

Company No: 06132161

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED
(A Company limited by guarantee)

REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

Charity No: 1128372

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

CONTENTS	PAGE
Administrative information	1
Trustees' report and responsibilities	2 - 5
Statement of financial activities	6
Balance sheet	7-8
Notes to the financial statements	9-11
Independent Examiner's Report	12

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

ADMINISTRATIVE INFORMATION

Trustees

Mr J M Wiseman
Mr M Devlin
Mrs C A Lamb
Mrs E Cottingham
Mr J Robinson
Mr N Day
Mrs S H Giles (Appointed 10/11/2021)
Mrs M A Stirling-Troy (Appointed 08/02/2022)

Secretary

Mrs C Jerrard (Appointed 21/02/2022)

Registered Office

Co Lab
Wat Tyler House
King William Street
Exeter
EX4 6PD

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their report and the financial statements of the Charity for year ended 31 March 2022.

Principal Objects of the Charity

The Charity's principal objects are:

For the benefit of the public to promote the rehabilitation and resettlement of, and to relieve financial hardship, distress, suffering and sickness amongst, offenders, persons subject to community orders, and their families and dependents, either alone or in co-operation with any other body, authority or persons, in particular but not exclusively by the provision of support, information, advocacy and pastoral care.

Administration of Charity

The Charity is administered and managed by a board of Trustees.

Regulation of Charity

The Charity is regulated by a constitution dated 25th February 2009.

Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of its financial activities for that year. In preparing these the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. 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.

Review of the Year

We began this financial year under the restrictions of Covid-19, and looking back, we might see this as a year of transition. By Autumn 2021, with the possibility of going back into prisons opening up, and a new piece of the work with the Police in development, we recognised the need to grow our structure. We put in place a framework to help us in the transition process, and now as we enter a new year, the charity is, we believe, in a stronger and better resourced position to address the level of need, and respond to the new opportunities, that are before us.

The Data

Here is a brief summary of our outcomes over the last twelve-month period:

We worked with 140 people during the twelve-month period to 31 st March 2022, 133 of whom had been released from prison. Of these:	
47.4 %	continue to receive ongoing mentoring support in the community
31.6 %	were supported over a period of time in prison and in the community to the point where the mentoring relationship has come to a planned end and they are settled in the community.
1.5 %	were supported within a specific pathway (in prison or in the community) e.g., assistance with securing accommodation, training, finance help etc. They did not require longer term support, or were released to another catchment area.
3.7 %	are known to have returned to custody and we are working with them again, ready for their release.
84.2 %	

Analysis

This data shows that, out of a total of 133 people released from prison during the year, 112 people (84.2%) were able to make meaningful use of the support offered and progress in their journey of desistance at some level. Of the remaining 21 people (15.8%); we were unable to provide ongoing support after release to 2 individuals because of their discharge location, 6 returned to custody and we no longer have any contact, 12 disengaged prematurely after release, and 1 person sadly died.

Growth in the Staff Team

Last Summer, we were delighted that Liz, who joined SWCC as a volunteer mentor in 2017, became a member of our staff team. In the Autumn, when we were finally able to venture back into the prisons following some lifting of Covid restrictions, she became our lead Community Chaplain in HMP Exeter.

Then, with the growth in referrals for our service plus the prospect of new work coming from the Police, we sought to increase our capacity and in February 2022, we were very pleased to welcome Seumus to the staff team. Thus, our staff team has grown to 6 (equivalent to 3.85 full-time) and we consequently have more resource to respond to the seemingly ever-increasing demand.

Key Areas of Development

We are pleased to report three key areas of development during the year:

1. Improving Quality and Engagement

We committed to improve the quality of our service, thereby increasing the level of engagement by clients. This is a glimpse of what we have been able to achieve:

- We have developed a written operational philosophy, based on what has proved successful, which emphasises the centrality of the sustaining long-term relationships that chaplains and mentors build with clients as their core objective, around which all other offerings of support are made
- We have been able to substantially improve our programme of continuing professional training and development for our volunteers, led by our Supporter and Volunteer Co-ordinator, Alli. In addition, we have worked with the Community Chaplaincy Association, to test out a specialist training package focusing on working with people who have been convicted of sexual offences.
- The regular ongoing supervision of our volunteers has been improved through more systematic one-to-one engagement and regular peer support opportunities.
- We have revised and enhanced the process of matching mentors with mentees.
- We have established a more effective peer case review process amongst the staff team.

2. Developing our work with the Police

In February 2022, we were able to formally launch our new project with the Office of the Police and Crime Commissioner. This 3-year prototype programme, works with people who have finished their licence and are therefore no longer under Probation supervision, but who continue to be managed by the Police (Public Protection Units). Many of the referrals that have come through have been for people living in Cornwall and consequently we had an urgent need to build our volunteer base in that area. Some good progress has been made and we have been able to make some great new connections, with plans for further promotional activity.

3. Improving our provision in the area of mental health

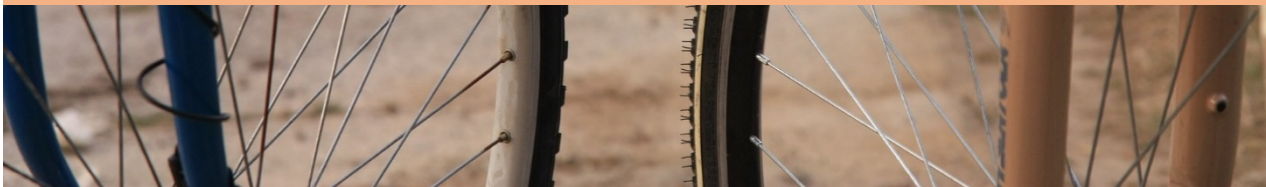
Throughout the year we have sought to upskill our staff and volunteer mentors in becoming more equipped to identify mental health issues and support clients through them.

To this end, we have continued to provide training opportunities in the area of mental health awareness, through evening seminars, at our Away Day and through external courses, such as the Mental Health First Aid England training.



From what I hear, Rachel has been doing really well with 'A', and he really values the time with her. I was delighted to hear she'd got him out on a bike and exercising, he is battling with depression at the moment and just getting him out and moving is exactly what he needs, encouraging him to be more active - the bike project is excellent! It's confidence building and thinking more positively about himself.

Emily (Offender Manager)



More than half (52%) of people in prison surveyed by inspectors between 1st July 2020 and 31st March 2021 reported having mental health problems¹, so we know that for many leaving prison it brings huge added challenges as they seek to resettle in the community. We are committed to ensuring that we build a high standard of mental health awareness throughout the organisation.

4. Spreading the Word

Following the successful completion of the film project last year, we have been working with an external trainer/consultant in the area of communication and marketing. Progress is being made in the area of social media, as well as in building on the website to make best use of this resource. This will in time, we hope, help us to significantly raise awareness of our work and enable us to attract more volunteers, and also help in diversifying our income to some degree.

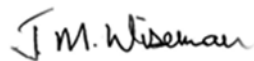
Conclusion

We take this opportunity to send our very grateful thanks for the wonderful grants we have received from a number of charitable trusts, and from the Office of the Police and Crime Commissioner, the

¹ ¹ HM Chief Inspector of Prisons (2021) Annual report 2020-21, London: HM Stationery Office

income we have received from the NPS Extended Community Mentoring scheme, and donations from individuals and faith communities. With this marvellous help, we are grateful to have been able to balance the books for the financial year. We are indebted to all who have contributed financially, and to all who have given of their time to mentor clients, or to help in other ways. We are extremely grateful.

This report was approved by the Trustees on 1st August 2022 and signed on its behalf by

A handwritten signature in black ink, appearing to read 'J M. Wiseman'. The signature is written in a cursive, slightly slanted style.

MR JOHN M WISEMAN
Chair of Trustees

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted £	Restricted £	2022 £	2021 £
INCOMING RESOURCES					
Donations		4,365.86	-	4,365.86	4,572.70
Grant Making Trusts	[3]	5,000.00	66,628.00	71,628.00	85,245.00
Probation Service ECM		40,600.00	-	40,600.00	30,100.00
Police & Crime Commissioner	[3]	-	28,000.00	28,000.00	-
HMRC Refund					95.85
		<u>49,965.86</u>	<u>94,628.00</u>	<u>144,593.86</u>	<u>120,013.55</u>
RESOURCES EXPENDED					
	[6]				
PENINSULA					
Charitable Activities		32,160.00	72,279.76	104,439.76	93,012.20
Management and Administration		22,784.69	-	22,784.69	17,890.05
Cost of generating income		3,950.00	-	3,950.00	3,932.00
REGIONAL DEVELOPMENT					
SWMA Meeting Costs			-	-	-
SOUTH WEST MENTORING ALLIANCE					
Meeting Rooms/Refreshments			-	-	-
		<u>58,894.69</u>	<u>72,279.76</u>	<u>131,174.45</u>	<u>114,834.25</u>
NET (OUTGOING)/INCOMING RESOURCES					
		(8,928.83)	22,348.24	13,419.41	5,179.30
TOTAL FUNDS BROUGHT FORWARD					
at 1 st April		31,984.08	24,484.88	56,468.96	51,289.66
TOTAL FUNDS CARRIED FORWARD					
at 31st March		<u>23,055.25</u>	<u>46,833.12</u>	<u>69,888.37</u>	<u>56,468.96</u>

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

BALANCE SHEET AS AT 31 MARCH 2022

	Note	2022 £	2021 £
CURRENT ASSETS			
Cash at CAF Bank		70,637.62	59,108.59
TOTAL CURRENT ASSETS		70,637.62	59,108.59
Creditors		(4,317.15)	(2,639.63)
Debtors		3,567.90	-
NET CURRENT ASSETS		<u>69,888.37</u>	<u>56,468.96</u>
REPRESENTED BY			
Restricted Funds			
Regional Development	[4a]	105.50	105.50
South West Mentoring Alliance	[4b]	595.00	595.00
Peninsula	[4c]	46,132.62	23,784.38
Unrestricted Funds			
Peninsula – General Fund		8,055.25	16,984.08
Peninsula – Operating Reserve	[4d]	15,000.00	15,000.00
		<u>69,888.37</u>	<u>56,468.96</u>

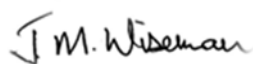
For the year ended 31 March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

Members have not 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:

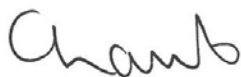
- i) Ensuring the company keeps accounting records which comply with section 386; and
- ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial period, and of its profit and loss for the financial period in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

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

Approved by the Directors/Trustees on 1st August 2022
and signed on its behalf



MR JOHN M WISEMAN



MRS CAROL A LAMB

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), applicable accounting standards and the Companies Act 1985. The principal accounting policies adopted in the preparation of the financial statements are as follows:

Fund accounting

The unrestricted funds held by the Charity are available for the main object of the Charity.

Incoming resources and resources expended policy

The accounts have been prepared on an accruals basis.

Cash flow statement

A cash flow statement has not been prepared on the grounds that the Charity qualifies for the exemption under FRSE (1996).

2. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital.

3. GRANTS RECEIVED FOR OPERATIONAL WORK IN THE PENINSULA

In accordance with current guidance, we recognise income in the year it is received. Some funds that were received last year were allocated for use, and expended, during this financial year in accordance with the terms of the grant.

	Brought Forward	Grants Received 2021-22	Funds Expended 2021-22	Carried Forward to 2022-23
<i>Restricted</i>				
Tudor Trust	13,333.34	20,000.00	20,000.00	13,333.34
Tudor Trust Wellbeing Fund	1,065.24	-	1,065.24	-
Worshipful Company of Weavers	-	10,178.00	6,192.91	3,985.09
Lloyds Bank Foundation England & Wales	5,395.08	25,000.00	28,311.75	2,083.33
The Garfield Weston Foundation	-	10,000.00	3,333.34	6,666.66
Exeter Diocesan Council for Social Aid	-	450.00	450.00	-
Lichfield Charitable Trust	-	250.00	250.00	-
Elmgrant Trust	507.72		110.19	397.53
Awards for All	3,483.00	-	3,483.00	-
Jubilee Trust	-	250.00	250.00	-
Donald Ericsson Trust	-	500.00	500.00	-
Office of the Police & Crime Commissioner	-	28,000.00	8,333.33	19,666.67
Total PENINSULA Restricted	23,784.38	94,628.00	72,279.76	46,132.62

<i>Unrestricted</i>				
Souter Charitable Trust	2,933.34	-	2,933.34	-
Allen Lane Foundation	3,333.34	5,000.00	5,000.00	3,333.34
Total PENINSULA Unrestricted	6,266.68	5,000.00	7,933.34	3,333.34

OVERALL TOTAL	30,051.06	99,628.00	80,213.10	49,465.96
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4. MOVEMENT IN FUNDS HELD FOR OTHER PURPOSES

	Brought Forward	Income Received 2021-22	Outgoing Funds 2021-22	Carried Forward to 2022-23
Restricted				
Regional Development	105.50	-	-	105.50
SW Mentoring Alliance Reserve	595.00	-	-	595.00
Total OTHER Restricted	700.50	-	-	700.50

[a] Restricted funds of £105.50 are held specifically for Regional Development.

[b] The South West Mentoring Alliance funds are held and administered by SWCC.

[c] Total funds of £69,187.87 are held for use in the Peninsula area i.e., Devon, Cornwall and West Somerset. Of this, £46,132.62 is restricted.

[d] The Reserve Fund is defined as the designated fund set aside by action of the Board of Trustees. Ideally, the minimum amount to be designated as Reserve should be an amount sufficient to maintain ongoing operations and programs for three months. However, the Operating Reserve serves a dynamic role and will be reviewed and adjusted in response to internal and external changes. Taking into account the current economic climate and other relevant factors the agreed minimum Operating Reserve target is £20,000, that is approximately 2 months' running costs.

5. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

6. ANALYSIS OF EXPENDITURE FOR THE YEAR ENDED 31 MARCH 2022

	Note	2021-22
EXPENDITURE		£
PENINSULA INITIATIVE		
Charitable Activities		
Project staff		86,302.03
Staff travel and other expenses		6,554.04
Volunteer travel and other expenses		1,711.08
Training		4,066.08
DBS Checks		272.80
Beneficiary expenses		1,223.72
Mobile Phones (including beneficiary phones)		2,128.50
Publicity Material, Marketing and Website		698.82
Computers and Equipment		912.69
Beneficiary Database System		420.00
Wellbeing and Support		150.00
		104,439.76
Management & Administration		
Staff Costs		13,776.01
Telephone, Postage and Stationery		861.93
Office Rent		6,004.60
Insurance		1,296.60
Governance Costs		94.05
Subscriptions		202.00
Bank Charges		96.00
Professional Fees		26.00
Recruitment		282.50
Meeting Rooms		145.00
		22,784.69
Cost of Generating Funds		
Consultant Fees		3,950.00
		3,950.00
TOTAL EXPENDITURE		131,174.45

Independent examiner's report to the Trustees of South West Community Chaplaincy Limited

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages 1 to 10.

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 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Hadyn Whitcombe FCCA

Address: 1 Culver Close, Tiverton, Devon EX16 4HA

Date: 8/7/22