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# THE ZEBRA FOUNDATION FOR VETERINARY ZOOLOGICAL EDUCATION

# REPORT AND ACCOUNTS YEAR ENDED 31<sup>ST</sup> DECEMBER 2003

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Corney & Girling Chartered Certified Accountants \*ASHCHTYS\*

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### **GENERAL INFORMATION**

# YEAR ENDED 31<sup>st</sup> DECEMBER 2003

COUNCIL OF MANAGEMENT:

W M Brancker

J E Cooper

M J Fielding

S J Girling

J P Holmes

IF Keymer

J K Kirkwood

V J A Manton

S Sanderson P W Scott

M Waters

SECRETARY:

Mr J P Holmes

REGISTERED OFFICE:

7 Mansfield Street

London

W1M OAT

**COMPANY REGISTRATION NUMBER:** 

2538149 (England and Wales)

**REGISTERED CHARITY NUMBER:** 

1000452

INDEPENDENT EXAMINER:

Corney & Girling

**Chartered Certified Accountants** 

61 Station Road

Sudbury

Suffolk

### REPORT OF THE COUNCIL OF MANAGEMENT

### YEAR ENDED 31st DECEMBER 2003

The Council of Management submit their Report and the Unaudited Accounts of the Company for the above year.

### 1. FINANCIAL PERFORMANCE

The deficit for the Year was £709 and this will be deducted from the Unrestricted Fund.

#### 2. ACTIVITIES

During the year under review the principal activity of the Company continued to be the management of funds to produce income and the payment of amounts to advance education in veterinary zoological medicine.

The Company is a registered charity (No 1000452)

### 3. COUNCIL OF MANAGEMENT

The following have served as directors during the year under review:-

G M Benbow (resigned 11.3.03)

W M Brancker

JE Cooper

M J Fielding

S J Girling

J P Holmes

I F Keymer

J K Kirkwood

V J A Manton

S Sanderson (appointed 11.3.03)

P W Scott

M Waters

In accordance with the Articles of Association S J Girling, J P Holmes, I F Keymer and J K Kirkwood retire from office by rotation, and being eligible, offers themselves for re-election.

#### REPORT OF THE COUNCIL OF MANAGEMENT CONTINUED

#### YEAR ENDED 31st DECEMBER 2003

#### 4. COUNCIL OF MANAGEMENT'S RESPONSIBILITIES

Company law requires the Council of Management to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Company and of the surplus or deficit of the Company for that period. In preparing those financial statements the Council of Management are required to:-

- \* select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- \* prepare the financial statements on the going concern basis unless it is inappropriate to presume the Company will continue in business.

The Council of Management are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Company and ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### 5. POLITICAL AND CHARITABLE CONTRIBUTIONS

No political contributions have been made.

As the principal objectives of the Company are charitable, any donations made are disclosed in the accounts.

#### 6. PROPRIETORSHIP

The Company is limited by guarantee, not having a share capital and the income and property of the Company must be applied only towards the promotion of its objects as set out in its Memorandum of Association.

The Company has eleven registered members who have each undertaken to contribute an amount not exceeding five pounds to the assets of the Company in the event of the Company being wound up.

By order of the Council of Management

J P Holmes

Secretary

Date 29/3/04

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#### INDEPENDENT EXAMINER'S REPORT TO THE COUNCIL OF MANAGEMENT

We report on the accounts of the Company for the year ended 31<sup>st</sup> December 2003 set out on pages 5 to 8.

#### RESPECTIVE RESPONSIBILITIES OF THE COUNCIL OF MANGEMENT AND EXAMINER

As the Company's Council of Management you are responsible for the preparation of the accounts and you consider that the Company is exempt from an audit. It is our responsibility to state whether particular matters have come to our attention.

#### BASIS OF INDEPENDENT EXAMINER'S REPORT

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express any audit opinion on the view given by the accounts.

#### INDEPENDENT EXAMINER'S STATEMENT

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

- (1) which gives us reasonable cause to believe that in any material respect the requirements
  - a) to keep accounting records in accordance with Section 41 of the Act; and
  - b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met: or

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

Corney and Girling Chartered Certified Accountants 61 Station Road Sudbury Suffolk CO10 2SP

Date 3rd March 2004

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# STATEMENT OF FINANCIAL ACTIVITIES

# YEAR ENDED 31<sup>ST</sup> DECEMBER 2003

		2003	2002
	NOTES	£	£
INCOMING RESOURCES			
Donations	4	1,435	2,090
Investment Income		413	565
TOTAL INCOMING RESOURCES		1,848	2,655
RESOURCES EXPENDED		====	
DIRECT CHARITABLE EXPENDITURE			
Grants	3	2,350	1,850
ADMINISTRATION EXPENSES			
Independent Examiner's Fees Auditors Remuneration Other Expenses		- - 207	55 213
		207	268
TOTAL EXPENDITURE		2,557	2,118
NET MOVEMENT IN FUNDS		(709)	537
FUND BALANCE AT 1 <sup>ST</sup> JANUARY 2003		19,486	18,949
FUND BALANCE AT 31 <sup>ST</sup> DECEMBER 2003		18,777	19,486

#### **BALANCE SHEET**

## YEAR ENDED 31<sup>ST</sup> DECEMBER 2003

		2003	2002
	NOTES	£	£
CURRENT ASSETS			
Cash at Bank		18,777 ======	19,486
CAPITAL AND RESERVES			
Unrestricted Fund		18,777	19,486

The Council of Management are satisfied as to the Company's exemption under Subsection (1) of Section 249A of the Companies Act 1985 and that no member or members have requested an audit pursuant to Subsection (2) of Section 249B in relation to the accounts for the Financial Year.

The Council of Management acknowledges their responsibilities for:

- i) ensuring that the Company keeps accounting records which comply with Section 221; and
- ii) preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the Financial Year and of its profit or loss for the Financial Year in accordance with the requirements of Section 226, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 relating to small companies.

Approved by the Council of Management, and signed on their behalf

Signed

Date

9 " March 2004.

The notes on pages 7 to 8 form part of these accounts.

M, J. FIELDING

## NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 31<sup>ST</sup> DECEMBER 2003

## 1. ACCOUNTING CONVENTION

- a) The accounts are prepared in accordance with the historical cost convention.
- b) Interest is brought into account as it is received.

## 2. COUNCIL OF MANAGEMENT

The Council of Management do not receive any remuneration for their services to the Trust.

## 3. DONATIONS MADE

	Donations were made to the following:-		
	_	<u> 2003</u>	<u>2002</u>
		£	£
	A Morris	300	_
	G Yates	400	_
	A Lance	250	-
	Dr A Egbetade Adeniyi	500	-
	H Taylor	200	-
	S Wensley	400	-
	D Gardner – Roberts	300	-
	World Association of Wildlife Veterinarians	-	150
	F de Haas van Dorsser	-	250
	G Ladbury	-	300
	J Hedley	-	200
	B Pullen	-	300
	K Tolliday	•	250
	M Gracia-Vila-Garcia	<u></u> _	<u>400</u>
		2,350	1,850
		<del>*********</del>	<del></del>
4.	DONATIONS RECEIVED	<u>2003</u>	<u>2002</u>
	Donations were received from the following:-		
	British Veterinary Zoological Society	1,000	1,910
	A W Sainsbury	10	10
	L Raymer	_	80
	R Rees Davies	5	90
	VETSTREAM	200	-
	M Lawton/Trower	<u>220</u>	_=
		1,435	2,090
		======	======

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

# YEAR ENDED 31<sup>ST</sup> DECEMBER 2003

2001	2002	•	
	<del></del>		
£	£		

### 5. TAXATION

The Company is a registered charity and general income of the Company is therefore not subject to taxation.

		2003	2002
		£	£
6.	RECONCILIATION OF MOVEMENTS IN ACCUMULATED FUNDS		
	At 1 <sup>st</sup> January 2003 (Deficit) Surplus for the Financial Year	19,486 (709)	18,949 537
	At 31st December 2003	18,777 =====	19,486 =====

There were no other recognised gains or losses apart from the surplus for the financial year.