not be in the best interests of animals, and therefore would fall outside our objectives, to rehome to those who could not afford them.*

## RSPCA West Dorset Branch

### Trustees' Report

For the Year Ended 31 December 2017

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#### OBJECTIVES AND ACTIVITIES continued

6. We take in, free of charge, lost animals and take steps to reunite them with owners. *This work benefits our local community (including local authorities) by preventing animals straying and posing a risk to themselves and to people through road traffic accidents.*
7. We respond to enquiries (both direct and via the Society's national call centre) from the public about animals locally. *The public benefits from knowing that we can intervene to assist animals in need.*
8. We offer free animal care advice at our rehoming centre. *The public benefits through the promotion of responsible pet ownership.*
9. Within the terms of our governing document, we support the National Society, other RSPCA branches and local wildlife sanctuaries which provide local places of shelter, saving the animals from long journeys to RSPCA wildlife sanctuaries.
10. We provide volunteering opportunities for those who wish to support our work, including trusteeship, fostering and fundraising. *This benefits local people and companies by providing the possibility of doing work which is compassionate and rewarding.*

#### Aims and Objectives

- To build on the success of Taylor's by maximising the numbers of animals re-homed.
- To assist with veterinary bills for pet owners on low incomes within a set budget.
- To support the Inspectorate by taking in National RSPCA generated animals.
- To increase fundraising revenue and responsibly manage expenditure.
- To promote and maintain our charity shops in Dorchester, Bridport and Sherborne.
- To consider and plan the future of our rehoming facilities.

#### Strategies to achieve Aims and Objectives

- To take full advantage of all fundraising and promotional opportunities.
- To hold an "Open Day" at Taylor's.
- To increase fundraising efforts throughout the Branch area by holding a variety of events.
- To seek to encourage legacies to the Branch.
- To maximize publicity and public awareness of the work of the Branch.

#### ACHIEVEMENT AND PERFORMANCE

##### Fundraising

2017 was a more challenging year for our four charity shops. Our Bridport shop continued to perform well, making a profit of just over £20,000. Dorchester made a smaller profit of just over £5,500, whilst both Axminster and Sherborne, unfortunately, failed to make a significant profit. The Trustees carefully considered the future profitability of the Axminster shop and regrettably the decision was taken to close at the end of 2017. Careful consideration will be given to the future of the Sherborne shop in the light of ever increasing operating costs. The profits made by our shops remain our most important source of regular income and the trustees will constantly review the performance of the three remaining shops and endeavour to maximise the revenue from both donated and new goods.

The Branch received legacy income of £77,729 during the year and this was our most significant source of income. As ever, we are extremely grateful for the generosity of our donors, and committed to ensure that the legacy income we receive is spent for the maximum possible benefit for the animals in our care. In addition to this, the Branch received £1,738 from Funeral Donations.

## RSPCA West Dorset Branch

### Trustees' Report

For the Year Ended 31 December 2017

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#### ACHIEVEMENT AND PERFORMANCE continued

Income is generated at Taylors Rehoming Centre through homing donations, sale of food, litter and other goods, holiday boarding for animals rehomed from Taylors, pen sponsorship, general donations and fundraising events. Total income generated by Taylors in 2017 was £32,116. In addition to this, income from the "Friends of Taylors" and regular standing orders brought in £3,481. The Open Day at Taylors, which is held every August, raised the £3,265, which was the highest amount ever. The Trustees are extremely grateful for the dedication of Tess, Cara and the team at Taylors.

£24,761 was received from RSPCA Headquarters in respect of the national house to house fundraising initiative. The Branch itself does not carry out house to house fundraising, but we are very grateful for the proportion of funds raised which are passed to the Branch as a result the National RSPCA initiative.

Our investments generated £14,416 in interest and dividends. The Trustees closely monitor the performance of our investment portfolio and endeavour to maximise income with minimal risk to capital. The value of our investment portfolio on 31 Dec 2017 was £408,562. The portfolio profile is Medium/Low Risk with an investment objective of "Income over Growth".

We were able to reclaim £2,779 in Gift Aid in 2017. We are grateful for our donors who kindly elect to allow us to claim Gift Aid on their donations, and also for all small cash donations, which are eligible for Gift Aid payments under the GASDS scheme.

Our static collection boxes throughout the Branch area, brought in £1,074. We would like to thank the shops and business who kindly allow us to keep collection boxes on their premises, and to the volunteers who kindly manage them.

Fundraising events were held in Bridport, Dorchester and Sherborne, at Taylors Rehoming Centre and at the Dorset County Show. The profitability of events such as Fairs and Stalls is always extremely weather dependant. Unfortunately the weather was not in our favour at the County Show or the Bridport Autumn Fair, but nevertheless all of our Fundraising events brought in a profit.

#### Performance

The income generated by the Branch is used to meet the three main charitable objectives of the Branch set with regards to public benefit.

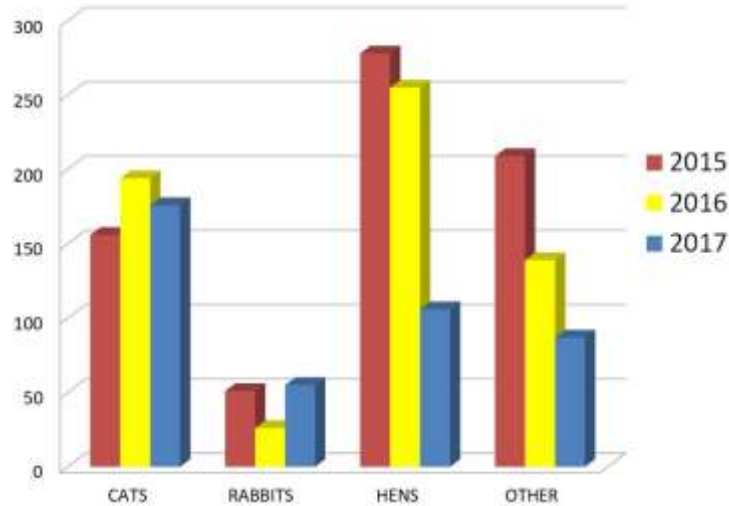
#### **1. We take in to care and rehome unwanted and stray pets through "Taylors Rehoming Centre".**

Taylors total running costs for 2017 were £171,567. The below table shows the number of animals rehomed in the past three years.

Re-homing: Numbers of animals re-homed by Taylor's

	CATS	RABBITS	HENS	OTHER
2015	156	51	278	209
2016	194	26	255	139
2017	176	55	106	87

**ACHIEVEMENT AND PERFORMANCE continued**

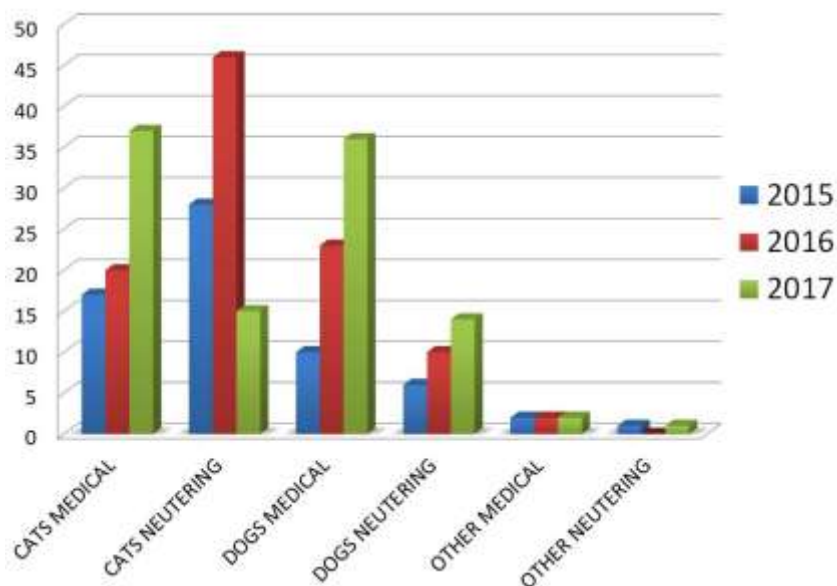


**2. We assist pet owners in the Branch area who are on low incomes with payment for veterinary treatment.**

The total cost of Welfare expenditure was £3,962. The below table shows the number of animals assisted by our welfare activity over the past three years.

Welfare : Veterinary procedures financially assisted by the Branch

	CATS		DOGS		OTHER	
	MEDICAL	NEUTERING	MEDICAL	NEUTERING	MEDICAL	NEUTERING
<b>2015</b>	17	28	10	6	2	1
<b>2016</b>	20	46	23	10	2	0
<b>2017</b>	37	15	36	14	2	1





## RSPCA West Dorset Branch

### Trustees' Report

For the Year Ended 31 December 2017

#### ACHIEVEMENT AND PERFORMANCE continued

3. ***We promote the work and objects of the National RSPCA - to promote kindness and to prevent or suppress cruelty to animals by all lawful means. We support the work of local RSPCA Inspectors.***

During 2017 we supported and advertised the “Love Animals, Hate Cruelty” campaign, “Black Cat Awareness Day” and “Rabbit Awareness Week” during which we invited people to Taylors Rehoming Centre to learn more about rabbits and talk about enrichment. The Branch increased the use of social media to promote national campaigns.

Taylors took in 73 cats, 94 small animals and 57 rabbits from local RSPCA Inspectors. Additionally, we took in 63 small animals from a small flat in a neighbouring Branch area.

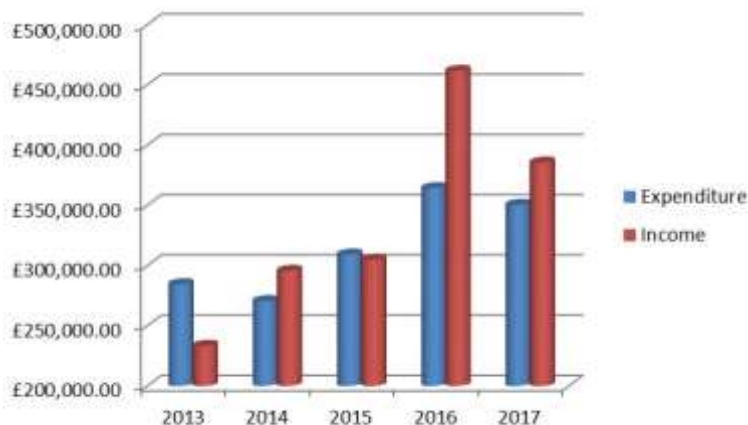
#### FINANCIAL REVIEW

The Branch received income from donations and legacies totalling £147,024 during the year compared with £224,420 in 2016. Income from other trading activities totalled £220,166 (2016: £224,108) and investment income was £15,572 (2016: £13,164). Total income for the year fell to £382,762, compared with £461,692 in 2016, mainly due to the decrease in legacy income.

Total expenditure decreased slightly to £361,442 (2016:- £364,344). After accounting for net investment gains of £8,166 (2016:- £19,086), the net income for the year was £29,486.

#### INCOME 2017 - £382,762

#### EXPENDITURE 2017 - £361,442



#### Our Financial Reserves policy

As 31 December 2017, total funds stood at £759,286. Of this, £545,473 represents free reserves available to the Branch, equivalent to 18 month's current expenditure. The Branch aims to ensure that the financial reserves at any one time would cover at least twelve months predicted expenditure. This is to protect the Branch from fluctuations in income in order that levels of service provided for the welfare of local animals may be maintained in the event of a reduction in incoming resources. Reserves, in this context, means funds that are freely available for the Branch's general purposes after all commitments have been met and excludes fixed assets. Of the free reserves mentioned above, the trustees have designated the investment portfolio of £408,562 towards the long term aim of providing a new Centre with additional facilities for the rehoming of dogs should funding allow.

## **RSPCA West Dorset Branch**

### **Trustees' Report**

For the Year Ended 31 December 2017

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#### **FINANCIAL REVIEW continued**

If the financial reserves substantially exceed eighteen months predicted expenditure at any one time, the trustees will seek to increase and expand the animal welfare activity of the Branch.

In addition to free reserves the Branch also holds additional restricted funds totalling £158,932 at 31 December 2017. These funds have been donated for a specific purpose – Taylors Rehoming Centre - and cannot be used for anything other than the purpose for which they were donated.

In recent years a large part of the Branch income has been legacy related and whilst the trustees do all they can to encourage legacies to the Branch, by its very nature legacy income cannot be predicted

#### **FUTURE PLANS**

In 2018 the Trustees aim to maximise the profitability of the three shops via constant review and implementation of new marketing strategies, including 'Best Practice' from our most profitable shop and making use of professional advice. The performance of all shops will be closely monitored. Legacies will be promoted via leaflets and contact with local solicitors. The Branch will seek to hold as many individual fundraising events as resources allow. Use of social media will be increased to promote the work of the Branch. Taylors Rehoming Centre will maintain excellent standards of care and will maximise use of advertising to rehome animals.

The Trustees will continue to consider the future of the Branch rehoming facilities upon expiration of the lease of Taylors Rehoming Centre in 2029. If funding allows, the Trustees will seek to explore the long term aim of providing a new Centre with additional facilities for the rehoming of dogs. This is unlikely to prove possible unless the Branch receives very substantial legacy income.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is a branch of the South West Regional and National RSPCA and was registered on 13 July 1966 (number 248616). It is governed by the RSPCA Branch model rules and subject to the overall supervision of the RSPCA, but otherwise manages its own affairs and finances independently.

The charity is run by the branch committee whose members are the charity's trustees. The Committee is elected by branch members at the AGM (7 to 14 trustees), or may be co-opted by the existing committee if they have particular skills required; up to 3 trustees may be co-opted in a year. Candidates for election at the AGM must be nominated by two eligible branch members and must receive in excess of 50% of the votes of those eligible members who are present and who vote at the AGM. To stand for election at the AGM, or to exercise voting rights, individuals must have been members of the branch for at least 3 clear calendar months. A declaration of willingness to act must be completed and signed before being eligible to vote at meetings.

Induction and training is covered by the provision of information packs and booklets from the National Society and the Charity Commission, as well as guidance and training from existing committee members.

There are three lead officer posts, Chairman, Treasurer and Secretary, and additionally nominated trustees take a lead responsibility for such things as line management of the re-homing centre, shops and website management.

Trustees receive support and advice from the Branch Support Specialist (from the South West Regional RSPCA) who attends branch committee meetings and is always on hand to offer guidance.

## **RSPCA West Dorset Branch**

### **Trustees' Report**

For the Year Ended 31 December 2017

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT continued**

Additionally one trustee is elected to the South West Regional Board, which meets on a regular basis to agree and assess campaigns, networking and home visiting schemes, and receives information on Inspectorate issues.

Matters that require a vote must be proposed and seconded by individual trustees and all trustees present at the meeting have one vote. The Chairman of the meeting is not eligible to vote unless in the case of the tie, in which case the vote of the Chairman is the deciding vote.

The trustees are legally required to draw up and implement a Risk Management Strategy. Once it is in operation daily implementation can be delegated, but the final responsibility lies with the trustees, who are liable for any infringement. Our very comprehensive Risk Management Strategy has been put in writing and made available to our Independent Examiner. The Strategy is reviewed and updated regularly.

#### **Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 the income and expenditure of the charity 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 in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material 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 business.

The trustees are responsible for maintaining proper accounting records which 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/constitution. 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.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees on 17 May 2018.

G Matthews  
Chair

## **RSPCA West Dorset Branch**

Independent Examiner's Report to the Trustees  
For the Year Ended 31 December 2017

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### **Independent examiners report to the Trustees of *RSPCA West Dorset Branch***

I report to the trustees on my examination of the accounts for RSPCA West Dorset Branch ("the charity") for the year ended 31 December 2017.

#### **Responsibilities and basis of report**

As the charity 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 comply with these records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the 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.

Paul Hake FCCA  
for and on behalf of  
Albert Goodman LLP  
Chartered Accountants

Mary Street house  
Mary Street  
Taunton  
Somerset  
TA1 3NW

Date: 23 May 2018

**RSPCA West Dorset Branch**

## Statement of Financial Activities (including the Income and Expenditure Account)

For the Year Ended 31 December 2017

	Note	Unres- tricted £	Res- tricted £	Total 2017 £	Unres- tricted £	Res- tricted £	Total 2016 £
<b>Income:</b>							
Donations and legacies	2	126,291	20,733	147,024	204,663	19,757	224,420
Income from other trading activities				-			
Trading income	3	219,297	-	219,297	207,181	15,068	222,249
Other fundraising income		869	-	869	1,859	-	1,859
Investments	4	15,572	-	15,572	13,164	-	13,164
<b>Total income</b>		<b>362,029</b>	<b>20,733</b>	<b>382,762</b>	<b>426,867</b>	<b>34,825</b>	<b>461,692</b>
<b>Expenditure:</b>							
Costs of raising funds							
Investment manager's fees		2,332	-	2,332	2,118	-	2,118
Trading expenditure	3	165,624	-	165,624	165,317	930	166,247
Other fundraising and publicity costs		4,110	-	4,110	3,635	137	3,772
Expenditure on charitable activities	5	131,518	57,858	189,376	133,048	59,159	192,207
<b>Total expenditure</b>		<b>303,584</b>	<b>57,858</b>	<b>361,442</b>	<b>304,118</b>	<b>60,226</b>	<b>364,344</b>
<b>Net income/(expenditure) before other recognised gains/(losses)</b>		<b>58,445</b>	<b>(37,125)</b>	<b>21,320</b>	<b>122,749</b>	<b>(25,401)</b>	<b>97,348</b>
Realised (losses)/ gains on disposal of investments		(315)	-	(315)	2,247	-	2,247
Unrealised gains on investments		8,481	-	8,481	16,839	-	16,839
<b>Net movement in funds</b>		<b>66,611</b>	<b>(37,125)</b>	<b>29,486</b>	<b>141,835</b>	<b>(25,401)</b>	<b>116,434</b>
<b>Reconciliation of funds</b>							
Total funds brought forward	12	533,743	196,057	729,800	391,908	221,458	613,366
<b>Total funds carried forward</b>		<b>600,354</b>	<b>158,932</b>	<b>759,286</b>	<b>533,743</b>	<b>196,057</b>	<b>729,800</b>

The statement of financial activities has been prepared on the basis that all operations are continuing operations.

There were no gains or losses arising in the period that are not shown above.

The statement of financial activities incorporates the income and expenditure account.

**RSPCA West Dorset Branch**  
 Balance Sheet  
 As at 31 December 2017

			2017 £	2016 £
	<b>Note</b>			
<b>Fixed assets</b>				
Tangible fixed assets	8	154,262	176,836	
Investments	9	408,562	402,865	
		<u>562,824</u>	<u>579,701</u>	
<b>Current assets</b>				
Stock		5,977	3,547	
Debtors	10	19,854	16,741	
Cash at bank and in hand		182,096	142,973	
		<u>207,927</u>	<u>163,261</u>	
<b>Liabilities</b>				
Creditors falling due within one year	11	(11,465)	(13,162)	
Net current assets			<u>196,462</u>	<u>150,099</u>
<b>Total net assets</b>			<u><u>759,286</u></u>	<u><u>729,800</u></u>
<b>The funds of the charity:</b>				
<b>Restricted funds</b>				
	12		158,932	196,057
<b>Unrestricted funds</b>				
General	12	191,792	533,743	
Designated		408,562	-	
<b>Total unrestricted funds</b>			<u>600,354</u>	<u>533,743</u>
<b>Total charity funds</b>			<u><u>759,286</u></u>	<u><u>729,800</u></u>

The financial statements were approved by the Board of Trustees on 17 May 2018 and signed on their behalf by:

G Matthews  
 Chair

**1 Accounting policies**

The principle accounting policies adopted in the preparation of the financial statements are:

**1.1 Basis of accounting**

The financial statements have been prepared in £ sterling on the historical cost basis and 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) (effective 1 January 2015) – (Charities SORP FRS 102).

The charity 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 note(s).

**1.2 Income**

Income from donations is recognised on a cash basis, in the year the income is physically received, except when the donors specify that they must be used in future accounting periods or donor conditions have not been fulfilled, then the income is deferred.

Bequests and legacies are included when entitlement is established, it is probable that the amount will be received, and the amount receivable can be estimated with sufficient accuracy.

Income from grants is recognised in the year in which they are receivable. Grants without performance conditions are presented within donations and legacies and within charitable activities when performance criteria apply.

Income from other trading activities includes income relating to fundraising and is included in the Statement of Financial Activities when receivable.

Income from the shops are recognised at the point of sale. Goods donated for resale are included as trading income when sold. The value of services provided by volunteers has not been provided.

Income from investments constitutes dividends and bank interest and is recognised in the year to which it relates to.

**1.3 Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

The charity's operating costs include rehoming and welfare costs, shop and other trading expenses and expenditure on publicity and fundraising. These are allocated to 'costs of raising funds' and 'expenditure on charitable activities' in the statement of financial activities as appropriate. Indirect support costs and governance costs are included under charitable activity expenditure.

**1.4 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life as follows:

Rehoming Centre building	25 years straight line
Shed and pens	5 years straight line
Shop fittings and equipment	5 years straight line
Other furniture and equipment	5 years straight line
Motor vehicles	3 years straight line

Tangible fixed assets for use by the charity are capitalised where the cost is greater than £100 and their expected useful life exceeds one year.

**1.5 Investments**

Investments are recognised initially at fair value which is normally the transaction price (excluding transaction costs). Subsequently, investments are held at market value, with all realised and unrealised gains and losses passing through the Statement of Financial Activities.

**1.6 Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items. Stock is calculated on a first in, first out basis.

In line with the charities SORP FRS 102, it is considered that the costs of valuation of goods donated for resale outweighs the benefits to users of the financial statements and therefore donated goods are recognised when sold.

**1.7 Debtors**

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

**1.8 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.

**1.9 Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.



## **RSPCA West Dorset Branch**

### Notes to the Financial Statements

For the Year Ended 31 December 2017

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#### **1.10 Fund accounting**

Funds held by the charitable company are one of the following types:-

- Unrestricted general funds – these funds can be used in accordance with the charitable objects at the discretion of the Trustees.
- Designated funds – these funds are set aside out of unrestricted general funds for specific future purposes, projects, or reserves.
- Restricted funds – these funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when funds raised are for a specific purpose.

Further explanations of the nature and purpose of each fund are included in the notes to the financial statements.

#### **1.11 Taxation**

As a registered charity, the company is exempt from corporation tax and capital gains tax, but not Value Added Tax. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **1.12 Operating leases**

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease. The charity has operating leases for the premises in which they operate their shops. The title of the leased premises remains with the lessor.

#### **1.13 Pension**

The Charity operates a defined contribution pension scheme. Contributions are expensed as they become payable.

#### **1.14 Services in kind**

On receipt, services in kind are recognised on the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services of equivalent benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

**RSPCA West Dorset Branch**  
Notes to the Financial Statements  
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**2 Donations and legacies**

	Unrestricted £	Restricted £	2017 Total £	2016 Total £
Legacies, bequests and funeral donations	69,717	9,750	79,467	157,968
National RSPCA door to door	24,761	-	24,761	22,047
National RSPCA neutering grants, donations and pet insurance	739	-	739	2,943
National RSPCA members subscriptions	877	-	877	606
Rehoming donations	10,043	-	10,043	11,294
Collections and general donations (incl Gift Aid)	18,254	-	18,254	18,302
Kingston Maurward contribution towards Centre running costs	-	7,502	7,502	7,143
Taylor's Friends	-	3,481	3,481	4,117
Services In Kind	1,900	-	1,900	-
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	126,291	20,733	147,024	224,420
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**3 Trade incoming and expenditure**

	<b>Charity Shops £</b>	<b>Other Trading £</b>	<b>2017 Total £</b>	<b>2016 Total £</b>
Turnover from donated goods sold	187,425	495	187,920	187,407
Turnover from purchased goods sold	19,870	8,202	28,072	31,152
Turnover from boarding at Taylors	-	3,305	3,305	3,690
<b>Total trading Income</b>	<b>207,295</b>	<b>12,002</b>	<b>219,297</b>	<b>222,249</b>
Cost of goods sold	10,053	4,628	14,681	22,983
Shop wages	72,709	-	72,709	63,133
Shop rent	58,000	-	58,000	58,000
Shop running costs	15,048	-	15,048	16,749
Depreciation of shop fixtures and equipment	5,186	-	5,186	5,382
<b>Total trading expenditure</b>	<b>160,996</b>	<b>4,628</b>	<b>165,624</b>	<b>166,247</b>
Net trading income	46,299	7,374	53,673	56,002

All income and expenditure relating to trading is unrestricted (2016: £15,068 income is restricted and £930 expenditure is restricted, the remainder is unrestricted).

**4 Investment income and interest**

	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>2017 Total £</b>	<b>2016 Total £</b>
Dividends and interest on UK listed investments	14,416	-	14,416	11,835
Interest on UK Cash Deposits	1,156	-	1,156	1,329
<b>Total</b>	<b>15,572</b>	<b>-</b>	<b>15,572</b>	<b>13,164</b>

**5 Expenditure on charitable activities**

	Unrestricted £	Restricted £	2017 Total £	2016 Total £
<b>Direct costs</b>				
Wages	55,530	45,064	100,594	91,156
Food and litter	20,171	-	20,171	29,404
Vet fees	18,199	-	18,199	18,453
Neutering	4,848	-	4,848	6,859
Centre running costs	13,723	-	13,723	11,999
Motor expenses	686	-	686	1,418
Depreciation of Rehoming Centre building	-	12,794	12,794	13,498
Depreciation of shed and pens	263	-	263	1,525
Depreciation of motor Vehicle	3,535	-	3,535	3,533
	<hr/>	<hr/>	<hr/>	<hr/>
Total direct costs	116,955	57,858	174,813	177,845
<b>Support costs</b>				
Office and miscellaneous expenses	2,314	-	2,314	558
Printing, postage and AGM	991	-	991	1,215
Insurance	720	-	720	895
Legal and professional fees	5,041	-	5,041	6,191
Travel	895	-	895	857
RSPCA HQ Quota payment	500	-	500	300
Contribution to RSPCA Rochdale	-	-	-	1,000
Depreciation of computer and other equipment	796	-	796	1,091
Independent examiners remuneration	1,000	-	1,000	660
Accountancy	2,306	-	2,306	1,595
	<hr/>	<hr/>	<hr/>	<hr/>
Total support costs	14,563	-	14,563	14,362
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	131,518	57,858	189,376	192,207
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

## **6 Trustee Expenses and related party transactions**

Trustees received no remuneration in either year for their work as trustees. One trustee (2016: two) were reimbursed a total of £38 for travel expenses (2016: £437- travel expenses and other reimbursements).

During the year the Branch received door to door grant income from the RSPCA national society of £24,761 (2016: £22,047) and neutering grants, insurance, donations, vets bills and subscriptions of £3,549 (2016: £1,616). In addition, purchases of goods for resale, food and other items amounting to £20,544 (2016: £27,068) were made by the Branch from RSPCA trading. The Branch also made an RSPCA HQ Quota payment of £500 (2016: £300) and £nil (2016: £1,000) to RSPCA Rochdale.

## **7 Employees**

### **Employment costs**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Wages and salaries	164,631	150,138
Social security costs	5,135	3,974
Pension costs -defined contributions	422	177
Severance payment (one employee)	3,115	-
	<u>173,303</u>	<u>154,289</u>

There were no outstanding severance costs at the year end.

The average monthly head count was 27 staff (2016: 24 staff).

No employee received remuneration of more than £60,000 in the period (2016: none).

### **Key management personnel**

The key management personnel of the charity are considered to be the shop and animal centre managers. The total costs to the charity of employee benefits for the key management personnel were £32,000 (2016 - £19,715).

### **Defined contribution pension scheme**

The company operates a defined contribution pension scheme. The pension costs charge for the year represents contributions payable by the company to the scheme. Contributions totalling £71 (2016: £nil) were payable to the scheme at the end of the year and are included in creditors.

**8 Tangible fixed assets**

	<b>Rehoming Centre buildings £</b>	<b>Shed, pens &amp; fencing £</b>	<b>Shop Fittings &amp; Equipment £</b>	<b>Other furniture &amp; equipment £</b>	<b>Motor Vehicles £</b>	<b>Total £</b>
<b>Cost</b>						
At 1 January 2017	319,846	31,896	38,004	14,968	10,601	415,315
At 31 December 2017	319,846	31,896	38,004	14,968	10,601	415,315
<b>Depreciation</b>						
At 1 January 2017	157,870	30,883	30,318	12,342	7,066	238,479
Charge for the year	12,794	263	5,186	796	3,535	22,574
At 31 December 2017	170,664	31,146	35,504	13,138	10,601	261,053
<b>Net book value</b>						
At 31 December 2017	149,182	750	2,500	1,830	-	154,262
At 31 December 2016	161,976	1,013	7,686	2,626	3,535	176,836

**9 Fixed asset investments**

	<b>2017</b>	<b>2016</b>
Listed shares	403,553	395,387
Cash held by investment manager	5,009	7,478
	<u>408,562</u>	<u>402,865</u>

**Listed Shares**

	<b>£</b>
<b>Market value</b>	
At 1 January 2017	395,387
Additions	16,000
Disposals	(16,000)
Realised loss on disposals of investments	(315)
Unrealised gains on revaluation	8,481
	<u>403,553</u>
<b>Historical cost</b>	
At 1 January 2017	376,257
Additions	16,000
Disposals	(12,398)
Other movements	(278)
	<u>379,581</u>

**10 Debtors**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Other debtors	8,710	5,488
Prepayments	10,375	10,375
Accrued income	769	878
	<u>19,854</u>	<u>16,741</u>

**RSPCA West Dorset Branch**  
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**11 Creditors: Amounts falling due within one year**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Accruals	3,306	2,455
Other creditors	6,914	9,368
Taxation and social security	1,245	1,339
	<u>11,465</u>	<u>13,162</u>

**12 Summary of movement in funds**

	<b>Opening Balance 1 Jan 2017</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Transfers &amp; gains/(losses)</b>	<b>Closing Balance 31 Dec 2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted funds</b>					
Taylor's Rehoming Centre	196,057	-	(48,710)	-	147,347
MB Bell Legacy	-	9,750	-	-	9,750
Friends of Taylor's	-	3,481	(3,481)	-	-
Kingston Maurward	-	7,502	(5,667)	-	1,835
<b>Total restricted funds</b>	<u>196,057</u>	<u>20,733</u>	<u>(57,858)</u>	<u>-</u>	<u>158,932</u>
<b>Unrestricted funds</b>					
General fund	533,743	362,029	(303,584)	(400,396)	191,792
Designated fund	-	-	-	408,562	408,562
<b>Total unrestricted funds</b>	<u>533,743</u>	<u>362,029</u>	<u>(303,584)</u>	<u>8,166</u>	<u>600,354</u>
<b>Total funds</b>	<u>729,800</u>	<u>382,762</u>	<u>(361,442)</u>	<u>8,166</u>	<u>759,286</u>



**Summary of movement in funds- 2016**

	<b>Opening Balance 1 Jan 2016 £</b>	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Transfers &amp; gains/(losses) £</b>	<b>Closing Balance 31 Dec 2016 £</b>
<b>Restricted funds</b>					
Taylor's Rehoming Centre	221,458	34,825	(60,226)	-	196,057
<b>Total restricted funds</b>	<b>221,458</b>	<b>34,825</b>	<b>(60,226)</b>	<b>-</b>	<b>196,057</b>
<b>Unrestricted funds</b>					
General fund	391,908	426,867	(304,118)	19,086	533,743
<b>Total unrestricted funds</b>	<b>391,908</b>	<b>426,867</b>	<b>(304,118)</b>	<b>19,086</b>	<b>533,743</b>
<b>Total funds</b>	<b>613,366</b>	<b>461,692</b>	<b>(364,344)</b>	<b>19,086</b>	<b>729,800</b>

General funds represents 'free' reserves after allowing for all designated funds.

Designated funds represents the market value of the investments at the year end and is held for the long term aim of providing a new rehoming centre with additional facilities for rehoming dogs, should such time arise where the lease on the current premises is not renewed.

Restricted funds comprise monies donated for a specific project or purpose and represent monies received for:

- Taylor's Rehoming Centre which must be used wholly towards the provision of an animal shelter. At the year end, the value held in the fund relates to the Net Book Value of the Taylor's property.
- MB Bell Legacy is restricted to the Taylor's Rehoming Centre.
- Kingston Maurward and Friends of Taylor's are restricted to the running costs of Taylor's Rehoming Centre.

**13 Analysis of assets between funds**

	Unrestricted funds £	Designated funds £	Restricted funds £	2017 Total funds £
Tangible assets	5,080	-	149,182	154,262
Investments	-	408,562	-	408,562
Current assets	198,177	-	9,750	207,927
Current liabilities	(11,465)	-	-	(11,465)
	191,792	408,562	158,932	759,286
	191,792	408,562	158,932	759,286

**Analysis of assets between funds- 2016**

	Unrestricted funds £	Designated funds £	Restricted funds £	2016 Total funds £
Tangible assets	14,860	-	161,976	176,836
Investments	402,865	-	-	402,865
Current assets	124,177	-	39,084	163,261
Current liabilities	(8,159)	-	(5,003)	(13,162)
	533,743	-	196,057	729,800
	533,743	-	196,057	729,800

**14 Financial commitments**

At 31 December 2017 the charity was committed to making the following payments under non-cancellable operating leases:

	2017 £	2016 £
<u>Operating leases which expire:</u>		
Premises:		
Within one year	49,801	58,001
2-5 years	104,754	108,171
In more than five years	6	25,507
	154,561	191,679
	154,561	191,679