

SUE LAMBERT TRUST

England & Wales · Charity number 1120957

Details

Other names	SEXUAL VIOLENCE ALLIANCE (SEVA), SUE LAMBERT TRUST
Status	Registered
Legal form	Charitable company
Company number	06217814
Registered	2007-09-24
Register	View on the Charity Commission register

Contact

Address	Sue Lambert Trust 6 Music House Lane Norwich NR1 1QL
Phone	01603622406
Email	info@suelamberttrust.org
Website	www.suelamberttrust.org

Activities

Objects: 3. THE CHARITY'S OBJECTS (THE OBJECTS) ARE: TO PRESERVE AND PROTECT THE MENTAL AND PHYSICAL HEALTH OF PEOPLE WHO HAVE SUFFERED SEXUAL ASSAULT, SEXUAL ABUSE AND/OR DOMESTIC VIOLENCE AND TO ADVANCE PUBLIC EDUCATION ABOUT ALL MATTERS RELATED TO SEXUAL VIOLENCE.

Activities: Counselling and support services for survivors of childhood sexual abuse, rape or sexual violence.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** NOT DEFIED. IN PRACTICE:- LOCALLY IN NORFOLK.
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£725,262	£1,261,450	£475,024	26
2024-03-31	£1,074,061	£1,064,730	£1,003,206	22
2023-03-31	£645,606	£746,154	£993,875	22
2022-03-31	£1,165,185	£707,886	£1,094,423	18
2021-03-31	£778,820	£494,965	£637,124	18

Trustees

Name	Role	Appointed
Catherine Scarlet Lowes-De Bank	Chair	2024-11-11
Amanda Marie Soanes		2024-04-29
Amy Brooke		2025-12-09
Donna Louise Bishop		2024-10-08
Jade Brown		2025-06-01

SUE LAMBERT TRUST

England & Wales - Charity number 1120957

Accounts

SUE LAMBERT TRUST
(A Company Limited by Guarantee)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

SUE LAMBERT TRUST

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SUE LAMBERT TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2025

Trustees	Mr B S Higham (Chair to 8 December 2025) (resigned as Trustee 8 December 2025) Ms C Lowes-De Bank (Chair from 8 December 2025) (appointed Trustee 11 November 2024) Ms D Bishop (appointed Vice Chair 8 December 2025) (appointed Trustee 8 October 2024) Mr N J Horsley-Heather (resigned 25 March 2025) Ms A Soanes (appointed 29 April 2024) Ms H Myers (resigned 1 September 2025) Ms J Brown (appointed 1 May 2025) Ms T Florence (resigned 12 April 2024) Ms L Kinchenton (appointed 26 June 2024, resigned 15 December 2024) Ms C Stevens (resigned 4 June 2024) Mr D Vail (resigned 11 September 2024) Ms A J Brooke (appointed 8 December 2025)
Chief Executive Officer	Mr D C Evans
Company registered number	06217814
Charity registered number	1120957
Registered office	St Julians Hall 6 Music House Lane Norwich NR1 1QL
Independent Examiners	Price Bailey LLP Chartered Accountants Anglia House, 6 Central Avenue St Andrews Business Park Thorpe St Andrew Norwich Norfolk NR7 0HR

SUE LAMBERT TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2025

The trustees submit their report along with the financial statements of the charity for the year ended 31 March 2025. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing documents, the Charities Act 2011 and the Charities SORP (FRS 102).

Objectives of Sue Lambert Trust

To preserve and protect the mental and physical health of people who have suffered sexual assault, sexual abuse and/or domestic violence, and to advance public education about all matters related to sexual violence.

Our vision

We believe that everyone has the potential to heal from the trauma of sexual abuse and sexual violence with access to the right help. Our vision for the future is to be part of a society where anyone who needs support can easily and promptly access professional, compassionate and personalised therapy to aid that recovery.

Our mission

Our mission is to provide a safe, respectful, and welcoming space for all people who have experienced sexual abuse or sexual violence at some point in their lives: helping them to recover, heal and build resilience following this trauma.

Our clients

Anyone aged 11 or over, living in Norfolk and Waveney, can self-refer to Sue Lambert Trust. The people we support range from young teenagers to those in later-life, people who may have suffered abuse decades ago and have struggled to live with its lifelong impact. All our clients have experienced, or are experiencing, trauma in response to sexual abuse or sexual violence.

Our roots

The Sue Lambert Trust (SLT) was established in 2007 following the merger of Norwich Rape Crisis and Mpower. It is constituted and registered with the Charity Commission for England and Wales number 1120957 and became incorporated in England and Wales under number 06217814.

Where we are now

It is well documented that survivors of childhood sexual abuse and sexual violence live with long-term negative impacts on their mental and physical health. Research shows they are more likely than the general population to experience depression, PTSD, self-harm, make suicide attempts, and be more at risk from a range of other poor health conditions. Survivors also make greater use of GP and hospital services, reflecting the ongoing toll of trauma.

If left unsupported, this can lead to survivors experiencing further challenges such as housing insecurity, difficulties in securing or maintaining work and relationships, alcohol and drug misuse and increased use of emergency services.

Responding to rising demand

In 2024/25, we launched our *More Room to Care* campaign to highlight the increasing numbers of people bravely coming forward for support and our capacity to respond limited by investment and available rooms. We:

1. **Informed and influenced** – engaging with local MPs and other decision-makers to put forward our case for greater investment.
2. **Raised public awareness** – securing significant local media coverage and community support, explaining the rising demand for our services.
3. **Secured funds towards new premises** – raising nearly half of the required costs through local trusts and foundations, with the aim to increase our capacity.
4. **Explored sustainability** – seeking longer-term income generating opportunities to meet growing demand.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2025

Despite this progress, due to a period of uncertainty in the funding priorities of the incoming government in July 2024 our major funders moved to short term grants leaving us without the financial security needed to expand. In August 2025, the Board made the difficult decision to pause plans for new premises until longer-term commitments can be secured.

Strengthening sustainability

With demand still increasing and income under pressure, we adapted our model by moving from reliance on freelance counsellors to employing permanent counselling roles. Even though it required some short-term disruption to established services, now having a permanent team of counsellors ensures greater stability for the survivors we support and better aligns costs with available funding.

We remain committed to meeting the needs of survivors across Norfolk and Waveney and to building the secure, sustainable capacity our community urgently requires.

Our year at Sue Lambert Trust:

Strand 1: Recover, heal and build resilience

Our services are rooted in a trauma-aware, person-centred approach that supports survivors of sexual abuse and sexual violence through a safe and coherent journey of recovery.

Recovery and stabilisation

We help clients feel safer, develop coping strategies, and manage the immediate impact of trauma.

- 170 clients accessed support around debt and finances (53%), housing (17%), health and social care (22%), and education or employment (4%).
- This was delivered through 2,932 individual contacts.

Healing and therapy

We provide a range of therapeutic interventions tailored to client need.

- 394 people accessed counselling or EMDR, with up to 52 sessions each.
- 10,180 sessions were delivered by 48 trained counsellors.

Building resilience and reintegration

We create opportunities for survivors to connect, strengthen networks, and increase resilience.

- 205 peer group sessions were held across 5 different groups
- Our outreach programme expanded partnerships with Opening Doors, Magdalene Group, Feather Futures, Mancroft Advice Project, Youth Advisory Boards, and The Bridge Project.

Healthy Relationships

Our Healthy Relationships Programme is designed to increase confidence and understanding of consent, relationship boundaries and what is acceptable and unacceptable with the aim to reduce the prevalence of sexual assaults, rape and sexual violence. During the year it was delivered to 1680 people across Norfolk in schools, clubs and workshops amongst many other venues.

Partnerships

Rape and Sexual Abuse Fund (RASAF): We continued with our partnership with Rowan Project (Daisy Programme), Brave Futures and 1:1 Programme funded by the Ministry of Justice RASAF with the aim of sharing counselling capacity across the partnership, reduce waiting times and provide alternative options for clients. We also share organisational development programmes such as training and provide on-going mutual support, as we continue to work side by side, supporting survivors living in Norfolk and Waveney.

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2025**

Norfolk and Suffolk Foundation Trust (NSFT): Through an NHS programme Enhanced Mental Health Pathway (For Survivors and Victims of Sexual Abuse and Assault) we have been given access to a team of Clinical Psychologists who provide further support to clients with complex presentations, and give our clients access to other therapies within the NHS.

The impact of our work

We ask every client for feedback at the end of their therapeutic programme with us. This helps us understand the impact of our work and ensures we continue to provide support with kindness and compassion.

- **78%** of clients reported a reliable improvement or significant clinical change in their mental health and wellbeing (CORE analysis).
- **93%** said they knew how to stay safe.
- **90%** felt safer and more secure.
- **87%** improved their coping mechanisms.
- **86%** felt more able to manage aspects of everyday life.
- **71%** reported a reduction in suicidal thoughts (with 25% saying this was not applicable).

"My counsellor made me feel heard and understood. I am grateful for all the effort given throughout the sessions, the level of professionalism I was shown, and the kindness I was given." — Client

Strand 2: The clients' voice

Our clients are at the heart of everything we do. We believe every survivor deserves to be heard, and we listen with care and respect their voices.

This year we continued with our co-production approach in developing peer and resilience groups, which led to greater engagement and stronger outcomes. Building on this success, we are now creating a co-production strategy for the whole organisation.

Our Client Voice Group, made up of a number of former and current clients, provided formal consultation helping to shape our new strategy and co-designing tools such as the online self-referral form.

Clients who responded to our feedback requests (13% response rate) told us:

- **100%** felt listened to when communicating with us
- **100%** considered Sue Lambert Trust a professional organisation
- **100%** felt our communications were kind
- **100%** would return for support if needed

Strand 3: Experience and influence

For over 40 years, Sue Lambert Trust has been the leading charity in Norfolk to provide specialist support and therapeutic counselling for survivors of sexual violence and sexual abuse. We are proud of our reputation as a trusted and respected organisation delivering vital services across the county.

Through our More Room to Care campaign, social media presence, outreach work and Healthy Relationships programme, our profile has grown significantly. We were honoured to be chosen as Charity of the Year by two local companies - Howes Percival and Acora One - and are deeply grateful for their support.

Strand 4: Sustainability

In 2024/25, and continuing today, financial pressures have highlighted the urgent need for Sue Lambert Trust to diversify its income. Short-term and unpredictable funding, often shaped by shifting government priorities, creates insecurity and prevents us from planning effectively to meet the needs of more survivors.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2025

Our long-standing ambition to increase capacity has been blocked by the very funding systems that should enable it. Once again, we are being asked to sign grant agreements with “tackling the waiting list” as a key performance indicator, without the investment required to make this possible. Yet we have already proven that with core investment from all of our major funders as demonstrated in previous years we can increase counselling and support capacity, waiting lists can be reduced to under 50 people, with a significant number of clients starting therapy within six months.

We have also demonstrated the wider value of our work. By focusing on reducing GP and hospital admissions, supporting people with drug and alcohol misuse, and preventing future harm through our Healthy Relationships programme, our service could save the local NHS almost £6 million over five years.

Without stable income, we cannot plan, innovate, or build the sustainable future needed to ensure every survivor in Norfolk and Waveney gets the support they deserve.

We would like to thank the Norfolk Office of the Police and Crime Commissioner, the National Lottery, Norwich City Council, Ministry of Justice, Alan Boswell Charitable Trust, Ellerdale Trust along with the following who contributed or committed funds to our More Room to Care campaign:

Smith and Pinching Charitable Trust, Lady Hind Trust, Hopestead, Norwich Consolidated Charities, Jarrold Trust, Anne French Memorial Trust, B&Q Foundation, Paul Bassham Trust and Septagon Trust.

Strand 5: Our people

Sue Lambert Trust is built on the dedication of our staff and volunteers. Without them, our work would not be possible. We are committed to supporting, developing and valuing our people, and ensuring they feel motivated and appreciated.

At the end of March 2025, we employed 19.1 FTE staff, an increase from 18.1 in the previous year. All new counsellors - whether qualified or in training – as well as all support workers complete our mandatory induction programme before working with clients, ensuring a consistent, trauma-aware approach.

By March 2025, we had 31 counsellors (35 the previous year) who collectively delivered 10,180 counselling sessions, up from 8,814 in 2023/24.

We are equally grateful to our volunteers, who give their time, energy and compassion to extend the reach of our services and strengthen the support we provide to survivors.

Due to the funding limitations during the year our training and development opportunities were scaled back which if prolonged over time will impact on the external assurances and accreditations we hold impacting on the quality of our support to our clients. However, we were still able to provide the following personal development courses for our clinical team:

- Sand Tray Training
- Gender Diversity Training
- Working with Male Survivors
- Blue Star Pre Trial Therapy
- Personality Disorder and Complex Emotional Needs
- Understanding Complex Trauma and Dissociation

All counsellors and relevant staff receive regular clinical supervision sessions, to help them maintain their focus on clients, and to support them in managing the pressures they experience because of their roles.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2025

Financial results

In year results

During the period, the charity raised £725,262 with 76% of income coming from the Norfolk Police and Crime Commissioner and the Ministry of Justice compared to 49% (of £1,074,061) in 23/24. Revenue expenditure incurred was £1,261,450 with 53% of expenses being salaries. The deficit incurred was offset by previous years unrestricted reserves.

The Board of Trustees undesignated funds to ensure we had sufficient funding to continue with our activities for 24/25.

Reserves policy

To ensure that sufficient funds are available to manage potential future liabilities and maintain full-service delivery, Sue Lambert Trust aims to set aside an amount of free reserves to cover a minimum of three months' running and operational costs.

The free reserves target based on the above scenario is recalculated annually and agreed by the trustees as part of the budget planning process. The free reserves target at the year end was £241,778 and excludes any restricted funding, designated funding, and fixed assets.

At the end of year free reserves totalled £233,861 and represents 97% of the target. The trustees intend to build additional free reserves to meet the current target by obtaining unrestricted funding wherever possible, as well as funding which will cover an apportionment of central overheads.

Public benefit

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charitable company's aims and objectives and in planning future activities and setting policy for the year as follows:

- There is an identifiable benefit to the public from the provision of counselling and support services. This is recognised by our clients as well as Health and Social Services. These benefits are consistent with the charity's aims and objectives.
- Our services are accessible to all members of the public. The charity makes a clear commitment that all clients - irrespective of the group(s) they might represent e.g. sexual orientation, ethnicity, religion, race, gender etc. can access our services. The Board of Trustees will seek to ensure that its make-up reflects the profile of the community it serves.

Organisation

The current trustees (who are also the directors of the company for the purposes of company law) and the charity's chief executive officer, who have served during the year and since the year end, are set out on page 1 of this document. The trustees listed below have held office during the whole of the period from 1 April 2024 to the date of this report.

Mr B S Higham (Chair)

Other changes in trustees holding office are as follows:

Ms Tanya Florence (resigned 12th April 2024)
Mr Nick Heather (resigned 25th March 2025)
Miss Heidi Myers (resigned 30th August 2025)
Miss Amanda Soanes (joined 26th March 2024)
Mrs Linda Kinchenton (joined 26th June 2024 resigned 14th December 2024)
Ms Donna-Louise Bishop (joined 18th July 2024)
Ms Catherine Lowes-De Bank (joined 3rd March 2025)
Ms Jade Brown (joined 4th August 2025)

SUE LAMBERT TRUST**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2025**

Sue Lambert Trust recognises the need for its Board to have the relevant skills and commitment essential to the effective governance and management of the charity. The trustees meet on a quarterly basis at full board meetings and, in addition, the finance sub-group trustees also meet quarterly prior to the Board.

Recruitment of new trustees is the responsibility of existing trustees. The recruitment policy will be based upon the principle of fairness, transparency and equality of opportunity. Relevant training is provided.



During the year and ongoing we have been kindly supported by No 8 Thorpe Road, Norwich who have donated the use of their rooms for our Board and Committee meetings. We are very grateful for their contribution to our organisation.

Trustees' responsibilities

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for the financial year which show a true and fair view of the charity's financial activities during the year, and its financial position at the end of the year. In preparing the financial statements the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on an ongoing concern basis, unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk management

The trustees conduct their own review of major risks to which Sue Lambert Trust is exposed. These procedures are reviewed periodically to make sure they still meet the needs of the charity and are as follows:

- An annual review of the risks which the charity may face
- The establishment of the systems and procedures to mitigate those risks identified
- The implementation of procedures designed to minimise potential impact on the charity should any of the risks materialise.

Independent examiner

Price Bailey have expressed their willingness to continue as examiners and a resolution for their re-appointment will be proposed at the next annual general meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the General Directions given by the Charities Commission under Section 145(5)(b) of the Charities Act 2011.

ON BEHALF OF THE TRUSTEES:

Signed by:

18531A6B08F848B.....
 Catherine Lowes-De Bank

Date. 24 December 2025

SUE LAMBERT TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SUE LAMBERT TRUST FOR THE YEAR ENDED 31 MARCH 2025

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025 which are set out on pages 10 to 26.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants of England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Suzanne Goldsmith FCA

Price Bailey LLP

Chartered Accountants

Anglia House, 6 Central Avenue

St Andrews Business Park

Thorpe St Andrew

Norwich

NR7 0HR

Date: 19 January 2026

SUE LAMBERT TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	As restated Total Funds 2024 £
Income:					
<i>Donations and legacies</i>	2	28,152		28,152	26,225
<i>Income from charitable activities</i>	3	3,250	669,476	672,726	1,020,706
<i>Investment income</i>	4	23,884	-	23,884	25,336
<i>Other income</i>	5	500	-	500	1,794
Total income		55,786	669,476	725,262	1,074,061
Expenditure:					
<i>Cost of raising funds</i>	6	29,856	36,986	66,842	42,907
<i>Expenditure on charitable activities</i>	7	529,668	664,940	1,194,608	1,024,570
Total expenditure		559,524	701,926	1,261,450	1,067,477
Net (expenditure) / income for the year, being movement in funds		(503,738)	(32,450)	(536,188)	6,584
Reconciliation of funds:					
Total funds brought forward as previously stated		963,640	39,566	1,003,206	1,004,628
Prior year restatement (note 22)		8,006	-	8,006	-
Total funds carried forward	16	467,908	7,116	475,024	1,011,212

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 13 to 26 form part of these financial statements.

SUE LAMBERT TRUST**COMPANY NUMBER: 06217814****BALANCE SHEET AS AT 31 MARCH 2025**

	Note	2025 £	As restated 2024 £
Fixed Assets			
Tangible assets	10	225,746	296,292
Intangible assets	11	8,301	12,452
		<u>234,047</u>	<u>308,744</u>
Current assets			
Investments	12	150,820	500,000
Debtors	13	46,200	43,698
Cash at bank and in hand		187,806	247,116
		<u>384,826</u>	<u>790,814</u>
Liabilities			
Creditors: amounts falling due within one year	14	<u>(143,849)</u>	<u>(88,346)</u>
Net current assets		240,977	702,468
Total net assets		<u><u>475,024</u></u>	<u><u>1,011,212</u></u>
The funds of the charity:			
Restricted funds	16	7,116	39,566
Unrestricted funds	16	467,908	971,646
Total funds		<u><u>475,024</u></u>	<u><u>1,011,212</u></u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees and signed and authorised for issue on their behalf by:

Signed by:

 18531A6B08F343B...
Catherine Lowes-De Bank
 Trustee

Date: 24 December 2025

The notes on pages 13 to 26 form part of these financial statements.

SUE LAMBERT TRUST

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2025

	2025	As restated
	£	2024
		£
Cash flows from operating activities:		
Net (expenditure)/income for the year (as per the SOFA)	(536,188)	6,584
<u>Adjustments for:</u>		
Depreciation charges	4,489	34,247
Amortisation charges	4,151	4,151
Loss on disposal of fixed assets	10,438	-
Impairment of fixed assets	58,820	
(Increase)/Decrease in debtors	(2,502)	(21,840)
Increase/(Decrease) in creditors	55,504	(179,994)
Interest received	(22,684)	(25,336)
Net cash provided by operating activities	<u>(427,972)</u>	<u>(182,188)</u>
Cash flows from investing activities:		
Purchase of tangible fixed assets	(3,202)	(4,689)
Interest received	22,684	25,336
Purchase of investments	-	(500,000)
Sale of investments	349,180	-
Net cash used in investing activities	<u>368,662</u>	<u>(479,353)</u>
Change in cash and cash equivalents in the reporting period	<u>(59,310)</u>	<u>(661,541)</u>
Cash and cash equivalents at the beginning of the period	247,116	910,061
Cash and cash equivalents at the end of the reporting period	<u>187,806</u>	<u>248,520</u>
Cash in hand	187,806	247,116
Total cash and cash equivalents at end of the period	<u><u>187,806</u></u>	<u><u>247,116</u></u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

General information

The Charity is a company limited by guarantee and was incorporated in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The number of members in 2025 were 12 (2024: 8). The registered office is St Julians Hall, 6 Music House Lane, Norwich, NR1 1QL. The registered company number is 06217814 and the registered charity number is 1120957. The charitable company is a public benefit entity in accordance with FRS 102.

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention 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 (Charities SORP 2019 (FRS 102)).

The financial statements are presented in pounds sterling (£), rounded to the nearest pound.

1.2 Going concern

The Trustees have prepared the financial statements on a going concern basis in accordance with FRS 102 and the Charities SORP (FRS 102).

During the year, the charity experienced a significant reduction in income, resulting in a deficit for the financial year. This primarily reflected the cessation of a major funding stream that had supported the charity in the prior year.

In assessing the charity's ability to continue as a going concern, the Trustees have considered approved budgets, cash flow forecasts and business plans, together with a review of funding sources, the level of reserves held and the charity's reliance on major funders. This assessment covers a period of at least 12 months from the date of approval of these financial statements, in line with the requirements of FRS 102 and the Charities SORP.

In response to the financial challenges identified, the Trustees implemented mitigating actions in the subsequent financial year, including strict budgetary controls, reductions in expenditure, staff restructures and a reduction in service capacity, to ensure that ongoing costs are aligned with sustainable income levels.

Subsequent to the year end, the charity has been offered, subject to signing a multi-year contract with a statutory funder, providing a stable and predictable income stream and materially improving the charity's financial resilience and funding certainty.

Based on the Trustees' review of budgets, forecasts, funding arrangements and the mitigating actions taken, the Trustees are satisfied that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the Trustees consider that there are no material uncertainties that would cast significant doubt on the charity's ability to continue as a going concern, and the financial statements have therefore been prepared on this basis.

1.3 Fund accounting

Funds held by the charity are:

- Unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds which are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

1 Accounting policies (continued)

1.4 Income

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 is received by the way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants are recognised in full in the Statement of Financial Activities in the year which they are receivable.

Income from investments are included when receivable.

Rental income is recognised in the period to which the rental property is provided to the tenants.

For legacies, entitlement is taken on a case by case basis at the earlier of the date when the Charity is aware that probate has been granted, and either:

- the estate has been finalised and estate accounts have been received by the charity; or
- when a distribution is received from the estate.

1.5 Expenditure

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. All expenditure is accounted for on an accruals basis under the following headings:

Expenditure on charitable activities comprises of the costs incurred by the charity in the delivery of its activities and services for its beneficiaries, activities undertaken to further the purpose of the charity and their associated support costs.

Expenditure on raising funds comprises of the costs incurred by the charity in seeking donations and grants.

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 to expenditure on charitable activities based on cost and employee time.

Governance costs are included in support costs and relate to the direct running of the Charity, allowing it to operate and generate the information required for public accountability. They include the costs of accounts preparation and independent examination/audit.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

1 Accounting policies (continued)

1.6 Tangible fixed assets and depreciation

Assets which are intended to be of ongoing use to the Charity in carrying out its activities are capitalised as fixed assets. All purchased fixed assets are initially recorded at cost.

Assets donated for use by the charity are recognised as income when receivable and capitalised at their open market value.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold property	- 2% straight-line
Office furniture	- 33% straight-line
Computer equipment	- 33% straight-line
Improvements to property	over the period remaining on the lease or 12 years if the improvements relate to the freehold property.

1.7 Intangible fixed assets and amortisation

Intangible assets are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably. Intangible assets are initially recognised at cost and are subsequently measured at cost net of amortisation and any provision for impairment. Current amortisation rates are as follows:

Website	-20% straight-line
---------	--------------------

1.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any discounts due. Accruing income is included at the best estimate of the amounts receivable at the balance sheet date.

1.9 Investments

Current asset investments consist of cash equivalents (on deposit) with a maturity date of less than one year.

1.10 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 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 discounts due.

1.12 Pensions

The Charity provides a defined contribution pension scheme, whereby the charity and its staff each fund the scheme, managed by a third party provider, the assets of which are held by the provider separately from the assets of the charity. The pension charge in the financial statements represents the amounts payable by the charity to the fund in respect of the period.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

1 Accounting policies (continued)

1.13 Operating leases

Operating leases are recognised over the period of which the lease falls due.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period of the lease.

1.14 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1.15 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. Fixed assets are recorded at depreciated historical cost.

1.16 Critical accounting estimates

There are no judgements or critical accounting estimates which have been used in the preparation of these financial statements.

2 Income from donation, grants and legacies

	Unrestricted	Unrestricted
	2025	2024
	£	£
Donations	<u>28,152</u>	<u>26,225</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)

3 Income from charitable activities

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
Ellerdale	3,000	-	3,000	2,000	-	2,000
Paul Bassham Trust	-	-	-	10,000	-	10,000
Henry Smith	-	-	-	50,000	-	50,000
EON	250	-	250	-	-	-
MOJ Rape Support Fund	-	319,616	319,616	-	300,346	300,346
NHS Norfolk and Wavney CCG	-	-	-	-	200,000	200,000
Norfolk Police and Crime	-	229,610	229,610	-	229,610	229,610
Norwich City Council	-	7,000	7,000	7,000	-	7,000
The National Lottery Community Fund	-	113,250	113,250	-	134,750	134,750
Alan Boswell Group Charitable Trust	-	-	-	-	16,000	16,000
The Barratt Family Charitable Trust	-	-	-	1,000	-	1,000
UK Government	-	-	-	-	70,000	70,000
	<u>3,250</u>	<u>669,476</u>	<u>672,726</u>	<u>70,000</u>	<u>950,706</u>	<u>1,020,706</u>

4 Investment income

	Unrestricted 2025 £	Unrestricted 2024 £
Bank interest	22,684	23,836
Rental income	1,200	1,500
	<u>23,884</u>	<u>25,336</u>

5 Other income

	Unrestricted 2025 £	Unrestricted 2024 £
Insurance Income	-	1,794
Training income	500	-
	<u>500</u>	<u>1,794</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

6 Raising Funds

	Total Funds 2025 £	Total Funds 2024 £
Salaries	49,788	33,857
Event costs	1,365	2,970
Fundraising assistance	15,689	6,080
	<u>66,842</u>	<u>42,907</u>

During the year, total expenditure on raising funds was £66,842 (2024: £42,907) of which unrestricted expenditure amounted to £29,856 (2024: £633) and restricted expenditure amounted to £36,986 (2024: £42,274). Costs are allocated directly to the relevant fund.

Raising funds were exclusively direct costs in the current and prior year.

7 Expenditure on charitable activities

	Total Funds 2025 £	As restated total Funds 2024 £
Direct Expenditure	948,543	737,150
Support Expenditure	246,065	287,420
	<u>1,194,608</u>	<u>1,024,570</u>

During the year, total expenditure on charitable activities was £1,194,608 (2024: £1,021,823), of which unrestricted expenditure amounted to £529,668 (2024: £116,236) and restricted expenditure amounted to £664,940 (2024: £905,587). Costs are allocated directly to the relevant fund.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

7 Expenditure on charitable activities (continued)

	Total Funds 2025 £	As restated Total Funds 2024 £
Direct expenditure on charitable activities		
Salaries	495,730	375,288
Supervision	41,645	32,309
Counselling and services	191,477	146,073
Telephone	5,647	9,333
Stationery, postage and printing	3,592	4,266
Travel and subsistence	18,483	25,508
Light and heat	9,028	8,057
Partnership agency programme	70,917	47,272
Room hire	1,067	4,002
Rent	8,150	8,300
Rates	4,826	2,640
Training	16,977	25,524
Recruitment	1,351	6,086
Information materials	376	745
Client access fund	1,379	4,753
Depreciation of freehold property	2,250	2,250
Depreciation of improvements to property	200	17,162
Depreciation of office furniture	-	1,741
Depreciation of computer equipment	2,039	11,690
Amortisation of website	4,151	4,151
Loss on disposal of fixed assets	10,438	-
Impairment	58,820	-
	<u>948,543</u>	<u>737,150</u>
Support costs		
Salaries	125,977	154,321
Staff wellbeing	4,809	4,887
Insurance	8,291	7,043
IT consumables and maintenance	6,935	7,056
Marketing and communications	35,752	31,639
Repairs and maintenance	9,416	26,415
Subscriptions	11,445	16,949
Cleaning	12,911	7,421
Waste collection	2,130	1,991
Sundry expenses	2,059	3,175
Payroll	3,242	2,076
Website	1,746	1,443
Bank charges	50	-
Governance costs:		
Audit and accountancy	6,825	17,028
Professional Fees	14,331	5,976
Trustee expenses	146	-
	<u>246,065</u>	<u>287,420</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

8 Net expenditure for the year is after charging:

	2025	2024
	£	£
Depreciation and amortisation of fixed assets	8,640	36,994
Loss on disposal of fixed assets	10,438	-
Impairment of fixed assets	58,820	
Independent auditors fee	-	15,000
Fees payable to the Charity's Independent Auditors in respect of other services	-	2,028
Independent examination fee	3,100	-
Fees payable to the Charity's Independent Examiners in respect of other services	3,725	-
Operating lease rentals	<u>8,150</u>	<u>8,300</u>

9 Analysis of staff costs and key management personnel

	2025	2024
	£	£
Wages and salaries	607,779	493,198
Social security costs	46,868	35,529
Pension costs	16,847	13,091
Temporary staff	-	21,648
	<u>671,494</u>	<u>563,466</u>

The charity trustees were not paid or received any other benefits from employment with the charity in the period (2024: £Nil). One trustee (2024: none) had expenses reimbursed of £146 during the year (2024: £Nil).

The average monthly head count was 24 (2024: 22).

No employees received employee benefits excluding pension contributions over £60,000 (2024: none).

The Trust considers that the key management personnel comprises the Chief Executive Officer, Head of Counselling, Operations Manager, and Finance Manager.

Employee benefits of key management personnel, excluding employers national insurance, of the Trust were £161,941 (2024: £143,595).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)

10 Tangible fixed assets

	Freehold Property £	Improvements To Property £	Office Furniture £	Computer Equipment £	Total £
Cost					
<i>As at 1 April 2024</i>	225,000	186,389	10,189	50,742	472,320
<i>Additions</i>	-	1,500	-	1,702	3,202
<i>Disposals</i>	-	-	(10,189)	(36,964)	(47,153)
<i>As at 31 March 2025</i>	225,000	187,889	-	15,480	428,369
Depreciation					
<i>As at 1 April 2024</i>	3,000	127,569	7,170	38,289	176,028
<i>Charge for the period</i>	2,250	200	-	2,039	4,489
<i>Disposals</i>	-	-	(7,170)	(29,544)	(36,714)
<i>Impairment</i>	-	58,820	-	-	58,820
<i>As at 31 March 2025</i>	5,250	186,589	-	10,784	202,623
<i>Net book value as at 31 March 2025</i>	219,750	1,300	-	4,696	225,746
<i>Net book value as at 1 April 2024</i>	222,000	58,820	3,019	12,453	296,292

Included in freehold property is land at a value of £112,500 which is not depreciated (2024: £112,500).

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

11 Intangible fixed assets

	Website £
Cost	
<i>As at 1 April 2024 (as restated)</i>	20,754
As at 31 March 2025	<u>20,754</u>
Depreciation	
<i>As at 1 April 2024 (as restated)</i>	8,302
<i>Charge for the period</i>	4,151
As at 31 March 2025	<u>12,453</u>
Net book value at 31 March 2025	<u>8,301</u>
<i>Net book value at 1 April 2024</i>	<u>12,452</u>

12 Current asset investments

	2025 £	2024 £
Unlisted investments	<u>150,820</u>	<u>500,000</u>

Included in the current asset investment of £171,161 (2024: £500,000), £150,816 (2024: £250,000) is held in a 95 day deposit account and £27,341 (2024: £250,000) is held in 1 year bonds.

13 Debtors

	2025 £	2024 £
Trade debtors	7,400	12,403
Prepayments and accrued income	38,800	31,295
	<u>46,200</u>	<u>43,698</u>

14 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	57,150	45,458
Other creditors	110	2,573
Other taxation and social security	13,164	10,884
Accruals and deferred income	73,425	29,431
	<u>143,849</u>	<u>88,346</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

15 Deferred income

	2025 £	2024 £
At 1 April 2024	12,703	200,300
Amount deferred in year	69,000	12,703
Amounts released	(12,703)	(200,300)
At 31 March 2025	<u>69,000</u>	<u>12,703</u>

Deferred income relates to the More Room to Care and Norwich City Council funding (2024: Norfolk Police & Crime Commissioner funding and Shepherd Hut rental income) paid in advance.

16 Funds summary

2025	As restated as at 1 April £	Income £	Expenditure £	As at 31 March £
Restricted funds				
Community Workshop Trustees	21,002	-	(21,002)	-
National Lottery	774	113,250	(114,024)	-
Norfolk Police and Crime Commissioner (CRM system)	2,790	229,610	(232,400)	-
Ministry of Justice	-	319,616	(319,616)	-
Alan Boswell	15,000	-	(7,884)	7,116
Norwich City Council	-	7,000	(7,000)	-
Total restricted	<u>39,566</u>	<u>669,476</u>	<u>(701,926)</u>	<u>7,116</u>
Designated funds				
Client services fund	126,459	-	(126,459)	-
Financial stability fund	69,770	-	(69,770)	-
Property fund	66,700	-	(66,700)	-
Total designated	<u>262,929</u>	<u>-</u>	<u>(262,929)</u>	<u>-</u>
Unrestricted funds	708,717	55,786	(296,595)	467,908
Total unrestricted	<u>971,646</u>	<u>55,786</u>	<u>(559,524)</u>	<u>467,908</u>
Total funds	<u>1,011,212</u>	<u>725,262</u>	<u>(1,261,450)</u>	<u>475,024</u>

Restricted Fund

Description, nature and purpose of the fund

COCLF (groundwork)

Providing Emotional & Practical Support with finance, housing & health

Community Workshop Trustees

Maintenance of Music Lane building and professional fees related to fund transfer

Ministry of Justice

Received for provision of emotional and practical support for victims of rape and other forms of sexual abuse

Ministry of Justice

Male rape group support services

Norfolk Police and Crime Commissioner

Received for charitable activities in South Norwich, Norwich and Broadland.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)

16 Funds summary (continued)

National Lottery	Received for charitable activities at Great Yarmouth
NHS Norfolk and Waveney	Support for recovery from Trauma of Abuse
Alan Boswell	Funds for running Emotional Skills Workshops and Women's Group Sessions only
Norwich City Council	Funds for supporting survivors of sexual abuse and sexual violence in Norwich

The general reserve represents funds of the charity which are provided on an unrestricted basis. It includes donations, fund raising and surpluses and deficits arising from projects funded from various external sources.

Designated funds

Client services fund	For increasing capacity and developing new client services.
Financial stability fund	To invest in securing future financial stability through fundraising and external communications.
Property fund	Provision for premises expenditure.

	As restated as at 1 April £	Income £	As restated expenditure £	As restated as at 31 March £
2024				
Restricted funds				
Community Workshop Trustees	26,249	-	(5,247)	21,002
National Lottery	4,805	134,750	(138,781)	774
Norfolk Police and Crime Commissioner (CRM system)	5,667	-	(2,877)	2,790
Norfolk Police and Crime Commissioner (Norwich outreach and groups)	-	49,610	(49,610)	-
Norfolk Police and Crime Commissioner (Norwich, Broadland & South)	-	180,000	(180,000)	-
Ministry of Justice	-	300,346	(300,346)	-
Alan Boswell	-	16,000	(1,000)	15,000
COCLF (groundwork)	-	70,000	(70,000)	-
NHS Norfolk and Wavney CCG	-	200,000	(200,000)	-
Total restricted	36,721	950,706	(947,861)	39,566
Designated funds				
Client services fund	170,000	-	(43,541)	126,459
Financial stability fund	69,770	-	-	69,770
Property fund	66,700	-	-	66,700
Total designated	306,470	-	(43,541)	262,929
Unrestricted funds	661,437	123,355	(76,075)	708,717
Total unrestricted	967,907	123,355	(119,616)	971,646
Total funds	1,004,628	1,074,061	(1,067,477)	1,011,212

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)

17 Net assets by funds

	Unrestricted funds	Restricted funds	Total funds
2025	2025		2025
	£	£	£
Tangible fixed assets	225,746	-	225,746
Intangible fixed assets	8,301	-	8,301
Investements	150,820	-	150,820
Debtors	46,200	-	46,200
Cash	111,690	76,116	187,806
Creditors falling due in less than one year	(74,849)	(69,000)	(143,849)
	<u>467,908</u>	<u>7,116</u>	<u>475,024</u>

	Unrestricted funds	Restricted funds	As restated total funds
2024	2024	2024	2024
	£	£	£
Tangible fixed assets	296,292	-	296,292
Intangible fixed assets	12,452	-	12,452
Investements	500,000	-	500,000
Debtors	43,698	-	43,698
Cash	207,550	39,566	247,116
Creditors falling due in less than one year	(88,346)	-	(88,346)
	<u>971,646</u>	<u>39,566</u>	<u>1,011,212</u>

18 Pension commitments

The Charity operates one defined contribution pension scheme. The assets of the schemes are held separately from those of the Charity in independently administered funds. The total pension cost charge represents contributions payable by the Charity to the funds and amounted to £15,394 (2024: £13,091). Amounts of £Nil were outstanding at year end (2024: £2,573).

19 Operating lease commitments

At 31 March 2025, Sue Lambert Trust had future minimum lease payments under non-cancellable operating leases as follows:

Land and buildings

	2025	2024
	£	£
Under 1 year	8,000	8,000
Between 2 and 5 years	14,000	22,000
	<u>22,000</u>	<u>30,000</u>

	2025	As restated 2024
	£	£
Under 1 year	10,547	9,841
Between 2 and 5 years	17,108	26,244
	<u>27,655</u>	<u>36,085</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025 (continued)**

20 Related party transactions

No charity trustees received payment for professional or other services supplied to the charity (2024: £Nil).

No further related party transactions took place in the period (2024: £Nil).

21 Funds received as an agent

During the period the charity acted as an agent for a Acts 435 providing extra support for their clients. Funds received during the period totalled £2,093 (2024: £1,340). Funds paid out during the period were £1,983 (2024: £1,340). There was £110 owed to Acts 435 as at the year end (2024: £Nil).

22 Prior year restatement

The prior year restatement relates to intangible fixed assets previously misclassified as expenditure. The effect of the adjustment is an increase in intangible assets as at 31 March 2024 by £8,006, increase in unrestricted funds as at 1 April 2023 forward by £10,753 and an increase in expenditure on charitable activities by £2,747.

SUE LAMBERT TRUST

England & Wales - Charity number 1120957

Accounts

SUE LAMBERT TRUST
(A Company Limited by Guarantee)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

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SUE LAMBERT TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2024

Trustees	Mr B S Higham (Chair) Mr D B Vail (resigned 11 September 2024) Ms T Florence (resigned 12 April 2024) Ms M Carson (resigned 21 February 2024) Mr N J Horsley-Heather (appointed 10 July 2023) Ms C Stevens (resigned 4 June 2024) Ms A Soanes (appointed 29 April 2024) Ms H Myers (appointed 28 February 2024) Ms L Kinchenton (appointed 26 June 2024, resigned 15 December 2024) Ms D Bishop (appointed 8 October 2024) Ms C Lowes-De Bank (appointed 11 November 2024)
Chief Executive Officer	Mr D C Evans
Company registered number	06217814
Charity registered number	1120957
Registered office	St Julians Hall 6 Music House Lane Norwich NR1 1QL
Independent Auditors	Price Bailey LLP Chartered Accountants Anglia House, 6 Central Avenue St Andrews Business Park Thorpe St Andrew Norwich Norfolk NR7 0HR

SUE LAMBERT TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

The trustees submit their report along with the financial statements of the charity for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing documents, the Charities Act 2011 and the Charities SORP (FRS 102).

Objectives of Sue Lambert Trust

The objectives of the charity are to preserve and protect the mental and physical health of people who have suffered sexual assault, sexual abuse and/or domestic violence, and to advance public education about all matters related to sexual violence.

Our vision

We believe that everyone has the potential to heal from the trauma of sexual and domestic abuse with access to the right help. Our vision for the future is to be part of a society where anyone who needs support can easily and promptly access professional, compassionate and personalised therapy to aid that recovery.

Our mission

Our mission is to provide a safe, respectful, and welcoming space for all people who have experienced sexual abuse or sexual violence at some point in their lives: helping them to recover, heal and build resilience following this trauma.

We can't change the trauma that people have experienced, neither do we 'fix' people. At Sue Lambert Trust, we walk beside our clients, providing people with a kind, compassionate, safe and supportive space where they can access specialist support from professionally qualified counsellors.

Our clients

Anyone aged 11 or over can self-refer to Sue Lambert Trust. The people we support range from young teenagers to those in later-life, people who may have suffered abuse decades ago and have struggled to live with its lifelong impact. All our clients have experienced, or are experiencing, trauma in response to sexual abuse or sexual violence.

Our roots

The Sue Lambert Trust (SLT) was established in 2007 following the merger of Norwich Rape Crisis, which was established in the early 80's, and Mpower. It is constituted and registered with the Charity Commission for England and Wales number 1120957 and became incorporated in England and Wales under number 06217814.

Where we are now

During 2023/24 our focus was to continue to drive forward our aim to increase our capacity by supporting more counselling sessions, reduce the time people were waiting for counselling, continue to nurture and develop our teams and raise the amount of funding we attract to increase our capacity and enable us to support more people who need our specialist support, sooner.

This past year, we have made operational improvements including the full introduction of a new CRM system to support our client work which has enabled us to capture data, outcomes and feedback coupled with co-producing many of our service delivery we have been able to ensure that we deliver what is needed and required by our clients.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

Our team has been strengthened too, and in September 2023 we welcomed our new Head of Counselling, Warren Cathrine after two years where this position was successfully filled by temporary senior counsellors. Warren has brought over 10 years of counselling and management experience and joins the Senior Management Team to progress our counselling and service offer.

The year in review:

This approach involves three elements that are discretely effective and for some may be a process, whilst for others engagement at just one stage may provide the greatest benefit.

Strand 1: Recover, heal and build resilience

Our specialist support services for survivors of sexual abuse and sexual violence are organised around a trauma-aware, professional and non-directive, person centred approach that provides a coherent journey for our clients.

This approach involves:

Recovery, groundwork and stabilisation : we support our clients to develop their sense of safety and increase their ability to self-regulate. Alongside this, we provide opportunities for our clients to explore coping strategies to help manage symptoms of their trauma.

- 185 clients accessed the service during the year with support for debt, finances, benefits, housing, advocacy. We made 2,750 contacts with clients. We also delivered 134 emotional stabilisation workshop sessions.

Healing and therapy : we are always looking to increase the range of therapeutic interventions we can offer, based on our client's needs.

- 455 people accessed support through our counselling service providing up to 52 individual sessions each. We also re-introduced our EMDR provision to three of clients.
- 8,832 counselling and EMDR sessions were provided through our network of 45 professionally trained, qualified counsellors.

Building resilience and reintegration : we provide opportunities for clients to grow their social and support networks; supporting clients to build up resilience and develop a greater sense of safety.

- 184 peer group sessions were held
- We were able to run 8 different groups, facilitated by our trained facilitators. An increase on last year.
- Our outreach programme successfully established working partnerships with 9 different organisations including:

Magdalene Group (Emotional Skills Workshop), MensCraft (Emotional Skills Workshop), Opening Doors, New Routes, Gyros, Feather Futures, CGL (Great Yarmouth), Mind (Great Yarmouth) and The Bridge Project.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

The impact of our work

We ask every client for feedback at the end of their therapeutic programme to assess the impact of our work and ensure we are always delivering from a place of kindness and compassion.

73.5% of our clients reported a clinical or significant improvement in their mental health and wellbeing (CORE Analysis).

During 2023/24 our clients reported the following positive outcomes:

85% reported that the therapy helped with their emotional wellbeing (12% as not applicable)
95% reported that the support improved their coping mechanisms (5% as not applicable)
85% reported that the support helped with their self esteem (8% as not applicable)
73% reported that the support reduced their suicidal thoughts (25% as not applicable)
85% reported that the support helped with their relationships (4% as not applicable)

'When I first came to Sue Lambert Trust I had convinced myself that I couldn't / wouldn't be helped and that I was to blame for what happened. What I experienced couldn't be further from that. I was treated with respect, empathy and kindness. I can now confidently say that I am able to trust my feelings and memory and most importantly I know that it is not my guilt or shame to hold onto anymore. Thank you Sue Lambert Trust!' Client

Strand 2: Clients' voices

Our clients are at the very centre of our organisation and the client voice is heard and considered throughout our charity. As an organisation we provide the opportunity for clients to tell us about their experience and assure them that we shall listen carefully and respectfully to what they say.

During the year we worked with our clients to trial a co-production approach in designing and implementing some of our peer support groups and resilience groups. This resulted in an increase in engagement and client support of the group. Based on this successful trial, we are now developing a co-production strategy for the whole organisation.

Clients who responded to a request for feedback (7% response rate) told us:

100% felt listened to when communicating with Sue Lambert Trust
100% considered Sue Lambert Trust as a professional organisation
95% felt that communications with Sue Lambert Trust were kind (5% not applicable)
100% would use the services again if needed

During the year we implemented a new Customer Relationship Management (CRM) system which initially impacted on the client feedback and monitoring process. Since the implementation the CRM has allowed us to be more proactive with capturing feedback and outcomes.

One client told us that their mental health, wellbeing and relationships have greatly improved since accessing our support:

'I have put that stuff behind me and want to enjoy the life I have left. I know what happened was not my fault and I have stopped saying "Sorry" to everyone for so many things, which is really good.'

'My mental health also improved my anxiety and depression has become much easier to manage I have also have alot more good days than bad days now. My relationship with my family has improved dramatically due to doing therapy, also my social anxiety has improved massively as I am more open to speaking to new people now than I did before.'

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

Strand 3: Experience and influence

Established for more than 40 years, Sue Lambert Trust is the main charity in Norfolk which provides support and therapeutic counselling for people who have experienced sexual violence or sexual abuse. We have a strong reputation, as a well-established and highly respected charity that delivers essential support for people in Norfolk who need us. It is recognised that we provide a service that is valuable to statutory services and their clients by contributing to discussions about how our provision supports the broader need of services across the county.

We are an authoritative voice in the field of managing and coping with the trauma caused by sexual violence and sexual abuse, regularly approached for comments on this issue and using our platform to share our experience, expertise, knowledge and skills. We want to shed the stigma around sexual abuse and sexual violence and raise greater awareness about the lifelong impact trauma related to sexual and domestic abuse causes. It is only by using our voice, talking openly, creating, better understanding and addressing the very real issues relating to sexual abuse and sexual violence that we can create a society that actively works to prevent abuse from occurring in the first place and looks to protect those at risk.

In January 2023 we launched our own sexual consent survey, to capture real life experience and opinions from people beyond Sue Lambert Trust clients about attitudes towards consent and people's understanding about sexual abuse and sexual violence. The findings, alongside a client case study, were shared with Norfolk media to raise awareness of the issue and the support we provide.

To the end of March 2024, Sue Lambert Trust received 35 pieces of (known) media coverage – in print, online and on the radio (including editorial features, interviews, news stories and requests for comment.) Our combined social media following across all channels (Instagram, Twitter, LinkedIn and Facebook) grew from 1,846 to a community of 2,170. Ensuring an ongoing, proactive communications programme with the press and on social media ensures Sue Lambert Trust is seen and positioned as the specialists in Norfolk on issues relating to trauma and sexual abuse.

Strand 4: Sustainability

Given the scale of the sexual abuse and sexual violence problem that plagues the UK, we know that, very sadly, there will never be a shortage of clients for Sue Lambert Trust, with demand for our support growing year on year. We must therefore build an organisation that is robust, financially secure and flexible: enabling us to grow our capacity and adapt to meet the future needs of our clients.

We would like to thank the Norfolk Office of the Police and Crime Commissioner, the National Lottery, Henry Smith Charity, Norwich City Council, Ministry of Justice, NHS Norfolk and Waveney ICB, John Jarrold Trust, the Ellerdale Trust along with the many individuals that have supported the organisation throughout the year.

We continue to build on our individual and regular donations to diversify our income streams and avoid over reliance on one area of income and give supporters new opportunities to engage with us and fundraise. In February 2023, we launched our own branded 24-hour sponsored silence fundraiser, generating £2,000 in public support. Our first family fun day raised £1,500, while a team of 8 people competing in the Norfolk inflatable 5k challenge in October 2023 also raised £2,000+.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

Strand 5: Our people

Without our staff and volunteers Sue Lambert Trust would be nothing. We are committed to ensuring that all our people are well-supported, motivated and developed within the organisation as well as demonstrating our appreciation for all they do.

As at end March 2024 Sue Lambert Trust employed 22 staff (FTE) compared with 22 staff (FTE), in the previous year.

It is mandatory for all new counsellors to complete our induction course prior to starting work with clients. This applies equally to qualified counsellors, counsellor trainees and support workers.

During 2023-24 we delivered three induction courses from which we recruited 14 new counsellors. As at the end of March 2024 we had a total of 35 counsellors (43 at the end of March 2023) who have delivered 8,814 counselling sessions (8,558 sessions in 22/23).

During the year, alongside our foundation course, we delivered a training programme for our staff teams covering the following topics:

- Pre-Trial Therapy
- Race Culture and Me
- Mental Health First Aid (for non-clinical staff)
- Trauma Theory and Practice
- Autism
- Safeguarding
- Trans Awareness

We also introduced a new online Learning Management System to give all staff and counsellors access to online training and an online space for everyone to complete mandatory training in Data Protection, GDPR, Health and Safety, Customer Relations, Equality, Diversity and Inclusion.

All counsellors and relevant staff receive regular clinical supervision sessions, to help them maintain their focus on clients, and to support them in managing the pressures they experience because of their roles. We also organise and host self-care and wellbeing activities for all our team members. One was held in Norwich during 2023/24 where all staff and counsellors were invited to attend a day of well-being, creativity and development including yoga, breathwork and creative expression through art and poetry.

Managing the rise in demand

Demand on our services has continued to grow, In order to maintain our capacity, we delivered the following programmes:

3+Programme – Sue Lambert Trust continued to offer payments to any volunteer counsellors who completed more than three voluntary sessions per week. With the increasing demand for our services that requires us to provide more services and ensure we have access to the trained counsellors necessary to support this escalation and the need for expertise and reliability to assure critical continuity in the client counsellor relationship has led us to recognise the need to begin the development of a paid engagement with counsellors on a sessional basis.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

Diverse modes of service delivery – we continued to offer sessions face to face, as well as online or by telephone, broadening our ability to reach and support people across Norfolk and using an appointment style that works best for them.

Case management – we have implemented systems to provide an easily accessible overview of the client's journey at Sue Lambert Trust and their engagement; thereby enabling counsellors to easily discuss matters with their Senior Clinical Leads and clinical supervisors. This resulted in counsellors receiving the support they required, when they needed it.

Future Challenges and Growth

More people than ever before need us, demand for support continues to grow, but our funding does not. Looking ahead, we know we need to attract more funding in order to meet rising demand and increase our capacity to deliver this specialist essential support for survivors in Norfolk.

In the coming financial year, Sue Lambert Trust will be launching a campaign called More Room to Care which aims to:

- Call on people in positions, in government departments, at the Office of the Police and Crime Commissioner in Norfolk and the NHS to increase our funding
- Launch a fundraising campaign to raise £290,000 to fund new, larger, more appropriate counselling premises in Norfolk so we can increase our capacity, offer more appointments and reduce our waiting list.
- Increase public awareness about the rising numbers of people who are living with the impact of trauma, after suffering sexual abuse and sexual violence.

We will be engaging with Norfolk MPs, inviting them to the charity to hear firsthand why we need more funding, applying to grants and trusts, reaching out to the local business community to generate increased financial support and using PR to tell our story, educating people about the sexual violence crisis in Norfolk to build public support for survivors and our charity.

Partnerships

Sue Lambert Trust have formal partnerships in pursuant of its organisational objectives with:

- Daisy Programme
- 1:1 Project
- Brave Futures
- Norfolk and Suffolk Foundation Trust Complex Pathway Sexual Abuse and Assault Service.

Financial results

Funding received

Sue Lambert Trust continues to receive funding from the Ministry of Justice Rape Support Fund, the Office of the Police and Crime Commissioner Norfolk, Norfolk and Waveney ICB, Norwich City Council and the National Lottery. We were also successful in raising significant core funding from charitable trusts including the Henry Smith Charity along with local trusts including Ellerdale, and John Jarrold Trust.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

In year results

During the period, the charity raised £1,074,059 (2023: £645,606) with 49% (2023: 75%) of income coming from the Norfolk Police and Crime Commissioner and the Ministry of Justice. Revenue expenditure incurred was £1,064,727 (2023: £746,154) with 52% (2023: 60%) of expenses being salaries. The £9,333 surplus was made up of unrestricted funds.

The Board of Trustees has approved three designated funds in support of our future goals. These are:

- Increasing capacity and developing new client services
- Invest in securing financial sustainability through fundraising and external communications
- Provision for premises expenditure following the acquisition of Music House Lane.

Reserves policy

To ensure that sufficient funds are available to manage potential future liabilities and maintain full service delivery, Sue Lambert Trust aims to set aside an amount of free reserves to cover a minimum of three months' running and operational costs. Sue Lambert Trust intends to hold a further minimum of three months' operational costs to allow a phased withdrawal of services, any severance payments due to staff should the need arise, our Great Yarmouth lease liability until the break clause in 2027 and three years' planned maintenance and repairs costs to ensure it can meet its obligations to maintain its building.

It is key for the wellbeing of our clients that access to our services is not suddenly cut off, but rather sensitively and gradually reduced should the worst happen, and the Trust has to close.

The free reserves target based on the above scenario is recalculated annually and agreed by the trustees as part of the budget planning process. The free reserves target at the year end was £480,478 and excludes any restricted funding, designated funding, and fixed assets.

At the end of year free reserves totalled £399,197 and represents 83% of the target. The trustees intend to build additional free reserves to meet the current target by obtaining unrestricted funding wherever possible, as well as funding which will cover an apportionment of central overheads.

Public benefit

The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charitable company's aims and objectives and in planning future activities and setting policy for the year as follows:

- There is an identifiable benefit to the public from the provision of counselling and support services. This is recognised by our clients as well as Health and Social Services. These benefits are consistent with the charity's aims and objectives.
- Our services are accessible to all members of the public. The charity makes a clear commitment that all clients - irrespective of the minority group(s) they might represent e.g., sexual orientation, ethnicity, religion, race etc. - are welcome and able to access our services. The Board of Trustees will seek to ensure that its make-up reflects the profile of the community it serves.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

Organisation

The current trustees (who are also the directors of the company for the purposes of company law) and the charity's chief executive officer, who have served during the year and since the year end, are set out on page 1 of this document. The trustees listed below have held office during the whole of the period from 1 April 2023 to the date of this report.

Mr B S Higham (Chair)

Other changes in Trustees holding office are as follows:

Mr D B Vail (resigned 11th September 2024)
Ms Tanya Florence (resigned 12th April 2024)
Ms Maureen Carson (resigned 21st February 2024)
Ms Claire Stevens (resigned 30th May 2024)
Mr Nick Heather (joined 5th July 2023)
Miss Heidi Myers (joined 13th February 2024)
Miss Amanda Soanes (joined 26th March 2024)
Mrs Linda Kinchenton (joined 26th June 2024, resigned 15th December 2024)
Ms Donna-Louise Bishop (joined 8th October 2024)
Ms Catherine Lowes-De Bank (joined 11th November 2024)

Sue Lambert Trust recognises the need for its Board to have the relevant skills and commitment essential to the effective governance and management of the charity. The trustees meet on a bi-monthly basis at full board meetings and, in addition, the finance sub-group trustees also meet bi-monthly.

Recruitment of new trustees is the responsibility of existing trustees. The recruitment policy will be based upon the principle of fairness, transparency and equality of opportunity. Relevant training is provided.

Trustees' responsibilities

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for the financial year which show a true and fair view of the charity's financial activities during the year, and its financial position at the end of the year. In preparing the financial statements the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently.
- make judgements and estimates that are reasonable and prudent.
- prepare the financial statements on an ongoing concern basis, unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

Risk management

The trustees conduct their own review of major risks to which Sue Lambert Trust is exposed. These procedures are reviewed periodically to make sure they still meet the needs of the charity and are as follows:

- An annual review of the risks which the charity may face
- The establishment of the systems and procedures to mitigate those risks identified
- The implementation of procedures designed to minimise potential impact on the charity should any of the risks materialise.

The trustees have determined that the following are the key risks to the charity:

Category	Risk Description	Potential Impact	Mitigating objective
Financial	Changes in level of funding or strategy of key funders	Sue Lambert Trust unable to continue with the level of service.	· Develop public fundraising · Increase Trust and Foundation activity · Explore income generation activities
External	Serious internal malpractice resulting in serious reputational damage	Loss of public trust impacting on income, fundraising and service provision	· Implement ongoing mandatory training for all staff and counsellors · Ensure internal audits of compliance with policies and standards · Continual development of a safeguarding culture within the organisation · Implement reputational crisis plan
Service	Demand for service increases and insufficient capacity to respond	Clients are let down and/or have longer waiting times increasing vulnerability and risk	· Business case and plan to increase capacity to meet demand

Fundraising Standards Information

The charity is registered with the Fundraising Regulator. Sue Lambert Trust follows the guidance issued by the Institute of Fundraising and complies with the General Data Protection Regulations and all staff and sessional contractors are mandated to complete Data Protection, GDPR and Privacy training.

Sue Lambert Trust has a robust complaints and feedback procedure, reviewing and learning from any complaints received. During 2023 no complaints were received about the charity's fundraising activity.

Fundraising activities are monitored to ensure that they comply with guidelines and are in line with the values and safeguarding policies of the charity. Sue Lambert Trust does not use any third party organisations to act on its behalf in making direct unsolicited appeals to members of the general public.

The charity does not conduct any practice that may place an individual under pressure or obligation. In the year this was monitored by the Chief Executive.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2024

Auditor

Price Bailey LLP have expressed their willingness to act as auditors and a resolution for their appointment was passed in our April 2023 general meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the General Directions given by the Charities Commission under Section 145(5)(b) of the Charities Act 2011.

ON BEHALF OF THE TRUSTEES:



Ben Higham (Jan 29, 2025, 7:36pm)

.....
Benedict Higham

29 Jan 2025
Date.....

Independent Auditor's report to the Members of Sue Lambert Trust For the Year ended 31 March 2024

Opinion

We have audited the financial statements of Sue Lambert Trust (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities (incorporating the income and expenditure account), the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other matters

Sue Lambert Trust was eligible for audit exemption for the year ending 31 March 2023. Accordingly, the financial statements for that year, which are corresponding figures for the period to 31 March 2024, were not subject to audit.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the trustees' annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such

Independent Auditor's report to the Members of Sue Lambert Trust

material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Independent Auditor's report to the Members of Sue Lambert Trust

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the charitable company and the sector in which it operates to identify laws and regulations that could reasonably be expected to have a direct effect on the financial statements. We obtained our understanding in this regard through discussions with management, sector research and application of cumulative audit knowledge and experience.

We determined the principal laws and regulations relevant to the charitable company in this regard to be those arising from the Companies Act 2006, Charities Act 2011, and the Charities SORP.

The risks were discussed with the audit team and we remained alert to any indications of non-compliance throughout the audit. We carried out specific procedures to address the risks identified. These included reviewing minutes of Trustee Board meetings; agreeing the financial statement disclosures to underlying supporting documentation; enquiring of management, including those charged with governance.

To address the risk of management override of controls, we carried out testing of journal entries and other adjustments for appropriateness. We also assessed management bias in relation to the accounting policies adopted and in determining significant accounting estimates.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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.



Suzanne Goldsmith FCA (Senior Statutory Auditor)

Price Bailey LLP

Chartered Accountants

Statutory Auditors

Anglia House, 6 Central Avenue

St Andrews Business Park

Thorpe St Andrew

Norwich

Norfolk

NR7 0HR

Date: 31 January 2025

SUE LAMBERT TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Income:					
<i>Donations and legacies</i>	2	26,225	-	26,225	19,955
<i>Income from charitable activities (A Company Limited by Guarantee)</i>	3	70,000	950,706	1,020,706	620,040
<i>Investment income</i>	4	25,336	-	25,336	5,611
<i>Other income</i>	5	1,794	-	1,794	-
Total income		123,355	950,706	1,074,061	645,606
Expenditure:					
<i>Cost of raising funds</i>	6	633	42,274	42,907	34,804
<i>Expenditure on charitable activities</i>	7	116,236	905,587	1,021,823	711,350
Total expenditure		116,869	947,861	1,064,730	746,154
Net income / (expenditure) for the year, being movement in funds		6,486	2,845	9,331	(100,548)
Reconciliation of funds:					
Total funds brought forward		957,154	36,721	993,875	1,094,423
Total funds carried forward	16	963,640	39,566	1,003,206	993,875

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 20 to 33 form part of these financial statements.

SUE LAMBERT TRUST

COMPANY NUMBER: 06217814

BALANCE SHEET AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Fixed Assets			
Tangible assets	10	296,292	324,446
Intangible assets	11	4,446	5,850
		<u>300,738</u>	<u>330,296</u>
Current assets			
Investments	12	500,000	-
Debtors	13	43,698	21,858
Cash at bank and in hand		247,116	910,061
		<u>790,814</u>	<u>931,919</u>
Liabilities			
Creditors: amounts falling due within one year	14	<u>(88,346)</u>	<u>(268,340)</u>
Net current assets		702,468	663,579
Total net assets		<u><u>1,003,206</u></u>	<u><u>993,875</u></u>
The funds of the charity:			
Restricted funds	16	39,566	36,721
Unrestricted funds	16	963,640	957,154
Total funds		<u><u>1,003,206</u></u>	<u><u>993,875</u></u>

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the trustees and signed and authorised for issue on their behalf by:



Benedict Higham (Jan 29, 2025,
Benedict Higham
Trustee

Date: 29 Jan 2025

The notes on pages 20 to 33 form part of these financial statements.

SUE LAMBERT TRUST

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
Cash flows from operating activities:		
Net income/(expenditure) for the year (as per the SOFA)	9,331	(100,548)
<u>Adjustments for:</u>		
Depreciation charges	34,247	30,487
Amortisation charges	1,404	1,170
(A Company Limited by Guarantee)	(21,840)	189,240
(Decrease)/increase in creditors	(179,994)	185,312
Interest received	(25,336)	(5,611)
Net cash provided by operating activities	<u>(182,188)</u>	<u>300,050</u>
Cash flows from investing activities:		
Purchase of property, plant and equipment	(4,689)	(9,860)
Interest received	25,336	5,611
Purchase of investments	(500,000)	-
Net cash used in investing activities	<u>(479,353)</u>	<u>(4,250)</u>
Change in cash and cash equivalents in the reporting period	<u>(661,541)</u>	<u>295,800</u>
Cash and cash equivalents at the beginning of the period	910,061	614,261
Cash and cash equivalents at the end of the reporting period	<u>248,520</u>	<u>910,061</u>
Cash in hand	247,116	910,061
Total cash and cash equivalents at end of the period	<u>247,116</u>	<u>910,061</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

General information

The Charity is a company limited by guarantee and was incorporated in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The number of members in 2024 were 8 (2023: 8). The registered office is St Julians Hall, 6 Music House Lane, Norwich, NR1 1QL. The registered company number is 06217814 and the registered charity number is 1120957. The charitable company is a public benefit entity in accordance with FRS 102.

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention 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 (Charities SORP 2019 (FRS 102))

The financial statements are presented in pounds sterling (£), rounded to the nearest pound.

1.2 Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1.3 Fund accounting

Funds held by the charity are:

- Unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds which are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

1 Accounting policies (continued)

1.4 Income

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 is received by the way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants are recognised in full in the Statement of Financial Activities in the year which they are receivable.

Income from investments are included when receivable.

Rental income is recognised in the period to which the rental property is provided to the tenants.

For legacies, entitlement is taken on a case by case basis at the earlier of the date when the Charity is aware that probate has been granted, and either:

- the estate has been finalised and estate accounts have been received by the charity; or
- when a distribution is received from the estate.

1.5 Expenditure

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. All expenditure is accounted for on an accruals basis under the following headings:

Expenditure on charitable activities comprises of the costs incurred by the charity in the delivery of its activities and services for its beneficiaries, activities undertaken to further the purpose of the charity and their associated support costs.

Expenditure on raising funds comprises of the costs incurred by the charity in seeking donations and grants.

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 to expenditure on charitable activities based on cost and employee time.

Governance costs are included in support costs and relate to the direct running of the Charity, allowing it to operate and generate the information required for public accountability. They include the costs of accounts preparation and audit/independent examination.

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

1 Accounting policies (continued)

1.6 Tangible fixed assets and depreciation

Assets which are intended to be of ongoing use to the Charity in carrying out its activities are capitalised as fixed assets. All purchased fixed assets are initially recorded at cost.

Assets donated for use by the charity are recognised as income when receivable and capitalised at their open market value.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold property	- 2% straight-line
Office furniture	- 33% straight-line
Computer equipment	- 33% straight-line
Improvements to property	over the period remaining on the lease or 12

1.7 Intangible fixed assets and amortisation

Intangible assets are capitalised and recognised when future economic benefits are probable

Website	-20% straight-line
---------	--------------------

1.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount. Prepayments are valued at the amount prepaid net of any discounts due. Accruing income is included at the best estimate of the amounts receivable at the balance sheet date.

1.9 Investments

Current asset investments consist of cash equivalents (on deposit) with a maturity date of less than one year.

1.10 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 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 discounts due.

1.12 Pensions

The Charity provides a defined contribution pension scheme, whereby the charity and its staff each fund the scheme, managed by a third party provider, the assets of which are held by the provider separately from the assets of the charity. The pension charge in the financial statements represents the amounts payable by the charity to the fund in respect of the period.

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

1 Accounting policies (continued)

1.13 Operating leases

Operating leases are recognised over the period of which the lease falls due.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period of the lease.

1.14 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1.15 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic

1.16 Critical accounting estimates

There are no judgements or critical accounting estimates which have been used in the preparation

2 Income from donation, grants and legacies

	Unrestricted 2024 £	Unrestricted 2023 £
Donations	26,225	19,955
Total	<u>26,225</u>	<u>19,955</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

3 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Ellerdale	2,000	-	2,000	6,200	-	6,200
Paul Bassham Trust	10,000	-	10,000	-	-	-
Henry Smith	50,000	-	50,000	50,000	-	50,000
John Jarrold Trust	-	-	-	1,000	-	1,000
MOJ Rape Support Fund	-	300,346	300,346	-	270,698	270,698
NHS Norfolk and Wavney CCG	-	200,000	200,000	-	-	-
Norfolk Police and Crime	-	229,610	229,610	-	213,642	213,642
Norwich City Council	7,000	-	7,000	7,000	-	7,000
The National Lottery Community Fund	-	134,750	134,750	-	71,500	71,500
Alan Boswell Group Charitable Trust	-	16,000	16,000	-	-	-
The Barratt Family Charitable Trust	1,000	-	1,000	-	-	-
UK Government	-	70,000	70,000	-	-	-
	<u>70,000</u>	<u>950,706</u>	<u>1,020,706</u>	<u>64,200</u>	<u>555,840</u>	<u>620,040</u>

4 Investment income

	Unrestricted	Unrestricted
	2024	2023
	£	£
Bank interest	23,836	4,662
Rental income	1,500	949
	<u>25,336</u>	<u>5,611</u>

5 Other income

	Unrestricted	Unrestricted
	2024	2023
	£	£
Insurance Income	<u>1,794</u>	<u>-</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

6 Raising Funds

	Total Funds 2024 £	Total Funds 2023 £
Salaries	33,857	29,908
Event costs	2,970	1,346
Fundraising assistance	6,080	3,550
	<u>42,907</u>	<u>34,804</u>

During the year, total expenditure on raising funds was £42,907 (2023: £34,804) of which unrestricted expenditure amounted to £633 (2023: £21,592) and restricted expenditure amounted to £42,274 (2023: £13,212). Costs are allocated directly to the relevant fund.

In the year £42,907 of raising funds were direct costs (2023: £34,804).

7 Expenditure on charitable activities

	Total Funds 2024 £	Total Funds 2023 £
Direct Expenditure	734,403	515,215
Support Expenditure	287,420	196,135
	<u>1,021,823</u>	<u>711,350</u>

During the year, total expenditure on charitable activities was £1,021,823 (2023: £711,350), of which unrestricted expenditure amounted to £116,236 (2023: £168,432) and restricted expenditure amounted to £905,587 (2023: £542,330). Costs are allocated directly to the relevant fund.

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

7 Expenditure on Charitable Activities (continued)

Direct Expenditure on Charitable Activities	Total Funds 2024 £	Total Funds 2023 £
Salaries	375,288	279,317
Temporary staff	-	28,686
Supervision	32,309	31,451
Counselling and services	146,073	75,284
Telephone	9,333	8,825
Stationery, postage and printing	4,266	3,446
Travel and subsistence	25,508	23,283
Light and heat	8,057	(14,248)
Partnership agency programme	47,272	-
Room hire	4,002	4,081
Rent	8,300	8,150
Rates	2,640	1,341
Training	25,524	23,194
Recruitment	6,086	7,851
Information materials	745	382
Client access fund	4,753	2,515
Depreciation of freehold property	2,250	750
Depreciation of improvements to property	17,162	17,616
Depreciation of office furniture	1,741	565
Depreciation of computer equipment	11,690	11,556
Amortisation of website	1,404	1,170
	<u>734,403</u>	<u>515,215</u>
Support Costs	Total Funds 2024 £	Total Funds 2023 £
Salaries	154,321	106,342
Staff Wellbeing	4,887	-
Insurance	7,043	6,241
IT Consumables and Maintenance	7,056	6,850
Marketing and Communications	31,639	30,216
Repairs and Maintenance	26,415	6,097
Subscriptions	16,949	11,891
Cleaning	7,421	7,262
Waste Collection	1,991	1,618
Sundry expenses	3,175	2,429
Payroll	2,076	1,939
Wellbeing Support	-	5,776
Website	1,443	956
Governance costs:		
Audit and accountancy	17,028	5,115
Professional Fees	5,976	3,403
	<u>287,420</u>	<u>196,135</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

8 Net Expenditure for the year is after charging:

	2024	2023
	£	£
Depreciation and amortisation of fixed assets	34,247	31,657
Independent auditors fee	15,000	-
Fees payable to the Charity's Independent Auditors in respect of other services	2,028	-
Independent examination fee	-	2,750
Fees payable to the Charity's Independent Examiner in respect of other services	-	2,365
Operating lease rentals	8,300	8,150
	<u>59,575</u>	<u>44,922</u>

9 Analysis of staff costs and key management personnel

	2024	2023
	£	£
Wages and salaries	493,198	381,835
Social security costs	35,529	23,915
Pension costs	13,091	9,816
Temporary staff	21,648	28,686
	<u>563,466</u>	<u>444,252</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

9 Analysis of staff costs and key management personnel (continued)

The charity trustees were not paid any other benefits from employment with the charity in the period (2023: £Nil) neither were they reimbursed expenses during the period (2023: £Nil).

The average monthly head count was 22 (2023: 22).

No employees received employee benefits excluding pension contributions over £60,000 (2023:

The Trust considers that the key management personnel comprises the Chief Executive Officer, Head of Counselling, Operations Manager, and Finance Manager.

Employee benefits of key management personnel of the Trust were £143,595 (2023: £117,701).

10 Tangible fixed assets

	Freehold Property £	Improvements To Property £	Office Furniture £	Computer Equipment £	Total £
Cost					
<i>At start of period</i>	225,000	186,389	9,534	46,708	467,631
<i>Additions</i>	-	-	655	4,034	4,689
<i>At end of period</i>	225,000	186,389	10,189	50,742	472,320
Depreciation					
<i>At start of period</i>	750	110,407	5,429	26,599	143,185
<i>Charge for the period</i>	2,250	17,162	1,741	11,690	32,843
<i>At end of period</i>	3,000	127,569	7,170	38,289	176,028
<i>Net book value at the end of the period</i>	222,000	58,820	3,019	12,453	296,292
<i>Net book value at the start of the period</i>	224,250	75,982	4,105	20,109	324,446

Included in freehold property is land at a value of £112,500 which is not depreciated (2023: £112,500).

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

11 Intangible fixed assets

	Website £
Cost	
<i>At start of period</i>	7,020
At end of period	7,020
Depreciation	
<i>At start of period</i>	1,170
<i>Charge for the period</i>	1,404
At end of period	2,574
Net book value at the end of the period	4,446
<i>Net book value at the start of the period</i>	5,850

12 Current asset investments

	2024 £	2023 £
Unlisted investments	500,000	-

The current asset investment of £500,000 (2023: £Nil) £250,000 is held in a 95 day deposit account and £250,000 is held in 1 year bonds.

13 Debtors

	2024 £	2023 £
Trade debtors	12,403	390
Prepayments and accrued income	31,295	21,468
	43,698	21,858
	2024 £	2023 £
Trade creditors	45,458	40,601
Other creditors	2,573	15,969
Accruals and deferred income	29,431	205,538
Other taxation and social security	10,884	6,232
	88,346	268,340

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

15 Deferred income

	2024 £	2023 £
At 1 April 2023	200,300	3,000
Amount deferred in year	12,703	200,300
Amounts released	(200,300)	(3,000)
At 31 March 2024	<u>12,703</u>	<u>200,300</u>

Deferred income relates to the Norfolk Police & Crime Commissioner funding and Shepherd Hut rental income (2023: NHS ICB and FSNB funding) paid in advance.

16 Funds summary

2024	Balance at the start of the period £	Income £	Expenditure £	Balance at end of the period £
Restricted funds				
Community Workshop Trustees	26,249	-	(5,247)	21,002
National Lottery	4,805	134,750	(138,781)	774
Norfolk Police and Crime Commissioner (CRM system)	5,667	-	(2,877)	2,790
Norfolk Police and Crime Commissioner (Norwich outreach and groups)	-	49,610	(49,610)	-
Norfolk Police and Crime Commissioner (Norwich, Broadland & South)	-	180,000	(180,000)	-
Ministry of Justice	-	300,346	(300,346)	-
Alan Boswell	-	16,000	(1,000)	15,000
COCLF (groundwork)	-	70,000	(70,000)	-
NHS Norfolk and Wavney CCG	-	200,000	(200,000)	-
Total restricted	<u>36,721</u>	<u>950,706</u>	<u>(947,861)</u>	<u>39,566</u>
Designated funds				
Client services fund	170,000	-	(43,541)	126,459
Financial stability fund	69,770	-	-	69,770
Property fund	66,700	-	-	66,700
Total designated	<u>306,470</u>	<u>-</u>	<u>(43,541)</u>	<u>262,929</u>
Unrestricted funds	650,684	123,355	(73,328)	700,711
Total unrestricted	<u>957,154</u>	<u>123,355</u>	<u>(116,869)</u>	<u>963,640</u>
Total funds	<u>993,875</u>	<u>1,074,061</u>	<u>(1,064,730)</u>	<u>1,003,206</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

16 Funds summary (continued)

2023	Balance at the start of the year £	Income £	Expenditure £	Balance at end of the year £
Restricted funds				
Virgin Money	790	-	(790)	-
Community Workshop Trustees	27,002	-	(753)	26,249
National Lottery	-	71,500	(66,695)	4,805
Norfolk Police and Crime Commissioner (CRM system)	8,631	-	(2,964)	5,667
Norfolk Police and Crime Commissioner (Core)	-	180,000	(180,000)	-
Norfolk Police and Crime Commissioner	-	33,641	(33,641)	-
Ministry of Justice (Core)	-	261,807	(261,807)	-
Ministry of Justice (Male rape support)	-	8,892	(8,892)	-
Total restricted	36,423	555,840	(555,542)	36,721
Designated funds				
Client services fund	170,000	-	-	170,000
Financial stability fund	80,000	-	(10,230)	69,770
Property fund	70,000	-	(3,300)	66,700
Total designated	320,000	-	(13,530)	306,470
Unrestricted funds	738,000	89,766	(177,082)	650,684
Total unrestricted	1,058,000	89,766	(190,612)	957,154
Total funds	1,094,423	645,606	(746,154)	993,875

Restricted Fund	Description, nature and purpose of the fund
Alan Boswell COCLF (groundwork)	Women's Group Sessions & Hardship Fund Providing Emotional & Practical Support with finance, housing & health
Community Workshop Trustees	Maintenance of Music Lane building and professional fees related to fund transfer
Ministry of Justice	Received for provision of emotional and practical support for victims of rape and other forms of sexual abuse
Ministry of Justice	Male rape group support services
Norfolk Police and Crime Commissioner	Money received in 2021 for new CRM system
Norfolk Police and Crime Commissioner	Received for charitable activities in South Norwich, Norwich and Broadland.

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

National Lottery Received for charitable activities at Great Yarmouth

NHS Norfolk and Waveney CCG Support for recovery from Trauma of Abuse

The general reserve represents funds of the charity which are provided on an unrestricted basis. It includes donations, fund raising and surpluses and deficits arising from projects funded from various external sources.

Designated funds

Client services fund For increasing capacity and developing new client services.

Financial stability fund To invest in securing future financial stability through fundraising and external communications.

Property fund Provision for premises expenditure.

17 Net assets by funds

	Unrestricted funds	Restricted funds	Total funds
2024	£	£	2024 £
Tangible fixed assets	296,292	-	296,292
Intangible fixed assets	4,446	-	4,446
Investements	500,000	-	500,000
Debtors	43,698	-	43,698
Cash	207,550	39,566	247,116
Creditors falling due in less than one year	(88,346)	-	(88,346)
	963,640	39,566	1,003,206
2023	£	£	2023 £
Tangible fixed assets	324,446	-	324,446
Intangible fixed assets	5,850	-	5,850
Debtors	21,858	-	21,858
Cash	873,340	36,721	910,061
Creditors falling due in less than one year	(268,340)	-	(268,340)
	957,154	36,721	993,875

18 Pension commitments

The Charity operates one defined contribution pension scheme. The assets of the schemes are held separately from those of the Charity in independently administered funds. The total pension cost charge represents contributions payable by the Charity to the funds and amounted to £13,091 (2023: £9,816). Amounts of £2,573 were outstanding at year end (2023: £Nil)

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (continued)

19 Operating lease commitments

At 31 March 2024, Sue Lambert Trust had future minimum lease payments under non-cancellable operating leases as follows:

Land and buildings

Expiry date:	2024	2023
	£	£
Under 1 year	8,000	8,000
Between 2 and 5 years	22,000	30,000
After more than 5 years	-	-
	<u>30,000</u>	<u>38,000</u>

20 Related party transactions

The charity trustees were not paid or received any other benefits from employment with the Trust in the year (2023: £Nil). No charity trustees were reimbursed for their expenses during the year (2023: £Nil). No charity trustee received payment for professional or other services supplied to the charity (2023: £Nil).

No further related party transactions took place in the period (2023: £Nil).

21 Funds received as an agent

During the period the charity acted as an agent for a Acts 435 providing extra support for their clients. Funds received during the period totalled £1,340 (2023: £3,182). Funds paid out during the period were £1,340 (2023: £2,970). There were no balances held as at the year end (2023: £Nil).

SUE LAMBERT TRUST

England & Wales - Charity number 1120957

Accounts

SUE LAMBERT TRUST
(A Company Limited by Guarantee)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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SUE LAMBERT TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2023

Trustees	Mr B S Higham (Chair) Mr D B Vail Ms T Florence Ms M Carson Mr N J Horsley-Heather (appointed 10 July 2023) Ms C Stevens (appointed 6 December 2022) Mrs J A Howe (Chair) (resigned 5 December 2022) Mr N Goodwin (resigned 4 July 2022) Ms T Hicks (resigned 26 September 2022)
Chief Executive Officer	Mr D C Evans
Company registered number	06217814
Charity registered number	1120957
Registered office	St Julians Hall 6 Music House Lane Norwich NR1 1QL
Independent examiner	Price Bailey LLP Chartered Accountants Anglia House, 6 Central Avenue St Andrews Business Park Thorpe St Andrew Norwich Norfolk NR7 0HR

SUE LAMBERT TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2023

The Trustees submit their report along with the financial statements of the charity for the year ending 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing documents, the Charities Act 2011 and the Charities SORP (FRS 102).

Objectives of Sue Lambert Trust

The objectives of the charity are to preserve and protect the mental and physical health of people who have suffered sexual assault, sexual abuse and/or domestic violence and to advance public education about all matters related to sexual violence.

Our vision

We believe that, with access to the right professional therapeutic help, everyone has the potential to heal and rebuild their lives following the trauma of sexual abuse. Our vision for the future is to be part of a society where anyone who needs our support can easily and promptly access professional, compassionate and personalised therapy to aid that recovery.

Our mission

Our mission is to provide a safe, respectful and welcoming space for people who have experienced sexual abuse or violence at some point in their lives: helping them to heal and build greater resilience following this trauma.

Everything we do comes from a place of kindness and compassion, underpinned by specialist, clinical expertise.

Our clients

Anyone aged 11 or over can self-refer to Sue Lambert Trust. The people we support range from young teenagers to those in later-life, people who may have suffered abuse decades ago and have lived every day with their trauma ever since. All our clients have experienced, or are experiencing, trauma in response to sexual abuse or sexual violence.

Our background

Sue Lambert Trust (SLT) was established in 2007 as a result of the merger of Norwich Rape Crisis and Mpower. It is constituted and registered with the Charity Commission for England and Wales number 1120957 and became incorporated in England and Wales under number 06217814.

2022/23 - the year in review:

During 2022/23 our focus was to embed our three phased approach within our service offering and to grow our capacity to ensure we provide the best therapeutic services that all our clients deserve.

This was met with some challenges, in particular with regards to recruitment and a lack of availability of the required skills to fulfil some roles. Some key roles remained vacant for a significant amount of time during the year including the Head of Counselling. This inhibited our ability to progress initiatives and developments at the desired pace. However, we are extremely grateful to Leigh Doran who supported the organisation on a temporary basis as the Head of Counselling whilst we continued our search for the right person.

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023**

Strand 1: Recover, heal and build resilience

Our services are organised around a trauma-aware, professional and non-directive, person-centred approach that provides a coherent journey for our clients. This involves:

Recovery, groundwork and stabilisation : supporting clients to develop their sense of safety and increased self-regulation, along with providing opportunities to explore coping strategies to help manage symptoms.

195 clients accessed the service during the year and were given support with debt, finances, benefits, housing, advocacy and emotional stabilisation.

Healing and therapy : increasing the range of therapeutic interventions we can offer, based on the client's needs.

488 people accessed our support through our counselling service, providing up to 52 sessions to each person; a few clients with particularly profound needs required significantly more sessions. In total 7,363 counselling sessions were provided through our network of 43 counsellors.

Building resilience and reintegration : providing opportunities for clients to increase and develop their social and support networks; building up resilience and a sense of safety, including financial security; developing skills for daily life, including making healthy choices. Through this work, we are building confidence and independence for our clients so that they can go on to live a happy, fulfilling life in the future and no longer have dependency on us for support.

During the year we were successful in securing two new grants to support the development of more groups and implement an outreach service. This funding allowed us to focus on setting up groups for people and communities that may not traditionally seek support from Sue Lambert Trust. One grant was from the Norfolk Police and Crime Commissioners Office, and another was five-year funding from the National Lottery supporting our work in Great Yarmouth. Two new Outreach and Group Co-Ordinator posts were supported through these funds – one in Norwich and one in Great Yarmouth.

The impact of our work – client feedback

At the end of their 12 months of support with Sue Lambert Trust, 83% of our clients reported a significant improvement in their mental health and wellbeing (CORE Analysis).

86 clients responded to a request for outcome monitoring, and went on to report the following outcomes (13% response rate):

99% reported that our therapy helped with their emotional wellbeing.

89% reported that our support improved their coping mechanisms.

96% reported that our support helped with their self esteem.

89% reported that our support helped with their day-to-day living (1% recorded not relevant)

82% reported our support reduced their suicidal thoughts

76% reported that our support helped with their relationships (7% recorded not relevant)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023

"You have every right to feel safe, secure and to take back control. It's not easy to go through therapy, but it will, in the long run, help you to heal and move forwards. Sue Lambert Trust matched me with an incredible counsellor. They made me feel I had someone by my side, someone who would listen and believe me." Mia, client.

Strand 2: Clients' voices

Our clients are at the very centre of our organisation. It's therefore imperative that we provide our clients with a voice and listen carefully and respectfully to what they tell us.

During the year a Service Development Group was set up as a way to capture clients' voices.

This group met up until August 2022. Due to staff changes it did not meet again during the year. The group is now being replaced with a client reference group that will provide guidance to all our services.

86 clients responded to a request for feedback after taking part in the Service Development Group, and reported the following (13% response rate):

99% agreed or strongly agreed that they felt listened to
100% agreed or strongly agreed that Sue Lambert Trust is a professional organisation
98% agreed or strongly agreed that Sue Lambert Trust is a caring organisation
99% agreed or strongly agreed that all the support was useful
97% agreed or strongly agreed that they would use our services again if needed

Looking inward, we also developed our internal organisational processes to systematically capture client outcomes and feedback. In support of this we implemented a new CRM system (Oasis) in March 2023 that would also help with information sharing, giving all staff and counsellors access to client information.

"After feeling broken for so long, my wonderful counsellor helped me to understand that while my history couldn't be erased, and my past wouldn't vanish, the psychological wounds I'd been left with could be repaired. She was simply amazing." Donna-Louise, Client.

Strand 3: Experience and influence

Sue Lambert Trust is the main charity in Norfolk which provides professional support and therapeutic counselling for people who have experienced sexual violence or abuse. We are a well-established and highly respected charity and have been providing our services to people in Norfolk for more than 40 years.

We provide an authoritative voice in the field of managing and coping with the trauma caused by sexual violence and sexual abuse. We are committed to using our platform and sharing our experience, expertise, knowledge and skills, to raise greater awareness about the trauma sexual abuse causes. It is only by using our voice, talking openly, creating better understanding and addressing the very real issues relating to sexual abuse and sexual violence that we can help wider society to actively work to prevent abuse from occurring in the first place and look to protect those at risk.

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2023

We continue to develop our relationships with the local media, and between April 2022 and end of March 2023, Sue Lambert Trust received 39 pieces of (known) media coverage – in print, online and on the radio (including editorial features, interviews, news stories and requests for comment.) Our combined social media following across all channels (Instagram, Twitter, LinkedIn and Facebook) grew from 1,846 to a community of 2,170. Ensuring an ongoing, proactive communications programme with the press and having regular engagement with people on social media ensures Sue Lambert Trust is seen and positioned as the specialists in Norfolk on issues relating to trauma and sexual abuse. We are regularly approached by the media for comment on breaking news stories relating to sexual violence and abuse. Our website had on average 1145 visits per month helping to drive engagement with our services and raise awareness of who we are and what we do.

One of the more memorable events of last year was meeting Sue Lambert's family who chose to run the Blickling Half Marathon in support of the organisation. They have continued their relationship into 2023 with further fundraising activities.

<https://folkfeatures.co.uk/running-in-memory-of-great-aunt-sue/>

Strand 4: Sustainability

Sadly, we know that there will never be a shortage of clients for Sue Lambert Trust. We must therefore build an organisation that is robust, financially secure and flexible: enabling us to grow and adapt to meet the future needs of our clients.

We would like to thank the Norfolk Office of the Police and Crime Commissioner, the National Lottery, Henry Smith Charity, Norwich City Council, Ministry of Justice, NHS Norfolk and Waveney ICB, John Jarrold Trust, the Ellerdale Trust along with the many individuals that have supported the organisation throughout the year.

We continue to build on our individual and regular donations to diversify our income streams and avoid over reliance on one area of income.

During 2022/23 we reviewed our programme of remuneration of our counsellors. We have continued the remuneration of any sessions above three voluntary sessions per week with the change in the level of remuneration reflecting the experience of the counsellor.

Strand 5: Our people

Without our staff and volunteers Sue Lambert Trust would be nothing. We are committed to ensuring that all our people are well-supported, motivated and developed within the organisation as well as demonstrating our appreciation for all they do.

As at the end of March 2023 Sue Lambert Trust employed 13.12 staff (FTE) compared with 12.49 staff (FTE), in the previous year. This excludes 1.8 positions (FTE) that remained vacant as at the end of March 2023.

All volunteers must complete our induction course prior to starting work with clients. This applies equally to qualified counsellors, counsellor trainees and support workers. During 2022-23 we delivered two foundation courses from which we recruited 15 new counsellors. As at the end of March 2023 we had a total of 43 counsellors (57 at the end of March 2022).

SUE LAMBERT TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2023

During the year, alongside our foundation course, we delivered a training programme for our staff teams covering the following topics:

- Honour Based Abuse
- Pre-Trial Therapy
- LGBTQ+ Awareness
- Race Culture and Me
- Mental Health First Aid (for non-clinical staff)
- Trauma Theory and Practice
- Autism
- Safeguarding

All counsellors and relevant staff receive regular clinical supervision sessions, to help them maintain their focus on clients, and to support them in managing the pressures they experience because of their roles. We also organise and host regular self-care and wellbeing activities for our staff and counsellors. We held two sessions (Norwich and Great Yarmouth) in November 2022 where all staff and counsellors were invited to attend a day of well-being activities, creativity and development opportunities.

"Sue Lambert Trust provides a brilliantly supportive environment for counsellors as well as clients. It has excellent induction training, to find out about our client group. We receive annual safeguarding training, which is vitally important, plus there is a continuous professional development program for counsellors and staff too." Bev, Counsellor.

Managing the rise in demand

In order to maintain our capacity, we continued with the following programmes:

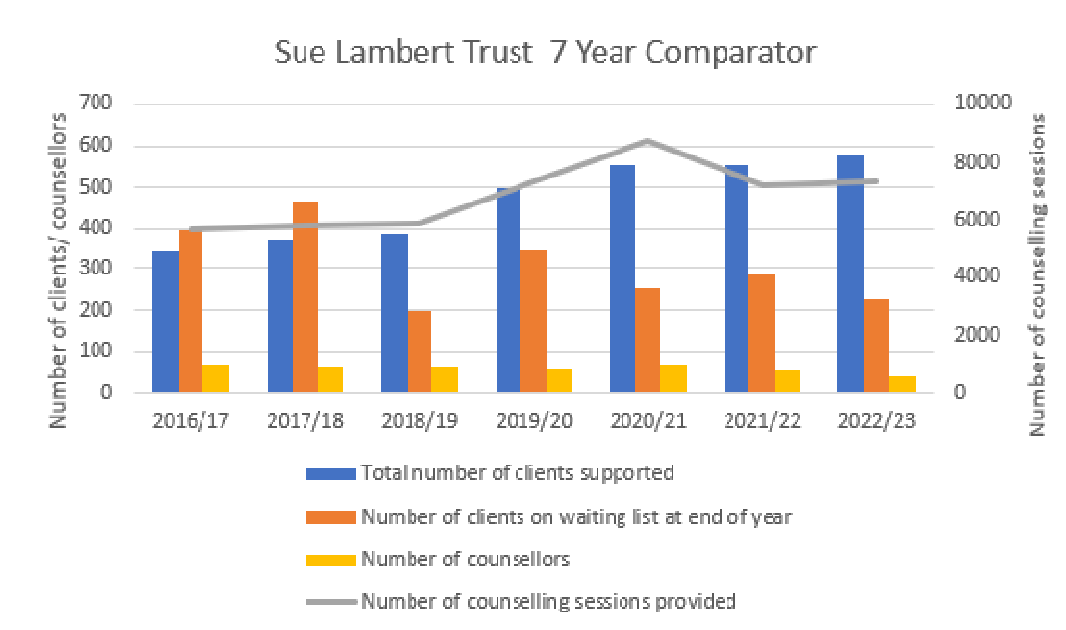
3+Programme – Sue Lambert Trust offers payments to any counsellor who complete above three voluntary sessions per week.

Diverse modes of service delivery – we have continued to offer sessions face to face, and online or by telephone. This has broadened our opportunities to work across Norfolk, reaching clients who cannot or prefer not to travel to Norwich or Great Yarmouth.

Case management – systems were implemented to provide an easily accessible overview of the client's journey and engagement; enabling counsellors to easily discuss matters with their Deputy Clinical Leads and clinical supervisors. This resulted in counsellors receiving the support they required, when they needed it.

SUE LAMBERT TRUST

Trustees' Report (continued) for the year ended 31 March 2023



Financial results

Funding received in 2022/23

Sue Lambert Trust continues to receive funding from the Ministry of Justice Rape Support Fund, the Office of the Police and Crime Commissioner Norfolk, Norfolk and Waveney ICB, Norwich City Council and the National Lottery. We were also successful in raising significant core funding from charitable trusts including the Henry Smith Charity along with local trusts including Ellerdale, and John Jarrold Trust.

In year results

During the period, the charity raised £645,606 (2022: £1,165,185) with 75% (2022: 35%) of income coming from the Norfolk Police and Crime Commissioner and the Ministry of Justice. Revenue expenditure incurred was £746,154 (2022: £707,886) with 60% (2022: 55%) of expenses being salaries. The £100,548 deficit was largely offset by unrestricted funding received in the previous year that partly related to services we provided in 2022/23.

The Board of Trustees has approved three designated funds in support of our future goals. The funds are:

- Increasing capacity and developing new client services
- Invest in securing financial sustainability through fundraising and external communications
- Provision for premises expenditure following the acquisition of Music House Lane.

Reserves policy

To ensure that sufficient funds are available to manage potential future liabilities and maintain full service delivery, Sue Lambert Trust aims to set aside an amount of free reserves to cover a minimum of three months' running and operational costs. Sue Lambert Trust intends to hold a further minimum of three months' operational costs to allow a phased withdrawal of services and any severance payments due to staff should the need arise.

It is vital for the wellbeing of our clients that access to our services is not suddenly cut off, but rather sensitively and gradually reduced should the worst happen, and the Trust has to close.

**Trustees' Report (continued)
for the year ended 31 March 2023**

The free reserves target based on the above scenario is recalculated annually and agreed by the Trustees as part of the budget planning process. The free reserves target at the year-end was £395,818 and excludes any restricted funding, designated funding, or fixed assets.

At the end of year, our free reserves totalled £320,388 and represents 81% of the target. The Trustees intend to build additional free reserves to meet the current target by obtaining unrestricted funding wherever possible, as well as funding which will cover an apportionment of central overheads.

Public benefit

The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charitable company's aims and objectives and in planning future activities and setting policy for the year as follows:

- There is an identifiable benefit to the public from the provision of counselling and support services. This is recognised by our clients as well as Health and Social Services. These benefits are consistent with the charity's aims and objectives.
- Our services are accessible to all members of the public. The charity makes a clear commitment that all clients - irrespective of the minority group(s) they might represent e.g., sexual orientation, ethnicity, religion, race etc. - are welcome and able to access our services. The Board of Trustees will seek to ensure that its make-up reflects the profile of the community it serves.

Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Organisation

The current Trustees (who are also the directors of the company for the purposes of company law) and the charity's chief executive officer, who have served during the year and since the year end, are set out on page 1 of this document. The Trustees listed below have held office during the whole of the period from 1 April 2020 to the date of this report.

Mr B S Higham (Chair)
Mr D B Vail
Ms T Florence
Ms M Carson

Other changes in Trustees holding office are as follows:

Mr N J Horsley-Heather (joined Jul 2023)
Ms C Stevens (joined Dec 2022)
Mrs J A Howe (Chair) (Resigned Dec 2022)
Mr N Goodwin (Resigned Jul 2022)
Ms T Hicks (Resigned Sept 2022)

SUE LAMBERT TRUST

Trustees' Report (continued) for the year ended 31 March 2023

Sue Lambert Trust recognises the need for its Board to have the relevant skills and commitment essential to the effective governance and management of the charity. The Trustees meet on a bi-monthly basis at full board meetings, and, in addition, the finance sub-group Trustees also meet bi-monthly.

Recruitment of new trustees is the responsibility of existing trustees. The recruitment policy will be based upon the principle of fairness, transparency and equality of opportunity. Relevant training is provided.

Risk management

The Trustees conduct their own review of major risks to which Sue Lambert Trust is exposed. These procedures are reviewed periodically to make sure they still meet the needs of the charity and are as follows:

- An annual review of the risks which the charity may face
- The establishment of the systems and procedures to mitigate those risks identified
- The implementation of procedures designed to minimise potential impact on the charity should any of the risks materialise.

Risk Description	Managing Actions
Staff and volunteer shortages resulting in interruption of service	1. Staff and Counsellor wellbeing strategy developed. 2. Ongoing strategic recruitment plan. 3. Remuneration policy for counsellors. 4. Undertaking annual salary scales review. 5. Staff and counsellor surveys to inform actions for wellbeing.
Demand for service exceeds supply	1. Partnership with sister charities to develop capacity. 2. Wrap around services in place and contribute to effective and efficient therapy. 3. Utilise designated funds to provide additional services to clients and build capacity.
Loss of personal data and high risk/sensitive personal data	1. Data Protection, GDPR and Confidentiality as core training for all. 2. Secure CRM implementation across the organisation.
Government funding cuts	1. Increase and develop additional income streams. 2. Obtain longer term contracts where possible. 3. Aim to limit grant sizes to 33% of forecast income.

SUE LAMBERT TRUST

**Trustees' Report (continued)
for the year ended 31 March 2023**

Independent examiner

Price Bailey LLP have expressed their willingness to act as examiners and a resolution for their appointment was passed in our April 2023 general meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the General Directions given by the Charities Commission under Section 145(5)(b) of the Charities Act 2011.

ON BEHALF OF THE TRUSTEES:

B S Higham

.....
Benedict S Higham (Dec 6, 2023,
Benedict Higham

06 Dec 2023
Date.....2023

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023 which are set out on pages 13 to 28.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants of England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Suzanne Goldsmith FCA

Price Bailey LLP
Chartered Accountants
Anglia House, 6 Central Avenue
St Andrews Business Park
Thorpe St Andrew
Norwich
NR7 0HR

Date: 13 December 2023

SUE LAMBERT TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Income:					
<i>Donations and legacies</i>	2	19,955	-	19,955	283,924
<i>Income from charitable activities</i>	3	64,200	555,840	620,040	881,068
<i>Investment income</i>	4	5,611	-	5,611	193
Total income		89,766	555,840	645,606	1,165,185
Expenditure:					
<i>Cost of raising funds</i>	5	21,592	13,212	34,804	25,945
<i>Expenditure on charitable activities</i>	6	169,020	542,330	711,350	681,941
Total expenditure		190,612	555,542	746,154	707,886
Net (expenditure) / income for the year, being movement in funds		(100,846)	298	(100,548)	457,299
Reconciliation of funds:					
Total funds brought forward		1,058,000	36,423	1,094,423	637,124
Total funds carried forward	14	957,154	36,721	993,875	1,094,423

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 16 to 28 form part of these financial statements

SUE LAMBERT TRUST

COMPANY NUMBER: 06217814

BALANCE SHEET AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Fixed Assets			
Tangible assets	9	324,446	345,073
Intangible assets	10	5,850	7,020
		<u>330,296</u>	<u>352,093</u>
Current assets			
Debtors	11	21,858	211,098
Cash at bank and in hand		910,061	614,261
		<u>931,919</u>	<u>825,359</u>
Liabilities			
Creditors: amounts falling due within one year	12	<u>(268,340)</u>	<u>(83,029)</u>
Net current assets		663,579	742,330
Total net assets		<u>993,875</u>	<u>1,094,423</u>
The funds of the charity:			
Restricted funds	14	36,721	36,423
Unrestricted funds	14	957,154	1,058,000
Total funds		<u>993,875</u>	<u>1,094,423</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small company's regime.

The Trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

Approved by the trustees on 06 Dec 2023 and signed and authorised for issue on their behalf by:

B S Higham
Benedict Higham
 Benedict S Higham (Dec 6, 2023,
 Trustee

The notes on pages 16 to 28 form part of these financial statements

SUE LAMBERT TRUST

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2023

	2023	2022
	£	£
Cash flows from operating activities:		
Net (expenditure)/income for the year (as per the SOFA)	(100,548)	457,299
<u>Adjustments for:</u>		
Depreciation charges	30,487	22,294
Amortisation charges	1,170	-
Decrease/(Increase) in debtors	189,240	(80,206)
Increase in creditors	185,312	51,824
Interest received	(5,611)	(193)
Net cash provided by operating activities	<u>300,050</u>	<u>451,018</u>
Cash flows from investing activities:		
Purchase of property, plant and equipment	(9,860)	(248,588)
Purchase of intangible fixed assets	-	(7,020)
Interest received	5,611	193
Net cash used in investing activities	<u>(4,250)</u>	<u>(255,415)</u>
Change in cash and cash equivalents in the reporting period	<u>295,800</u>	<u>195,603</u>
Cash and cash equivalents at the beginning of the period	614,261	418,658
Cash and cash equivalents at the end of the reporting period	<u>910,061</u>	<u>614,261</u>
Cash in hand	910,061	614,261
Total cash and cash equivalents at end of the period	<u>910,061</u>	<u>614,261</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1 Accounting policies

General information

The Charity is a company limited by guarantee and was incorporated in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The number of members in 2023 were 8 (2022: 5). The registered office is St Julians Hall, 6 Music House Lane, Norwich, NR1 1QL. The registered company number is 06217814 and the registered charity number is 1120957.

1.1 Basis of preparation

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements have been prepared under the historical cost convention. The financial statements have also been prepared in accordance with the Charities Act 2011 and the Charities SORP (FRS 102) (effective 1 January 2019). Sue Lambert Trust meets the definition of a public benefit entity under FRS 102.

The financial statements are presented in pounds sterling (£), rounded to the nearest pound.

1.2 Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1.3 Fund accounting

Funds held by the charity are:

- Unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds which are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 (continued)**

1 Accounting policies (continued)

1.4 Income

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 is received by the way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants are recognised in full in the Statement of Financial Activities in the year which they are receivable.

Income from investments are included when receivable.

Rental income is recognised in the period to which the rental property is provided to the tenants.

For legacies, entitlement is taken on a case by case basis at the earlier of the date when the Charity is aware that probate has been granted, and either:

- the estate has been finalised and estate accounts have been received by the charity; or
- when a distribution is received from the estate.

1.5 Expenditure

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. All expenditure is accounted for on an accruals basis under the following headings:

Expenditure on charitable activities comprises of the costs incurred by the charity in the delivery of its activities and services for its beneficiaries, activities undertaken to further the purpose of the charity and their associated support costs.

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 to expenditure on charitable activities based on cost and employee time.

Governance costs are included in support costs and relate to the direct running of the Charity, allowing it to operate and generate the information required for public accountability. They include the costs of accounts preparation and independent examination.

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)

1 Accounting policies (continued)

1.6 Tangible fixed assets and depreciation

Assets which are intended to be of ongoing use to the Charity in carrying out its activities are capitalised as fixed assets. All purchased fixed assets are initially recorded at cost.

Assets donated for use by the charity are recognised as income when receivable and capitalised at their open market value.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold property	- 2% straight-line
Office furniture	- 33% straight-line
Computer equipment	- 33% straight-line
Improvements to property	over the period remaining on the lease or 12 years if the improvements relate to the freehold property.

1.7 Intangible fixed assets and amortisation

Intangible assets are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably. Intangible assets are initially recognised at cost and are subsequently measured at cost net of amortisation and any provision for impairment. Current amortisation rates are as follows:

Website	-20% straight-line
---------	--------------------

1.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered.

Prepayments are valued at the amount prepaid net of any discounts due. Accruing income is included at the best estimate of the amounts receivable at the balance sheet date.

1.9 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.10 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 discounts due.

1.11 Pensions

The Charity provides a defined contribution pension scheme, whereby the charity and its staff each fund the scheme, managed by a third party provider, the assets of which are held by the provider separately from the assets of the charity. The pension charge in the financial statements represents the amounts payable by the charity to the fund in respect of the period.

1.12 Operating leases

Operating leases are recognised over the period of which the lease falls due.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period of the lease.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 (continued)**

1 Accounting policies (continued)

1.13 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1.14 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. Fixed assets are recorded at depreciated historical cost.

1.15 Critical accounting estimates

There are no judgements or critical accounting estimates which have been used in the preparation of these financial statements.

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)

2 Income from donation, grants and legacies

	Unrestricted 2023 £	Unrestricted 2022 £
Donations	19,955	21,945
Legacies	-	35,205
Other trusts	-	226,750
Government grants	-	24
Total	<u>19,955</u>	<u>283,924</u>

3 Income from charitable activities

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Community Workshop Trustees	-	-	-	-	34,808	34,808
Ellerdale	6,200	-	6,200	3,000	-	3,000
Henry Smith	50,000	-	50,000	50,000	-	50,000
John Jarrold Trust	1,000	-	1,000	-	-	-
MOJ Rape Support Fund	-	270,698	270,698	-	225,661	225,661
Mrs Smith and Mount Trust	-	-	-	-	3,000	3,000
NHS Norfolk and Wavney CCG	-	-	-	200,000	-	200,000
Norfolk Police and Crime Commissioner	-	213,642	213,642	-	180,000	180,000
Norwich City Council	7,000	-	7,000	7,000	-	7,000
The National Lottery Community Fund	-	71,500	71,500	-	147,599	147,599
Tudor Trust	-	-	-	30,000	-	30,000
	<u>64,200</u>	<u>555,840</u>	<u>620,040</u>	<u>290,000</u>	<u>591,068</u>	<u>881,068</u>

4 Investment income

	Unrestricted 2023 £	Unrestricted 2022 £
Bank interest	4,662	193
Rental income	949	-
	<u>5,611</u>	<u>193</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)

5 Raising Funds

	Total Funds 2023 £	As restated Total Funds 2022 £
Salaries	29,908	24,295
Event Costs	1,346	-
Fundraising Assistance	3,550	1,650
	<u>34,804</u>	<u>25,945</u>

During the year, total expenditure on raising funds was £34,804 (2022, £25,945) of which unrestricted expenditure amounted to £21,592 (2022, £25,945) and restricted expenditure amounted to £13,212 (2022, £nil). Costs are allocated directly to the relevant fund.

The prior year restatement relates to the reclassification of salaries and fundraising assistance totalling £25,945 to raising funds from expenditure on charitable activities.

6 Expenditure on charitable activities

Direct Expenditure on Charitable Activities	Total Funds 2023 £	As restated Total Funds 2022 £
Salaries	279,317	256,614
Temporary staff	28,686	18,891
Supervision	31,451	32,696
Freelance services	75,284	86,826
Telephone	8,825	7,293
Stationery Postage Printing	3,446	3,507
Travel and Subsistence	23,283	20,262
Light and Heat	(14,248)	27,558
Room Hire	4,081	949
Rent	8,150	9,892
Rates	1,341	2,092
Training	23,194	7,313
Recruitment	7,851	10,154
Information Materials	382	462
Client Access Fund	2,515	640
Depreciation of Freehold Property	750	-
Depreciation of Improvements to Property	17,616	17,662
Depreciation of Office Furniture	565	560
Depreciation of Computer Equipment	11,556	4,072
Amortisation of Website	1,170	-
	<u>515,215</u>	<u>507,443</u>

The prior year restatement relates to the reclassification of salaries totalling £24,295 to raising funds from specific expenditure on charitable activities.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 (continued)

6 Expenditure on Charitable Activities (continued)

	Total Funds 2023 £	As restated Total Funds 2022 £
Support Costs		
Salaries	106,342	91,808
Insurance	6,241	5,311
IT Consumables and Maintenance	6,850	3,434
Marketing and Communications	30,216	25,592
Repairs and Maintenance	6,097	4,294
Subscriptions	11,891	6,740
Cleaning	7,262	5,991
Waste Collection	1,618	1,543
Sundry expenses	2,429	4,042
Payroll	1,939	1,890
Wellbeing Support	5,776	-
Bookkeeping	-	9,482
Website	956	195
Governance costs:		
Accountancy	5,115	2,365
Professional Fees	3,403	11,811
Total	<u>196,135</u>	<u>174,498</u>

During the year, total expenditure on charitable activities was £711,350 (2022, £681,941), of which unrestricted expenditure amounted to £168,432 (2022, £57,676) and restricted expenditure amounted to £542,330 (2022, £624,265). Costs are allocated directly to the relevant fund.

The prior year restatement relates to the reclassification of professional fees totalling £1,650 to raising funds from expenditure on charitable activities, support costs.

7 Net (Expenditure) / Income for the year is after charging:

	2023 £	2022 £
Depreciation and amortisation of fixed assets	31,657	22,294
Independent examination fee	2,750	2,365
Fees payable to the Charity's Independent Examiner in respect of other services	2,365	-
Operating lease rentals	8,150	13,326
	<u>44,922</u>	<u>37,985</u>

8 Analysis of staff costs and key management personnel

	2023 £	2022 £
Wages and salaries	381,835	343,474
Social security costs	23,915	22,211
Pension costs	9,816	7,032
Temporary staff	28,686	18,891
	<u>444,252</u>	<u>391,608</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)

8 Analysis of staff costs and key management personnel (continued)

The charity trustees were not paid any other benefits from employment with the charity in the period (2022: £nil) neither were they reimbursed expenses during the period (2022: £nil).

The average monthly head count was 22 (2022: 18).

No employees received employee benefits excluding pension contributions over £60,000 (2022: none).

The Trust considers that the key management personnel comprises the Chief Executive Officer, Head of Counselling, Operations Manager, and Finance Manager.

Employee benefits of key management personnel of the Trust were £117,701 (2022: £149,272).

9 Tangible fixed assets

	Freehold Property £	Improvements To Property £	Office Furniture £	Computer Equipment £	Total £
Cost					
<i>At start of period</i>	225,000	186,389	5,196	41,186	457,771
<i>Additions</i>	-	-	4,338	5,522	9,860
<i>At end of period</i>	225,000	186,389	9,534	46,708	467,631
Depreciation					
<i>At start of period</i>	-	92,791	4,864	15,043	112,698
<i>Charge for the period</i>	750	17,616	565	11,556	30,487
<i>At end of period</i>	750	110,407	5,429	26,599	143,185
<i>Net book value at the end of the period</i>	224,250	75,982	4,105	20,109	324,446
<i>Net book value at the start of the period</i>	225,000	93,598	332	26,143	345,073

Included in freehold property is land at a value of £112,500 which is not depreciated (2022: £112,500).

SUE LAMBERT TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 (continued)**

10 Intangible fixed assets

	Website £
Cost	
<i>At start of period</i>	7,020
<i>At end of period</i>	<u>7,020</u>
Depreciation	
<i>At start of period</i>	-
<i>Charge for the period</i>	1,170
<i>At end of period</i>	<u>1,170</u>
<i>Net book value at the end of the period</i>	<u>5,850</u>
<i>Net book value at the start of the period</i>	<u>7,020</u>

11 Debtors

	2023 £	2022 £
Trade debtors	390	200,000
Prepayments and accrued income	21,468	11,098
	<u>21,858</u>	<u>211,098</u>

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	40,601	54,778
Other creditors	15,969	-
Accruals and deferred income	205,538	28,251
Other taxation and social security	6,232	-
	<u>268,340</u>	<u>83,029</u>

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 (continued)

13 Deferred income

	2023	2022
	£	£
At 1 April 2022	3,000	-
Amount deferred in year	200,300	3,000
Amounts released	(3,000)	-
At 31 March 2023	<u>200,300</u>	<u>3,000</u>

Deferred income relates to the NHS ICB and FSNB funding paid in advance.

14 Funds summary

2023	Balance at the start of the period £	Income £	Expenditure £	Balance at end of the period £
Restricted funds				
Virgin Money	790	-	(790)	-
Community Workshop Trustees	27,002	-	(753)	26,249
National Lottery	-	71,500	(66,695)	4,805
Norfolk Police and Crime Commissioner	8,631	-	(2,964)	5,667
Norfolk Police and Crime Commissioner	-	180,000	(180,000)	-
Norfolk Police and Crime Commissioner	-	33,641	(33,641)	-
Ministry of Justice (Core)	-	261,807	(261,807)	-
Ministry of Justice (Male rape support)	-	8,892	(8,892)	-
Total restricted	<u>36,423</u>	<u>555,840</u>	<u>(555,542)</u>	<u>36,721</u>
Designated funds				
Client services fund	170,000	-	-	170,000
Financial stability fund	80,000	-	(10,230)	69,770
Property fund	70,000	-	(3,300)	66,700
Total designated	<u>320,000</u>	<u>-</u>	<u>(13,530)</u>	<u>306,470</u>
Unrestricted funds	738,000	89,766	(177,082)	650,684
Total unrestricted	<u>1,058,000</u>	<u>89,766</u>	<u>(190,612)</u>	<u>957,154</u>
Total funds	<u>1,094,423</u>	<u>645,606</u>	<u>(746,154)</u>	<u>993,875</u>

SUE LAMBERT TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023 (continued)**

14 Funds summary (continued)

2022	Balance at the start of the year £	Income £	Expenditure £	Transfers between funds £	Balance at end of the year £
Restricted funds					
Alan Boswell	2,582	-	(2,582)	-	-
ASDA Foundation	25	-	(25)	-	-
Broadland Meridian	1,501	-	(1,501)	-	-
Charles Littlewood Hill Trust	119	-	(119)	-	-
Community Workshop Trustees	-	34,808	(7,806)	-	27,002
Healthy Norwich	307	-	(307)	-	-
Ministry of Justice	52,800	225,661	(278,461)	-	-
Mrs Smith and Mount Trust	-	3,000	(3,000)	-	-
Norfolk Community Foundation	704	-	(704)	-	-
Norfolk Police and Crime Commissioner	8,631	180,000	(180,000)	-	8,631
RC Snelling Charitable Trust	273	-	(273)	-	-
Surviving Together	534	-	(534)	-	-
The National Lottery Community Fund	1,000	147,599	(148,599)	-	-
Virgin Money	1,144	-	(354)	-	790
Total restricted	69,620	591,068	(624,265)	-	36,423
Designated funds					
Client services fund	85,000	-	-	85,000	170,000
Financial stability fund	40,000	-	-	40,000	80,000
Property fund	35,000	-	-	35,000	70,000
Total designated	160,000	-	-	160,000	320,000
General funds	407,504	574,117	(83,621)	(160,000)	738,000
Total unrestricted	567,504	574,117	(83,621)	-	1,058,000
Total funds	637,124	1,165,185	(707,886)	-	1,094,423

Restricted Fund	Description, nature and purpose of the fund
Community Workshop Trustees	Maintenance of Music Lane building and professional fees related to fund transfer
Ministry of Justice	Received for provision of emotional and practical support for victims of rape and other forms of sexual abuse
Ministry of Justice	Male rape group support services
Norfolk Police and Crime Commissioner	Money received in 2021 for new CRM system
Norfolk Police and Crime Commissioner	Received for charitable activities in South Norwich, Norwich and Broadland.
Norfolk Police and Crime Commissioner	Employ a Support Group and Outreach Lead and provide group sessions

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)

National Lottery	Received for charitable activities at Great Yarmouth
Virgin Money	Received for improvements to Music House Lane Courtyard

The **general reserve** represents funds of the charity which are provided on an unrestricted basis. It includes donations, fund raising and surpluses and deficits arising from projects funded from various external sources.

Designated funds

Client services fund	For increasing capacity and developing new client services.
Financial stability fund	To invest in securing future financial stability through fundraising and external communications.
Property fund	Provision for premises expenditure.

In the prior year there was a £160,000 transfer from the unrestricted funds to the designated funds to develop new client services through a resilience programme which commenced in 2023, providing security to the organisation for future years and maintaining and improving our premises in Norwich.

15 Net assets by funds

	Unrestricted funds	Restricted funds	Total funds
2023	£	£	2023
			£
Tangible fixed assets	324,446	-	324,446
Intangible fixed assets	5,850	-	5,850
Debtors	21,858	-	21,858
Cash	873,340	36,721	910,061
Creditors falling due in less than one year	(268,340)	-	(268,340)
	957,154	36,721	993,875
	Unrestricted funds	Restricted funds	Total funds
2022	£	£	2022
			£
Tangible fixed assets	345,073	-	345,073
Intangible fixed assets	7,020	-	7,020
Debtors	211,098	-	211,098
Cash	577,838	36,423	614,261
Creditors falling due in less than one year	(83,029)	-	(83,029)
	1,058,000	36,423	1,094,423

16 Pension commitments

The Charity operates one defined contribution pension scheme. The assets of the schemes are held separately from those of the Charity in independently administered funds. The total pension cost charge represents contributions payable by the Charity to the funds and amounted to £9,816 (2022: £7,032). No amounts are outstanding at year end (2022: £354).

SUE LAMBERT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)

17 Operating lease commitments

At 31 March 2023, Sue Lambert Trust had future minimum lease payments under non-cancellable operating leases as follows:

Land and buildings

Expiry date:	2023	2022
	£	£
Under 1 year	8,000	8,000
Between 2 and 5 years	30,000	32,000
After more than 5 years	-	6,000
	<u>38,000</u>	<u>46,000</u>

18 Related party transactions

The charity trustees were not paid or received any other benefits from employment with the Trust in the year (2022: £nil). No charity trustees were reimbursed for their travel expenses during the year (2022: nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £nil).

No further related party transactions took place in the period (2022: £nil).

19 Funds received as an agent

During the period the charity acted as an agent for a Acts 435 providing extra support for their clients. Funds received during the period totalled 3,182 (2022: £3,560). Funds paid out during the period were £2,970 (£2,408). There were no balances held as at the year end (2022: £nil).

SUE LAMBERT TRUST

England & Wales - Charity number 1120957

Accounts

Trustees' Report and Unaudited Financial Statements
for the year ended 31 March 2022
for
SUE LAMBERT TRUST
(A Company Limited by Guarantee)

SUE LAMBERT TRUST

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SUE LAMBERT TRUST

**Company Information
for the year ended 31 March 2022**

TRUSTEE MEMBERS:	Mr B S Higham (Chair) Mr D B Vail Ms M Carson Ms T Florence Ms C Stevens
CHIEF EXECUTIVE OFFICER:	Mr D C Evans
REGISTERED OFFICE:	St Julians Hall 6 Music House Lane Norwich NR1 1QL
REGISTERED CHARITY NUMBER:	06217814 (England and Wales)
INDEPENDENT EXAMINER:	Hines Harvey Woods Ltd Queens Head House The Street Acle Norwich NR13 3DY

SUE LAMBERT TRUST

Trustees' Report for the year ended 31 March 2022

The trustees submit their report along with the financial statements of the charity for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing documents, the Charities Act 2011 and the Charities SORP (FRS 102).

1. Objectives of Sue Lambert Trust

The objectives of the charity are to preserve and protect the mental and physical health of people who have suffered sexual assault, sexual abuse and/or domestic violence and to advance public education about all matters related to sexual violence.

Our vision

We believe that everyone has the potential to heal and recover from the trauma of sexual and domestic abuse with access to the right help. Our vision for the future is to be part of a society where anyone who needs support can easily and promptly access professional, compassionate and personalised therapy to aid that recovery.

Our mission

Our mission is to provide a safe, respectful and welcoming space for people who have experienced sexual or domestic abuse at some point in their lives: helping them to recover, heal and build greater resilience following this trauma.

Our clients

Anyone aged 11 or over can self refer to Sue Lambert Trust. The people we support range from young teenagers to those in later-life, people who may have suffered abuse decades ago and have lived with their trauma ever since. All our clients have experienced, or are experiencing, trauma in response to abuse, whether that be sexual and/or domestic. Unlike many clinically based charities, our clients can self-refer to us in order to seek the help they so desperately need.

The Sue Lambert Trust (SLT) was established in 2007 as a result of the merger of Norwich Rape Crisis and Mpower. It is constituted and registered with the Charity Commission for England and Wales number 1120957 and became incorporated in England and Wales under number 06217814.

We have broken these down into five strands or themes of activity.

Strand 1: Recover, heal and build resilience

Moving forward, our services will be organised around a trauma-informed, professional and a non-directive, person centred approach that provides a coherent journey for our clients. This will involve:

Recovery, groundwork and stabilisation: supporting clients to develop their sense of safety and increased self-regulation, along with providing opportunities to explore coping strategies to help manage symptoms.

Healing and therapy: increasing the range of therapeutic interventions we can offer, based on the client's needs.

Building resilience and re-integration: providing opportunities for clients to increase and develop their social and support networks; building up resilience and a sense of safety, including financial security; developing skills for daily living, including making healthy choices; all building confidence and independence that they can go on to live a happy, fulfilling life in the future and be no longer dependent on our support.

Everything we do comes from a place of kindness and compassion, underpinned by specialist, clinical expertise.

Strand 2: Clients' voice

Our clients are at the very centre of our organisation. It's therefore imperative that we provide them with a voice and listen carefully and respectfully to what they tell us.

Strand 3: Experience and influence

Sue Lambert Trust is the main charity in Norfolk which provides support and therapeutic counselling for people who have experienced sexual violence or abuse, or domestic abuse. We are a well-established and highly respected charity and have been providing our services to people in Norfolk for more than 40 years.

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2022

We provide an authoritative voice in the field of managing and coping with the trauma caused by sexual violence, sexual abuse and domestic abuse. We are committed to using our platform and sharing our experience, expertise, knowledge and skills, to raise greater awareness of the impact trauma related to sexual and domestic abuse causes. It is only by using our voice, talking openly, creating, better understanding and addressing the very real issues relating to sexual abuse, sexual violence and domestic violence that we can help to encourage a society that actively works to prevent abuse from occurring in the first place and looks to protect those at risk.

Strand 4: Sustainability

Sadly, we know that there will never be a shortage of clients for Sue Lambert Trust. We must therefore build an organisation that is robust, financially secure and flexible: enabling us to grow and adapt to meet the future needs of our clients.

Strand 5: Our people

Without our staff and volunteers Sue Lambert Trust would be nothing. We are committed to ensuring that all our people are well-supported, motivated and developed within the organisation as well as demonstrating our appreciation for all they do.

The Sue Lambert Trust difference

Being able to provide continuing support to our clients - for up to 12 months - is one of our core priorities and differences. This is in contrast to many service providers for our client group who limit counselling to six months or less. Whilst our waiting lists can be longer than those of other organisations, we believe that this aspect of our practice is key to the quality of service and the lasting impact experienced by our clients. We also ensure that other means of support are in place for people while they wait for their counselling to begin, delivered through our groundwork and stabilisation services.

2. Achievements and performance

As the restrictions around the pandemic lifted, we were able to maintain our capacity to support 553 individuals through 7,682 counselling sessions, 720 practical and emotional support within our Groundwork service and through our fortnightly men and women's support groups.

Without the commitment and dedication of our staff and 63 volunteer counsellors throughout the year we would not have been able to ensure that our clients continued to receive the support that they so deserve. Our capacity had increased to 317 individual therapy session per week at certain times during the year, compared to 193 in the previous years.

Direct support

Recovery, groundwork and stabilisation

During the year, 193 people accessed practical support via Sue Lambert Trust to develop their sense of safety and security through access to housing support, financial stability and to health appointments along with many other issues.

Healing and therapy

With the increased capacity created by partially funded counselling sessions, along with the organisation embracing remote support (delivering counselling via video calls for some clients), we were able to provide therapeutic counselling to 553 people through 7,682 individual sessions.

At the end of their 12 months, 83% of our clients reported a significant improvement in their mental health and wellbeing (CORE Analysis).

Clients also reported the following outcomes gained in their therapy:

97% reported that the therapy helped with their emotional wellbeing
87% reported that the support improved their coping mechanisms
89% reported that the support helped with their self esteem
68% reported that the support helped with their day-to-day living (8% recorded not relevant)
84% reported that the support reduced their suicidal thoughts
84% reported that the support helped with their relationships (3% recorded not relevant)

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2022

Building resilience:

We continued with our twice monthly women's and men's groups online throughout the year with 63 individuals regularly attending. During the year our first partnership with Musical Keys came to an end. This programme provided a space where clients were invited to explore feelings creatively.

'It has been a pleasure to come to the sessions and I have personally gained a lot from it in many ways. Meeting new people along the way and being able to express feeling through our work has been very powerful'

Client, Musical Keys Creative Programme

Client's voice

Our therapeutic work is always person-centred and is led by the individual client. Underpinning this strategic approach is our commitment to developing a clear, formalised route for our clients voice to be central to our discussions and decisions. Our learnings from this approach will inform, influence and help to develop our services as we move forward as an organisation.

During the year, our clients reported through feedback (39 clients responded, a response rate of 7%) that they either strongly agreed or agreed with the following statements:

- 100% Felt listened to (89% Strongly agree and 11% Agree)
- 100% Considered Sue Lambert Trust as a professional organisation (95% strongly agree and 5% agree)
- 100% Considered Sue Lambert Trust as a caring organisation (92% strongly agree and 8% agree)
- 100% Felt that all the support was useful (92% strongly agree and 8% agree)
- 100% Would use the services again if needed (92% strongly agree and 8% agree)

In addition, we are committed to developing more interim services for people while they wait for therapy to begin, under our Groundwork Phase 1 programme(s). During the year we were able to consolidate the support offered prior to accessing counselling with providing Practical Groundwork. This has helped clients to address housing, financial, health challenges along with access to our Emotional Groundwork service where clients were supported to develop tools to help them personally manage the symptoms of trauma. This enabled our clients to develop a sense of safety and feel ready, stable and in the right place to move forward and begin therapy.

Our focus remains on being able to provide people with therapy in a timely manner and we continue to look for opportunities to increase our counselling capacity, broaden our scope of service offer and look for new ways to work in partnership with other agencies and providers to make sure people can access the support they need and require.

Education and influence

As part of our education work, we have continued to recruit new counsellors and provide a comprehensive induction programme, prior to them starting work with our clients. We delivered one course during 2021/22 introducing 18 new counsellors to the Sue Lambert Trust.

Throughout 2021/22 we raised the profile of the work of Sue Lambert Trust through proactive PR and communications activities, sharing our expertise via media interviews and building up our following and engagement with people on social media.

To the end of March 2022, Sue Lambert Trust received 27 pieces of (known) media coverage – in print, online and on the radio (including editorial features, interviews, news stories and requests for comment.) Our combined social media following across all channels (Instagram, Twitter, LinkedIn and Facebook) grew from 764 to a community of 1,856. Ensuring an ongoing, proactive communications programme with the press and on social media ensures Sue Lambert Trust is seen and positioned as the specialists in Norfolk on issues relating to trauma and sexual abuse.

Our people

As at end March 2022 Sue Lambert Trust employed 12.49 staff (FTE) compared with 10.1 staff (FTE), in the previous year.

Our volunteers are the lifeblood of our organisation, and we rely on them to provide services to our clients: without them, we couldn't support the people who need us most. We invest in our volunteers and support them.

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2022

As stated above, all volunteers must complete our induction course prior to starting work with clients. This applies equally to qualified counsellors, counsellor trainees and support workers. During 2021-22 we delivered one foundation course from which we recruited 6 new volunteer counsellors. As at the end of March 2022 we had a total of 57 volunteer counsellors (68 at the end of March 2021).

During the year, alongside our foundation course we delivered a training programme for our staff and volunteers covering the following topics:

- Hearing Voices
- Sex Addiction
- LGBTQ+ Awareness
- Race, Culture and Me
- Mental Health First Aid (for non-clinical staff)
- Working with Angry Clients
- Autism
- Safeguarding

All volunteers and relevant staff receive regular clinical supervision sessions. This is to help them maintain their focus on clients, and to support them in managing the pressures they experience as a result of their roles. We also organise and host self-care and wellbeing activities.

Managing the rise in demand

During 2021/22 460 people requested our support with only 252 therapy slots becoming available. In order to maintain our capacity, we continued with the following programmes

3+ Programme – Sue Lambert Trust offers payments to any volunteer counsellors who complete above three voluntary sessions per week.

Diverse modes of service delivery – we have continued to offer sessions face to face, and also online or by telephone which has broadened our opportunities to work across Norfolk

Case management – systems were implemented to provide an easily accessible overview of the client's journey and engagement; enabling counsellors to easily discuss matters with their Deputy Clinical Leads and clinical supervisors. This resulted in counsellors receiving the support they required, when they needed it.

3. Financial results

Funding received in year

Sue Lambert Trust continues to receive funding from the Ministry of Justice Rape Support Fund, the Office of the Police and Crime Commissioner Norfolk, Norfolk and Waveney Clinical Commissioning Group, Norwich City Council and the National Lottery. We were also successful in raising significant core funding from charitable trusts including the Tudor Trust, Henry Smith Charity along with local trusts including Ellerdale, John Jarrold Trust and Mrs Smith and Mount Trust. We also received the assets of the Norwich Community Workshop which included the building we operate from in Norwich (6 Music House Lane) and the residual funds which have been restricted for the maintenance of the building.

In year results

During the period, the charity raised £1,165,185, which includes the donation of a freehold property valued at £225,000. 35% of income came from the Norfolk Police and Crime Commissioner and the Ministry of Justice compared to 45% (of £778,820) in 2021. Revenue expenditure incurred was £707,886 with 55% of expenses being salaries. The net funds movement in the year (£457,299 increase) is made up of a £490,496 unrestricted funds increase and a £33,197 restricted funds decrease.

The Board of Trustees has approved three designated funds in support of our future goals. The funds are:

- Increasing capacity and developing new client services
- Invest in securing financial sustainability through fundraising and external communications
- Provision for premises expenditure following the acquisition of Music House Lane.

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2022

Reserves policy

To ensure that sufficient funds are available to manage potential future liabilities and maintain full service delivery, Sue Lambert Trust aims to set aside an amount of free reserves to cover a minimum of three months' running and operational costs. Sue Lambert Trust intends to hold a further minimum of three months' operational costs to allow a phased withdrawal of services, any severance payments due to staff should the need arise, our Great Yarmouth lease liability until the break clause in 2027 and three years' planned maintenance and repairs costs to ensure it can meet its obligations to maintain its building.

It is key for the wellbeing of our clients that access to our services is not suddenly cut off, but rather sensitively and gradually reduced should the worst happen and the Trust has to close.

The free reserves target based on the above scenario is recalculated annually and agreed by the trustees as part of the budget planning process. The free reserves target at the year-end was £434,134 (made up of 6 months expenditure (£353,943), severance payments (£10,000), lease liability (£55,200) and 3 years maintenance and repairs (£15,000)) and excludes any restricted funding, designated funding, and fixed assets.

At the end of the year free reserves totalled £385,907 and represents 93% of the target. The trustees intend to build additional free reserves to meet the current target by obtaining unrestricted funding wherever possible, as well as funding which will cover an apportionment of central overheads.

4. Public benefit

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charitable company's aims and objectives and in planning future activities and setting policy for the year as follows:

- There is an identifiable benefit to the public from the provision of counselling and support services. This is recognised by our clients as well as Health and Social Services. These benefits are consistent with the charity's aims and objectives.
- Our services are accessible to all members of the public. The charity makes a clear commitment that all clients - irrespective of the minority group(s) they might represent e.g. sexual orientation, ethnicity, religion, race etc. - are welcome to access our services. The Board of Trustees will seek to ensure that its make-up reflects the profile of the community it serves.

5. Organisation

The current trustees (who are also the directors of the company for the purposes of company law) and the charity's chief executive officer, who have served during the year and since the year end, are set out on page 1 of this document. The trustees listed below have held office during the whole of the period from 1 April 2021 to the date of this report.

Mr B S Higham (Chair)
Mr D B Vail

Other changes in trustees holding office are as follows:

Ms T Florence (Appointed Dec 2021)
Ms T Hicks (Appointed Dec 2021 & Resigned Sept 2022)
Ms M Carson (Appointed Dec 2021)
Ms C Stevens (Appointed Dec 2022)
Mr A P Breen (Resigned Dec 2021)
Ms J Horsley (Resigned Mar 2022)
Mr N Goodwin (Resigned Jul 2022)
Mrs J A Howe (Resigned Nov 2022)

Sue Lambert Trust recognises the need for its Board to have the relevant skills and commitment essential to the effective governance and management of the charity. The trustees meet on a bi-monthly basis at full board meetings and, in addition, the finance sub-group trustees also meet bi-monthly.

Recruitment of new trustees is the responsibility of existing trustees. The recruitment policy will be based upon the principle of fairness, transparency and equality of opportunity. Relevant training is provided

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2022

6. Trustees' responsibilities

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for the financial year which show a true and fair view of the charity's financial activities during the year, and its financial position at the end of the year. In preparing the financial statements the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on an ongoing concern basis, unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. Risk Management

The trustees conduct their own review of major risks to which Sue Lambert Trust is exposed. These procedures are reviewed periodically to make sure they still meet the needs of the charity and are as follows:

- An annual review of the risks which the charity may face
- The establishment of the systems and procedures to mitigate those risks identified
- The implementation of procedures designed to minimise potential impact on the charity should any of the risks materialise.

8. Independent Examiner

Hines Harvey Woods Ltd have expressed their willingness to continue as examiners and a resolution for their re-appointment will be proposed at the next annual general meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the General Directions given by the Charities Commission under Section 145(5)(b) of the Charities Act 2011.

ON BEHALF OF THE TRUSTEES:

Benedict Higham

31 March 2023

Independent Examiner's Report to the Trustees of

SUE LAMBERT TRUST

I report on the accounts of the company for the year ended 31 March 2022 which are set out on pages 9 to 18.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. An independent examination has taken place instead of an audit (under Regulation 31(f)). Dispensation from the requirement of an audit was granted by the Charities on 1 March 2023, for the year ended 31 March 2022 only, under Regulation 34(3)(b) of the Charities (Accounts and Reports) Regulations 2008. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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

Sara Harvey FCCA
Hines Harvey Woods Ltd
Queens Head House
The Street
Acle
Norwich
Norfolk
NR13 3DY

31 March 2023

SUE LAMBERT TRUST
Statement of Financial Activities
(incorporating an Income and Expenditure account)
for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income					
Donations and legacies	5	283,924	-	283,924	25,117
Income from charitable activities	6	290,000	591,068	881,068	753,692
Investment income		193	-	193	11
Total income		574,117	591,068	1,165,185	778,820
Expenditure					
Expenditure on charitable activities	7	83,621	624,265	707,886	494,965
Total Expenditure		83,621	624,265	707,886	494,965
Net movement in funds		490,496	(33,197)	457,299	283,855
Fund balance at 1 April 2021		567,504	69,620	637,124	353,269
Fund balance at 31 March 2022	13	1,058,000	36,423	1,094,423	637,124

The Statement of Financial Activities includes all gains and losses in the year.

All income and expenditure relate to continuing activities.

SUE LAMBERT TRUST

**Balance Sheet
31 March 2022**

	Notes	£ 2022	£	£ 2021	£
FIXED ASSETS					
Intangible assets	8		7,020		-
Tangible assets	9		<u>345,073</u>		<u>118,779</u>
			352,093		118,779
CURRENT ASSETS					
Debtors	10	211,098		130,892	
Cash at bank and in hand		<u>614,261</u>		<u>418,658</u>	
		825,359		549,550	
CREDITORS					
Amounts falling due within one year	11	<u>83,029</u>		<u>31,205</u>	
NET CURRENT ASSETS			<u>742,330</u>		<u>518,345</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>1,094,423</u>		<u>637,124</u>
RESERVES					
Restricted Fund	13		36,423		69,620
Unrestricted Fund	13		<u>1,058,000</u>		<u>567,504</u>
			<u>1,094,423</u>		<u>637,124</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the trustees on 31 March 2023 and were signed on its behalf by:

Benedict Higham

The notes form part of these financial statements

SUE LAMBERT TRUST

Notes to the Financial Statements for the year ended 31 March 2022

1. ACCOUNTING POLICIES

Accounting convention

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements have also been prepared in accordance with the Charities Act 2011 and the Charities SORP (FRS 102) (effective 1 January 2019)

Sue Lambert Trust meets the definition of a public benefit entity under FRS 102.

The financial statements are presented in pounds sterling (£), rounded to the nearest pound.

Income

Voluntary income is received by the way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants are recognised in full in the Statement of Financial Activities in the year which they are receivable.

Income from contracts is recognised when the charity has entitlement to the funds, it is probable that income will be received, and the amount can be measured reliably.

Income from investments are included when receivable.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 33% straight line
Computer equipment	- 33% straight line
Improvements to property	- over the period remaining on the lease, 5% straight line
Website	- 20% straight line

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Creditors

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

Funds

Unrestricted funds are donations and other income receivable generated for the objectives of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor.

2. TAXATION

The charity is exempt from UK taxation.

SUE LAMBERT TRUST

Notes to the Financial Statements - continued for the year ended 31 March 2022

3. EMPLOYEE COSTS

	2022	2021
	£	£
Salaries	362,365	301,650
Social security costs	22,211	16,375
Employer contribution to defined contribution pension schemes	7,032	5,580
Termination payments	-	-

The Trust considers its key management personnel comprise of the Chief Executive Officer, Operations Manager, Clinical Lead and Finance Manager. The total employment benefits including employer pension contributions of the key management personnel were £149,272 (2021: £132,043). No employees had employee benefits in excess of £60,000 (2021: No employees).

	Number	Number
Average number of employees during the year:	18	18

4. NET INCOME / (EXPENDITURE) FOR THE YEAR

	2022	2021
	£	£
This is stated after charging:		
Depreciation of fixed assets	22,294	20,106
Independent examiner's fee	2,365	2,226
Operating lease costs	13,326	14,700

	Unrestricted funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£
5. DONATIONS AND LEGACIES				
Donations	21,945	-	21,945	14,667
Legacies	35,205	-	35,205	-
Other Trusts	226,750	-	226,750	1,500
Government Grants	24	-	24	8,950
	<u>283,924</u>	<u>-</u>	<u>283,924</u>	<u>25,117</u>

Income from donations and legacies in 2021 totalled £25,117 of which £25,117 was unrestricted and £nil was restricted.

6. INCOME FROM CHARITABLE ACTIVITIES

Anne French Memorial Trust	-	-	-	2,000
Broadland Meridian	-	-	-	5,000
Bromley Trust	-	-	-	10,000
Community Workshop Trustees	-	34,808	34,808	-
Ellerdale	3,000	-	3,000	3,000
Henry Smith	50,000	-	50,000	13,333
Lloyds TSB	-	-	-	25,000
MOJ Rape Support Fund	-	225,661	225,661	158,760
Mrs Smith and Mount Trust	-	3,000	3,000	-
NHS Norfolk and Wavney CCG	200,000	-	200,000	80,000
Norfolk Community Foundation	-	-	-	10,200
Norfolk Police and Crime Commissioner	-	180,000	180,000	189,600
Norwich City Council	7,000	-	7,000	7,000
Paul Bassham Fund	-	-	-	2,000
Rotary Club	-	-	-	3,200
The National Lottery Community Fund	-	147,599	147,599	212,599
Tudor Trust	30,000	-	30,000	32,000
	<u>290,000</u>	<u>591,068</u>	<u>881,068</u>	<u>753,692</u>

Income from charitable activities in 2021 totalled £753,692 of which £425,132 was unrestricted and £328,560 was restricted.

SUE LAMBERT TRUST

Notes to the Financial Statements - continued for the year ended 31 March 2022

7. EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Specific Expenditure on Charitable Activities				
Salaries	21,794	278,006	299,800	241,350
Supervision	1,740	30,956	32,696	29,464
Freelance Services	-	86,826	86,826	42,119
Telephone	550	6,743	7,293	5,463
Stationery Postage Printing	1,432	2,075	3,507	3,144
Travel and Subsistence	1,512	18,750	20,262	6,844
Light and Heat	18,829	8,729	27,558	3,324
Room Hire	116	833	949	120
Rent	71	9,821	9,892	14,701
Rates	209	1,883	2,092	2,434
Training	899	6,414	7,313	6,723
Recruitment	872	9,282	10,154	929
Information Materials	266	196	462	639
Client Access Fund	-	640	640	100
Depreciation of Improvements to Property	17,662	-	17,662	17,158
Depreciation of Office Furniture	560	-	560	525
Depreciation of Computer Equipment	4,072	-	4,072	2,423
	<u>70,584</u>	<u>461,154</u>	<u>531,738</u>	<u>377,460</u>

In 2021 the expenditure on specific charitable activities was £377,460 of which £167,371 was expenditure from unrestricted funds and £210,089 was expenditure from restricted funds.

Support Costs

Salaries	6,787	85,021	91,808	81,282
Insurance	376	4,935	5,311	3,430
IT Consumables and Maintenance	-	3,434	3,434	3,682
Marketing and Communications	3,128	22,464	25,592	-
Repairs and Maintenance	155	4,139	4,294	4,258
Subscriptions	644	6,096	6,740	3,158
Cleaning	416	5,575	5,991	5,765
Waste Collection	-	1,543	1,543	1,089
Sundry expenses	220	3,822	4,042	2,653
Accountancy	165	2,200	2,365	2,226
Payroll	232	1,658	1,890	1,806
Professional Fees	47	13,414	13,461	7,959
Bookkeeping	843	8,639	9,482	-
Bank Charges	-	-	-	1
Website	24	171	195	196
	<u>13,037</u>	<u>163,111</u>	<u>176,148</u>	<u>117,505</u>
	<u>83,621</u>	<u>624,265</u>	<u>707,886</u>	<u>494,965</u>

In 2021 the expenditure on support costs was £117,505 of which £59,230 was expenditure from unrestricted funds and £58,275 was expenditure from restricted funds.

In 2022 the trustees calculated that 23.4% (2021 – 25.2%) of the total salaries cost related to management and administration.

SUE LAMBERT TRUST

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

8. INTANGIBLE FIXED ASSETS

	Website £
COST	
At 1 April 2021	-
Additions	<u>7,020</u>
At 31 March 2022	<u>7,020</u>
AMORTISATION	
At 1 April 2021	-
Charge for year	<u>-</u>
At 31 March 2022	<u>-</u>
NET BOOK VALUE	
At 31 March 2022	<u>7,020</u>

9. TANGIBLE FIXED ASSETS

	Freehold Property £	Improvements to Property £	Office Furniture £	Computer Equipment £	Totals £
COST					
At 1 April 2021	-	186,389	5,196	17,598	209,183
Additions	<u>225,000</u>	<u>-</u>	<u>-</u>	<u>23,588</u>	<u>248,588</u>
At 31 March 2022	<u>225,000</u>	<u>186,389</u>	<u>5,196</u>	<u>41,186</u>	<u>407,771</u>
DEPRECIATION					
At 1 April 2021	-	75,129	4,304	10,971	90,404
Charge for year	<u>-</u>	<u>17,662</u>	<u>560</u>	<u>4,072</u>	<u>22,294</u>
At 31 March 2022	<u>-</u>	<u>92,791</u>	<u>4,864</u>	<u>15,043</u>	<u>112,698</u>
NET BOOK VALUE					
At 31 March 2022	<u>225,000</u>	<u>93,598</u>	<u>332</u>	<u>26,143</u>	<u>345,073</u>
At 31 March 2021	<u>-</u>	<u>111,260</u>	<u>892</u>	<u>6,627</u>	<u>118,779</u>

SUE LAMBERT TRUST

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade debtors	200,000	125,000
Other debtors	<u>11,098</u>	<u>5,892</u>
	<u><u>211,098</u></u>	<u><u>130,892</u></u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	54,778	18,033
Other creditors	<u>28,251</u>	<u>13,172</u>
	<u><u>83,029</u></u>	<u><u>31,205</u></u>

12. OPERATING LEASE COMMITMENTS

At 31 March 2022 the charity had future minimum lease payments under non-cancellable operating leases as follows:

	2022	2021
	£	£
Within 1 year	8,000	11,892
Between 2 and 5 years	32,000	38,400
In more than five years	<u>6,000</u>	<u>16,800</u>

SUE LAMBERT TRUST

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

13. RESERVES

	Unrestricted Fund £	Restricted Fund £	Totals £
At 1 April 2021	567,504	69,620	637,124
Surplus for the year	<u>490,496</u>	<u>(33,197)</u>	<u>457,299</u>
At 31 March 2022	<u>1,058,000</u>	<u>36,423</u>	<u>1,094,423</u>

The restricted fund comprises the unexpended balances of donations and grants held on trust for specific purposes.

Restricted Funds Movement 2022	Balance b/fwd £	Income £	Expense £	Balance c/fwd £
Alan Boswell	2,582	-	(2,582)	-
ASDA Foundation	25	-	(25)	-
Broadland Meridian	1,501	-	(1,501)	-
Charles Littlewood Hill Trust	119	-	(119)	-
Community Workshop Trustees	-	34,808	(7,806)	27,002
Healthy Norwich	307	-	(307)	-
Ministry of Justice	52,800	225,661	(278,461)	-
Mrs Smith and Mount Trust	-	3,000	(3,000)	-
Norfolk Community Foundation	704	-	(704)	-
Norfolk Police and Crime Commissioner	8,631	180,000	(180,000)	8,631
RC Snelling Charitable Trust	273	-	(273)	-
Surviving Together	534	-	(534)	-
The National Lottery Community Fund	1,000	147,599	(148,599)	-
Virgin Money	1,144	-	(354)	790
	<u>69,620</u>	<u>591,068</u>	<u>(624,265)</u>	<u>36,423</u>

Restricted Funds Movement 2021

Alan Boswell	4,320	-	(1,738)	2,582
ASDA Foundation	42	-	(17)	25
Broadland Meridian	-	5,000	(3,499)	1,501
Charles Littlewood Hill Trust	199	-	(80)	119
Healthy Norwich	513	-	(206)	307
Ministry of Justice	-	158,760	(105,960)	52,800
NHS Norfolk and Waveney CCG	-	80,000	(80,000)	-
Norfolk Community Foundation	1,000	10,200	(10,496)	704
Norfolk Police and Crime Commissioner	-	9,600	(969)	8,631
RC Snelling Charitable Trust	456	-	(183)	273
Surviving Together	894	-	(360)	534
The National Lottery Community Fund	-	65,000	(64,000)	1,000
Virgin Money	2,000	-	(856)	1,144
	<u>9,424</u>	<u>328,560</u>	<u>(268,364)</u>	<u>69,620</u>

SUE LAMBERT TRUST

Notes to the Financial Statements - continued for the year ended 31 March 2022

Restricted Fund	Description, nature and purpose of the fund
Alan Boswell	Money received in 2020 for support groups.
ASDA Foundation	Money received in 2018 for support groups.
Broadland Meridian	Money received in 2021 for EMDR therapy.
Charles Littlewood Hill Trust	Money received in 2018 for support groups.
Community Workshop Trustees	Money received in 2022 for maintenance of Music House Lane and professional fees relating to property and fund transfer.
Healthy Norwich	Money received in 2018 for support groups.
Ministry of Justice	Money received in 2021 and 2022 to support the provision of charitable activities.
Norfolk Community Foundation	Money received in 2020 to support the charity during the global pandemic.
Norfolk Police and Crime Commissioner	Money received in 2021 for a new CRM system and received in 2022 for charitable activities in Norwich, Broadlands and South Norfolk.
Mrs Smith and Mount Trust	Money received in 2022 for groundwork phase costs.
RC Snelling Charitable Trust	Money received in 2018 for support groups.
Surviving Together	Money received in 2018 for support groups.
The National Lottery Community Fund	Money received in 2022 for provision of charitable activities at Great Yarmouth.
Virgin Money	Money received in 2020 for improvement to Music House Lane Courtyard.

	Balance b/fwd £	Income £	Expense £	Transfers £	Balance c/fwd £
Unrestricted Funds Movement 2022					
General fund	407,504	574,117	(83,621)	(160,000)	738,000
† Designated funds:					
- Client services fund	85,000	-	-	85,000	170,000
- Financial sustainability fund	40,000	-	-	40,000	80,000
- Property fund	35,000	-	-	35,000	70,000
	<u>567,504</u>	<u>574,117</u>	<u>(83,621)</u>	<u>-</u>	<u>1,058,000</u>

The free reserves balance carried forward is £385,907 (2021: £288,725). This is made up of the reserves above of £1,058,000 (2021: £567,504) less designated funds of £320,000 (2021: £160,000) less fixed assets of £352,093 (2021: £118,779)

During the year the Trustees agreed to create three designated funds for the following purposes:

Client services fund:	To set aside funds for increasing capacity and developing new client services
Financial sustainability fund:	To set aside funds for securing future financial sustainability
Property fund:	To set aside funds for premises expenditure

Transfers between unrestricted funds and these designated funds were made during the year as detailed above and the balances will be reviewed each year.

SUE LAMBERT TRUST

Notes to the Financial Statements - continued for the year ended 31 March 2022

	Fixed Assets £	Net Current Assets £	Total 2022 £	Total 2021 £
Restricted Income Funds				
Alan Boswell	-	-	-	2,582
ASDA Foundation	-	-	-	25
Broadland Meridian	-	-	-	1,501
Charles Littlewood Hill Trust	-	-	-	119
Community Workshop Trustees	-	-	27,002	-
Healthy Norwich	-	-	-	307
Ministry of Justice	-	-	-	52,800
Norfolk Community Foundation	-	-	-	704
Norfolk Police and Crime Commissioner	-	-	8,631	8,631
RC Snelling Charitable Trust	-	-	-	273
Surviving Together	-	-	-	534
The National Lottery Community Fund	-	-	-	1,000
Virgin Money	-	-	790	1,144
Unrestricted Income Funds				
General Fund	352,093	385,907	738,000	407,504
Designated Funds	-	320,000	320,000	160,000
	<u>352,093</u>	<u>705,907</u>	<u>1,094,423</u>	<u>637,124</u>

14. RELATED PARTIES

The charity trustees were not paid or received any other benefits from employment with the Trust in the year (2021: £nil). No charity trustee were reimbursed for their travel expenses during the year (2021: no trustees). No charity trustee received payment for professional or other services supplied to the charity (2021: £nil).

There were no other transactions with related parties during the period nor outstanding balances as at 31 March 2022 (2021: £nil).

15. COMPANY STATUS

The charitable company is limited by guarantee and does not have share capital.

SUE LAMBERT TRUST

England & Wales - Charity number 1120957

Accounts

Trustees' Report and Unaudited Financial Statements

for the year ended 31 March 2021

for

SUE LAMBERT TRUST

(A Company Limited by Guarantee)

SUE LAMBERT TRUST

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SUE LAMBERT TRUST

**Company Information
for the year ended 31 March 2021**

TRUSTEE MEMBERS:	Mrs J A Howe (Chair) Mr B S Higham Ms J Horsley Mr A P Breen Mr D B Vail Mr N Goodwin (Appointed Nov 2020) Ms J R McKibben (Resigned Dec 2020) Mrs A E Boeson (previously Marshall – Chalk, Resigned Apr 2021)
CHIEF EXECUTIVE OFFICER:	Mr D C Evans
REGISTERED OFFICE:	St Julians Hall 6 Music House Lane Norwich NR1 1QL
REGISTERED CHARITY NUMBER:	06217814 (England and Wales)
INDEPENDENT EXAMINER:	Hines Harvey Woods Ltd Queens Head House The Street Acle Norwich NR13 3DY

SUE LAMBERT TRUST

Trustees' Report for the year ended 31 March 2021

The trustees submit their report along with the financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing documents, the Charities Act 2011 and the Charities SORP (FRS 102).

1. Objectives of Sue Lambert Trust

The objectives of the charity are to preserve and protect the mental and physical health of people who have suffered sexual assault, sexual abuse and/or domestic violence and to advance public education about all matters related to sexual violence.

Our vision

We believe that everyone has the potential to recover from the trauma of sexual and domestic abuse with the right help. Our vision of the future is a society where anyone who needs it can easily and promptly access professional, compassionate and personalised support to aid that recovery.

Our mission

Our mission is to provide a safe, respectful and welcoming space for people who have experienced sexual or domestic abuse at some point in their lives: helping them to recover, heal and build resilience following this trauma.

Our clients

The people we support range in age from young teenagers to those in later-life. They have all experienced, or are experiencing, trauma in response to abuse, whether that be sexual and/or domestic. Unlike many clinically based charities, our clients can self-refer in order to seek the help they so desperately need.

The Sue Lambert Trust (SLT) was established in 2007 as a result of the merger of Norwich Rape Crisis and Mpower. It is constituted and registered with the Charity Commission for England and Wales number 1120957, and became incorporated in England and Wales under number 06217814.

Over the last 12 months we have carried out an in-depth operational review of Sue Lambert Trust to ensure the organisation is fit for purpose and future proof. In consultation with our stakeholders, we have developed and refined our key strategic aims for the next five years.

We have broken these down into five strands or themes of activity.

Strand 1: Recover, heal and build resilience

Moving forward, our services will be organised around a trauma-informed, professional and a non directive, person centred approach that provides a coherent journey for our clients. This will involve:

Recovery, groundwork and stabilisation: supporting clients to develop their sense of safety and increased self-regulation, along with providing opportunities to explore coping strategies to help manage symptoms.

Healing and therapy: increasing the range of therapeutic interventions we can offer, based on the client's needs.

Building resilience and re-integration: providing opportunities for clients to increase and develop their social and support networks; building resilience and a sense of safety, including financial security; developing skills for daily living, including making healthy choices; all building confidence and independence for the future.

Everything we do comes from a place of kindness and compassion, underpinned by specialist, clinical expertise.

Strand 2: Clients' voice

Our clients are at the very centre of our organisation. It's therefore imperative that we provide them with a voice and listen carefully and respectfully to what they tell us.

Strand 3: Experience and influence

As an organisation, we provide an authoritative voice in the field of recovery from the trauma of sexual violence and domestic abuse. We are committed to using this voice, and our experience, expertise, knowledge and skills, to raise awareness of trauma related to sexual and domestic abuse. It is only by raising awareness that we can help to encourage a society that actively works to prevent abuse from occurring and protecting those at risk.

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2021

Strand 4: Sustainability

Sadly, we know that there will never be a shortage of clients for Sue Lambert Trust. We must therefore build an organisation that is robust, financially-secure and flexible: enabling us to grow and adapt to meet the future needs of our clients and stakeholders.

Strand 5: Our people

Without our staff and volunteers Sue Lambert Trust would be nothing. We are committed to ensuring they are well-supported, motivated and developed within the organisation as well as demonstrating our appreciation for all they do.

The Sue Lambert Trust difference

Being able to provide continuing support to our clients - for up to 12 months, and with extensions subject to approval - is one of our core priorities. This is in contrast to many service providers for our client group who only offer counselling for six months or less. Whilst our waiting lists can be longer than those of other organisations, we believe that this aspect of our practice is key to the quality of service and the lasting impact experienced by our clients.

2. Achievements and performance

The Covid-19 pandemic and subsequent lockdowns had a significant impact on the wellbeing of many of our clients: this was of grave concern. However, the need to adapt the way we offer support encouraged us to think differently and introduce additional ways of working with people. Many clients have been provided with regular, continuing therapy services remotely by telephone or video call. For some people, with no secure access to technology, we continued to check in regularly with a phone call or offer an alternative venue close to their home. This change in our service offer also increased our weekly therapeutic counselling capacity and geographical reach which was of benefit to the people waiting for our support.

Until now, we have relied entirely on voluntary support from trained and experienced counsellors. But this year, thanks to funding from Ministry of Justice and the Norfolk Office of the Police Crime and Commissioner we were able to introduce a payment programme for our counsellors to support our need for increased capacity. Every qualified and experienced counsellor, fulfilling any counselling slots per week over and above the three voluntary slots required, now receives a payment towards the cost of a session.

By March 2021 the organisation was supporting 320 clients per week for counselling delivered by 70 counsellors and a small clinical team.

Direct support

Recovery, groundwork and stabilisation

During the year, 182 people accessed practical support via Sue Lambert Trust to develop their sense of safety and security through improved financial wellbeing, access to housing support, and to health appointments along with many other issues. Our Support Work team provided 921 individual sessions, either face-to-face, online or by telephone.

We have also commissioned the development of our own psycho educational programme focusing on developing emotional skills and coping strategies. This programme will be provided through individual and group sessions, online and in modular form. We aim to trial the first part of the programme in 2021.

Towards the end of the year we also trialled our first Therapy Group, which on this occasion was for women. This provided many positive outcomes for those who took part and we are planning to trial a similar group for men later in 2021.

Healing and therapy

With the increased capacity created by partially funded counselling sessions, along with the organisation embracing remote support, we were able to provide therapeutic counselling to 525 people through 8712 individual sessions. This is a 43% increase in the number of people supported compared with the previous year, underpinned by a 17% increase in the number of sessions. This had a positive impact on our waiting list, with those waiting less than 12 months for therapy increasing from 80% in 2019/20 to 90% in 2020/21.

83% of our clients reported a significant improvement in their mental health and wellbeing (CORE Analysis).

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2021

Clients also reported the following outcomes gained in their therapy:

- 92% reported that the therapy helped with their emotional wellbeing
- 100% reported that the support improved their coping mechanisms
- 92% reported that the support helped with their self esteem
- 74% reported that the support helped with their day-to-day living (13% recorded not relevant)
- 79% reported that the support reduced their suicidal thoughts (13% recorded not relevant)
- 82% reported that the support helped with their relationships (8% recorded not relevant)

Building resilience:

The move to remote support due to the pandemic enabled us to increase our capacity and provide additional therapy one-to-ones. However, for our support groups, transferring to a remote/video approach impacted on attendance, which decreased by 74%. With the easing of restrictions, we are now able to re-start our face-to-face groups whilst also continuing with our remote groups for those who like this approach.

Despite the lockdowns we were able to resume our collaboration with Musical Keys for our Thursday evening music group. The group provides clients with a creative output and a chance to build new and healthy networks. We hope to collaborate further with organisations such as Musical Keys in the future to build our resilience programmes.

Client's voice

Our therapeutic work is always person-centred and is led by the individual client. Underpinning this strategic approach is our commitment to developing a clear, formalised route for our clients' voice to be central to our discussions and decisions. Our learnings from this approach will inform, influence and help to develop our services as we move forward as an organisation.

During the year, our clients reported through feedback that they either strongly agreed or agreed with the following statements:

- 100% Felt listened to
- 100% Considered Sue Lambert Trust as a professional organisation
- 100% Considered Sue Lambert Trust as a caring organisation
- 100% Felt that all the support was useful
- 100% Would use the services again if needed

This year we also commissioned a research project to help us understand why people left services in an unplanned way: e.g. there was not a mutually agreed ending between the therapist and client. 11% of our clients fell into this category in 2020-21. 25 of these clients were contacted and interviewed during the research.

Overall, people provided very positive feedback about Sue Lambert Trust, especially commending the approach and care they received from the Service Support Team and for the general welcoming and caring attitude of all within the organisation.

Reasons for people choosing to leave included: therapists leaving service (and trust and relationship not as effectively established with their other therapists); mistakes occurring during the therapeutic relationship; therapy was too distressing to continue with; practical issues such as service unavailable at desired time.

One key theme that many of the participants shared was the length of our waiting list and the difficulty in accessing alternative support during the waiting period. Since the research was carried out, we have been able to reduce waiting times by increasing our counselling capacity: 90% of clients are now waiting for 12 months or less for therapy (80% in 2019-20).

In addition, we are committed to developing more interim services for people waiting for therapy, under our Groundwork Phase 1 programme(s).

Our focus remains on being able to provide people with therapy in a timely manner and we continue to look for opportunities to increase our counselling capacity, broaden our scope of service offer and work in partnership with other agencies and providers to make sure people can access the support they need and require.

Education and influence

As part of our education work, we have continued to deliver our five day foundation course for all counsellors who volunteer with us, prior to them starting work with our clients. We delivered two courses during 2020/21 introducing 21 new counsellors to the Sue Lambert Trust

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2021

Our ambition within this area is to utilise our knowledge, skills and reputation to educate the wider community about the often-hidden issues of sexual abuse and domestic abuse. We are committed to fostering a society that prevents sexual abuse and domestic abuse where possible; protecting people at all times. Some of the burgeoning themes being considered for inclusion within our educational outreach activity are: working with professionals to further the understanding of trauma and the impact of adverse childhood experiences; developing a schools/youth programme that works alongside current provision within educational settings with the aim of nurturing awareness around safety and consent; the impact of trauma and ways of managing it.

Our people

As at end March 2021 Sue Lambert Trust employed 10.1 staff (FTE), compared to 9.9 (FTE) in the previous year.

We rely on volunteers to provide services to our clients. As stated above, all volunteers must complete our five day foundation course prior to starting work with clients. This applies equally to qualified counsellors, counsellor trainees and support workers. During 2020-21 we delivered two foundation courses from which we recruited 21 new volunteer counsellors. As at the end of March 2021 we had a total of 68 volunteer counsellors (66 at the end of March 2020). Between them they support over 320 clients each week.

During the year, alongside our foundation course we delivered a training programme for our staff and volunteers covering the following topics:

Suicide Awareness
ADHD/ADD
Reflective Mind/Reactive Brain
Eating Disorder

All volunteers and relevant staff receive regular clinical supervision. This is to help them maintain their focus on clients, and to support them in managing the pressures they experience as a result of their roles.

Managing the rise in demand

During 2020/21 we implemented several programmes as part of our commitment to meeting the increasing demand for our services whilst remaining focussed on the client's needs:

3+ Programme – Sue Lambert Trust was in a fortunate position to offer any qualified or experienced counsellor payment for any sessions completed above three voluntary sessions per week. This created an increase in our capacity whilst retaining our voluntary ethos.

Diverse modes of service delivery – as outlined previously, whilst lockdown impacted significantly on the wellbeing of our clients, staff and volunteers, it also presented us with the opportunity to explore other means of working through video and telephone counselling. Our counsellors and staff were able to be more flexible in their offer and not geographically constrained.

Case management – systems were implemented to provide an easily accessible overview of the client's journey and engagement; enabling counsellors to easily discuss matters with their Deputy Clinical Leads and clinical supervisors. This resulted in counsellors receiving the support they required when they needed it.

Therapy groups – during the year we successfully trialled a closed therapy group which was attended by six female clients. Following positive feedback and outcomes, we are now planning a closed therapy group for men in the autumn, with a view to building our counsellor capacity to provide more groups in the future.

3. Financial results

Funding received in year

Sue Lambert Trust continues to receive funding from the Ministry of Justice Rape Support Fund, the Office of the Police and Crime Commissioner Norfolk, Norfolk and Waveney Clinical Commissioning Group, Norwich City Council and Norfolk County Council. It has also been successful in raising significant core funding from charitable trusts including the Tudor Trust, Anne French Memorial Trust, Henry Smith Charity along with local trusts including Ellerdale and Paul Bassham. We also received a generous donation of £3,200 from the Norwich Marchesi Rotary Club

During the year we also received additional funding due to the pandemic from the Ministry of Justice, National Lottery and the Norfolk Community Foundation.

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2021

In year results

During the period, the charity raised £753,692 with 46% of income coming from the Norfolk Police and Crime Commissioner and the Ministry of Justice compared to 48% (of £485,759) in 2020. Revenue expenditure incurred was £494,965 with 65% of expenses being salaries. The £283,855 surplus was made up of a £223,659 surplus on unrestricted funds and a £60,196 surplus on restricted reserves.

The Board of Trustees has approved three designated funds in support of our future goals. The funds are:

- Increasing capacity and developing new client services
- Invest in securing financial sustainability through fundraising and external communications
- Provision for premises expenditure following the acquisition of Music House Lane.

Reserves policy

To ensure that sufficient funds are available to manage potential future liabilities and maintain full service delivery, Sue Lambert Trust aims to set aside an amount of free reserves to cover a minimum of three months' running and operational costs. Sue Lambert Trust intends to hold a further minimum of three months' operational costs to cover its core costs to allow a phased withdrawal of services, any severance payments due to staff should the need arise, and three years' planned maintenance and repairs costs to ensure it can meet its obligations to maintain its building.

It is key for the wellbeing of our clients that access to our services is not suddenly cut off, but rather sensitively and gradually reduced should the worst happen and the Trust has to close.

The free reserves target based on the above scenario is recalculated annually and agreed by the trustees as part of the budget planning process. The current free reserves target is £320,000 and excludes any restricted funding, designated funds, and capital assets

The end of year free reserves, being unrestricted general funds less fixed assets, totalled £288,725 and represents 90% of the target. The trustees intend to build additional free reserves to meet the current target by obtaining unrestricted funding wherever possible, as well as funding which will cover an apportionment of central overheads.

4. Public benefit

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charitable company's aims and objectives and in planning future activities and setting policy for the year as follows:

- There is an identifiable benefit to the public from the provision of counselling and support services. This is recognised by our clients as well as Health and Social Services. These benefits are consistent with the charity's aims and objectives.
- Our services are accessible to all members of the public. The charity makes a clear commitment that all clients - irrespective of the minority group(s) they might represent e.g. sexual orientation, ethnicity, religion, race etc. - are welcome to access our services. The Board of Trustees will seek to ensure that its make-up reflects the profile of the community it serves.

5. Organisation

The current trustees (who are also the directors of the company for the purposes of company law) and the charity's chief executive officer, who have served during the year and since the year end, are set out on page 1 of this document. The trustees listed below have held office during the whole of the period from 1 April 2020 to the date of this report.

Mrs J A Howe (Chair)
Mr B S Higham
Ms J Horsley
Mr A P Breen
Mr D B Vail
Mr Nicholas Goodwin (Appointed Nov 2020)

Other changes in trustees holding office are as follows:

Ms J R McKibben (Resigned Dec 2020)
Mrs A E Boeson (previously Marshall – Chalk, Resigned Apr 2021)

SUE LAMBERT TRUST

Trustees' Report - continued for the year ended 31 March 2021

Sue Lambert Trust recognises the need for its Board to have the relevant skills and commitment essential to the effective governance and management of the charity. The trustees meet on a bi-monthly basis at full board meetings and, in addition, the finance sub-group trustees also meet bi-monthly.

Recruitment of new trustees is the responsibility of existing trustees. The recruitment policy will be based upon the principle of fairness, transparency and equality of opportunity. Relevant training is provided.

6. Trustees' responsibilities

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for the financial year which show a true and fair view of the charity's financial activities during the year, and its financial position at the end of the year. In preparing the financial statements the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on an ongoing concern basis, unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. Risk Management

The trustees conduct their own review of major risks to which Sue Lambert Trust is exposed. These procedures are reviewed periodically to make sure they still meet the needs of the charity and are as follows:

- An annual review of the risks which the charity may face
- The establishment of the systems and procedures to mitigate those risks identified
- The implementation of procedures designed to minimise potential impact on the charity should any of the risks materialise.

8. Independent Examiner

Hines Harvey Woods Ltd have expressed their willingness to continue as examiners and a resolution for their re-appointment will be proposed at the next annual general meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the General Directions given by the Charities Commission under Section 145(5)(b) of the Charities Act 2011.

ON BEHALF OF THE TRUSTEES:

Jacqueline Howe

6 December 2021

Independent Examiner's Report to the Trustees of

SUE LAMBERT TRUST

I report on the accounts of the company for the year ended 31 March 2021 which are set out on pages 9 to 17.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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

Sara Harvey FCCA
Hines Harvey Woods Ltd
Queens Head House
The Street
Acle
Norwich
Norfolk
NR13 3DY

21 December 2021

SUE LAMBERT TRUST
Statement of Financial Activities
(incorporating an Income and Expenditure account)
for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income					
Donations and legacies	5	25,117	-	25,117	10,913
Income from charitable activities	6	425,132	328,560	753,692	485,759
Investment income		11	-	11	263
Total income		450,260	328,560	778,820	496,935
Expenditure					
Expenditure on charitable activities	7	226,601	268,364	494,965	453,436
Total Expenditure		226,601	268,364	494,965	453,436
Net movement in funds		223,659	60,196	283,855	43,499
Fund balance at 1 April 2020		343,845	9,424	353,269	309,770
Fund balance at 31 March 2021	12	567,504	69,620	637,124	353,269

The Statement of Financial Activities includes all gains and losses in the year.

All income and expenditure relate to continuing activities.

SUE LAMBERT TRUST

**Balance Sheet
31 March 2021**

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	8	118,779	126,274
CURRENT ASSETS			
Debtors	9	130,892	9,231
Cash at bank and in hand		<u>418,658</u>	<u>245,533</u>
		549,550	254,764
CREDITORS			
Amounts falling due within one year	10	<u>31,205</u>	<u>27,769</u>
NET CURRENT ASSETS		<u>518,345</u>	<u>226,995</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>637,124</u>	<u>353,269</u>
RESERVES			
Restricted Fund	12	69,620	9,424
Unrestricted Fund	12	<u>567,504</u>	<u>343,845</u>
		<u>637,124</u>	<u>353,269</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the trustees on 6 December 2021 and were signed on its behalf by

Jacqueline Howe

The notes form part of these financial statements

SUE LAMBERT TRUST

Notes to the Financial Statements for the year ended 31 March 2021

1. ACCOUNTING POLICIES

Accounting convention

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements have also been prepared in accordance with the Charities Act 2011 and the Charities SORP (FRS 102) (effective 1 January 2019)

Sue Lambert Trust meets the definition of a public benefit entity under FRS 102.

The financial statements are presented in pounds sterling (£), rounded to the nearest pound.

Income

Voluntary income is received by the way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants are recognised in full in the Statement of Financial Activities in the year which they are receivable.

Income from contracts is recognised when the charity has entitlement to the funds, it is probable that income will be received, and the amount can be measured reliably.

Income from investments are included when receivable.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 33% straight line
Computer equipment	- 33% straight line
Improvements to property	- over the period remaining on the lease

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Creditors

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

Funds

Unrestricted funds are donations and other income receivable generated for the objectives of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor.

2. TAXATION

The charity is exempt from UK taxation.

SUE LAMBERT TRUST

Notes to the Financial Statements - continued for the year ended 31 March 2021

3. EMPLOYEE COSTS

	2021 £	2020 £
Salaries	301,650	262,884
Social security costs	16,375	12,232
Employer contribution to defined contribution pension schemes	5,580	4,117
Termination payments	-	11,000

The Trust considers its key management personnel comprise of the Chief Executive Officer, Operations Manager, Clinical Lead and Finance Manager. The total employment benefits including employer pension contributions of the key management personnel were £132,043 (2020: £94,505). No employees had employee benefits in excess of £60,000 (2020: No employees).

	Number	Number
Average number of employees during the year:	18	19

4. NET INCOME / (EXPENDITURE) FOR THE YEAR

	2021 £	2020 £
This is stated after charging:		
Depreciation of fixed assets	20,106	18,706
Independent examiner's fee	2,226	2,300
Operating lease costs	14,700	15,100

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
5. DONATIONS AND LEGACIES				
Donations	14,667	-	14,667	7,713
Other Trusts	1,500	-	1,500	3,200
Government Grants	8,950	-	8,950	
	<u>25,117</u>	<u>-</u>	<u>25,117</u>	<u>10,913</u>

Income from donations and legacies in 2020 totalled £10,913 of which £9,913 was unrestricted and £1,000 was restricted.

6. INCOME FROM CHARITABLE ACTIVITIES

Alan Boswell	-	-	-	4,320
Anne French Memorial Trust	2,000	-	2,000	-
Broadland Meridian		5,000	5,000	-
Bromley Trust	10,000	-	10,000	10,000
Ellerdale	3,000	-	3,000	3,000
Henry Smith	13,333	-	13,333	20,000
Lloyds TSB	25,000	-	25,000	25,000
MOJ Rape Support Fund	-	158,760	158,760	105,840
NHS Norfolk and Wavney CCG	-	80,000	80,000	-
Norfolk Community Foundation	-	10,200	10,200	-
Norfolk Police and Crime Commissioner	180,000	9,600	189,600	129,000
Norwich City Council	7,000	-	7,000	7,000
Paul Bassham Fund	2,000	-	2,000	2,000
Rotary Club	3,200	-	3,200	-
The National Lottery Community Fund	147,599	65,000	212,599	147,599
Tudor Trust	32,000	-	32,000	30,000
Virgin Money	-	-	-	2,000
	<u>425,132</u>	<u>328,560</u>	<u>753,692</u>	<u>485,759</u>

Income from charitable activities in 2020 totalled £485,759 of which £373,599 was unrestricted and £112,160 was restricted.

SUE LAMBERT TRUST

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

7. EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Specific Expenditure on Charitable Activities				
Salaries	125,931	115,419	241,350	232,186
Supervision	3,644	25,820	29,464	31,760
Freelance Services	-	42,119	42,119	3,746
Telephone	2,966	2,497	5,463	5,546
Stationery Postage Printing	1,287	1,857	3,144	6,627
Travel and Subsistence	729	6,115	6,844	32,635
Light and Heat	1,804	1,520	3,324	7,801
Room Hire	65	55	120	197
Rent	7,797	6,904	14,701	15,101
Support	-	-	-	-
Rates	1,321	1,113	2,434	2,705
Training	816	5,907	6,723	8,072
Recruitment	504	425	929	1,904
Information Materials	347	292	639	228
Client Access Fund	54	46	100	887
Depreciation of Office Furniture	17,158	-	17,158	347
Depreciation of Computer Equipment	525	-	525	1,201
Depreciation of Improvements to Property	2,423	-	2,423	17,158
	<u>167,371</u>	<u>210,089</u>	<u>377,460</u>	<u>368,101</u>

In 2020 the expenditure on specific charitable activities was £368,101 of which £276,712 was expenditure from unrestricted funds and £91,389 was expenditure from restricted funds.

Support Costs

Salaries	44,052	37,230	81,282	58,047
Insurance	1,862	1,568	3,430	3,737
IT Consumables and Maintenance	994	2,688	3,682	2,878
Repairs and Maintenance	1,532	2,726	4,258	3,399
Subscriptions	1,046	2,112	3,158	2,076
Cleaning	3,282	2,483	5,765	5,607
Waste Collection	591	498	1,089	1,783
Sundry expenses	1,857	796	2,653	123
Accountancy	1,208	1,018	2,226	2,380
Payroll	980	826	1,806	1,806
Professional Fees	1,719	6,240	7,959	2,994
Human Resources	-	-	-	306
Bank Charges	1	-	1	5
Website	106	90	196	194
	<u>59,230</u>	<u>58,275</u>	<u>117,505</u>	<u>85,335</u>
	<u>226,601</u>	<u>268,364</u>	<u>494,965</u>	<u>453,436</u>

In 2020 the expenditure on support costs was £85,355 of which £64,264 was expenditure from unrestricted funds and £21,071 was expenditure from restricted funds.

In 2021 the trustees calculated that 25.2% (2020 – 20.0%) of the total salaries cost related to management and administration.

SUE LAMBERT TRUST

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

8. TANGIBLE FIXED ASSETS

	Improvements to Property £	Office Furniture £	Computer Equipment £	Totals £
COST				
At 1 April 2020	181,853	4,430	10,289	196,572
Additions	<u>4,536</u>	<u>766</u>	<u>7,309</u>	<u>12,611</u>
At 31 March 2021	<u>186,389</u>	<u>5,196</u>	<u>17,598</u>	<u>209,183</u>
DEPRECIATION				
At 1 April 2020	57,971	3,779	8,548	70,298
Charge for year	<u>17,158</u>	<u>525</u>	<u>2,423</u>	<u>20,106</u>
At 31 March 2021	<u>75,129</u>	<u>4,304</u>	<u>10,971</u>	<u>90,404</u>
NET BOOK VALUE				
At 31 March 2021	<u>111,260</u>	<u>892</u>	<u>6,627</u>	<u>118,779</u>
At 31 March 2020	<u>123,882</u>	<u>651</u>	<u>1,741</u>	<u>126,274</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	125,000	-
Other debtors	<u>5,892</u>	<u>9,231</u>
	<u>130,892</u>	<u>9,231</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	18,033	5,811
Other creditors	<u>13,172</u>	<u>21,958</u>
	<u>31,205</u>	<u>27,769</u>

11. OPERATING LEASE COMMITMENTS

At 31 March 2021 the charity had future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Within 1 year	11,892	15,100
Between 2 and 5 years	38,400	60,400
In more than five years	<u>16,800</u>	<u>39,400</u>

SUE LAMBERT TRUST

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

12. RESERVES

	Unrestricted Fund £	Restricted Fund £	Totals £
At 1 April 2020	343,845	9,424	353,269
Surplus for the year	<u>223,659</u>	<u>60,196</u>	<u>283,855</u>
At 31 March 2021	<u>567,504</u>	<u>69,620</u>	<u>637,124</u>

The restricted fund comprises the unexpended balances of donations and grants held on trust for specific purposes.

Restricted Funds Movement 2021	Balance b/fwd £	Income £	Expense £	Balance c/fwd £
Alan Boswell	4,320	-	(1,738)	2,582
ASDA Foundation	42	-	(17)	25
Broadland Meridian	-	5,000	(3,499)	1,501
Charles Littlewood Hill Trust	199	-	(80)	119
Healthy Norwich	513	-	(206)	307
Ministry of Justice	-	158,760	(105,960)	52,800
NHS Norfolk and Waveney CCG	-	80,000	(80,000)	-
Norfolk Community Foundation	1,000	10,200	(10,496)	704
Norfolk Police and Crime Commissioner	-	9,600	(969)	8,631
RC Snelling Charitable Trust	456	-	(183)	273
Surviving Together	894	-	(360)	534
The National Lottery Community Fund	-	65,000	(64,000)	1,000
Virgin Money	2,000	-	(856)	1,144
	<u>9,424</u>	<u>328,560</u>	<u>(268,364)</u>	<u>69,620</u>

Restricted Funds Movement 2020

Alan Boswell	-	4,320	-	4,320
ASDA Foundation	139	-	(97)	42
Charles Littlewood Hill Trust	653	-	(454)	199
Healthy Norwich	1,682	-	(1,169)	513
Ministry of Justice	-	105,840	(105,840)	-
Norfolk Community Foundation	1,820	1,000	(1,820)	1,000
RC Snelling Charitable Trust	1,496	-	(1,040)	456
Surviving Together	2,934	-	(2,040)	894
Virgin Money	-	2,000	-	2,000
	<u>8,724</u>	<u>113,160</u>	<u>(112,460)</u>	<u>9,424</u>

SUE LAMBERT TRUST

Notes to the Financial Statements - continued for the year ended 31 March 2021

Restricted Fund	Description, nature and purpose of the fund
Alan Boswell	Money received in 2020 for support groups.
ASDA Foundation	Money received in 2018 for support groups.
Broadland Meridian	Money received in 2021 for EMDR therapy.
Charles Littlewood Hill Trust	Money received in 2018 for support groups.
Healthy Norwich	Money received in 2018 for support groups.
Ministry of Justice	Money received in 2020 to support the provision of charitable activities.
Norfolk Community Foundation	Money received in 2020 to support the charity during the global pandemic.
Norfolk Police and Crime Commissioner	Money received in 2021 for a new CRM system.
RC Snelling Charitable Trust	Money received in 2018 for support groups.
Surviving Together	Money received in 2018 for support groups.
The National Lottery Community Fund	Money received in 2021 for support groups.
Virgin Money	Money received in 2020 for improvement to Music House Lane Courtyard.

	Balance b/fwd £	Income £	Expense £	Transfers £	Balance c/fwd £
Unrestricted Funds Movement 2021					
General fund	343,845	450,260	(226,601)	(160,000)	407,504
Designated funds:					
- Client services fund	-	-	-	85,000	85,000
- Financial sustainability fund	-	-	-	40,000	40,000
- Property fund	-	-	-	35,000	35,000
:	<u>343,845</u>	<u>450,260</u>	<u>(226,601)</u>	<u>-</u>	<u>567,504</u>

During the year the Trustees agreed to create three designated funds for the following purposes:

Client services fund:	To set aside funds for increasing capacity and developing new client services
Financial sustainability fund:	To set aside funds for securing future financial
Property fund:	To set aside funds for premises expenditure

Transfers between unrestricted funds and these designated funds were made during the year as detailed above and the balances will be reviewed each year.

SUE LAMBERT TRUST

Notes to the Financial Statements - continued for the year ended 31 March 2021

	Fixed Assets £	Net Current Assets £	Total 2021 £	Total 2020 £
Restricted Income Funds				
Alan Boswell	-	2,582	2,582	4,320
ASDA Foundation	-	25	25	42
Broadland Meridian	-	1,501	1,501	-
Charles Littlewood Hill Trust	-	119	119	199
Healthy Norwich	-	307	307	513
Ministry of Justice	-	52,800	52,800	-
Norfolk Community Foundation	-	704	704	1,000
Norfolk Police and Crime Commissioner	-	8,631	8,631	-
RC Snelling Charitable Trust	-	273	273	456
Surviving Together	-	534	534	894
The National Lottery Community Fund	-	1,000	1,000	-
Virgin Money	-	1,144	1,144	2,000
Unrestricted Income Funds				
General Fund	118,779	288,725	407,504	343,845
Designated Funds	-	160,000	160,000	-
	<u>118,779</u>	<u>518,345</u>	<u>637,124</u>	<u>353,269</u>

13. RELATED PARTIES

The charity trustees were not paid or received any other benefits from employment with the Trust in the year (2020: £nil). No charity trustee were reimbursed for their travel expenses during the year (2020: one trustee, £470). No charity trustee received payment for professional or other services supplied to the charity (2020: £nil).

There were no other transactions with related parties during the period nor outstanding balances as at 31 March 2021 (2020: £nil).

14. COMPANY STATUS

The charitable company is limited by guarantee and does not have share capital.