

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
DURHAM AND DISTRICT BRANCH**

**ACCOUNTS
FOR THE YEAR ENDED
31 DECEMBER 2006**

**Ribchesters
Chartered Accountants
67 Saddler Street
Durham DH1 3NP**

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
DURHAM AND DISTRICT BRANCH
Statement of Financial Activities for the year ended 31 December 2006**

	Note	2006 Unrestricted £	2006 Restricted £	2006 Total £	2005 Total £
Incoming resources					
Incoming resources from generated funds					
<u>Voluntary income</u>					
Donations	3 a	41,900	-	41,900	33,394
Grant	3 b	-	25,000	25,000	-
Legacies		<u>-</u>	<u>-</u>	<u>-</u>	<u>16,252</u>
		41,900	25,000	66,900	49,646
<u>Activities for generating funds</u>					
Events	3 c	4,920	-	4,920	4,016
Christmas catalogue		236	-	236	87
Takings at Langley Moor shop		<u>41,119</u>	<u>-</u>	<u>41,119</u>	<u>30,269</u>
		46,275	-	46,275	34,372
<u>Investment income</u>					
Bank interest received (gross)		4,094	-	4,094	2,843
Other incoming resources					
VAT reclaimable		<u>8,195</u>	<u>-</u>	<u>8,195</u>	<u>4,189</u>
Total incoming resources		<u>100,464</u>	<u>25,000</u>	<u>125,464</u>	<u>91,050</u>
Resources expended					
Costs of generating funds					
<u>Costs of generating voluntary income</u>					
Adoption costs		21,389	-	21,389	17,562
<u>Fundraising trading costs</u>					
Cost of events and trade stands		130	-	130	273
Christmas catalogue		-	-	-	163
Expenditure at Langley Moor shop	4	<u>19,183</u>	<u>-</u>	<u>19,183</u>	<u>12,128</u>
		19,313	-	19,313	12,564
<u>Investment management costs</u>					
Bank charges		-	-	-	(22)
Charitable activities					
Grant made		2,000	25,000	27,000	10,164
Welfare costs		3,397	-	3,397	3,362
ID chips		1,243	-	1,243	1,020
Kennelling and fostering costs		33,314	-	33,314	26,569
<u>Support costs</u>					
Travelling expenses		1,463	-	1,463	1,639
Telephone, postage and stationery		1,245	-	1,245	1,287
Advertising		86	-	86	39
Sundry		243	-	243	235
Vehicle depreciation		<u>201</u>	<u>-</u>	<u>201</u>	<u>269</u>
		43,193	25,000	68,193	44,584

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Statement of Financial Activities for the year ended 31 December 2006

	2006 Unrestricted £	2006 Restricted £	2006 Total £	2005 Total £
Governance costs				
Quota	2,040	-	2,040	1,000
Licences	66	-	66	64
Sundry	145	-	145	100
Meeting expenses	45	-	45	36
Accountancy and Independent Examiner's fee	<u>1,116</u>	-	<u>1,116</u>	<u>1,099</u>
	<u>3,412</u>	-	<u>3,412</u>	<u>2,299</u>
Total resources expended	<u>87,307</u>	<u>25,000</u>	<u>112,307</u>	<u>76,987</u>
Net movement in funds	<u>13,157</u>	-	<u>13,157</u>	<u>14,063</u>
Total funds brought forward	<u>114,662</u>	-	<u>114,662</u>	<u>100,599</u>
Total funds carried forward	<u>127,819</u>	-	<u>127,819</u>	<u>114,662</u>

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
DURHAM AND DISTRICT BRANCH**

Balance Sheet as at 31 December 2006

	Note	2006 £	£	2005 £	£
Fixed assets					
Tangible assets	7	<u>3,161</u>		<u>3,813</u>	
Total fixed assets		<u>3,161</u>		<u>3,813</u>	
Current assets					
Stock		100		100	
VAT		4,018		2,574	
Cash at bank and in hand		<u>129,139</u>		<u>116,250</u>	
Total current assets		<u>133,257</u>		<u>118,924</u>	
Creditors : amounts falling due within one year					
Sundry creditors		4,927		4,703	
Accruals		<u>3,672</u>		<u>3,372</u>	
Total creditors : amounts falling due within one year		<u>8,599</u>		<u>8,075</u>	
Net assets			£ <u>127,819</u>		£ <u>114,662</u>
Funds of the charity					
Unrestricted funds			£ <u>127,819</u>		£ <u>114,662</u>

Signed by on on behalf of all the trustees.

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
DURHAM AND DISTRICT BRANCH**

Notes to the Accounts for the year ended 31 December 2006

1. Basis of preparation

a) Basis of accounting

These accounts have been prepared on the basis of historic cost in accordance with:

Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
and with Accounting Standards;
and with the Charities Act 1993.

b) Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

c) Changes to previous accounts

No changes have been made to accounts for previous years.

2. Accounting policies

Incoming resources

a) Recognition of incoming resources

These are included in the Statement of Financial Activities (SOFA) when:

- the Charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

b) Incoming resources with related expenditure

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SOFA.

c) Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

d) Tax reclaims on donations and gifts

Incoming resources from tax claims are included in the SOFA at the same time as the gift to which they relate.

e) Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the annual report.

f) Investment income

This is included in the accounts when receivable.

Expenditure and liabilities

g) Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

h) Governance costs

This includes the costs of general running of the charity and costs associated with constitutional and statutory requirements.

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
DURHAM AND DISTRICT BRANCH**

Notes to the Accounts for the year ended 31 December 2006 (continued)

Assets

i) Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year and are valued at cost.

j) Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end.

k) Stocks

These are valued at the lower of cost or market value.

l) Fund accounting

Unrestricted funds are those funds that can be spent at the discretion of the charity trustees for any purpose of the charity. The fund balance represents the unexpended resources held within the fund.

Restricted funds are those funds which must be spent on the particular purposes specified by the donor or specifically identified in appeal literature.

3 a).Donations	2006	2005
	£	£
Collection boxes	3,701	4,156
Cat and dog re-homing	21,856	16,049
Adopt a kennel	1,580	1,598
Street collections	7,582	6,019
Miscellaneous donations	<u>7,181</u>	<u>5,572</u>
	<u>41,900</u>	<u>33,394</u>
 3 b).Grant	 2006	 2005
	£	£
Grant received from RSPCA HQ	<u>25,000</u>	<u>-</u>
 3 c).Events	 2006	 2005
	£	£
Mutt Strutt/Dog Walk	357	1,444
Summer Fair	180	-
Christmas Fair	970	-
Dog show	359	442
Tesco collection	1,536	-
Other events	<u>1,518</u>	<u>2,130</u>
	<u>4,920</u>	<u>4,016</u>

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Notes to the Accounts for the year ended 31 December 2006 (continued)

4. Expenditure at Langley Moor shop	2006	2005
	£	£
Cost of sales	538	149
Advertising	334	-
Wages	9,140	5,361
Stationery	247	171
Telephone	196	259
Rental	4,160	4,160
Light and heat	558	558
Insurance	25	297
Cleaning	169	82
Refreshments	33	27
Sundry	363	221
Water rates & waste collection	799	93
Repairs and renewals	2,170	218
Depreciation – shop fittings	423	499
Depreciation – equipment	28	33
	<u>19,183</u>	<u>12,128</u>
5 a). Trustee expenses	2006	2005
Number of trustees who were paid expenses	<u>4</u>	<u>4</u>
Nature of the expenses		mileage allowance
Total amount paid	<u>£165</u>	<u>£143</u>
5 b). Fees for examination of the accounts	2006	2005
	£	£
Independent examiner's fees for reporting on the accounts	249	249
Other fees paid to the independent examiner	<u>867</u>	<u>850</u>
	<u>1,116</u>	<u>1,099</u>
6. Paid employees		
Staff costs	2006	2005
	£	£
Gross wages and salaries	<u>8,707</u>	<u>5,361</u>
Average number of full-time equivalent employees in the year	2006	2005
Fundraising	<u>1</u>	<u>1</u>
There are no employees with emoluments of over £10,000.		

**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
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Notes to the Accounts for the year ended 31 December 2006 (continued)

7. Tangible fixed assets

	Vehicle £	Fittings £	Equipment £	Total £
Asset cost				
Balance brought forward	<u>2,677</u>	<u>5,412</u>	<u>950</u>	<u>9,039</u>
Balance carried forward	<u>2,677</u>	<u>5,412</u>	<u>950</u>	<u>9,039</u>
Accumulated depreciation				
Balance brought forward	1,873	2,588	765	5,226
Charge for year	<u>201</u>	<u>423</u>	<u>28</u>	<u>652</u>
Balance carried forward	<u>2,074</u>	<u>3,011</u>	<u>793</u>	<u>5,878</u>
Net Book Value				
Brought forward	<u>804</u>	<u>2,824</u>	<u>185</u>	<u>3,813</u>
Carried forward	<u>603</u>	<u>2,401</u>	<u>157</u>	<u>3,161</u>

8. Grant making

Total value of grants made to institutions

	£
Felledge Cattery – towards the cost of new cat pods	25,000
RSPCA Southport – towards the cost of animal home refurbishment	<u>2,000</u>
	<u>27,000</u>

RSPCA DURHAM AND DISTRICT BRANCH

Registered charity no. 232262

**BRANCH ANNUAL REPORT FOR THE YEAR ENDING
31 DECEMBER 2006**

1. REFERENCE AND ADMINISTRATION

The full name of the charity is the Durham and District Branch of the Royal Society for the Prevention of Cruelty to Animals.

The principal address of the branch is 20 High Street, Langley Moor, County Durham DH7 8JF

The names of the Trustees who served during 2006 were as follows:

Mrs Christine Whillis	Chairperson	Re-elected May 2006
Mr John Myatt	Treasurer	Re-elected May 2006
Mrs Alison Parkin	Secretary	Re-elected May 2006
Mrs Laurie Whittle		Re-elected May 2006
Mrs Pauline Bartlett		Re-elected May 2006
Mrs Kath Myatt		Re-elected May 2006
Mrs Joy Webber		resigned 12 May 2006
Mrs Angela Eason		Re-elected May 2006
Ms Susan Brooks		Elected May 2006
Mrs Alison Nightingale		Elected May 2006
Mrs Joyce Zensz- Snell		Elected May 2006

The Trustees are elected annually from the Branch membership at the Annual General Meeting and form the management Committee of the Branch.

The Branch was pleased to welcome vet Sue Bielby who agreed to become the new Branch President in 2006.

Branch Staff during 2006 were as follows:

Mr Edward Ainsley	Shop Manager from Feb 2006 - June 2006
Mrs Pat Pattinson	Deputy Manager
Mrs Joy Webber	Shop Assistant left 10 December 2006
Ms Jacqueline Bell	Shop Manager from 25 September 2006

Other relevant organisations are as follows:

Bankers: Girobank (Alliance and Leicester) 62 Hagley Road, Birmingham
Barclays Bank plc 6/7 Market Place Durham
Nat West Bank Durham

Auditors: Ribchesters Accountants, Saddler Street, Durham

2. STRUCTURE GOVERNANCE AND MANAGEMENT

The charity known as the Durham and District Branch is an unincorporated organisation governed by the rules of the national organisation, The Royal Society for the Prevention of Cruelty to Animals. It is independently registered with the Charity Commission and its number is 232262.

Trustees are recruited mostly through being personally known to current Trustees and who have been associated with the branch for some time. If not already members of the Society they are asked to join and wait the required 3 months. An explanation is given as to the duties and responsibilities of trusteeship and the process of nomination to stand for the Committee. At the next AGM if they feel they can fulfil these duties and would like to stand, they are entered into the election process or they may be co-opted before then. Other Trustees have joined through enquiry to the branch offering to volunteer and Trusteeship is offered as a option along with other alternatives such as fostering or home visiting.

There is no written or formal policy for the induction of new trustees but those who enquire about it are given verbal information about the duties and are given the RSPCA publications 'Guidance for Branch Trustees' and the 'Branch and RSPCA Rules'.

All policy, planning, major financial or strategic decisions are made by the Trustees in committee. Operational decisions on a day to day basis are made by the appropriate people who have responsibility for their areas of activity such as dog or cat rehoming or the shop. One Trustee is designated as the Shop Co-ordinator and is the Line Manager for the shop manager.

We have been ably assisted and guided in many ways throughout the year by our Branch Development Advisor Wendy Richardson and by other staff from RSPCA HQ.

3. OBJECTIVES AND ACTIVITIES

The RSPCA exists to promote animal welfare, relieve suffering and prevent cruelty to animals. The aim of the Durham and District Branch is to carry out those principles in practical terms by the following means: taking in animals who have been donated to us by their owners or have been found abandoned or injured or rescued from unfortunate circumstances, or animals brought to us by the Inspectors. We give veterinary treatment to those animals in our care who require it and kennel them until we can find new homes for them. We also work to prevent abandonment and suffering by unrestricted breeding by offering assisted neutering programmes to the public and contribute assistance to people on low income who are unable to pay vet bills.

The objective of the branch each year is to remain financially stable so that we can maintain the level of work that we do, or increase it if more funds become available. Our strategy for achieving such an objective is to monitor our spending and income closely and ensuring that the expenditure does not outpace the income. If it is in decline we reduce the amount of animals we take in and try and increase fundraising activities. The Treasurer presents a financial statement to the Committee each month so we are aware of the financial resources of the branch and we review the current situation and future activities in relation to this.

The income for the Branch is provided in many ways: sales from the charity shop; the Adopt a Kennel Scheme; fees from animal adoptions; subscriptions, public donations, income from static collection boxes around the County, bank interest, legacies and fundraising activities such as fairs, tombolas, face to face collections in local superstores and street collections.

We are greatly helped by several large supermarket chains supermarkets who have agreed to hold bins for the public to donate dog and cat food. Many businesses and organisations throughout the region hold collecting boxes for us which brings in considerable income.

Specific fundraising activities which were held during 2006 were the Dog Show, the Summer Fair, the Xmas Fair, a street collection in Durham and the collection in Tesco during RSPCA week.

We could not operate without the loyal support of the people who volunteer their time to assist us in our work either at the shop, with the animal work or at our fundraising activities. There are varying numbers of volunteers at the shop throughout the year but an average is 10. Training for them is given by the shop manager. There are approx 15 people who we can call on to take part in street and shop collections, operate stalls and serve refreshments at our fairs, open days and tombolas. We also have fosterers who have agreed to care for animals in their own homes and currently we have 6. Training for this is given by the cat and dog rehoming coordinators. There are other volunteers who carry out home visits to prospective adoptees and they will have attended a homevisitors training course run by the national Society.

Some volunteers are members and others are not. There has been a gradual decline in membership since the national Society introduced the donor scheme but following some efforts to promote the Membership, new ones were gained for the branch and at the close of 2006 it stood at 105.

4. ACHIEVEMENTS AND PERFORMANCE

The job of carrying out the main aim of the branch of rehoming and treating as many animals as we can, is done by the hard work of our dog and cat rehoming coordinators and their achievements are demonstrated by the figures below.

Figures for 2006

	Dogs	Cats	Misc	TOTAL
Rehomed	100	335	2	437
Microchipped as part of rehoming	99	196	0	295
Welfare neutering	15	34	0	49
Special neutering projects Cat vouchers and Dogs Trust Scheme	99	281	0	380
Chipping at events and Promotions	13	0	0	13
Owned animals given welfare treatment	51	104	2	157
Animals referred via inspectorate	25	119	0	144

The Branch does not have an animal home and therefore uses the facilities of Deerness Kennels in Langley Moor. We are very grateful to Mr and Mrs Forsythe and the staff there for their continued assistance to us in caring for the animals we take in and in the adoption process.

The branch is also indebted to the many veterinary practices who carry out work for us, particularly Vets 4 Pets and Northern Straycare.

We have continued to offer free neutering to those on benefits or for dogs considered at risk of having unwanted litters through the scheme operated in conjunction with the Dogs Trust. The free cat neutering vouchers given to people in need have continued to be in great demand.

We were delighted in November to witness the opening of the Felledge Cattery for which we had campaigned hard and had contributed to financially.

The Shop continues to be our greatest assets financially and although we had considerable change of staff last year the takings from the shop continued to rise. We made the step of taking on a full time manager last year and she has improved the performance of the shop. We hope that this success will continue in the future.

Reserve Policy

The Branch holds reserves in order that levels of service provided for animal welfare may be maintained should there be a reduction in incoming resources. Reserves in this context mean funds that are freely available for the Branch's general purposes after all commitments have been met.

In addition the Branch may hold "restricted reserves" which represent funds donated for a specific purpose, which cannot be used for anything other than the purpose for which they were donated.

The Branch holds unrestricted reserves of £127,819 represented by net current assets of £124,658 and fixed assets of £3,161 at the year ending 31 December 2006. Such reserves represent approximately 13 months expenditure, based on total expenditure, however the Branch applied for and received a grant of £25,000 for cat pods at the cattery at Felledge. If the payment of this "donation" to the Felledge cattery is excluded the reserves are 14 months based on gross expenditure levels in 2006. Whilst this is a shorter period than that provided for by last year's reserves the actual level of reserves has again increased. The Branch has again managed to substantially increase both income and expenditure on charitable activities during the year.

It is the opinion of the Trustees that the existing reserves are sufficient to meet any reduction in incoming resources.

Investment Policy

At 31 December 2006 the Branch investment policy was:

- That money held in the Natwest Treasury fund should not fall below £95,000.
- That the Natwest current account be held at £10,000
- That the Barclays Bank current account not fall below £1,000
- That the Alliance & Leicester current account balance should not fall below £1,000.

The Trustees recognise that this policy should be reviewed on an annual basis following the publication of the independently examined accounts for the previous year. In line with the Investment policy at December 2005 we continue to review the investment in short term Treasury funds and these continue to produce a substantial increase in interest over available bank accounts.

J Myatt
RSPCA Durham & District Treasurer