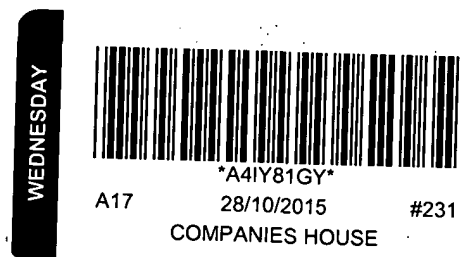


Charity Registration Number: 1133827  
Company Registration Number: 06797855 (England and Wales)

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

**Trustees' Report and Unaudited Accounts**

**For the year ended 31 January 2015**



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

**Year ended 31 January 2015**

## **Legal and administrative information**

Trustees	Ms C Tofield-Cook Mrs D G Humphries Mr A Osborn (appointed 24 June 2015)
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 2015**

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

**Year ended 31 January 2015**

### **Trustees' Report**

The trustees are pleased to present their report and accounts for the year ended 31 January 2015.

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.

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 (resigned 13 June 2015)

Mr J Williams (resigned 23 June 2015)

Ms C Tofield-Cook

Mrs D G Humphries (appointed 11 February 2014)

Ms G D Harris (appointed 11 February 2014, resigned 11 November 2014)

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**

Last year we reported our distress at losing our founder and benefactor Alexandra Bastedo. Her loss has left a very large gap in the general functioning of the Sanctuary and, whilst trying to emulate her methods and wishes, the Trustees have had considerable difficulties to overcome. One of the problems was losing her constant presence which meant that any problem, day or night, was attended by her. The Trustees decided to appoint Peter Kirkwood as Caretaker to overcome some of these problems. The Trustees are determined to keep the Sanctuary continuing with similar methods to Alexandra but at the same time improving actions wherever appropriate.

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

**Year ended 31 January 2015**

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

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

**Sue Jameson**, our president, has given an amazing amount of time to the Sanctuary since her appointment and hardly misses any of our activities and events. We are very grateful for her enthusiasm.

**Virginia McKenna** very kindly entertained us as part of our series "An Evening With....." in November and packed the house at the Chinese restaurant. This together with another Firewalk evening organised by John & Jane Williams meant that our income for November was the best month of the year.

The Cost of a Coffee Club continued to raise funds for specific tasks, one of which was the opening of the Orchard Cattery in August, an event which Alexandra would have loved to attend. It was designated as a memorial to Alexandra.

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.

It is to be noted that we are frequently unable to offer a home, however temporary, to some animals due to constant overcrowding. In these cases we strive to put people in touch with other rescue centres or suitable individuals who are able to help. Equines in particular are notoriously difficult to rehome but we managed to place half a dozen in new surroundings.

We still average about 27 equines of varying size, a fluctuating clowder of cats with droves of pigs and goats. These are all accompanied by ducks and hens who live in our tranquil 10 acres.

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.

Allan Sims and John Williams, who had both been trustees from the early days of the Sanctuary, retired after the end of the year. The trustees would like to express their gratitude for their contribution to the work of the Sanctuary.

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

**Year ended 31 January 2015**

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

#### **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 looking after the animals in our care during the year in spite of having a similar number of animals in residence on average. However, we did incur additional maintenance costs in the year including a significant amount on repairing and replacing the fences to ensure the safety of the animals in our care, so that our overall expenditure on necessary maintenance was £10,618 compared with £3,723 in the prior year. We were fortunate in receiving a generous one off donation of £7,500 towards our running costs which enabled us to carry out this work.

In addition, as referred to above, we now need to employ an onsite caretaker whereas previously our founder, Mrs A Garland, was able to fulfil this role.

Overall the charity made a surplus of £4,111 on its unrestricted activities, compared with £19,667 in the prior year. The trustees are pleased with this result at such a difficult time for all involved with the Sanctuary but recognise that our efforts to contain costs and boost fundraising must continue in order to ensure the long term future of the Sanctuary.

During the year we received a grant of £4,500 towards the cost of purchasing a tractor for 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 £8,611 (2014: £34,167).

Fundraising dinners are now much more difficult to arrange and much of the fundraising will be carried out through smaller events.

We were fortunate with the Open Weekend which, in a very poor summer, remained rain free and generated around £7,500.

We rely, as always, on regular donations from Friends and Champions to provide a significant level of funds for the day to day function of the Sanctuary with fundraising events to cope with the more difficult capital costs. Mud is a constant enemy and is a threat to both animals and volunteers but we believe that a grant may be forthcoming to clear the worst areas.

A cat rehoming day enabled us to rehome a significant number of cats and, at the same time, raise more funds from donations.

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 has made 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.

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

**Year ended 31 January 2015**

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

#### **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



**Cheryl Tofield-Cook**

Trustee

23 October 2015

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

**Year ended 31 January 2015**

### **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 2015**

### **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 2015, which are set out on pages 7 to 13.

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.

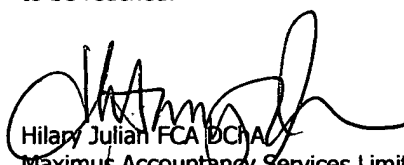
#### **Independent examiner's statement**

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

23 October 2015

# Alexandra Bastedo (Champions) Animal Sanctuary Limited

Year ended 31 January 2015

## Statement of financial activities including income and expenditure account

	Note	Unrestricted funds 2015 £	Restricted funds 2015 £	Total 2015 £	Total 2014 £
<b>Incoming resources</b>					
Incoming resources from generated funds:					
Donations including gift aid	2	49,856	-	49,856	53,658
Activities for generating funds	3	26,332	-	26,332	23,645
Bank interest received		26	-	26	-
		<u>76,214</u>	<u>-</u>	<u>76,214</u>	<u>77,303</u>
Incoming resources from charitable activities	4	-	4,500	4,500	15,500
Total incoming resources		<u>76,214</u>	<u>4,500</u>	<u>80,714</u>	<u>92,803</u>
<b>Resources expended</b>					
Cost of generating funds:					
Fundraising expenditure	5	6,968	-	6,968	6,033
		<u>6,968</u>	<u>-</u>	<u>6,968</u>	<u>6,033</u>
Net incoming resources available		69,246	4,500	73,746	86,770
<b>Charitable activities</b>					
Animal Sanctuary		64,935	-	64,935	52,403
Governance costs		200	-	200	200
		<u>65,135</u>	<u>-</u>	<u>65,135</u>	<u>52,603</u>
Net incoming resources before transfers and net income for the year		4,111	4,500	8,611	34,167
Transfers between funds		4,500	(4,500)	-	-
Net movement in funds for the year		<u>8,611</u>	<u>-</u>	<u>8,611</u>	<u>34,167</u>
Fund balances at 1 February 2014		<u>38,653</u>	<u>-</u>	<u>38,653</u>	<u>4,486</u>
<b>Fund balances at 31 January 2015</b>		<u>47,264</u>	<u>-</u>	<u>47,264</u>	<u>38,653</u>

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

**Alexandra Bastedo (Champions) Animal Sanctuary Limited****Year ended 31 January 2015****Balance Sheet as at 31 January 2015**

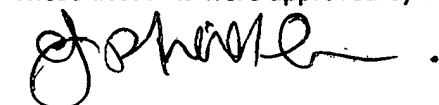
	Note	2015		2014	
		£	£	£	£
<b>Tangible assets</b>					
Fixed assets	9		42,976		33,208
<b>Current assets</b>					
Stocks		100		100	
Debtors	10	95		1,815	
Cash at bank and in hand		19,953		17,223	
		<u>20,148</u>		<u>19,138</u>	
<b>Creditors: amounts falling due within one year</b>	11	<u>(15,500)</u>		<u>(13,693)</u>	
<b>Net current assets</b>			<u>4,648</u>		<u>5,445</u>
<b>Total assets less current liabilities</b>			<u>47,624</u>		<u>38,653</u>
<b>Income funds</b>					
Restricted funds	12		-		-
Unrestricted funds			<u>47,624</u>		<u>38,653</u>
			<u>47,624</u>		<u>38,653</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 2015. 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 23 October 2015.



**Cheryl Tofield-Cook**  
Trustee

Company registration number 06797855

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

**Year ended 31 January 2015**

## **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 2015

## 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 2015 £	Restricted 2015 £	Total 2015 £	Total 2014 £
Donations and gifts	49,856	-	49,856	53,658
Legacies receivable	-	-	-	-
	<u>49,856</u>	<u>-</u>	<u>49,856</u>	<u>53,658</u>

Donations and gifts include £2,267 (2014: £2,718) of gifts in kind.

## 3 Activities for generating funds

	2015 £	2014 £
Activities for generating funds	26,332	23,645
Fundraising expenses (note 5)	(6,968)	(6,033)
Net activities for generating funds	<u>19,364</u>	<u>17,612</u>

## 4 Incoming resources from charitable activities

	Unrestricted 2015 £	Restricted 2015 £	Total 2015 £	Total 2014 £
Grants	-	4,500	4,500	15,500

# Alexandra Bastedo (Champions) Animal Sanctuary Limited

Year ended 31 January 2015

## Notes to the accounts (continued)

### 5 Total resources expended

	Note	Staff costs 2015 £	Depre- ciation 2015 £	Other costs 2015 £	Total 2015 £	Total 2014 £
<b>Cost of generating funds</b>						
Open day expenses		-	-	4,767	4,767	1,373
Other fundraising events		-	-	1,682	1,682	3,789
Other fundraising expenditure		-	-	519	519	871
		-	-	6,968	6,968	6,033
<b>Charitable activities</b>						
<u>Animal Sanctuary</u>						
Activities undertaken directly		-	4,469	50,588	55,057	50,630
Support costs	6	6,219	-	3,659	9,878	1,773
Total		6,219	4,469	54,247	64,935	52,403
<b>Governance costs</b>						
		-	-	200	200	200
<b>Total resources expended</b>		<b>6,219</b>	<b>4,469</b>	<b>61,415</b>	<b>72,103</b>	<b>58,636</b>

Governance costs includes payments to the independent examiner of £200 (2014: £200) for fees and £100 (2014: £nil) for other services.

### 6 Support costs

	2015 £	2014 £
Caretaker's wages	6,219	-
Volunteer training and welfare	1,164	-
Insurance	786	740
Office administration costs	1,709	1,033
	<u>9,878</u>	<u>1,773</u>

### 7 Trustees

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

### 8 Employees

During the year the charity had one employee (2014: no employees).

**Alexandra Bastedo (Champions) Animal Sanctuary Limited****Year ended 31 January 2015****Notes to the accounts (continued)****9 Tangible fixed assets**

	Buildings £	Tractor £	Equipment £	Total £
<b>Cost</b>				
At 1 February 2014	34,528	-	1,461	35,989
Additions in the year	2,782	9,480	1,975	14,237
Disposals	-	-	-	-
At 31 January 2015	37,310	9,480	3,436	50,226
<b>Depreciation</b>				
At 1 February 2014	2,688	-	93	2,781
Charge for the year	3,731	474	264	4,469
Disposals	-	-	-	-
At 31 January 2015	6,419	474	357	7,250
<b>Net book value</b>				
At 31 January 2015	30,891	9,006	3,079	42,976
At 31 January 2014	31,840	-	1,368	33,208

**10 Debtors**

	2015 £	2014 £
Other debtors	95	1,815

**11 Creditors**

	2015 £	2014 £
Trade creditors	4,999	3,028
Other creditors	9,988	10,465
Accruals	513	200
	15,500	13,693

## Alexandra Bastedo (Champions) Animal Sanctuary Limited

Year ended 31 January 2015

### 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 2014 £	Movement in funds Incoming resources £	Resources expended £	Balance at 31 January 2015 £
Purchase of tractor	-	4,500	(4,500)	-
	-	4,500	(4,500)	-

During the year the charity received a grant towards the cost of a new tractor. The grant was used during the year and a tractor was purchased for £9,480. 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 2015 are represented by:			
Tangible fixed assets	42,976	-	42,976
Current assets	20,148	-	20,148
Creditors: amounts falling due within one year	(15,500)	-	(15,500)
	47,264	-	47,264

#### 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. Probate was granted just before the approval of these financial statements and the trustees estimate that the overall value of the legacy that will be recognised in next year's financial statements is in the region of £920,000.

#### 15 Related parties

During the year the charity incurred expenditure of £600 and received income of £1,135 on behalf of the estate of Mrs A Garland. Mr A Sims, a trustee of the charity throughout the year, paid expenses of £385 on behalf of the charity and was repaid £920 by the charity. The charity also repaid £478 to Ms C Sims, a person connected with Mr A Sims. At the year end the charity owed £9,603 (2014: £9,068) to the estate of Mrs A Garland, £385 (2014: £920) to Mr A Sims and £nil (2014: £478) 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.