

# Animals in Distress

## Torbay and Westcountry

(A Company Limited by Guarantee)

### **Trustees' Annual Report and Financial Statements**

For the year ended 31 December 2015

Registered Charity Number 1105487  
Company Number 05171505

# **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

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# **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

## **TRUSTEES' ANNUAL REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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The Trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 December 2015 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

### ***Trustees***

R Brand  
A Nicholson  
G Gooding  
P Walmsley  
G Dix  
A Cross  
D Turner  
A Harrison (resigned August 2015)  
P Tucker (appointed August 2015)

### ***Company Secretary and Chief Executive***

N Thomas (appointed February 2015)

### ***Principal Address and Registered Office***

Biltor, Edgelands Lane  
Ipplepen  
Newton Abbot  
TQ12 5UF

### ***Professional Advisers***

Auditors	PKF Francis Clark, Torquay
Solicitors	Boyce Hatton LLP, Torquay
Bankers	Lloyds Bank Plc, Paignton

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

#### ***Governing document***

Animals in Distress (Torbay and Westcountry) is a company limited by guarantee (company number 5171505) governed by its Memorandum and Articles of Association. It is registered as a charity with the Charity Commission.

# **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

**TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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## **Objectives and activities**

Animals in Distress exists to alleviate pain, suffering and distress in animals as well as to promote animal welfare practices and responsible pet ownership across Teignbridge, Torbay and South Hams.

Furthermore,

- We at Animals in Distress undertake to care for and nurture any unwanted domestic pet that is brought to us, providing it is suitable for re-homing and there is accommodation available at the Rescue Centre.
- We will always provide shelter, food, exercise and veterinary care for the animals in our charge.
- We will never put an animal to sleep unless on the advice of our Veterinary Surgeon.
- We will endeavour to find suitable homes for our animals on the basis of a responsible home check or such similar precaution as is deemed necessary.
- We will at all times show respect, understanding and courtesy to our user groups together with an inherent sense of duty and helpfulness.
- We will always uphold the principles and objectives of our Charity and share with others the joy of helping ANIMALS IN DISTRESS.

Our care is open to all regardless of an individuals' background or circumstances; the welfare of the animal is the primary concern of the Charity, not where the animal comes from or is going to. This includes the fostering of animals, when an animal has a chronic health issue requiring ongoing veterinary treatment which the Charity pays for, regardless of the individual's financial circumstances.

The activities carried out during the course of the year (as set out in the following section) demonstrate the level of Trustee and management commitment in ensuring that the Charity delivers real and tangible benefit to the public in all of its operations and thereby meets the public benefit requirements as set out by the Charity Commission in both spirit and word.

## **New Cattery**

The new cattery was formally opened at the end of March 2015 by our Patron, Ann Widdecombe. The formal opening ceremony was well attended and it gave us the opportunity to thank everyone who had contributed towards the facility. Further remedial work was required before the cattery could become fully operational, but by the early summer, we were soon up to capacity, housing and caring for up to 115 cats and kittens at any given time. The new cattery has enabled the cats to settle much more quickly and has certainly reduced the stress levels. The wonderful new sensory garden came into its own in the better weather as the cats were able to enjoy time out of their pens, sunning themselves, as did the 'golden oldies' cats, that could relax in their own outdoor area.

We remain very grateful for the incredible support that we received from individuals, particularly those who remembered Animals in Distress in their Will, local businesses and charitable trusts without which, the new cattery would not have been possible.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

**TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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### **Waste Disposal Costs**

A number of meetings were held with TOR2 Waste-Management Service in Paignton to try to reduce the Charity's shop waste disposal costs. TOR2 is a joint partnership between Torbay Council and Kier Group, which is responsible for delivering a wide range of essential front-line services to the residents of Torbay. These include waste and recycling collections; the maintenance of highways, grounds, parks, car parks, buildings and the council's vehicle fleet; street and beach cleansing; and out of hours call centre support. The joint venture company was formed in April 2010 and took over responsibility for services in July 2010.

During the year we had been struggling with the rising cost of disposing of broken and unsaleable items that had been donated to our charity shops. With the introduction of full charges for commercial waste from charities at the Household Waste Recycling Centre, this meant that we had to reallocate thousands of pounds to cover our increased waste costs, money which should have been spent on delivering our charitable activities. Our plight was aired on the BBC's The One Show in October, where we were able to highlight the sheer scale of the problem that we were experiencing. Increased public awareness certainly helped as did the meetings we had with TOR2. Although we were not offered a reduction in the tipping rates, we have worked far more closely with TOR2 to explore and make best use of the recycling opportunities available. This has significantly reduced our waste disposal costs during the second half of the year.

### **Gift Aid**

Following the introduction of a new Epos till system in our shops and Rescue Centre Reception in late 2014 we introduced Gift Aid on stock donations. By introducing Retail Gift Aid, we are able to make the stock donations made by UK tax payers go 25% further for the animals, thereby improving the efficiency of our Charity shops and increasing the vital funding we have available to help the animals of South Devon

The Charity made its first Retail Gift Aid claims in 2015 and they included the backdated claims for cash donations from 2012 to 2014 and stock donations from November 2014 to December 2015.

### **Chief Executive Officer**

Our new CEO, Neil Thomas, joined the Charity in mid-February 2015. Neil's focus has been on reviewing all of our operational matters and establishing clear protocols and procedures to ensure transparency and compliance. With Neil's background in animal welfare, ensuring the highest standards at the Rescue Centre has remained a key priority for the Charity.

# **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

**TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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## **Key Statistics**

In 2015 we rehomed 597 dogs, cats, rabbits and guinea pigs. This was a 3.5% decrease on 2014. Our dog rehoming figures did increase by 13%, however, our cat numbers were down by 7%. This was mainly due to the fact that the new cattery and ancillary buildings were not fully operational until the summer. Unfortunately, we rehomed 17% fewer rabbit and guinea pigs during the year than in 2014, however, this coincided with many of the animals having long-term health matters to treat and resolve before rehoming as well as more stringent rehoming criteria being applied.

Ensuring the animals at the Rescue Centre are healthy and receive all necessary veterinary care remains a priority for the Charity. During 2015, our animals received 3,473 veterinary treatments and operations. This is an increase of 7% on the previous year, with the majority of treatments and operations being undertaken on site at the Rescue Centre.

## **Use of Volunteers**

The Charity continues to hugely benefit from the invaluable contribution made by volunteers. Whenever possible, the Charity utilises its volunteers in most areas of its work, including the shops, at the Rescue Centre and fundraising. The volunteers contributed at least 50,000 hours to the Charity during the year.

The Charity considers the recruitment of volunteers in the same way as staff and carries out a thorough administrative process in their selection.

## **Challenges**

### **Declining Retail Sales**

The Animals in Distress retail operation remains a very important part of how the Charity raises funds for its work. Unfortunately, it has been a difficult few years in retail as the Charity has experienced an overall decline in sales and an increase in costs which have inevitably impacted on the profitability of the shops. A few years ago, the Charity's shops were making a sizeable contribution towards the running of the Rescue Centre, however, sadly that is no longer the case.

High Streets are undergoing significant changes as a result of trends facing the retail sector and the economy in general. The increase in internet shopping which was so widely reported on the run up to Christmas 2015 and the rise of out-of-town retail centres, has led to the demise of many retail businesses. It meant that Animals in Distress had to work harder just to standstill.

Our retail staff and volunteers have worked extremely hard in all of our Charity shops and the support that the Charity receives from the public is fantastic but as the charity retail sector is changing, Animals in Distress had to adapt as resting on its laurels was not an option.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

### **TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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Various retail and business experts have suggested that the long honeymoon period for the charity retail sector may well be over. Charity shops can no longer rely on local economies or tax breaks to support them and Animals in Distress, like many charities, will have to make bigger returns just to stand still. Competition for every consumer pound remains fierce and the Charity recognised that there was a need to focus on areas such as merchandising, brand consistency and quality in order to secure the Charity's position on the high street.

There is a clear need to be more competitive than ever in order to maintain our levels of fundraising. In response to this and to other external retail pressures, such as discount fashion stores, out-of-town retail centres and online shopping, we began to reassess how its brand is perceived by the public.

Our shops are the most visible piece of brand awareness that there is for the Charity, but they also have a positive but largely hidden impact too. It goes far beyond providing the benefits of local services, and encompasses ancillary benefits such as recycling, employment and volunteering etc. The high streets would certainly be a worse place without the Animals in Distress and other charity shops as they help maintain footfall on struggling high streets and they fill empty shops.

In late September 2015, the CEO and Trustees discussed the future of the retail operation and it was decided that the Charity should undertake an external review to ensure that it was fit for purpose going forward. It was clear from the various discussions that took place with Consultants, that a review, whether it be internal or external, should take place every 2 to 3 years. Animals in Distress has not previously undertaken a retail review and therefore it was long overdue and extremely vital to the on-going success or otherwise of the retail operations.

Following a shortlisting process and consideration of proposals from various companies and individuals that offered charity retail reviews, Jayne Cartwright of The Charity Retail Consultancy was our preferred Consultant. Jayne has nearly 30 years' experience in charity retail having worked for Oxfam, The Children's Society and Save the Children UK. She also created and led a relationship with Mary Portas, resulting in a BBC TV series Mary Queen of Charity Shops. More recently she set up The Charity Retail Consultancy and had been commissioned by over 20 charities to undertake projects such as developing business plans and strategies, reviewing current and designing future retail operations, preparing key stakeholders for the creation of a charity retail operation, developing job roles and supporting recruitment.

The brief that Jayne Cartwright was given was to analyse the Animals in Distress retail operation in order to produce recommendations for strategic development over the next 3 years. Jayne was commissioned to undertake her review and produce her report in early 2016.

The most significant benefit of retail as a charity income generating stream for Animals in Distress is that the revenue is unrestricted, meaning that the resulting profit can be spent on our core costs, namely looking after the animals that we care for. It is therefore vital that the strategy within the Charity's retail network is correct both now and in the future. There is a clear need to adapt to ensure that appropriate measures are in place to safeguard the long-term sustainability of our retail operations.

# ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

## TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 DECEMBER 2015

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### Fundraising and Supporter Care

The Charity's work is almost entirely funded by its network of more than 10 charity shops across South Devon and the legacies received from generous supporters remembering Animals in Distress in their Will. These two funding streams have provided the majority of the Charity's income for the last 25 years.

Events in the local community and at the Rescue Centre, together with personal fundraising appeals made to friends and contacts of the founding members have added to the income over the years. However, outside of the shops, there has been no structured fundraising approach.

With this in mind, there is an overwhelming need to diversify the Charity's funding streams and implement a sustainable growth plan for its voluntary income, which introduces stability and reduces our reliance on retail and legacies. Additionally, there is a need to address the Charity's lack of supporter care processes and how we, as an organisation, deliver all of our communications and publicity work.

Animals in Distress receives incredible support from the local community, however the ability to raise the funds required to deliver its work has simply not kept up with the times.

A positive move to fill the void in voluntary income was made in July 2013 when the Charity recruited its first full-time fundraiser. However this role was responsible for delivering all fundraising techniques as well as all communications and publicity for the organisation, the majority of the supporter care and fulfillment, events planning and delivery as well as legacy fundraising and administration.

During 2015, the Trustees and CEO recognised and acknowledged the need to further invest in income generation, starting with investment on infrastructure. As a result the Charity will create a new website in early 2016 and will select its first Customer Relationship Management (CRM) database next year too.

Although these are both extremely positive steps and should dramatically improve the Charity's ability to communicate and fundraise, it was recognised that it would not be enough to enable the Charity to raise the income required in the coming years. The Charity was also missing out on developing deep and long-term relationships with its supporters due to a lack of stewardship and supporter care processes. It was also recognised that the marketing and publicity of the organisation was falling behind as there simply wasn't the dedicated staff to deliver these functions.

It was decided by the Trustees and CEO to commission a full and comprehensive external review before committing further investment in fundraising, communications or supporter care. The review is to have the following income objectives:

- **Immediate** – fill the void created by declining net income from retail and unpredictable legacy income. In the next two years, we are trying to reduce the deficit through cost-cutting measures across the organisation and increased voluntary income.
  - **Medium-term** – steady, sustainable growth to cover increased costs at the Rescue Centre. We would like our annual income, from all sources, to be £2m by 2020.
  - **Long-term** – Deliver a new kennel facility, which will require a capital appeal in the region of £2m as well as increased annual income to cover the increased running costs.
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## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

### **TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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The review will cover all areas of work that would traditionally be handled by the following departments in an organisation:

- Fundraising – all techniques
- Supporter Care – from donation handling to overall strategy
- Communications & Publicity - both on and offline i.e. supporter Magazines/newsletters, organisational information, website, social media, etc.

The review will assist the Charity in providing recommendations for the following:

- Key areas of fundraising on which the Charity should focus in the immediate, medium and long terms. This will be based on the organisational size, where the Charity operates and the current income objectives.
- Staffing implications of delivering the above fundraising programmes.
- How to deliver the organisational communications and publicity, supporter care and data management requirements.

Consultants will be identified and following a shortlisting process, we are planning to commission the review to take place by the summer of 2016.

#### **Financial Reviews**

A new Financial Control Policy was developed and adopted in 2015 to ensure our financial controls are transparent and compliant. Terms of Reference were developed for the Trustees' Finance Committee and a closer working relationship was developed throughout the year with our accountants PKF Francis Clark LLP.

#### **Plans for Future Periods**

##### **New kennel facilities**

With the completion of the new Cattery, our attention turned to the Kennels in 2015 as the current facilities do not meet the high welfare standards we are committed to delivering. We want to better meet the needs of the dogs and reduce the stress in the Kennels, enhance the interaction between potential adopters and the dogs and increase the amount of "after care" we are able to offer to recent adopters

During the summer of 2015, we instigated the services of ACD Projects – Animal Welfare Construction & Design Consultants Management to design our new kennels and associated buildings. ACD Projects is an award winning multi-disciplinary construction management practice based in Suffolk, with a particular specialism in veterinary and animal welfare facilities throughout the UK, Europe and Worldwide.

Working with ACD Projects, we now have plans for the new kennel building as well as re-signing the current kennel block into facilities that are dedicated to the dogs to provide an indoor exercise area, training & behaviourist facilities and rehoming spaces. ACD have been able to satisfy our objectives and have provided an ideal solution for the kennels, whilst managing the practical constraints of budget and programme. It is an ambitious project that is going to take concerted fundraising effort to come to fruition. We are determined to deliver on this phased project over the next 3-5 years.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

**TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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### **Restricting Public Access to the Kennels**

At Animals in Distress, the welfare of the animals in our care is always our first concern, and with the dogs' welfare in mind we have taken the decision to close the kennels at our Rescue Centre to general public viewing by the summer of 2016.

Recent studies have shown that a high frequency of visitors can have a huge impact on the behaviour, health and stress levels of a dog in kennels. For the sake of the dogs' well-being, and in line with other leading animal charities, Animals in Distress will allow kennel viewing only to people who are actively looking for a new canine companion.

We have reviewed our adoption procedure to better help dogs and owners to find their perfect match. Although some people may be disappointed at no longer being able to visit the dogs, as always the welfare of the dogs is our first consideration. We estimate that only about 10% to 15% of public visitors to our kennels are genuinely interested in adopting a dog.

The rescue kennel environment is extremely stressful for the dogs and we do all we can to counteract this. We are confident that by managing the number of visitors to our kennel area, the welfare of the dogs will significantly improve. We will see a marked reduction in the stress levels and associated negative behaviours, which will greatly benefit the dogs.

We believe that the dogs' calmer behaviour will result in better interactions between potential adopters and the dogs. It will greatly improve the dogs' prospects of being rehomed and speed up the rehoming process.

### **Investing in data infrastructure**

Our data management tools are either outdated or nonexistent. This significantly restricts our ability to deliver our work effectively and efficiently. Additionally, we are not communicating to our key audiences with the fullest view of their relationship with us. With this in mind, the Board of Trustees has agreed to the following:

- Introduction of new animal welfare and rehoming database – The Charity has chosen the AniLog® Animal Welfare Management Solution which is easy to use and is a state of the art, web based animal management software system. AniLog® allows animal welfare charities to harness state-of-the-art technology that in financial terms would normally be prohibitively unobtainable to the vast majority and is offered as a Software as a Service (SaaS) product with a monthly fee. Another great feature is that the AniLog® licence is not per person or user but per site. We are aiming to 'go-live' with the new software in the spring of 2016.
- Introduction of new fundraising and communication database – The Charity has chosen Harlequin Software for our Customer Relationship Management (CRM) system. As a Charity, we need to work harder to build relationships and increase income and the CRM will empower us to build satisfaction, loyalty and trust amongst beneficiaries, supporters and volunteers. We are aiming to have the CRM system operational during the summer of 2016.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

**TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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### **Volunteer Development Manager**

Our volunteers fulfil vital roles for the Charity and we would not be able to achieve what we do without them. We know that we can do more for our existing network of dedicated volunteers and we have to find new volunteers to help the Charity progress in so many aspects of its work.

The Trustees and CEO wish to take the Charity's volunteering commitment to the next level and have identified the need to recruit a Volunteer Development Manager to build on our existing volunteering programmes and identify and develop new ones. The aim is to inspire, support and enable our fantastic volunteers and drive opportunities for them, so that they become proud, long-term Animals in Distress volunteers, a vital part of our amazing team.

Our aim is to find someone with proven experience and commitment to volunteer management to lead the volunteering function. They will be responsible for driving strategic plans to realise the potential of existing, emerging and new volunteering opportunities. A key to success in this role will be the ability to engage with managers and teams across the organisation, a credible advisor, identifying robust opportunities to support our services and maximise income, so that we can support even more of the animals that we care for. Recruitment will take place during the second quarter of 2016

### **Governance**

#### **Structure, Governance and Management**

Animals in Distress (Torbay and Westcountry) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 4 July 2004. It is registered as a Charity with the Charity Commission.

There is one class of member. The maximum number of members is 20 or such numbers as the members decide. The first members were the subscribers to the Memorandum; further members are such individuals or organisations as appointed by the Trustees. There are currently seven members, each of whom is liable to contribute £10 in the event of the Charity winding up.

#### **Appointment of Trustees**

As set out in the Articles of Association, the first Trustees were the subscribers to the Memorandum. Additional Trustees may be appointed by the Charity in a general meeting or by the other Trustees. A Trustee must be aged 18 or over, must be a member of the Charity and must not be disqualified by virtue of provisions of the Charities or Companies Acts. The number of Trustees may not be less than three, but is not subject to a maximum.

At the annual general meeting, one third of the Trustees must retire. The Trustees to retire shall be those who have been longest in office since their last appointment.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

### **TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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#### **Trustee Induction and Training**

New Trustees undergo an induction to brief them on their legal obligations under Charity and Company law, the content of the Memorandum and Articles of Association, the Committee and the decision making process, the business plan and the recent financial performance of the Charity. During their induction, the Trustee will spend time with the Chief Executive and with the Rescue Centre Management in order to familiarise themselves with the day to day running of the Charity. Ongoing training is given as appropriate to their position.

#### **Organisation**

The Board of Trustees administers the Charity and meets every three months. A Finance Committee was established by the Board to maintain an overview of and provide advice to it, regarding the financial affairs of the Charity. The Finance Committee meets every three months too and is attended by at least four Trustees and the CEO.

The Chief Executive is appointed by the Trustees to manage the day-to-day operations of the Charity. To facilitate effective operating, the Chief Executive has written terms of delegation approved by the Trustees for operational matters including finance and employment.

#### **Related Parties**

The "new" charity (charity number 1105487) incorporated the tangible and intangible assets of the original "old" charity, Animals in Distress (Torbay and Westcountry) (charity number 900234) on 31 October 2004. The only excluded assets were future bequests, cash at bank and the benefit of any insurance claims.

#### **Risk Management**

The Trustees actively review the major risks the Charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. A comprehensive risk analysis has been completed which has identified control and monitoring procedures to minimise any risk to the charity and any impact they may have. The results are periodically reviewed.

#### **Reserves**

The charity has sought to separate those unrestricted reserves that are made up of its long-term freehold property from those that are freely available for its general purposes. As well as providing a more informed view of the overall reserves it enables a more realistic assessment to be made of the charity's strategy with regard to their level and future deployment.

The so-called free reserves are then demarcated into separate categories that accord with the charity's medium and long-term plans. This acknowledges and takes account of the fact that large scale capital projects require "saving up for" over many years. The balancing general reserve recognises that it is extremely difficult to predict income from legacies and a reserve level has therefore been set at approximately 6 months of average legacy funded expenditure.

It is anticipated that the Charity's investment policy will match the spending and reserves policy.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

### **TRUSTEES' ANNUAL REPORT (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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#### **Trustees' responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of Animals in Distress (Torbay and Westcountry) for the purposes of company law) are responsible for preparing a trustees annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the 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 (FRS 102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### **Statement as to disclosure to our auditors**

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charitable company's auditor is unaware, and
- the trustees have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the board of trustees

D Turner

Date: 28 July 2016

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

### **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANIMALS IN DISTRESS (TORBAY AND WESTCOUNTRY)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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We have audited the financial statements of Animals in Distress (Torbay and Westcountry) for the year ended 31 December 2015 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 'The Financial Reporting Standard in the UK and Republic of Ireland'.

This report is made solely to the Charitable Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charitable Company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective Responsibilities of Trustees and Auditors**

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's (APB's) Ethical Standards for Auditors.

#### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view, of the state of the affairs of the charitable company as at 31 December 2015 and of the incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

### **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANIMALS IN DISTRESS (TORBAY AND WESTCOUNTRY)**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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#### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you, if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Martin Hobbs ACA (Senior Statutory Auditor)  
PKF Francis Clark  
Statutory Auditor  
Sigma House  
Oak View Close  
Edginswell Park  
Torquay  
TQ2 7FF

28 July 2016

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 DECEMBER 2015

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	Note	Unrestricted Funds 2015 £	Restricted Funds 2015 £	Total Funds 2015 £	Total Funds 2014 £
<b>Income from:</b>					
Donations	3	280,136	18,075	298,211	2,376,342
Charitable activities	4	56,766	-	56,766	53,864
Other trading activities	5	923,772	-	923,772	917,836
Investments	6	15,481	-	15,481	16,384
Other	7	3,308	-	3,308	52
<b>Total</b>		<u>1,279,463</u>	<u>18,075</u>	<u>1,297,538</u>	<u>3,364,478</u>
<b>Expenditure on:</b>					
Raising funds	8	971,197	-	971,197	964,623
Charitable activities	9	796,656	25,314	821,970	775,784
Other	10	3,539	-	3,539	9,531
<b>Total</b>		<u>1,771,392</u>	<u>25,314</u>	<u>1,796,706</u>	<u>1,749,938</u>
<b>Net income/(expenditure)</b>		(491,929)	(7,239)	<b>(499,168)</b>	1,614,540
Transfers between funds	23	-	-	-	-
<b>Net movement in funds</b>		<u>(491,929)</u>	<u>(7,239)</u>	<u>(499,168)</u>	1,614,540
<b>Reconciliation of funds</b>					
Total funds brought forward		4,244,174	55,324	4,299,498	2,684,958
<b>Total funds carried forward</b>	23	<u>3,752,245</u>	<u>48,085</u>	<u>3,800,330</u>	4,299,498

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure is derived from continuing activities.

The notes on pages 17 to 28 form part of these financial statements.

Income and expenditure in respect of restricted funds in the comparative period is shown in notes 3 and 9.



## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### BALANCE SHEET

AS AT 31 DECEMBER 2015

	Notes	2015 £	2014 £
<b>Fixed assets</b>			
Tangible assets	18	2,333,722	2,232,106
<b>Current assets</b>			
Stocks	19	11,235	14,954
Debtors	20	79,866	246,086
Cash at bank and in hand		1,445,512	1,882,220
		<b>1,536,613</b>	2,143,260
<b>Liabilities</b>			
Creditors falling due within one year	21	70,005	75,868
<b>Net current assets</b>		<b>1,466,608</b>	2,067,392
<b>Net assets</b>		<b>3,800,330</b>	4,299,498
Restricted funds	23	48,085	55,324
General funds	23	500,623	868,271
Designated funds	23	3,251,622	3,375,903
<b>Total charity funds</b>		<b>3,800,330</b>	4,299,498

The notes on pages 17 to 28 form part of these financial statements.

The financial statements were approved by the trustees on 28 July 2016 and signed on their behalf by:

D Turner  
Trustee

**ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)****(A Company Limited by Guarantee)****STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED 31 DECEMBER 2015**

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	<b>Note</b>	<b>2015</b>	<b>2014</b>
		<b>£</b>	<b>£</b>
<b>Cash from (used in) operating activities</b>	<b>25</b>	<b>(284,766)</b>	1,496,078
<b>Cash flows from investing activities</b>			
Rent received		<b>14,598</b>	15,307
Interest income		<b>883</b>	1,077
Purchase of tangible fixed assets		<b>(171,673)</b>	(350,241)
Proceeds from the sale of tangible fixed assets		<b>4,250</b>	1,000
<b>Cash (used in) investing activities</b>		<b>(151,942)</b>	(332,857)
Increase (decrease) in cash and cash equivalents in the year		<b>(436,708)</b>	1,163,221
Cash and cash equivalents at the beginning of the year		<b>1,882,220</b>	718,999
<b>Cash and cash equivalents at the end of the year</b>		<b>1,445,512</b>	1,882,220

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# ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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### 1 Accounting Policies

The principal accounting policies adopted, judgements made and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### a) Basis of preparation of financial statements and assessment of going concern

The financial statements have been prepared in accordance with 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) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Animals in Distress (Torbay and Westcountry) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP (FRS 102) a restatement of comparative items was required. No restatements were required.

#### c) Income

All income, is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Voluntary income, by way of donations, membership, sponsorship and collections, is accounted for when receivable. Income raised through the operation of the shops is taken into account at the time of receipt.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

#### d) 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.

Restricted funds are funds received which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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**e) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of fundraising and shop costs and their associated support costs.
- Expenditure on charitable activities includes the costs of the Rescue Centre and its associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**f) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's activities. These costs have been allocated between costs of raising funds, expenditure on charitable activities and other expenditure. The basis on which support costs have been allocated is set out in note 11.

**g) Operating leases**

Rental charges under operating leases are charged on a straight line basis over the term of the lease.

**h) Tangible fixed assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives as follows:

Freehold buildings	2% straight line
Furniture, fittings and equipment	20% reducing balance
Motor vehicles	25% reducing balance
IT Equipment	25% straight line

**i) Stock**

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

**j) Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid. Accrued income is recognised where the criteria for recognising income has been met at the year-end but the claim or invoice has not been submitted/issued until after the year-end.

## **ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)**

**(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015**

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**k) Cash at bank and in hand**

Cash at bank and cash in hand includes cash held in current and savings accounts in UK banking institutions.

**l) Creditors**

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

**m) Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**n) Pensions**

The charity operates a defined contribution pension scheme and membership is open to all employees of the charity. The assets of the scheme are held separately from those of the charity. The charity matches employee contributions of 1-4% with an employer contribution of 3% and the contributions are paid into the fund on a monthly basis. The contributions made for the accounting period are treated as an expense and were £15,207 (2014: £7,669). Contributions totalling £7,475 (2014: £nil) were payable to the fund at the balance sheet date and are included in creditors.

**o) Transition to FRS102**

The charity transitioned to FRS102 from previously extant UKGAAP as at 1 January 2014.

There were no changes to the previously stated funds as at 1 January 2014 or 31 December 2014 or in the net income for the year ended 31 December 2014 as a result of the transition to FRS102.

## **2 Legal status of the Charity**

The Charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The Charity is incorporated in England and Wales.

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 3 Income from donations and legacies

	2015 £	2014 £
Donations and gifts	102,934	113,496
Legacies	170,986	2,206,231
Grants	18,000	45,240
Memberships and sponsorship	6,291	11,375
<b>Total income from donations and legacies</b>	<b>298,211</b>	<b>2,376,342</b>

Income from donations and legacies comprises £18,075 (2014: £78,910) in respect of restricted funds and £280,136 (2014: £2,297,432) in respect of unrestricted funds.

As noted in the trustees' report the charity benefits notably from the involvement and enthusiastic contributions of volunteers. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Income from charitable activities

	2015 £	2014 £
Re-homing fees	40,980	39,506
Animal boarding	12,399	11,927
South Hams Strays and Vet income	3,387	2,431
<b>Total income from charitable activities</b>	<b>56,766</b>	<b>53,864</b>

#### 5 Income earned from other trading activities

	2015 £	2014 £
Memberships and sponsorships	1,508	1,052
Fundraising events	14,337	1,473
Shop income	899,159	906,819
Petplan commission	8,768	8,492
<b>Total income from other trading activities</b>	<b>923,772</b>	<b>917,836</b>

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 6 Investment income

	2015 £	2014 £
Rent	14,598	15,307
Interest	883	1,077
<b>Total investment income</b>	<b>15,481</b>	<b>16,384</b>

#### 7 Other income

	2015 £	2014 £
Gain on disposal of fixed assets	1,585	52
Sale of metal and other income	1,723	-
<b>Total other income</b>	<b>3,308</b>	<b>52</b>

#### 8 Analysis of expenditure on raising funds

	2015 £	2014 £
Fundraising	12,811	14,634
Shop costs	789,028	821,252
Support costs	169,358	128,737
<b>Total expenditure on raising funds</b>	<b>971,197</b>	<b>964,623</b>

#### 9 Analysis of expenditure on charitable activities

	2015 £	2014 £
Rescue Centre	729,050	704,387
Support costs	92,920	71,397
<b>Total expenditure on charitable activities</b>	<b>821,970</b>	<b>775,784</b>

Expenditure on charitable activities comprises £25,314 (2014: £7,442) in respect of restricted funds and £796,656 (2014: £768,342) in respect of unrestricted funds.

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 10 Analysis of other expenditure

	Unrestricted 2015 £	Unrestricted 2014 £
Maintenance of investment properties	2,530	8,556
Support	1,009	975
<b>Total other expenditure</b>	<b>3,539</b>	<b>9,531</b>

#### 11 Analysis of support costs

All support costs are allocated based on the basis of staff time.

The analysis of support costs is as follows:

	Raising Funds £	Charitable Activities £	Other £	Total 2015 £	Total 2014 £
Salaries and other staff costs	105,707	50,611	641	156,959	136,048
Travel and subsistence	4,119	1,972	25	6,116	4,546
Professional fees	16,918	8,100	103	25,121	12,531
Finance costs and exchange losses	1,994	955	12	2,961	2,613
Office costs	16,882	8,083	102	25,067	19,482
Other costs	20,717	9,919	126	30,762	14,961
Governance	3,021	13,280	-	16,301	10,928
<b>Total support costs</b>	<b>169,358</b>	<b>92,920</b>	<b>1,009</b>	<b>263,287</b>	<b>201,109</b>



## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 12 Analysis of governance costs

The analysis of governance costs is as follows:

	<b>Total 2015 £</b>	<b>Total 2014 £</b>
Salaries and other staff costs	<b>3,203</b>	3,489
Travel and subsistence	<b>125</b>	117
Professional fees	<b>511</b>	321
Finance costs and exchange losses	<b>61</b>	67
Office costs	<b>511</b>	500
Other costs	<b>626</b>	384
Accountancy fees	<b>6,764</b>	2,000
Audit fees	<b>4,500</b>	4,050
<b>Total</b>	<b>16,301</b>	10,928

#### 13 Net income for the year

This is stated after charging:

	<b>2015 £</b>	<b>2014 £</b>
Operating leases - equipment	<b>542</b>	-
Depreciation	<b>67,392</b>	68,474
Auditors remuneration:		
Audit fees	<b>4,500</b>	4,050
Other fees	<b>6,764</b>	2,000

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 14 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2015 £	2014 £
Salaries and wages	933,347	889,698
Social security costs	54,519	51,150
Pension costs	15,207	7,669
	<u>1,003,073</u>	<u>948,517</u>

No employee had remuneration in excess of £60,000 (2014: nil).

The charity trustees were not paid and did not receive any other benefits from the charity. One trustee was reimbursed travel expenses of £92 during the year (2014: £nil).

The total remuneration of the key management personnel of the charity was £39,058 (2014: £42,530).

#### 15 Staff numbers

The average monthly head count was 68 staff (2014: 69) and staff were engaged in the activities of the group as follows:

	2015 £	2014 £
Rescue Centre	29	32
Charity shops	34	32
Administration and support	4	4
Chief Executive	1	1
	<u>68</u>	<u>69</u>

#### 16 Related party transactions

During the year ended 31 December 2014 the charity paid £7,450 to Boyce Hatton, Solicitors, a firm that provided legal services to the charity. P Walmsley, a Trustee, was a partner in Boyce Hatton until 31 March 2014.

#### 17 Corporation tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 18 Tangible fixed assets

	Freehold Property £	Equipment £	IT Equipment £	Motor Vehicles £	Total £
Cost:					
As at 1 January 2015	2,350,730	133,006	50,293	54,009	2,588,038
Additions	164,687	-	6,986	-	171,673
Disposals	-	-	-	(23,250)	(23,250)
As at 31 December 2015	<b>2,515,417</b>	<b>133,006</b>	<b>57,279</b>	<b>30,759</b>	<b>2,736,461</b>
Depreciation:					
As at 1 January 2015	226,256	85,481	13,180	31,015	355,932
Charge for the year	38,890	9,502	13,918	5,082	67,392
On disposals	-	-	-	(20,585)	(20,585)
As at 31 December 2015	<b>265,146</b>	<b>94,983</b>	<b>27,098</b>	<b>15,512</b>	<b>402,739</b>
Net book value:					
As at 1 January 2015	2,124,474	47,525	37,113	22,994	2,232,106
As at 31 December 2015	<b>2,250,271</b>	<b>38,023</b>	<b>30,181</b>	<b>15,247</b>	<b>2,333,722</b>

#### 19 Stock

	2015 £	2014 £
Goods for resale	5,524	9,244
Vet room supplies	5,711	5,710
	<b>11,235</b>	<b>14,954</b>

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## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 20 Debtors

	2015 £	2014 £
Trade debtors	2,021	575
Other debtors	36,811	41,301
Prepayments and accrued income	41,034	204,210
	<b>79,866</b>	<b>246,086</b>

#### 21 Creditors: amounts falling due within one year

	2015 £	2014 £
Trade creditors	28,123	40,325
Other creditors	13,165	5,819
Accruals and deferred income	15,084	15,111
Social security and other taxes	13,633	14,613
	<b>70,005</b>	<b>75,868</b>

#### 22 Obligations Under Leases

The total of future minimum lease payments is as follows:

	Land and Buildings		Other	
	2015 £	2014 £	2015 £	2014 £
<b>Operating leases:</b>				
Within one year	84,612	102,028	5,562	-
Between one and five years	67,590	164,993	13,218	-
After more than five years	-	7,250	9,214	-
	<b>152,202</b>	<b>274,271</b>	<b>27,994</b>	<b>-</b>

## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 23 Analysis of movements in funds

	Balance at 1 January 2015 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2015 £
<b>General fund</b>	868,271	1,279,463	(1,771,392)	124,281	<b>500,623</b>
<b>Designated funds:</b>					
Property fund	2,073,872	-	-	-	<b>2,073,872</b>
Cattery and reception rebuilding fund	332,031	-	-	(124,281)	<b>207,750</b>
Outreach project fund	100,000	-	-	-	<b>100,000</b>
New building fund	870,000	-	-	-	<b>870,000</b>
	<u>3,375,903</u>	-	-	-	<u><b>3,251,622</b></u>
<b>Total unrestricted funds</b>	<b><u>4,244,174</u></b>	<b>1,279,463</b>	<b>(1,771,392)</b>	-	<b><u>3,752,245</u></b>
Puppy Appeal (capital)	32,338	-	(3,604)	-	<b>28,734</b>
Rabbit Appeal (capital)	20,115	-	(3,570)	-	<b>16,545</b>
Charlie Appeal	2,871	75	(140)	-	<b>2,806</b>
Impactful Foundation	-	18,000	(18,000)	-	-
<b>Total restricted funds</b>	<b><u>55,324</u></b>	<b>18,075</b>	<b>(25,314)</b>	-	<b><u>48,085</u></b>

#### Description, nature and purposes of restricted funds

The restricted funds shown above represent funds raised from appeals for specific projects.

The Impactful Foundation grant was received towards the costs of a new website.

#### 24 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	2,287,882	45,840	<b>2,333,722</b>
Cash at bank and in hand	1,443,267	2,245	<b>1,445,512</b>
Other net current assets	21,096	-	<b>21,096</b>
<b>Total</b>	<b><u>3,752,245</u></b>	<b><u>48,085</u></b>	<b><u>3,800,330</u></b>

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## ANIMALS IN DISTRESS (TORBAY & WESTCOUNTRY)

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

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#### 25 Reconciliation of net movement in funds to net cash flow from operating activities

	2015 £	2014 £
Net (expenditure)/income for the reporting period	<b>(499,168)</b>	1,614,540
Adjustments for:		
Depreciation charges	<b>67,392</b>	68,474
Rent receivable	<b>(14,598)</b>	(15,307)
Interest income	<b>(883)</b>	(1,077)
Profit on the disposal of fixed assets	<b>(1,585)</b>	(52)
Decrease/(increase) in stocks	<b>3,719</b>	(2,695)
Decrease/(increase) in debtors	<b>166,220</b>	(196,117)
(Decrease)/increase in creditors	<b>(5,863)</b>	28,312
Net cash (used in) provided by operating activities	<b>(284,766)</b>	1,496,078

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