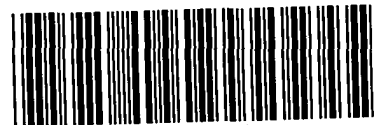


**Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Trustees' Report and Unaudited Accounts**

**For the year ended 31 January 2014**

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# **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

## **Legal and administrative information**

Trustees	Mr A Sims Mr J Williams Ms C Tofield-Cook Mrs D G Humphries (appointed 11 February 2014)
Charity number	1133827
Company number	06797855
Principal address	The Old Granary East Street West Chiltington West Sussex RH20 2JY
Registered office	The Old Granary East Street West Chiltington West Sussex RH20 2JY
Independent examiner	Ms H J Julian FCA DChA Maximus Accountancy Services Limited 47 Kensington Road Chichester West Sussex PO19 7XS

# **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

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## **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

### **Trustees' Report**

The trustees are pleased to present their report and accounts for the year ended 31 January 2014.

Alexandra Bastedo (Champions) Animal Sanctuary Limited is a charitable company limited by guarantee, incorporated on 21 January 2009 and registered as a charity on 27 January 2010. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. None of the trustees has any beneficial interest in the charity. In the event of the charity being wound up the members are required to contribute an amount not exceeding £1.

The day to day management of the affairs of the charity is undertaken by the trustees. At the moment there are no paid employees.

The trustees, who for the purposes of company law are also the directors of the company, who served during the year were:

Mr A Sims  
Mrs A Garland (died 12 January 2014)  
Mr J Williams  
Ms C Tofield-Cook (appointed 9 July 2013)

Given the nature of the charity's activities no formal induction or training is considered to be required. The trustees are aware of their responsibilities and take advice from the Charity Commission and professional advisers as the need arises.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Objects and strategy**

The objects for which the charity was established are:-

1 To promote humane behaviour towards animals by providing appropriate care, protection, treatment and security for animals which are in need of care and attention by reason of sickness, maltreatment, poor circumstances or ill usage, and to educate the public in matters pertaining to animal welfare in general and the prevention of cruelty and suffering among animals.

2 To provide therapeutic experiences for members of the public suffering from stress, bereavement, depression and other mental stress, through contact with and caring for animals.

The trustees have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

### **Achievements and performance**

We were devastated in January to lose our Founder and chief benefactor, Alexandra Bastedo, who fought bravely and cheerfully against liver cancer for many months. Her loss leaves a very large gap in the lives of both Trustees and Volunteers. We are all determined to keep the Sanctuary performing in the way she established it so that it will be a constant tribute to her memory.

## **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

### **Trustees' Report (continued)**

#### **Achievements and performance (continued)**

Before she died. Alexandra asked her friend the actress Sue Jameson if she would take the position of President of the Charity. Sue, an animal lover herself, agreed immediately and the Trustees welcomed her as a new and valuable asset to the Sanctuary.

The Charity has continued the work of running the Sanctuary which began in 2010 and has spent the year rescuing more domestic animals (excluding dogs) which have been ill treated, neglected or abandoned. The object remains to rehome all animals whenever possible in order to find the space to accommodate newcomers. Where it appears to be impossible to rehome an animal through ill health or temperament, the Sanctuary will offer a permanent home.

We currently average about 27 equines of varying size, more than 40 cats and a variety of pigs, goats, ducks, geese and peacocks who live in our tranquil 10 acres. The peacocks have now been rehomed and we miss their clarion calls which kept us on our toes. Equines are increasingly difficult to rehome and more and more are offered to us when owners are no longer able to afford to keep them (or for other reasons).

We carry on with offers to local schools for groups of local schoolchildren to visit the Sanctuary and we take animals into schools so that the children can learn how they should be treated. We also visit care homes for the elderly. We are conscious that a significant number of people suffer from depression, anxiety, bereavement and other forms of mental stress – the problems of which can often be alleviated by contact with, or caring for, animals. We have an increasing number of such people who join us as volunteers and we see the improvement in their situations as they spend time with us. We continue to assist the local community by taking students for their Duke of Edinburgh awards and others (whose future lies in working with animals) for work experience.

We have improved our procedures throughout the year and the charity has subsequently become more efficient. Rehoming, particularly of cats, has increased considerably and we have had significant successes in finding suitable homes for pigs and some equines.

Throughout the year we have made significant improvements in our stock of accommodation for equines, cats and pigs and, whilst there is some way to go, we are satisfied with this year's progress.

We are totally dependent on our 60 plus unpaid volunteers to whom the Trustees offer their grateful thanks.

#### **Financial review**

The current period continues to prove difficult as many people are abandoning their pets through lack of finance and this gives rise to a particular strain on sanctuaries such as ours.

Although the cost of caring for the animals continues to increase due to increases in feed prices and vet fees, we have made every effort to contain costs and have reduced our expenditure on running costs during the year in spite of having a similar number of animals in residence on average. We have also seen the benefit of an increase in donated funds arising from the additional events held during the year. Overall the charity made a surplus of £19,667 from its unrestricted activities, compared with £3,701 in the prior year. The trustees are very pleased with this result but recognise that our efforts to contain costs and boost fundraising must continue in order to ensure the long term future of the Sanctuary.

## **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

### **Trustees' Report (continued)**

#### **Financial review (continued)**

During the year we received a grant of £14,500 towards the cost of installing a new electricity supply to the Sanctuary: these funds were spent during the year and the funds received have therefore been transferred to unrestricted funds, leading to an overall increase in funds for the year of £34,167 (2013: £3,701).

We continued with our series of fundraising dinners entitled "An Evening With....." which have become very successful. We hope to continue these during next year provided we can get enough celebrity friends to join us. We have been very fortunate to have our dear Alexandra to generate funds through the appearances of herself and her actor friends. We have also had a couple of successful "An Afternoon Tea with....." events where our guests have been Susan Hampshire and June Whitfield.

The Trustees will continue to increase the appeal of the Sanctuary to the general public by improving the amenities we have. The new Tea Room will make life easier for both volunteers and guests. We intend to pursue the concept that the Sanctuary is equally for the benefit of animals and humans and we have every intention of making the Sanctuary 'user friendly' for a variety of disabled people where the latter have needs of association with animals to improve or assist their particular stress related issues.

The number of 'Friends' continues to show a healthy increase over the last year and we plan to embark on new and exciting fund raising activities.

We shall continue to take in as many animals as we possibly can but we remain aware of the financial constraints.

#### **Reserves**

The charity operates on a year by year basis with fundraising increased to cover any unexpected increase in costs. The trustees strive to attain a position where reserves of three to six months will be held to cover fluctuations in both income and expense and the result for the year has assisted with this objective in the short term. In the longer term the trustees expect that the legacy left to the Sanctuary by Alexandra will help to provide a reserve fund to cover future unexpected fluctuations in income and expenditure although it is our intention to ensure that fundraising activities are maintained at a level where the income received more than covers the day to day running costs.

This report has been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

On behalf of the board of trustees



Mr A Sims  
Trustee

29 October 2014

## **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

### **Statement of trustees' responsibilities**

The trustees, who are also the directors of Alexandra Bastedo (Champions) Animal Sanctuary Limited for the purpose of company law, are responsible for preparing the trustees' report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, 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; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. 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.

## **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

### **Independent examiner's report to the trustees of Alexandra Bastedo (Champions) Animal Sanctuary Limited**

I report on the accounts of the charity for the year ended 31 January 2014, which are set out on pages 6 to 12.

This report is made solely to the charity's trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for any work, for this report, or for the opinions I have formed.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- i examine the accounts under section 145 of the 2011 Act;
- ii to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- iii to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

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

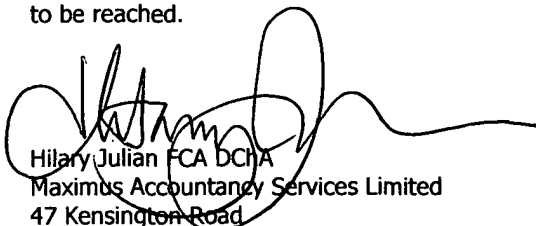
#### **Independent examiner's statement**

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

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- i to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- ii to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Hilary Julian FCA DCHA  
Maximus Accountancy Services Limited  
47 Kensington Road  
Chichester  
West Sussex  
PO19 7XS

29 October 2014



# Alexandra Bastedo (Champions) Animal Sanctuary Limited

Year ended 31 January 2014

## Statement of financial activities including income and expenditure account

	Note	Unrestricted funds 2014 £	Restricted funds 2014 £	Total 2014 £	Total 2013 £
<b>Incoming resources</b>					
Incoming resources from generated funds:					
Donations including gift aid	2	53,658	-	53,658	36,278
Activities for generating funds	3	23,645	-	23,645	24,329
		77,303	-	77,303	60,607
Incoming resources from charitable activities	4	1,000	14,500	15,500	800
Total incoming resources		78,303	14,500	92,803	61,407
<b>Resources expended</b>					
Cost of generating funds:					
Fundraising expenditure	5	6,033	-	6,033	3,436
		6,033	-	6,033	3,436
Net incoming resources available		72,270	14,500	86,770	57,971
<b>Charitable activities</b>					
Animal Sanctuary		52,403	-	52,403	54,070
Governance costs		200	-	200	200
		52,603	-	52,603	54,270
Net incoming resources before transfers and net income for the year		19,667	14,500	34,167	3,701
Transfers between funds		14,500	(14,500)	-	-
Net movement in funds for the year		34,167	-	34,167	3,701
Fund balances at 1 February 2013		4,486	-	4,486	785
<b>Fund balances at 31 January 2014</b>		38,653	-	38,653	4,486

All of the activities of the charity are classed as continuing.

**Alexandra Bastedo (Champions) Animal Sanctuary Limited****Year ended 31 January 2014****Balance Sheet as at 31 January 2014**

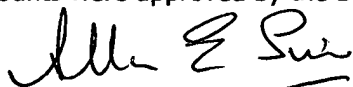
	Note	2014 £	2013 £
<b>Tangible assets</b>			
Fixed assets	9	33,208	13,125
<b>Current assets</b>			
Stocks		100	1,600
Debtors	10	1,815	802
Cash at bank and in hand		17,223	4,793
		<u>19,138</u>	<u>7,195</u>
<b>Creditors: amounts falling due within one year</b>	11	<u>(13,693)</u>	<u>(15,834)</u>
<b>Net current assets/(liabilities)</b>		<u>5,445</u>	<u>(8,639)</u>
<b>Total assets less current liabilities</b>		<u>38,653</u>	<u>4,486</u>
<b>Income funds</b>			
Restricted funds	12	-	-
Unrestricted funds		<u>38,653</u>	<u>4,486</u>
		<u>38,653</u>	<u>4,486</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 for the year ended 31 January 2014. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

These accounts were approved by the Board on 29 October 2014.



**Mr A Sims**  
Trustee

Company registration number 06797855

# **Alexandra Bastedo (Champions) Animal Sanctuary Limited**

**Year ended 31 January 2014**

## **Notes to the accounts**

### **1 Accounting policies**

#### **1.1 Basis of preparation**

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

The charity has taken advantage of the exemption in Financial Reporting Standard 1 (Revised 1996) 'Cash Flow Statements' from the requirement to produce a cash flow statement on the grounds that it is a small charity.

#### **1.2 Incoming resources**

Fundraising income and donations are included in the year in which they are received.

Donations in the form of gifts in kind are recognised as incoming resources when distributed with an equivalent amount being included as resources expended. Gifts in kind are valued at an estimate of the market value the charity would have to pay for an equivalent item.

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

Legacies receivable are included in the accounts when they satisfy the following criteria:

Entitlement - actual receipt or legally enforceable right to receipt

Certainty - reasonable certainty of receipt

Measurement - the monetary value can be measured with sufficient reliability

#### **1.3 Resources expended**

Expenditure is included on an accruals basis. Irrecoverable VAT is included in the category of expenditure to which it relates.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Fundraising costs are those costs directly attributable to trading income and fundraising.

Governance costs are those costs incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

#### **1.4 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Assets costing below £200 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Buildings            10% straight line per annum

Equipment          10% straight line per annum

# Alexandra Bastedo (Champions) Animal Sanctuary Limited

Year ended 31 January 2014

## Notes to the accounts (continued)

### 1.5 Stock

Stock is valued at the lower of cost and net realisable value.

### 1.6 Taxation

The company is exempt from corporation tax on the grounds that it is a charity and all of its income is applied for charitable purposes.

### 1.7 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

Restricted funds are subject to specific conditions by donors as to how they may be used, details of which are included in note 12.

## 2 Donations and legacies

	Unrestricted 2014 £	Restricted 2014 £	Total 2014 £	Total 2013 £
Donations and gifts	53,658	-	53,658	36,278
Legacies receivable	-	-	-	-
	<u>53,658</u>	<u>-</u>	<u>53,658</u>	<u>36,278</u>

Donations and gifts include £2,718 (2013: £2000) of gifts in kind.

## 3 Activities for generating funds

	2014 £	2013 £
Activities for generating funds	23,645	24,329
Fundraising expenses (note 5)	(6,033)	(3,436)
Net activities for generating funds	<u>17,612</u>	<u>20,893</u>

## 4 Incoming resources from charitable activities

	Unrestricted 2014 £	Restricted 2014 £	Total 2014 £	Total 2013 £
Grants	1,000	14,500	15,500	800

# Alexandra Bastedo (Champions) Animal Sanctuary Limited

Year ended 31 January 2014

## Notes to the accounts (continued)

### 5 Total resources expended

	Note	Depreciation	Other costs	Total	Total
		2014	2014	2014	2013
		£	£	£	£
<b>Cost of generating funds</b>					
Open day expenses		-	1,373	1,373	3,150
Other fundraising events		-	3,789	3,789	-
Other fundraising expenditure		-	871	871	286
		-	6,033	6,033	3,436
<b>Charitable activities</b>					
<u>Animal Sanctuary</u>					
Activities undertaken directly		1,639	48,991	50,630	51,583
Support costs	6	-	1,773	1,773	2,487
Total		1,639	50,764	52,403	54,070
<b>Governance costs</b>		-	200	200	200
<b>Total resources expended</b>		1,639	56,997	58,636	57,706

Governance costs includes payments to the independent examiner of £200 (2013: £200) for fees and £nil (2013: £nil) for other services.

### 6 Support costs

	2014	2013
	£	£
General office administration costs	1,773	2,487
	<u>1,773</u>	<u>2,487</u>

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

### 8 Employees

There were no employees during the year or during the prior year.

**Alexandra Bastedo (Champions) Animal Sanctuary Limited****Year ended 31 January 2014****Notes to the accounts (continued)****9 Tangible fixed assets**

	Buildings £	Equipment £	Total £
<b>Cost</b>			
At 1 February 2013	14,267	-	14,267
Additions in the year	20,261	1,461	21,722
Disposals			-
At 31 January 2014	34,528	1,461	35,989
<b>Depreciation</b>			
At 1 February 2013	1,142	-	1,142
Charge for the year	1,546	93	1,639
Disposals			-
At 31 January 2014	2,688	93	2,781
<b>Net book value</b>			
At 31 January 2014	31,840	1,368	33,208
At 31 January 2013	13,125	-	13,125

No depreciation has been charged in these accounts in respect of the electrical installation referred to in note 12 as this had not been brought into use by the balance sheet date.

**10 Debtors**

	2014 £	2013 £
Other debtors	1,815	802

**11 Creditors**

	2014 £	2013 £
Trade creditors	3,028	5,199
Other creditors	10,465	10,435
Accruals	200	200
	13,693	15,834

## Alexandra Bastedo (Champions) Animal Sanctuary Limited

Year ended 31 January 2014

### Notes to the accounts (continued)

#### 12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 February 2013 £	Movement in funds		Balance at 31 January 2014 £
		Incoming resources £	Resources expended £	
Installation of electricity supply	-	14,500	(14,500)	-
	-	14,500	(14,500)	-

During the year the charity received a grant towards the cost of the installation of a new electricity supply. The grant was used during the year and a total of £16,585 has so far been capitalised in respect of the cost of the installation and is included in the cost of buildings in note 9. The grant received has therefore been transferred to unrestricted reserves.

#### 13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 January 2014 are represented by:			
Tangible fixed assets	33,208	-	33,208
Current assets	19,138	-	19,138
Creditors: amounts falling due within one year	(13,693)	-	(13,693)
	38,653	-	38,653

#### 14 Legacies receivable

Following the sad death of Mrs A Garland in January 2014 the charity is entitled to a significant legacy consisting of the property where the sanctuary is situated and the residue of Mrs Garland's estate. As probate has not yet been granted it is not possible for the trustees to quantify how much will ultimately be received.

#### 15 Related parties

During the year the charity received a loan of £215 from Ms C Sims, a person connected with Mr A Sims, a trustee of the charity, and repaid £185 to Mrs A Garland, who was a trustee of the charity for most of the year. At the year end the charity owed £9,068 (2013: £9,253) to Mrs A Garland, £920 (2013: £920) to Mr A Sims and £478 (2013: £263) to Ms C Sims. Under the terms of Mrs Garland's will the amount owed by the charity will form part of the legacy referred to in note 14 above.