**Company No: 06132161**

# SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

**(A Company limited by guarantee)**

## REPORT AND ACCOUNTS
## FOR THE YEAR ENDED 31 MARCH 2025

**Charity No: 1128372**

# SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

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# SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their report and the financial statements of the Charity for year ended 31 March 2025.

### Principal Objects of the Charity

The Charity's principal objects are 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 dependants, 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 in ways which are consistent with, and motivated by, the values and principles of the Christian faith based on the life and example of Christ; and promoting an environment where people of all faiths, and people of none, can work together for transformation of lives and communities. The trustees confirm that they have given due regard to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives, and in planning future activities.

### 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 2011. 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

This has been an extremely positive year, with exciting growth and development in a number of areas.

**Our work with clients**

The following outline data provides a snapshot of the impact of the work. During the twelve-month period covered by this report, we have worked with 155 people in all, of whom 141 have been released from custody. Of these, 80% have engaged with the support offered in a consistent and meaningful way at some level.

- Of those that have stayed the course and engaged in a meaningful way, we have been able to identify that around 90%, have made significant identifiable progress in their lives and are less likely to engage in harmful behaviours,

*I find it (the service) unique. It helps me in my own way to be a better person because then I don't get into trouble*

[Client]

with improvements in attitudes, thinking and behaviour as well as in their sense of self-worth and motivation.

The panels that can be found within this document tell the story in a different way, in that they contain feedback we have received from clients in their own words.

**Staff Team expansion**

Our work in Cornwall has grown significantly. At the time of writing, we are recruiting an additional part-time staff member to work across Cornwall.

In the Autumn of 2024, we were able to secure funding to appoint a SALT Project Lead and Merril was appointed to the role in February. She has begun building the foundations of the project and developing the framework for further growth. The SALT Project is described in more detail below.

Our new Administrator, Jim, was appointed in December and started work at the beginning of January. He is proving to be a great asset to the role, bringing much insight and lots of ideas.

**SALT (Safe, Accepted, Learning, Thriving)**

'SALT' is the new 'light touch' support provision that we are offering to clients who have completed a mentoring journey with us, and would value ongoing, occasional support. Through the SALT community, we are seeking to offer long term, light touch support to clients; a 'safe place' where they can belong, a safety net that will be there for those times when a crisis happens down the line, and a vehicle by which we can continue to help them to become more socially included.

**LEAF (Lived Experience Advisory Forum)**

This year, we were able to finally realise our long-held ambition (as set out in our 'User Involvement Strategy') to establish a panel of people with lived experience of the criminal justice system, who could take an active part in the design and delivery of our work.

Over the last seven months, the small startup group has been meeting monthly and have drawn up a portfolio of work that they intend to tackle. It is anticipated that additional LEAF members will be found from within the SALT Community as it becomes more established. The LEAF team has already made extraordinary progress in bringing useful initiatives to the work of SWCC, and we are learning so much from them. For example, they have initiated the 'Peer Guidance' scheme, the Go Bag project, and they have been instrumental in promoting the 'Lived Experience' model and sharing best practice, across The Community Chaplaincy Association network.

**Work with Women**

Our Community Chaplain in HMP Eastwood, Avril, has rolled out three key initiatives in the prison:

- Making Connections: In partnership with the Making Connections charity, this project offers pre-release mentoring provision to women during the six-month period prior to release, which enhances the likelihood of successful resettlement in the community post release.

- Parenting Courses: Using materials from Care for the Family, this course, run in the prison's Mother and Baby Unit, enables imprisoned Mothers to learn how to better care for their child, thus improving the prospects of the family being able to stay together after the mother is released.

- Cookery Classes: This course, enables women to learn how to cook and eat healthily and to provide good food for their families. It also provides a non-threatening environment in which the participants can talk about life's challenges and feel supported.

**Work with the Police**
Our work with people who are no longer under Probation Service supervision but continue to be managed by the Police has continued to be well received and regarded, and we are pleased to report that we have been granted an extension to the project through to September 2026.

*From my heart I'm so grateful to SWCC for what they've done for me. They knew that church was important to me so they got me a church. [My mentor], she gave me encouragement, she inspired me to be positive, she helped me to try and think things out and not to rush or panic. [She's] impacted my life a lot.*
[Greig]

## Financial Review
The total resources expended were £172,533 (2024: £156,190). £136,243 was spent on charitable activities (2024: £124,153); £29,370 on management and administration (2024: £24,375) and £6,920 on generating income (2024: £7,662).

The net result for the year was a surplus of £48,560 (2024: deficit of £707). This was comprised of a from a net gain of £32,782 on unrestricted funds and a net gain of £15,778 on restricted funds.

Total funds carried forward at the end of 2024/25 were £118,486; made up of £45,718 on unrestricted funds and £72,768 on restricted fun

## Reserves Policy
The Operating Reserve Fund comprises 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 3 months. However, the Operating Reserve serves a dynamic role and is reviewed and adjusted in response to internal and external changes. The agreed minimum Operating Reserve target is currently £20,000, which is approximately 1½ months' running costs. The amount of the Reserve fund target minimum is reviewed each year after approval of the annual budget and may be subject to variation during the year. It is approved by the Board of Trustees, taking advice from the Treasurer, and included in regular financial reports. At the end of this financial year, £10,000 has been transferred to the Operating Reserve in order to bring it to the target minimum of £20,000.

## Structure, Governance and Management
South West Community Chaplaincy Ltd has a Board of Trustees, which can consist of up to twelve individuals. The Management Committee meets at least six times each year, and consists of the Board of Trustees and other key personnel.

## Reference and Administration
SWCC is a Company Limited by Guarantee, No: 06132161 and a registered Charity, No: 1128372

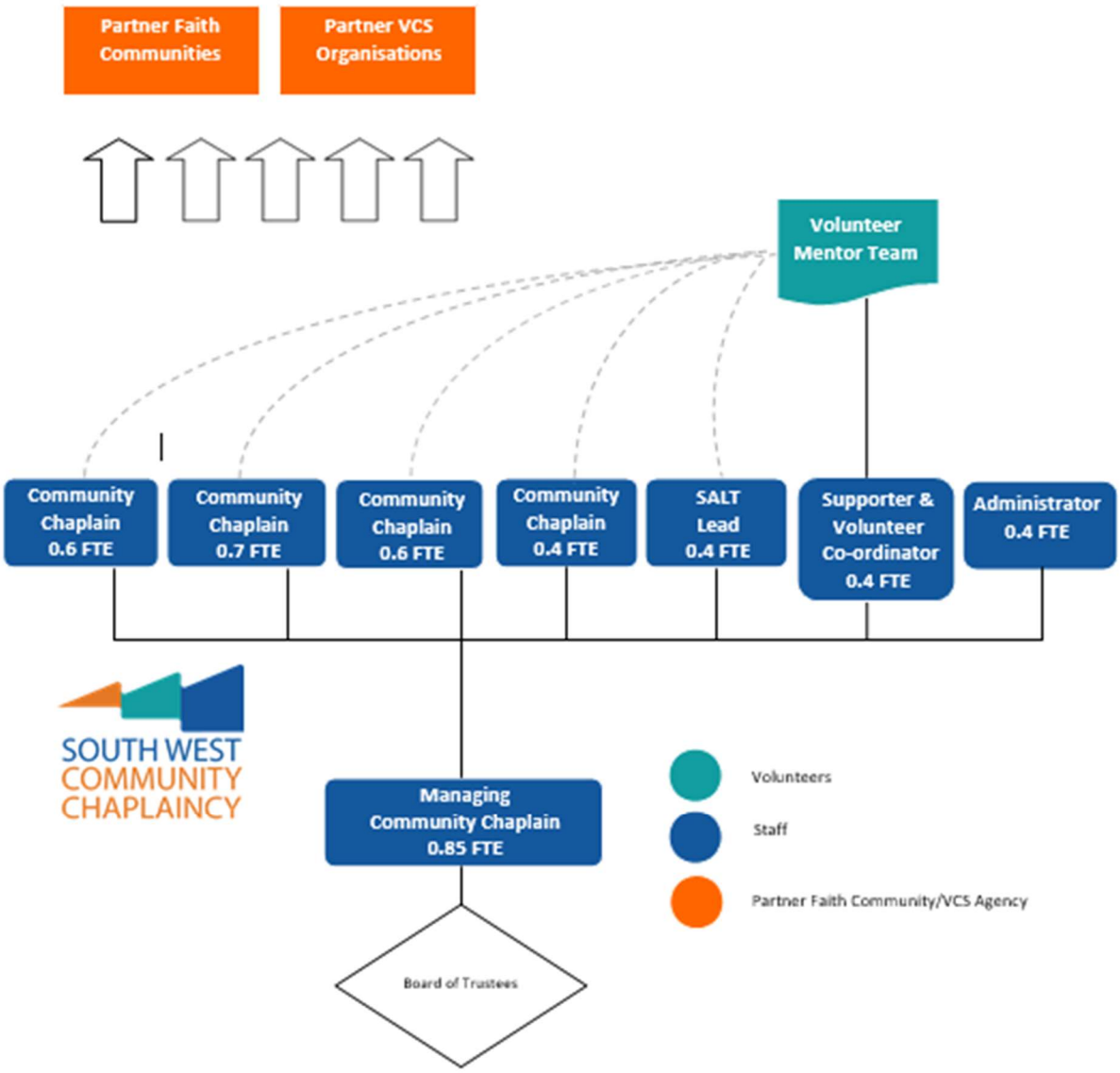
## Trustees
Trustees who have served from 1st April 2024 until the date this report was approved were:

Mr N Day: Chair
Mr J M Wiseman
Mrs E Cottingham
Mr J Robinson (Resigned 31st August 2024)
Mrs M A Stirling Troy
Revd P Beacham
Mr P Douglas: Treasurer
Mr J Davey (Appointed 25th March 2025)

| | |
|---|---|
| Secretary | Mrs C Jerrard |
| Registered Office | Exeter Community Centre<br>17 St David's Hill<br>Exeter<br>EX4 3RG |

This report was approved by the Trustees on 21st July 2025 and signed on its behalf by

**MR NICHOLAS DAY**
**Chair of Trustees**



CHARITY COMMISSION FOR ENGLAND AND WALES

**Independent examiner's report on the accounts**

## Section A Independent Examiner's Report

| | | | |
|---|---|---|---|
| **Report to the trustees of** | South West Community Chaplaincy | | |
| **On accounts for the year ended** | 31st March 2025 | **Charity no (if any)** | 1128372 |
| **Set out on pages** | 6 - 14 | | |

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.
As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's Statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

| | |
|---|---|
| **Signed & Dated:** | Neil Williams 14 October 2025 |
| **Name:** | Mr Neil Williams |
| **Relevant Professional Qualification(s) or body:** | FCCA |
| **Address:** | 1 Honors Farm, Stoke Canon, Exeter, EX5 4RN |

# SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

| | Note | Unrestricted | Restricted | 2025 | 2024 |
|---|---|---|---|---|---|
| | | £ | £ | £ | £ |
| **INCOMING RESOURCES** | | | | | |
| Donations | | 8,895 | - | 8,895 | 17,060 |
| Grant Making Trusts | [3] | 54,100 | 146,691 | 200,791 | 107,475 |
| Police & Crime Commissioner | [3] | - | 11,000 | 11,000 | 30,750 |
| Bank Interest | [3] | 407 | - | 407 | 123 |
| Sundry Income | | - | | - | 75 |
| | | 63,402 | 157,691 | 221,093 | 155,483 |
| **RESOURCES EXPENDED** | | | | | |
| PENINSULA | | | | | |
| Charitable Activities | [8] | 14,660 | 121,583 | 136,243 | 124,153 |
| Management and Administration | [8] | 9,040 | 20,330 | 29,370 | 24,375 |
| Cost of generating income | [8] | 6,920 | - | 6,920 | 7,662 |
| | | 30,620 | 141,913 | 172,533 | 156,190 |
| **NET (OUTGOING)/INCOMING RESOURCES** | | 32,782 | 15,778 | 48,560 | (707) |
| Transfer Between Funds | | - | - | | - |
| **NET MOVEMENT IN FUNDS** | | 32,782 | 15,778 | 48,560 | (707) |
| **TOTAL FUNDS BROUGHT FORWARD** at 1st April | | 12,936 | 56,990 | 69,926 | 70,633 |
| **TOTAL FUNDS CARRIED FORWARD** at 31st March | | 45,718 | 72,768 | 118,486 | 69,926 |

# SOUTH WEST COMMUNITY CHAPLAINCY LIMITED

## BALANCE SHEET AS AT 31 MARCH 2025

| | Note | 2025<br>£ | 2024<br>£ |
|---|---|---|---|
| **CURRENT ASSETS** | | | |
| Cash at CAF Bank - Current | | 24,983 | 69,377 |
| Cash at CAF Bank – Gold Account | | 100,231 | |
| **TOTAL CURRENT ASSETS** | | 125,214 | 69,377 |
| Creditors | | (8,149) | (6,938) |
| Debtors | | 1,421 | 7,487 |
| **NET CURRENT ASSETS** | | 118,486 | 69,926 |
| **REPRESENTED BY** | | | |
| **Restricted Funds** | | | |
| South West Mentoring Alliance | [4a] | 595 | 595 |
| Peninsula | [4b] | 72,173 | 56,395 |
| **Unrestricted Funds** | | | |
| Peninsula – General Fund | | 1,968 | 2,936 |
| Peninsula – Intended for use in 2025-26 and 26-27 | [4c] | 23,750 | - |
| Peninsula – Operating Reserve | | 20,000 | 10,000 |
| | | 118,486 | 69,926 |

For the year ended 31 March 2025 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 21st July 2025 and signed on its behalf by:

**MR NICHOLAS DAY**

**MR PAUL DOUGLAS**

## 1. ACCOUNTING POLICIES

**Basis of preparation**
The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The financial statements have been prepared under the historic cost convention.

SWCC meets the definition of a public benefit entity under FRS 102. The financial statements are prepared in sterling, which is the functional currency of SWCC.

**Going concern**
The financial statements have been prepared on the going concern basis. There are no material uncertainties related to events or conditions that may cast significant doubts upon the charity's ability to continue as a going concern.

**Funds**

General funds represent the funds of SWCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the charity. Funds designated for a particular purpose by the Trustees are also not restricted.

Restricted funds are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

The financial statements include all transactions, assets and liabilities for which the charity is responsible in law.

**Income**
*Donations and Grants*
Planned giving, collections and general donations are recognised only when received.

Gift aid recoverable on donations is recognised as soon as the amount due is confirmed by HMRC or when the tax element is received from HMRC, whichever is sooner.

Grants are recognised once the charity has met any entitlement conditions, it is probable that the grant will be received, and the amount can be measured.

Some funds that were received in a previous financial year were allocated for use, and expended, during this financial year in accordance with the terms of the grant. See Note 3 for a detailed breakdown.

*Charitable activities*
Earned income from charitable activities is recognised when the fee is due and the invoice issued.

*Investments*
Interest entitlements (bank interest) are accounted for as they accrue.

**Expenditure**
*Raising* funds
Expenditure on raising funds is accounted for on the accruals basis.

*Charitable activities*
Expenditure on charitable activities is accounted for on the accruals basis. Any unpaid amount at 31 March is provided for in these accounts as an operational (although not legal) liability and is shown as a creditor in the Balance Sheet.

**Tangible fixed assets**
*Property*
SWCC does not own any property.

*Other fixed assets*
Other fixed assets are recognised at cost. Individual assets with a purchase price less than £1,000 are written off when the asset is acquired.

**Debtors**
Amounts owing to SWCC at 31 March in respect of fees or other income are shown as debtors less provision for any amounts that may prove uncollectable. These are recognised initially at the settlement amount. Prepayments are valued at the amount pre-paid, net of any trade discounts due.

**Cash and cash equivalents**
Cash and cash equivalents include cash in hand, deposits held at call with banks, and other short-term liquid investments with original maturities of three months or less.

**Creditors**
Creditors are recognised when SWCC has an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors are recognised at the amount that the PCC anticipates it will pay to settle the debt or the amount it has received as advanced payment for the goods or services it must provide.

**Financial instruments**
The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. All (including debtors and creditors) are initially recognised at transaction value and subsequently measured at their settlement value.

**Cash flow statement**
A cash flow statement has not been prepared on the grounds that the Charity qualifies for the exemption under the Charities SORP (FRS102).

## 2. LEGAL STATUS OF THE CHARITY
The charity is a company limited by guarantee and has no share capital.

## 3. ANALYSIS OF INCOME RECEIVED

| | Unrestricted | Restricted | Received 2024-25 | Received 2023-24 |
|---|---|---|---|---|
| ***Donations*** | | | | |
| Individual Giving | 8,793 | - | 8,793 | 15,635 |
| Faith Communities | 102 | - | 102 | 675 |
| Community Groups | - | - | - | 750 |
| ***Unrestricted Grants*** | | | | |
| Detail in table below | 54,100 | - | 54,100 | 14,300 |
| ***Restricted & Multi-Year Grants*** | | | | |
| Detail in table below | - | 157,691 | 157,691 | 123,925 |
| ***Other*** | | | | |
| Bank Interest | 407 | - | 407 | 123 |
| Sundry Income | - | | - | 75 |
| **TOTAL INCOME** | **63,402** | **157,691** | **221,093** | **155,483** |

**3a. BREAKDOWN OF GRANTS** (Including Multi-Year Grants)

| | Brought Forward | Grants Received 2024-25 | Funds Expended 2024-25 | Carried Forward |
|---|---|---|---|---|
| ***Restricted*** | | | | |
| Henry Smith Charity | 8,750 | 35,000 | 35,000 | 8,750 |
| Lloyds Bank Foundation England & Wales | 6,250 | 25,000 | 25,000 | 6,250 |
| The Garfield Weston Foundation | 6,667 | - | 6,667 | - |
| Exeter Diocesan Council for Social Aid | - | 200 | 200 | - |
| Allen Lane Foundation | - | 7,500 | - | 7,500 |
| Carew Pole Charitable Trust | - | 2,000 | 2,000 | - |
| City & Metropolitan Welfare Charity (2 Yrs) | - | 42,500 | 8,103 | 34,397 |
| Hobson Charity | - | 2,990 | 2,990 | - |
| National Lottery Community Fund | - | 16,036 | 13,444 | 2,592 |
| St Peter's Trust | - | 1,000 | - | 1,000 |
| Third House Trust | 5,196 | 7,465 | 7,061 | 5,600 |
| Archer Trust | - | 2,000 | 2,000 | - |
| Devon Community Foundation | 5,000 | 5,000 | 6,250 | 3,750 |
| Office of the Police & Crime Commissioner | 24,532 | 11,000 | 33,199 | 2,333 |
| **Total PENINSULA Restricted** | **56,395** | **157,691** | **141,913** | **72,173** |
| | | | | |
| ***Unrestricted*** | | | | |
| Alchemy Foundation | - | 1,000 | 1,000 | - |
| City & Metropolitan Welfare Charity (2 Yrs) | - | 30,000 | 6,250 | 23,750 |
| Four Winds Trust | - | 200 | 200 | - |
| Fulmer Charitable Trust | - | 1,500 | 1,500 | - |
| Home Trust | - | 1,000 | 1,000 | - |
| Inlight Trust | - | 5,000 | 5,000 | - |
| Loraine Christian Trust | - | 5,000 | 5,000 | - |
| Lalonde Trust | - | 500 | 500 | - |
| Leigh Trust | - | 2,000 | 2,000 | - |
| Mabel Cooper Charity | - | 2,500 | 2,500 | - |
| Oakdale Trust | - | 1,500 | 1,500 | - |
| The Hadley Trust | - | 3,000 | 3,000 | - |
| The Stable Trust | - | 200 | 200 | - |
| Sydney Black Charitable Trust | - | 500 | 500 | - |
| Sir Derek Greenaway Foundation | - | 200 | 200 | - |
| **Total PENINSULA Unrestricted** | **-** | **54,100** | **30,350** | **23,750** |
| | | | | |
| **OVERALL TOTAL OF GRANTS** | **56,395** | **211,791** | **172,263** | **95,923** |

The sum of £270 was funded from General Funds

## 4. MOVEMENT IN FUNDS

| | Brought Forward | Income 2024-25 | Expenditure 2024-25 | Transfers | Carried Forward |
|---|---|---|---|---|---|
| ***Restricted*** | | | | | |
| SW Mentoring Alliance Reserve | 595 | - | - | - | 595 |
| Peninsula | 56,395 | 157,691 | 141,913 | - | 72,173 |
| | **56,990** | **157,691** | **141,913** | **-** | **72,768** |
| ***Unrestricted*** | | | | | |
| General Fund [4c] | 2,936 | 63,402 | 30,620 | (10,000) | 25,718 |
| Operating Reserve | 10,000 | - | - | 10,000 | 20,000 |
| | **12,936** | **63,402** | **30,620** | **-** | **45,718** |
| **OVERALL TOTAL** | **69,926** | **221,093** | **172,533** | **-** | **118,486** |

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

[b] Total funds of £117,891 are held for use in the Peninsula area i.e. Devon, Cornwall and West Somerset. Of this, £72,173 is restricted.

[c] £23,750 of the carried forward funds relates to grant monies received from City & Metropolitan Welfare Charity, which is unrestricted, but intended for use in 2025-26 and 2026-27.

## 5. RELATED PARTY TRANSACTIONS

During the year to 31 March 2025, the charity received £3,735 (2023-24: £5,023) in donations from SWCC Trustees and key management personnel. The donors did not attach any conditions to their gifts.

## 6. STAFF COSTS

| | 2024-25 | 2023-24 |
|---|---|---|
| | **£** | **£** |
| Salaries | 111,724 | 96,870 |
| Social security costs | 3,619 | 1,600 |
| Employer's pension contributions | 5,104 | 4,242 |
| | **120,447** | **102,712** |

| | 2024-25 | 2023-24 |
|---|---|---|
| Average number of employees | 5.5 | 5 |
| Average number of full-time equivalent employees | 3.35 | 3.1 |

During the year SWCC did not employ anyone who earned £60,000 per annum or more (2023-24: none)

## 8. ANALYSIS OF EXPENDITURE FOR THE YEAR ENDED 31 MARCH 2025

| | Unrestricted | Restricted | 2024-25 | 2023-24 |
|---|---|---|---|---|
| | | | £ | £ |
| **PENINSULA INITIATIVE** | | | | |
| **Charitable Activities** | | | | |
| Project staff | - | 100,116 | 100,116 | 86,191 |
| Consultants | - | 6,123 | 6,123 | 9,854 |
| Staff travel and other expenses | 7,874 | 7,749 | 15,623 | 16,895 |
| Volunteer travel and other expenses | - | 1,572 | 1,572 | 2,462 |
| Training | 1,741 | 1,750 | 3,491 | 2,771 |
| Lived Experience Advisory Forum | - | 188 | 188 | - |
| Go Bag Project | - | 2,990 | 2,990 | - |
| DBS Checks | 173 | - | 173 | 188 |
| Beneficiary expenses | - | 595 | 595 | 767 |
| Mobile Phones (inc. client phones) | 1,596 | - | 1,596 | 1,643 |
| Publicity Material, Marketing, Website | 1,137 | - | 1,137 | 948 |
| Computers and Equipment | 489 | 500 | 989 | 1,297 |
| Beneficiary Database System | 1,540 | - | 1,540 | 420 |
| Wellbeing and Support | 110 | - | 110 | 717 |
| | **14,660** | **121,583** | **136,243** | **124,153** |
| **Management & Administration** | | | | |
| Staff Costs | - | 20,330 | 20,330 | 16,521 |
| Telephone, Postage and Stationery | 1,521 | - | 1,521 | 1,020 |
| Office Rent | 4,590 | - | 4,590 | 4,511 |
| Insurance | 1,650 | - | 1,650 | 1,562 |
| Governance Costs | 110 | - | 110 | 156 |
| Subscriptions | 190 | - | 190 | 425 |
| Professional Fees/Bank Charges | 94 | - | 94 | 60 |
| Recruitment | 829 | - | 829 | - |
| Meeting Rooms | 56 | - | 56 | 120 |
| | **9,040** | **20,330** | **29,370** | **24,375** |
| **Cost of Generating Funds** | | | | |
| Consultant Fees | 6,920 | - | 6,920 | 7,662 |
| | **6,920** | **-** | **6,920** | **7,662** |
| **TOTAL EXPENDITURE** | **30,620** | **141,913** | **172,533** | **156,190** |