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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS -  
OXFORDSHIRE BRANCH**

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**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2010**

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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The following pages do not form part of the statutory financial statements:

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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Life President

Capt E B Johnson MC (appointed 17 November 2009)

**Trustees**

Mrs R A Dowell, Acting Chair  
Mr B E Stoneley (resigned 19 October 2010)  
Mr G Larkin, Honorary Treasurer  
Ms L Oliver, Acting Secretary  
Mr B P James  
Mrs I Smith (resigned 16 November 2010)  
Mrs S Aries  
Mr A Aries  
Ms S Twist  
Dr K J Morris  
Miss L Shanahan (resigned 17 August 2010)  
Mrs F Halbert (appointed 16 November 2010)

**Charity registered number**

205156

**Principal office**

Willow Farm  
Chilton  
Didcot  
OX11 0QU

**Branch administrator and Secretary**

Ms E Hopes

**Accountants**

Helen Gee FCCA  
New Farm  
High Street  
Cumnor  
Oxford  
OX2 9QD

**Bankers**

Lloyds TSB  
1 High Street  
Carfax  
Oxford  
OX1 4AA

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## ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

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### TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2010

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The Trustees submit their annual report and the financial statements of Royal Society for the Prevention of Cruelty to Animals - Oxfordshire Branch (the charity) for the ended 31 December 2010. The Trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

#### **Structure, governance and management**

##### **a. CONSTITUTION**

The Society for the Prevention of Cruelty to Animals was founded on the 16 June 1824 and granted the 'Royal' prefix by Queen Victoria in 1840. The current constitution of the RSPCA was created with the adoption of the Royal Society for the Prevention to Cruelty to Animals Act 1932, the work of the society is governed by the RSPCA Act and by the Rules of the Society.

There have been no changes in the objectives since the last annual report.

##### **b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Royal Society for the Prevention of Cruelty to Animals Act 1932 and by the Rules of the Society..

##### **c. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The Branch is governed by a committee who are the Trustees of the Branch. They have individual and collective responsibility for the management of the Branch and its funds. Subject to the overall supervision of the Society, the committee controls and monitors all the fundraising and animal welfare initiatives of the Branch.

##### **d. RISK MANAGEMENT**

The Branch has carried out a review to identify major risks and has taken steps to mitigate them:

The major risks identified are:

- loss of reputation through error or fraud
- loss of income through error or fraud
- loss of income through poor investment performance
- insufficient trustees for the Branch to continue
- insufficient volunteers for fundraising activities
- insufficient funds to cover the costs of animal welfare activities

It is the opinion of the Trustees that the Branch's policies, procedures and controls are adequate to mitigate financial and reputation loss through error or fraud and to maintain the future financial viability of the Branch. Steps are to be taken to address the issues of recruitment of trustees and volunteers in the future.

#### **Objectives and Activities**

##### **a. POLICIES AND OBJECTIVES**

The Branch is an unincorporated charitable association and a separately registered branch of the Royal Society for the Prevention of Cruelty to Animals (the Society), carrying out its direct animal welfare work in the areas of

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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Oxfordshire.

The objects of the Branch are to promote the work and objects of the Society - to promote kindness and to prevent or suppress cruelty to animals by all lawful means - with particular reference to the area of the Branch, in accordance with the policies and guidelines of the Society.

The Trustees have reviewed the outcomes and achievements of our objectives and activities for the year 2010, to ensure they remain focused on our charitable aims, and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2006 to have due regard to public benefit guidance published by the Commission.

**b. STRATEGIES AND ACTIVITIES FOR ACHIEVING OBJECTIVES**

Under the Charities Act 2006, the advancement of animal welfare is recognised as a distinct statutory charitable purpose. This legislation and the Animal Welfare Act of 2006 indicate an acceptance by society as a whole that treating living creatures with compassion and care has a moral benefit for the public as a whole. Whilst this public benefit is clear, it is sometimes difficult to quantify and must be balanced against any detriment.

The Branch's animal welfare work, although local in nature, benefits society at large, and also aims to help people in need with the care of their animals. The next section of this report highlights the Branch's main activities and demonstrates the benefit provided to the public. All our charitable activities, as described in more detail in the following pages of this report, focus on promoting compassion and kindness, and preventing or suppressing cruelty to animals and are undertaken to further these purposes for the public benefit.

1. The Branch supports the local Inspectorate of the Society by taking in mistreated or abandoned animals, including pets whose owners suffer ill health or financial difficulties or pass away, leaving that animal without care. As well as providing education, information and advice, the Society's Inspectorate rescues animals in distress and enforces laws against the cruel mistreatment of animals in England and Wales. This work is key to 'the prevention or suppression of cruelty' part of the Society and Branch objects, and promotes compassionate and humane sentiments towards animals which involves moral benefit to humankind as a whole.
2. The Branch provides subsidised veterinary treatment for animals in the Branch area which are sick or injured and belong to local people on low incomes; we do this through a voucher scheme with Veterinary practices. This work benefits those on means-tested benefits by giving them financial help to obtain care for companion animals in need of veterinary treatment.
3. The Branch provides subsidised neutering of companion animals for those in the Branch area on low income, we do this by voucher schemes with Veterinary practices; this work assists those on means-tested benefits by giving them financial help to neuter companion animals and thereby helps to control dog/cat populations. The Branch also provides low-cost microchipping, made available at local events, often in association with the Police and community support officers. The neutering and microchipping services benefit the local community by promoting responsible pet ownership by education and guidance.
4. Animals in the Branch's direct care (either in our Animal Centre or with dedicated fosterers) receive all necessary veterinary treatment, vaccination(s), neutering, microchipping and are assessed for rehoming. This work helps to control the incidence and spread of disease and general suffering through vaccination and neutering.
5. The Branch rehomes animals in need, at low cost to people willing and able to adopt and home a companion animal. Whilst we recognise that companion animals provide measurable benefits to people's physical and mental health, we consider the provision of these animals as pets as subsidiary to the main charitable aim of this service, which is to reduce animal suffering and provide care and welfare. The Branch's policy to charge a reasonable adoption fee for animals aims to highlight the ongoing personal and financial commitment of pet ownership. It would not be in the best interests of animals, and therefore would fall outside our objects, to rehome animals to those who could not afford to keep and care for them long-term.
6. The Branch takes in lost or stray animals picked up by the Society's Inspectorate and take steps to reunite them with owners. This work benefits our local community by preventing animals continuing to stray and posing a risk to themselves and to people through road traffic accidents.

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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7. The Branch responds to enquiries (both direct and via the Society's national call centre) from the public about animals in the Branch area. The public benefits from knowing that we can assist animals in need and/or provide appropriate guidance.

8. The Branch offers free animal care advice by information on our website and responding to telephone enquiries. The public benefits through education and the promotion of responsible pet ownership.

9. Within the terms of the Branch's governing document, we support the National Society and other RSPCA branches (and where necessary other local animal welfare charities and community agencies) through collaboration to: (a) provide animal care and welfare services; (b) ensure the provision of a suitable new home for rescued animals; and (c) promote responsible pet ownership through education and guidance.

10. The Branch provides volunteering opportunities for those who wish to support our work, including trusteeship, animal care, fostering and fundraising. This benefits local people and companies by providing the opportunity of doing work which is compassionate and rewarding.

### **c. VOLUNTEERS**

The charity is grateful for the unstinting efforts of its volunteers who are involved in service provision and fundraising.

### **Achievements and performance**

#### **a. REVIEW OF ACTIVITIES, DEVELOPMENTS AND SIGNIFICANT EVENTS**

Our Chairman resigned his position in October 2010 to pursue local interests closer to his new home. His contribution to the Branch over the past years is recognised by the remaining Trustees as outstanding, their sincere and grateful thanks are extended on behalf of the whole Branch membership for his unstinting work.

The Willow Farm manager also resigned in November after nearly three years of hard work in developing the operation, the Trustees thank her for her contribution during that time.

A fulltime Branch Administrator was recruited in May 2010, unfortunately due to medical complications this employment was terminated in July 2010. Administration work was then undertaken on a temporary basis by our Assistant Animal Centre manager, in November 2010 the Trustees resolved to recruit a dedicated Branch Manager.

A new joint shop Manager was recruited in September. The shop performance is still disappointing and further measures are being taken to address this problem.

Our website remains well managed and updated, enabling members of the public to be better informed on all aspects of pet ownership and improving our re-homing activities to secure a bright future for recovered animals.

The Branch received two substantial legacies during 2010. Total legacies received during the year amounted to some £58,650, we are very grateful to the late Mrs Joyce Lynch for the greater part of these donations.

#### **b. INVESTMENT POLICY AND PERFORMANCE**

As at 31 December 2010, it is the policy of the Branch to hold surplus funds in either a managed share portfolio or interest bearing accounts. Sufficient funds are always readily available in order to enable the charity to achieve its objectives.

### **Financial review**

#### **a. RESERVES 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 to such 'unrestricted reserves' the Branch may also hold additional 'restricted reserves', such reserves represent funds donated for a specified purpose which cannot be used for anything other than the purpose for which they were donated.

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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Unrestricted reserves available to be carried forward as at 31 December 2010 amounted to £594,377. This is represented by net current assets of £124,906, fixed assets of £40,143 and investments of £429,328.. Such reserves represent approximately three years expenditure based on gross expenditure levels in 2010.

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

**Plans for the future**

**a. FUTURE DEVELOPMENTS**

Whilst the economic climate seems likely to remain poor for 2011 the new Branch Manager will be tasked with reviewing the existing procedures in all areas of Branch activity, financial savings will be sought wherever possible through improved housekeeping and better strategic planning. Raising the profile of the Branch and actively seeking fundraising opportunities will also be undertaken by the Manager and supported by the Trustees.

The Branch will be seeking suitable locations and premises for additional shops within the Branch area, but ensuring that performance and profitability will be the key factors in this process. The generation of more sustainable shop donations needs to be pursued with new approaches and innovative schemes being developed wherever possible.

The appointment of a full time experienced manager at Willow Farm will provide us with an enhanced focus for demonstrating our work in re-homing recovered Animals; this will continue to be an important and expanding element to our PR and fund-raising activities. Recruitment of animal fosterers will enable a greater and more efficient turnover of animals through the Willow Farm operation. The Branch is exploring means to provide additional welfare services to the local community; a mobile clinic vehicle is still under consideration and likely to come to fruition in the Spring.

In summary, by achieving greater cost efficiencies throughout the Branch, more and better targeted strategic planning and increasing the public facing activities through volunteer support will all help to ensure the Branch continues to develop and to operate within its objectives.

This report was approved by the Trustees on \_\_\_\_\_ and signed on its behalf, by:

**Mr G Larkin, Treasurer**

**Mrs R A Dowell, Chair**

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

I report on the financial statements of the charity for the year ended 31 December 2010 which comprise the Statement of Financial Activities and Balance Sheet, with the related notes.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's Trustees are responsible for the preparation of the financial statements, and they consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 43 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the Act; and
- 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements 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:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 41 of the Act; and
  - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed: Helen Gee FCCA

Dated:

Helen Gee FCCA

Accountant/Registered Auditor

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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	Note	Unrestricted funds 2010 £	Total funds 2009 £
<b>INCOMING RESOURCES</b>			
Incoming resources from generated funds:			
Voluntary income	2	80,761	36,596
Activities for generating funds	3,4	42,880	43,024
Investment income	5	8,566	4,187
Incoming resources from charitable activities	6	16,639	7,076
<b>TOTAL INCOMING RESOURCES</b>		<b>148,846</b>	<b>90,883</b>
<b>RESOURCES EXPENDED</b>			
Costs of generating funds:			
Costs of generating voluntary income	7	2,971	5,127
Fundraising expenses and other costs	4	40,365	36,723
Charitable activities	14	109,410	97,803
Governance costs	10	39,892	46,859
<b>TOTAL RESOURCES EXPENDED</b>	13	<b>192,638</b>	<b>186,512</b>
<b>NET RESOURCES EXPENDED BEFORE REVALUATIONS</b>		<b>(43,792)</b>	<b>(95,629)</b>
Gains and losses on revaluations of investment assets	18	40,333	56,552
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>(3,459)</b>	<b>(39,077)</b>
<i>Total funds at 1 January 2010</i>		597,836	636,913
<b>TOTAL FUNDS AT 31 DECEMBER 2010</b>		<b>594,377</b>	<b>597,836</b>

All activities relate to continuing operations.

The notes on pages 9 to 18 form part of these financial statements.

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ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

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**BALANCE SHEET  
AS AT 31 DECEMBER 2010**

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	Note	£	2010 £	£	2009 £
<b>FIXED ASSETS</b>					
Tangible assets	17		<b>40,143</b>		55,891
Investments	18		<b>429,328</b>		384,660
			<u><b>469,471</b></u>		<u>440,551</u>
<b>CURRENT ASSETS</b>					
Stocks	19	<b>1,960</b>		1,957	
Debtors	20	<b>11,933</b>		5,514	
Cash at bank and in hand		<b>130,986</b>		157,536	
			<u><b>144,879</b></u>	<u>165,007</u>	
<b>CREDITORS:</b> amounts falling due within one year	21	<b>(19,973)</b>		<u>(7,722)</u>	
<b>NET CURRENT ASSETS</b>			<u><b>124,906</b></u>		<u>157,285</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><b>594,377</b></u>		<u>597,836</u>
<b>CHARITY FUNDS</b>					
Unrestricted funds	22		<u><b>594,377</b></u>		<u>597,836</u>
<b>TOTAL FUNDS</b>			<u><b>594,377</b></u>		<u>597,836</u>

The financial statements were approved by the Trustees on **Complete 'ACCOUNTS COMPLETION' section** and signed on their behalf, by:

**Mr B E Stoneley, Chairman**

**Mr G Larkin, Treasurer**

The notes on pages 9 to 18 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

**1.2 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**1.3 Incoming resources**

All incoming resources are included in the Statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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**1. ACCOUNTING POLICIES (continued)**

**1.4 Resources expended**

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

**1.5 Tangible fixed assets and depreciation**

All assets costing more than £100 are capitalised.

All assets are reviewed annually for impairment.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

S/Term Leasehold Property	-	20% straight line
Plant and equipment	-	25% reducing balance
Office Equipment	-	25% reducing balance

**1.6 Investments**

Investments are stated at market value at the balance sheet date. The Statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

**1.7 Operating leases**

Rentals under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

**1.8 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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**2. DONATIONS, LEGACIES AND SIMILAR INCOMING RESOURCES**

	<b>Unrestricted funds 2010 £</b>	<i>Total funds 2009 £</i>
Donations	9,485	12,390
Legacies	58,650	11,225
Grants	12,626	12,981
	80,761	36,596
	80,761	36,596

**3. FUNDRAISING INCOME**

	<b>Unrestricted funds 2010 £</b>	<i>Total funds 2009 £</i>
Fund raising events	7,509	6,215
	7,509	6,215

**4. TRADING ACTIVITIES**

	<b>Unrestricted funds 2010 £</b>	<i>Total funds 2009 £</i>
<b>Charity trading income</b>		
Net income - all trading activities	35,371	36,809
	35,371	36,809
<b>Charity trading expenses</b>		
Shop goods for resale	366	1,417
Shop waste	650	481
Shop administration costs	2,181	2,171
Shop accommodation costs	18,076	17,674
Shop wages and salaries	19,092	14,980
	40,365	36,723
	40,365	36,723
Net (expenditure)/income from trading activities	(4,994)	86
	(4,994)	86

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ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010

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5. INVESTMENT INCOME

	Unrestricted funds 2010 £	Total funds 2009 £
Dividends receivable and accumulated from investments	7,628	3,082
Interest receivable	938	1,105
	<u>8,566</u>	<u>4,187</u>

6. ACTIVITIES IN FURTHERANCE OF THE CHARITY'S OBJECTS

	Unrestricted funds 2010 £	Total funds 2009 £
Animal rehoming and rechargeable fees	16,639	7,076

7. FUND RAISING COSTS

	Unrestricted funds 2010 £	Total funds 2009 £
Advertising and promotion	1,293	3,925
Goods purchased for resale and microchipping	1,678	1,202
	<u>2,971</u>	<u>5,127</u>

8. EXPENDITURE BY CHARITABLE ACTIVITY

SUMMARY BY FUND TYPE

	Unrestricted funds 2010 £	Total funds 2009 £
Animal Welfare	107,242	94,383
Branch contribution to regional headquarters	2,168	3,420
	<u>109,410</u>	<u>97,803</u>

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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**8. EXPENDITURE BY CHARITABLE ACTIVITY (continued)**

**SUMMARY BY EXPENDITURE TYPE**

	Staff costs 2010 £	Other costs 2010 £	Total 2010 £	<i>Total</i> 2009 £
Animal Welfare	42,447	64,795	107,242	94,383
Branch contribution to regional headquarters	-	2,168	2,168	3,420
	<u>42,447</u>	<u>66,963</u>	<u>109,410</u>	<u>97,803</u>

**9. COSTS OF ACTIVITIES IN FURTHERANCE OF THE CHARITIES OBJECTS**

	2010 £	2009 £
Branch contribution to regional headquarters	2,168	3,420
Veterinary fees for sick animals	40,806	41,752
Kennel and occupation costs for homeless animals	10,894	6,161
Total	<u>53,868</u>	<u>51,333</u>

**10. GOVERNANCE COSTS**

	Unrestricted funds 2010 £	<i>Total</i> funds 2009 £
Accountancy fees	930	1,260
Professional and consultancy fees	2,206	1,553
Communications	1,438	1,027
Office costs	1,404	1,758
Sundry administration expenses	1,204	922
Mileage expenses	3,467	3,055
Insurances	195	313
Trustees expenses	2,939	2,472
Wages and salaries	10,362	16,897
Amortisation and depreciation	15,747	17,602
	<u>39,892</u>	<u>46,859</u>

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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**11. DIRECT COSTS**

	Animal Welfare £	Total 2010 £	Total 2009 £
Veterinary fees for sick animals	40,806	40,806	41,752
Kennel and occupation costs for homeless animals	10,894	10,894	6,161
	<u>51,700</u>	<u>51,700</u>	<u>47,913</u>

**12. SUPPORT COSTS**

	Animal Welfare £	Funds to regional head office £	Total 2010 £	Total 2009 £
Willow farm - administration and communication costs	933	-	933	2,504
Willow farm - premises costs	11,084	-	11,084	10,595
Willow farm - other costs	1,078	-	1,078	332
Branch contribution to regional headquarters	-	2,168	2,168	3,420
Wages and salaries	42,447	-	42,447	33,040
	<u>55,542</u>	<u>2,168</u>	<u>57,710</u>	<u>49,891</u>

**13. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Staff costs 2010 £	Depreciation 2010 £	Other costs 2010 £	Total 2010 £	Total 2009 £
Fund raising costs	-	-	2,971	2,971	5,127
Direct shop expenses	19,092	-	21,273	40,365	36,723
<b>Costs of generating funds</b>	<u>19,092</u>	<u>-</u>	<u>24,244</u>	<u>43,336</u>	<u>41,850</u>
Animal Welfare	42,447	-	64,795	107,242	94,383
Branch Contribution to regional headquarters	-	-	2,168	2,168	3,420
<b>Charitable activities</b>	<u>42,447</u>	<u>-</u>	<u>66,963</u>	<u>109,410</u>	<u>97,803</u>
<b>Governance</b>	<u>10,362</u>	<u>15,747</u>	<u>13,783</u>	<u>39,892</u>	<u>46,859</u>
	<u>71,901</u>	<u>15,747</u>	<u>104,990</u>	<u>192,638</u>	<u>186,512</u>

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010**

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**14. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	Activities undertaken directly 2010 £	Support costs 2010 £	Total 2010 £	Total 2009 £
Animal Welfare	51,700	55,542	107,242	94,383
Branch Contribution to regional headquarters	-	2,168	2,168	3,420
	<u>51,700</u>	<u>57,710</u>	<u>109,410</u>	<u>97,803</u>
Total	<u><u>51,700</u></u>	<u><u>57,710</u></u>	<u><u>109,410</u></u>	<u><u>97,803</u></u>

**15. NET RESOURCES EXPENDED**

This is stated after charging:

	2010 £	2009 £
Depreciation of tangible fixed assets: - owned by the charity	15,748	17,602
	<u><u>15,748</u></u>	<u><u>17,602</u></u>

During the year, no Trustees received any remuneration (2009 - £NIL).

During the year, no Trustees received any benefits in kind (2009 - £NIL).

Trustees received reimbursement of subsistence expenses amounting to £2939 in the current year, (2009 - £2,472).

**16. STAFF COSTS**

Staff costs were as follows:

	2010 £	2009 £
Wages and salaries	71,901	64,916
	<u><u>71,901</u></u>	<u><u>64,916</u></u>

The average monthly number of employees during the year was as follows:

	2010 No.	2009 No.
Administration	1	1
Retail assistants	1	1
Animal carers	2	2
	<u><u>4</u></u>	<u><u>4</u></u>

No employee received remuneration amounting to more than £60,000 in either year.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2010

17. TANGIBLE FIXED ASSETS

	S/Term Leasehold Property £	Plant & Machinery £	Office Equipment £	Total £
<b>Cost</b>				
At 1 January 2010 and 31 December 2010	50,423	38,973	1,562	90,958
<b>Depreciation</b>				
At 1 January 2010	17,181	16,890	996	35,067
Charge for the year	10,085	5,521	142	15,748
At 31 December 2010	27,266	22,411	1,138	50,815
<b>Net book value</b>				
At 31 December 2010	23,157	16,562	424	40,143
At 31 December 2009	33,242	22,083	566	55,891

18. FIXED ASSET INVESTMENTS

	Listed securities £	
<b>Market value</b>		
At 1 January 2010	384,660	
Additions	44,668	
At 31 December 2010	429,328	
<b>Investments at market value comprise:</b>		
	2010 £	2009 £
Listed Investments	429,328	384,660

All the fixed asset investments are held in the UK

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**ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS - OXFORDSHIRE BRANCH**

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**NOTES TO THE FINANCIAL STATEMENTS  
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**19. STOCKS**

	2010 £	2009 £
Finished goods and goods for resale	<u>1,960</u>	<u>1,957</u>

The difference between purchase price or production cost of stocks and their replacement cost is not material.

**20. DEBTORS**

	2010 £	2009 £
Other debtors	8,365	4,222
Prepayments and accrued income	3,568	1,292
	<u>11,933</u>	<u>5,514</u>

**21. CREDITORS:**

**Amounts falling due within one year**

	2010 £	2009 £
Social security and other taxes	882	1,073
Other creditors	17,551	5,539
Accruals and deferred income	1,540	1,110
	<u>19,973</u>	<u>7,722</u>

**22. STATEMENT OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Gains/ (Losses) £	Carried Forward £
<b>Unrestricted funds</b>					
General Funds	<u>597,836</u>	<u>148,846</u>	<u>(192,638)</u>	<u>40,333</u>	<u>594,377</u>

**SUMMARY OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Gains/ (Losses) £	Carried Forward £
General funds	<u>597,836</u>	<u>148,846</u>	<u>(192,638)</u>	<u>40,333</u>	<u>594,377</u>

NOTES TO THE FINANCIAL STATEMENTS  
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**23. OPERATING LEASE COMMITMENTS**

At 31 December 2010 the charity had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		2010 £	Other 2009 £
	2010 £	2009 £		
<b>Expiry date:</b>				
Within 1 year	7,200	-	-	-
Between 2 and 5 years	14,000	22,500	-	-
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

**24. RELATED PARTY TRANSACTIONS**

The charity pays rent to Mrs I Smith, a trustee of the charity, under a commercial lease for the use of premises at Willow Farm. The annual rent payable is £7,200.