Report of the Trustees and Unaudited Financial Statements for the Year Ended 30 September 2017 for The Labrador Rescue Trust

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# Report of the Trustees for the Year Ended 30 September 2017

The trustees are pleased to present their report together with the unaudited financial statements of the charity for the year ended 30 September 2017. The trustees' report also represents the directors' report required by Section 415 of the Companies Act 2006. The reference and administrative information set out on page 1 forms part of this report.

# **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

The objects of the charity are to alleviate suffering and distress caused to dogs and in particular the breed known as Labradors which may be ill-treated, abandoned, rejected or neglected.

The area covered by the trust is mainly in South West England. This is divided into 6 geographical areas. In achieving our objectives and in encouraging responsible dog ownership we assist in ensuring that strays and unwanted dogs do not become a problem. Our chipping and neutering scheme means that we are encouraging responsible dog ownership and reducing irresponsible breeding.

## Achievements and performance

The charity handled 137 new cases during the financial year (211 in year to 30 September 2016) making a total of 11,279 cases handled in the twenty nine years of the charity's existence.

Veterinary expenditure continues to be the most significant cost. Expenditure of £6,215 (2016: £9,286) is attributable to the 'Snip & Chip' campaign and the costs of neutering. The remaining expenditure is accounted for by charitable contributions to veterinary costs in situations where those costs would be otherwise unaffordable. The trust continues to monitor this trend closely and to do everything possible to control these costs without compromising the welfare of the dogs.

Kennelling costs have decreased by 63% due to fewer dogs coming in to rescue.

The average cost per dog (excluding trading expenditure) has increased from £675 for the year to 30 September 2016 to £692 for the year to 30 September 2017.

The reserves as at 30 September 2017 are £363,644.

Of the above funds balance, £5,000 is restricted to the PetPal replacement vehicles fund, and £5,557 is restricted to the Support Adoption for Pets fund.

Irresponsible dog breeding continues to fuel the demand for Labrador rescue.

The introduction of computer-based records in 2005 continues to provide insight into the age, colour and sex of dogs coming into our care on an area by area basis. Details of neutering and microchipping are also recorded and all data is analysed on a regular basis.

## Public benefit

The trustees confirm that they have complied with the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the trust's aims and objectives and in planning future activities.

## Strategic review

The board, in conjunction with external consultants continues to review its strategic direction and objectives. In particular the board keeps under review the fifteen questions for trustees prescribed by the Charities Commission.

In view of the current balance sheet and reserves position and the generally adverse economic climate no significant expansion or diversification in the trust's activities is planned.

## FINANCIAL REVIEW

# Financial review

Income for the year was £207,929 (2016 £191,661). Expenditure was £115,141 (2016: £169,500). Net surplus for the year was £99,059 (2016 £33,549).

The current accounts and the gold deposit account earned a total of £99 in interest (2016: £224). The daily 'sweep' facility ensures that funds not required for day to day operations are held in the gold deposit account and an investment fund.

# Report of the Trustees for the Year Ended 30 September 2017

#### FINANCIAL REVIEW

### Reserves policy

The charity relies on voluntary donations that can fluctuate from year to year. The trustees consider that it is important to hold reserves to ensure that operations can continue in the event of short term falls in income.

The reserves or free reserves of the charity represent the funds that are freely available to be spent on the charity's objects. They do not include restricted funds or funds that can only be realised by the sale of tangible fixed assets used for charity use.

The number of dogs that are in foster is monitored on a weekly basis. Such dogs may develop long-term illnesses and there may be a requirement for expensive veterinary treatment. It is considered prudent to hold sufficient additional reserves to fund 6 months operation in the absence of any income. This equates to approximately £60,000 giving a requirement for total free reserves of £90,000. Due to legacies received in prior years unrestricted reserves are now £350,000, however the profile of dogs coming into rescue is such that they may require higher expenditure in respect of veterinary and behavioural costs.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

## Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### Structure

The Labrador Rescue Trust charity was formed in 1988 and was constituted by trust deed on 31 December 1992. It was registered as a charity, number 1017241.

The Labrador Rescue Trust (Company Limited by Guarantee) was incorporated on the 23 January 2001 (Company Number 04145991) and allocated a new charity number (1088198). The old charity (1017241) has been removed from the charities register.

Labrador Rescue (Trading) Limited has also been established. It remains inactive and is a wholly owned subsidiary of The Labrador Rescue Trust Limited.

#### Governance

The functions of the board of trustees are three-fold:

- (i) To ensure that the activities of the trust meet the objects of the charity and to set policy in that regard;
- (ii) To monitor the financial and ethical performance of the charity; and
- (iii) To regulate expenditure in order to ensure that the charity remains on a sound financial footing.

Formal Terms of Reference and a Code of Conduct for board members and honorary officers have been adopted. There is Code of Conduct for members of the Management Committee. A complaints procedure is in place.

The memorandum and articles provide for a minimum of 3 and no maximum number of trustees. The trustees of the charitable company are also members of the company and their liability is limited to the extent of £10 each.

New trustees are appointed by the existing Board and are interviewed by two trustees prior to being nominated for appointment. New trustees are briefed on their legal obligations under charity and company law and provided with a copy of the memorandum and articles of association.

# Report of the Trustees for the Year Ended 30 September 2017

# STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Management

The Board does not interfere in the operational management of the trust. It is independent of the Management Committee and must remain so in order to provide objective scrutiny.

The operational management of the trust is the responsibility of a management committee chaired by P. Watson Regional Coordinator.

Helpers are all unpaid volunteers and are recruited by the area coordinators who are also unpaid volunteers. They are responsible for assessing dogs, homes, and kennels and to some extent veterinary surgeons in an effort to match dogs' and peoples' suitability for each other. Helpers report to the area coordinator by means of pre-printed forms as well as verbally. Helpers (of which there are about 110) are involved with the collection and re-homing of dogs. It is not unusual for several helpers to be involved with transporting one dog as distances involved can exceed 100 miles (it is policy not to re-home a dog within 20 miles of the previous home). The location of the new home is not revealed to the previous owner.

The dedication of the voluntary and unremunerated members is an integral part of the ethos of the charity. The recruitment of new volunteers, especially those with particular skills, remains a high priority. All are conscious of the sacrifice and effort expended by the charity's volunteers and such recruitment is an on-going essential part of the continued success of the work of the charity.

Policy is decided by the trustees in light of recommendations by the management committee. The trustees appoint the secretary and treasurer. The joint regional coordinators are also trustees so ensuring communication between the management committee and the board. Quarterly Income and Expenditure and Balance Sheet reports are produced and distributed to the Board and Management Committee.

# **Key Management Remuneration**

The Labrador Rescue Trust does not have any employees.

#### Risk management

The trustees continue to monitor the major strategic and operational risks to which the charity is exposed. The main risks faced by the charity are financial. In September 2007 a reserves policy was put in place. It was agreed that reserves amounting to 6 months expenditure should be set aside as soon as that figure could be achieved and in any event should reserves fall below £100k the Management Committee must immediately provide a programme of cost reduction which is acceptable to the Board in the light of the shortfall.

The charity is now operating well within the limits of its reserves policy.

# REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04145991 (England and Wales)

# Registered Charity number

1088198

# Registered office

4 Cedar Park Cobham Road Ferndown Industrial Estate Wimborne Dorset BH21 7SF

## Trustees

D K Webster Trustee
Mrs S M Pratt Trustee
Miss J A Richardson Trustee
Mrs B J Filmer Trustee
Mrs F D Hixon Trustee
G Trobridge Trustee
P Watson Trustee

Company Secretary
Miss J A Richardson

- resigned 31.5.2018

# Report of the Trustees for the Year Ended 30 September 2017

# REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

Tim Lerwill FCA Old Mill Accountancy LLP Bishopbrook House Cathedral

Wells

Somerset

BA5 1FD

Approved by order of the board of trustees on 4 2018 and signed on its behalf by:

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# Statement of Trustees Responsibilities for the Year Ended 30 September 2017

The trustees (who are also the directors of The Labrador Rescue Trust for the purposes of Company Law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# Independent Examiner's Report to the Trustees of The Labrador Rescue Trust

# Independent examiner's report to the trustees of The Labrador Rescue Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2017.

## Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

## Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Tim Lerwill FCA
Old Mill Accountancy LLP

Bishopbrook House Cathedral Wells

Somerset BA5 1FD

Date:

# Statement of Financial Activities for the Year Ended 30 September 2017

				2017	2016
		Unrestricted		Total	Total
		fund	Restricted funds	funds	funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM			10.440	10= 204	00.000
Donations and legacies		87,636	19,660	107,296	93,320
Charitable activities		10.005		10.005	20.640
Charitable Activities		19,885	-	19,885	30,649
Other trading activities	2	80,649	_	80,649	67,468
Investment income	2 3	99	_	99	224
an esament mesme	5				
Total		188,269	19,660	207,929	191,661
EVENDENINE ON					
EXPENDITURE ON		14 400		14.400	10 206
Raising funds Charitable activities	4	14,400	-	14,400	19,286
Charitable activities Charitable Activities	4	90,392	9,103	99,495	138,657
Charitable Activities		90,392	9,103	77,473	136,037
Other		1,246	-	1,246	11,557
Total		106,038	9,103	115,141	169,500
Net gains/(losses) on investments		6,271		6,271	11,388
Net gams/(losses) on investments					
NET INCOME		88,502	10,557	99,059	33,549
RECONCILIATION OF FUNDS					
m . 16 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		264.525		264.525	221.027
Total funds brought forward		264,585	-	264,585	231,036
TOTAL FUNDS CARRIED FORWARD		252 097	10.557	363,644	264,585
TOTAL FUNDS CARRIED FORWARD		353,087 =====	10,557 ======	303,644	=====

# CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

# Balance Sheet At 30 September 2017

	Notes	Unrestricted fund £	Restricted funds	2017 Total funds £	2016 Total funds £
FIXED ASSETS	7	2 244		3,344	4,459
Tangible assets Investments	7 8	3,344 108,843	-	108,843	102,354
		112,187	-	112,187	106,813
CURRENT ASSETS					
Stocks	9	5,358	-	5,358	6,149
Debtors	10	39,959	-	39,959	27,702
Cash at bank and in hand		209,036	10,557	219,593	136,116
		254,353	10,557	264,910	169,967
CREDITORS Amounts falling due within one year	11	(13,453)	-	(13,453)	(12,195)
NET CURRENT ASSETS		240,900	10,557	251,457	157,772
TOTAL ASSETS LESS CURRENT LIABILITIES	3	353,087	10,557	363,644	264,585
NET ASSETS		353,087	10,557	363,644	264,585
FUNDS Unrestricted funds Restricted funds	12			353,087 10,557	264,585
TOTAL FUNDS				363,644	264,585

# Balance Sheet - continued At 30 September 2017

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2017.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 4 2018 and were signed on its behalf by:

Miss J A Richardson -Trustee

P Watson -Trustee

# Notes to the Financial Statements for the Year Ended 30 September 2017

## 1. ACCOUNTING POLICIES

## Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

## Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

the requirements of Section 7 Statement of Cash Flows.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

# 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 of the obligation 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.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Motor vehicles

- 25% on reducing balance

Computer equipment

- 25% on reducing balance

## Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

## Taxation

The charity is exempt from corporation tax on its charitable activities.

## Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

# Notes to the Financial Statements - continued for the Year Ended 30 September 2017

## 1. ACCOUNTING POLICIES - continued

#### Debtors

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

#### Cash at bank and in hand

Cash at bank and cash 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.

## Creditors and provisions

Creditors and provisions 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 and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchase date if later). Unrealised gains and losses are calculated as the difference between the market value at the period end and the opening market value (or purchase date if later).

# 2. OTHER TRADING ACTIVITIES

		2017 £	2016 £
	Trading income	25,383	13,495
	Other income	4,693	3,585
	Subscriptions	16,973	16,534
	Fundraising	33,600	33,854
		80,649	67,468
3.	INVESTMENT INCOME		
		2017	2016
		£	£
	Interest receivable - trading	99 	224
4.	EXPENDITURE	•	
		2017	2016
		£	£
	Other trading activities		
	Other trading expenditure	13,986	16,977
	Fundraising expenses	414	2,309
		14,400	19,286
	Charitable activities	<del></del>	
	Computer expenses	378	206
	Insurance	7,682	11,627
	Motor expenses	12,038	12,579
	Telephone	350	160
	Postage and stationery	11,950	13,707
	Advertising	107	434
	Dog supplies and veterinary fees	66,990	99,944
		99,495	138,657

# Notes to the Financial Statements - continued for the Year Ended 30 September 2017

#### NET INCOME/(EXPENDITURE) 5.

Depreciation of owned assets during the year was £1,115 (2016:£1,484).

#### TRUSTEES' REMUNERATION AND BENEFITS 6.

There were no trustees' remuneration or other benefits for the year ended 30 September 2017 nor for the year ended 30 September 2016.

# Trustees' expenses

There were no employees throughout the year (2016: None). No director received any remuneration or benefit throughout the period (2016: None). Trustee indemnity insurance of £1,493 was paid by the charity on behalf of the trustees during the year (2016: £1,493). During the year one director received £51 reimbursement for expenses (2016: None) in connection with their duties as directors.

#### 7. TANGIBLE FIXED ASSETS

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 October 2016 and 30 September 2017	22,619	849	23,468
DEPRECIATION			
At 1 October 2016	18,639	370	19,009
Charge for year	995	120	1,115
At 30 September 2017	19,634	490	20,124
A So September 2017			
NET BOOK VALUE			
	2,985	359	3,344
At 30 September 2017	=====	====	3,344
At 30 September 2016	3,980	479	4,459

# 8.

At 30 September 2017	2,985 ======	359	3,344
At 30 September 2016	3,980	<del>479</del>	4,459 ===
FIXED ASSET INVESTMENTS			
			Unlisted investments
MARKET VALUE			
At 1 October 2016 Revaluations			102,354 6,489
NO VII I I I I I I I I I I I I I I I I I			
At 30 September 2017			108,843
NET BOOK VALUE			
At 30 September 2017			108,843
At 30 September 2016			102,354
The 30 deptember 2010			===
There were no investment assets outside the UK.			
STOCKS			
		2017	2016

# 9.

	2017	2016
	£	£
Stocks	5,358	6,149

# Notes to the Financial Statements - continued for the Year Ended 30 September 2017

# 10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

10.	DEDIOKS. AMOUNTS PALLING DOE WITH	N ONE LEAK			
				2017	2016
	T 1 114			£	£
	Trade debtors			39,959 ———	<u>27,702</u>
11.	CREDITORS: AMOUNTS FALLING DUE WIT	HIN ONE YEAR			
				2017	2016
				£	£
	Trade creditors Accruals and deferred income			12,310 1,143	11,052 1,143
	Accident and deferred moonie				
				13,453	12,195
12.	MOVEMENT IN FUNDS				
			N	let movement	
			At 1.10.16	in funds	At 30.9.17
			£	£	£
	Unrestricted funds General fund		264,585	88,502	353,087
	General fund		204,363	88,502	333,087
	Restricted funds				
	PetPlan replacement vehicle Support Adoption for Pets		-	5,000 5,557	5,000 5,557
	Support Adoption for Pets		<del></del>		
			-	10,557	10,557
	TOTAL FUNDS		264,585	99,059	363,644
	TOTAL PORDS		=====	====	=====
	Net movement in funds, included in the above are as	follows:			
		Incoming	Resources		Movement in
		resources	expended Gai		funds
	Unrestricted funds	£	£	£	£
	General fund	188,269	(106,038)	6,271	88,502
	Restricted funds				
	S.A.D Scheme	4,660	(4,660)	-	-
	PetPlan replacement vehicle	5,000	-	-	5,000
	Support Adoption for Pets	10,000	(4,443)		5,557
		19,660	(9,103)	-	10,557
	TOTAL FUNDS	207,929	(115,141)	6,271	99,059
	Comparatives for movement in funds				
				et movement	4+20.0.16
			At 1.10.15 £	in funds £	At 30.9.16 £
	Unrestricted Funds				
	General fund		231,036	33,549	264,585
	TOTAL FUNDS		231,036	33,549	<u>264,585</u>

# Notes to the Financial Statements - continued for the Year Ended 30 September 2017

# 12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds
Unrestricted funds General fund	191,661	(169,500)	11,388	33,549
TOTAL FUNDS	191,661	(169,500)	11,388	33,549

The S.A.D. Scheme was set up to assist in supporting and funding the medical care required for Labradors that arrive in The Trusts care with pre-existing conditions.

The Trust received a grant from the Pet Plan Charitable Trust of £5,000 specifically for the purchase of a replacement vehicle.

A grant of £10,000 was received from Support Adoption for Pets in order to contribute to kennelling costs.

# 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2017.