

BRIERLEY HILL SAMARITANS TRUSTEE REPORT 2022

Introduction

Brierley Hill Samaritans has had a presence in Brierley Hill since 1973, and we celebrate our 50th Anniversary next year. We are an affiliated branch to the main Samaritans Charity which is located at The Upper Mill, Kingston Road, Elwell, Surrey, KT17 2AF. The Organisation is a CIO (Charitable Incorporated Organisation) which adheres to its Constitutional Rules.

The Branch has achieved one of its objectives of last year in appointing two Directors from within the Branch after having a Caretaker Director from Walsall Branch for the last 12 months.

The Branch Leadership Team are responsible for managing the Branch. Within the Branch Leadership Team are five Trustees who fulfil their obligations within the Charity Commission regulations and make decisions regarding expenditure, strategy etc. The new Directors are in the process of recruiting 15 DD's (Deputy Directors) to split the roles of the previous 5 DD's and help spread the work load. They will manage the operational side of the branch, for example, the quality and consistency of our service, Recruitment & Selection, Training of new volunteers and ongoing training for existing volunteers, our work outside the branch and raising money for the branch (Outreach) and support for our volunteers in carrying out their duties (Volunteer Support).

STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE BRANCH

Branch Leadership Team

Trustee and Caretaker Director – Amanda Poulson co-opted 1st August 2021 – resigned 29th August 2022

Trustee and Director – Graham Bristow Appointed Director 29th August 2022
Appointed Trustee 13th June 2019

Trustee and Director – Joanne Petter (Emily) appointed 29th August 2022

Trustee and Secretary – Jennifer-Ann Portman co-opted 4th May 2021

Trustee and Treasurer – Alicia Pawlowski co-opted 19th January 2021

Trustee – Amneris Koeberle (Mary) Appointed 23rd September 2020 resigned 21st September 2022

Trustee – Rebecca Harrold (Esther) Appointed 23rd September 2020 resigned 21st September 2022

Trustees' Report

Due to the Pandemic our last AGM was held in February 2022 which was 16 months after the previous AGM due to the effects of COVID. Next year it is hoped that the AGM will be held in June 2023 which will put us back on track to our pre-pandemic cycle of annual AGM's. Next year is also a special year for the Branch as we are celebrating our 50th Anniversary.

Our Listening Volunteers continue our core business which is to respond to contact from people who are in emotional despair or distress. This can be due to relationship breakdown, debt, addiction, loneliness, self-harm, mental health issues and the added pressures of cost of living crisis and after effects of COVID. Callers may also be experiencing suicidal thoughts.

The objective of the Charity is that fewer people die by suicide. Samaritans believe that giving emotional support to our callers by listening and empathising with them can reduce feelings of emotional distress and suicide. Callers contact us by phone or/and email. We also offer the opportunity for face to face callers to come to the Branch when COVID restrictions allow.

Our volunteers work in a shift pattern and will attend shifts throughout the night. Most of our volunteers have full time jobs and carry out their duties in their free time.

Our volunteers are supported by Shift Leaders who they debrief to at the end of a shift. The Volunteer Support DD also supports Volunteers by ensuring that they remain safe and happy while volunteering with us.

Our Safeguarding Policy is continually reviewed and updated and all our volunteers are aware of their responsibilities when dealing with vulnerable people. The main Samaritan Charity has developed a Phone Call monitoring team to ensure that our Callers receive the best response possible when they contact us in emotional distress.

We are also moving away from Branches responding to emails within the Branch and the setting up of an email Hub. This hub will be populated by experienced volunteers with highly developed competencies in responding to caller emails and is designed to ensure quality, consistent responses to those individuals who prefer to contact Samaritans using this medium.

We have achieved our main objective from last year in appointing two Directors from within the Branch and we have continued to manage to recruit and train new volunteers. The Training Team has also been busy with Ongoing Training and helping to implement the new Safeguarding policy successfully.

Training

For all volunteers there is a range of on-line training modules which they can access as they seek to develop their own volunteer pathway. Any modules which they successfully complete are recorded on their own personal training log.

In addition, there is an expectation that they will also undertake, within each 12 month period, 5 hours of On-Going Training. This particular programme may be driven by volunteer in branch suggestions, which may be based on their feedback about an increase in the types of contacts being experienced / upskilling to provide volunteers with enhanced confidence in dealing with a particular, or range of, difficult contacts as highlighted by fellow volunteers. There may be occasions when On-Going Training modules may be driven by the main Samaritans Charity (Central Office).

Premises

At Brierley Hill Samaritans we are very fortunate to own purpose -built premises, which we moved to in November 1993 having been the beneficiary of the will of a founder member.

Trustees recognise that they are the current custodians of the building and have a responsibility and obligation to maintain and refurbish appropriately to ensure that it remains fit for purpose for years/decades to come. There is in place a rolling 12 month property schedule to ensure that we especially meet all necessary service dates. In doing so it ensures that our most valuable resource, our fellow volunteers, are provided with the best possible environment in which to support some of the most vulnerable individuals in society with the gift of being listened to.

Fundraising and Outreach

Work has been curtailed by COVID restrictions but it is hoped that volunteers will soon be able to reach out and give support again to local vulnerable groups when needed. Fundraising has also been curtailed and shown in the Audited Accounts and the Fundraising Team are busy organising events to generate income and are also applying for Grants. Bucket collections at local supermarkets and tin collections will restart when they are able.

Finance Report 1st April 2021 - 31st March 2022

As an affiliated Branch to the main Charity we are responsible for our own finances and have no regular income. We are responsible for raising funds to cover the costs of running the Branch. This money is raised by the fundraising team, grant applications and the receipt of regular donations.

This financial year reflects the ongoing effects of the Pandemic with less money coming in from our regular donors and less grants being available. Donations were down from £13,782 to £10,519. A COVID grants of £10,000 received the previous year from Dudley MBC was not available this year. The main donations received were from Enterprise Car Rentals £4,000, Geoff Hill Charitable Trust £400, in memory of Anna £720. The Samarathon event held in July raised £1,716. Brier Faire raised £502. We also receive income from regular standing orders (the givers who wish to remain anonymous) amounting to £750.

Expenditure was £23,429, down by £4,585 the previous year. £4,181 was spent on Branch Maintenance £2,812 on Centre Cleaning and Refreshments, Heat light and water £2,657. The deficit of Income over Expenditure is £7,472 which includes an accounting entry for Depreciation of £5,689.

Although we have a strong Balance Sheet with Reserves of £152,476, it must be appreciated that to continue to have a deficit of Income over Expenditure is not sustainable for the Branch and we must continue in our efforts to raise our income by Fundraising, applying for Grants and making ourselves known in the Community to local businesses who may be able to support us.

Our Auditors are French Ludlam and Co. Ltd., Kingswinford and a copy of the Statement of Accounts is attached.

Future Objectives for the Branch:

The main objectives over the next 12 months is to:

- Continue to offer emotional support to our Callers
- Generate Income from Fundraising, applying for Grants and approaching local business for their support.
- Continue to recruit and train new volunteers and grow the number of Volunteers.
- Continue with ongoing training for existing volunteers.
- Respond and implement the main Charity's vision of the future.
- Ensure consistency and quality in our contact with Callers.

Alicia Pawlowski
Treasurer
September 2022

THE SAMARITANS
BRIERLEY HILL BRANCH

STATEMENT OF ACCOUNTS

YEAR ENDED 31ST MARCH 2022

THE SAMARITANS
BRIERLEY HILL BRANCH
ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

Independent Examiner's Report to the Trustees of The Samaritans of Brierley Hill

We report on the accounts of The Samaritans of Brierley Hill for the year ended 31st March 2022, which are set out on Pages 2 - 4.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the 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 we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (1) which gives us reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act
- have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

French Ludlam & Co Limited

FRENCH LUDLAM & CO LIMITED
Statutory Auditors and Accountants

Kingswinford
23 August 2022

THE SAMARITANS
BRIERLEY HILL BRANCH

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2022

<u>2021</u>			
£	£	£	£
		<u>INCOME</u>	
	6,340	Fundraising	3,576
6,340	-	Less fundraising expenses	-
13,782		Donations and grants	10,519
180		Rental income	-
-		Received for prison work	-
1,461		Gift Aid received	1,744
200		Interest received	117
10,493		Government grants (COVID support)	-
7,284		Received from PEARS re: disabled w/c facility	-
<u>39,739</u>			<u>15,956</u>
		<u>EXPENDITURE</u>	
	-	Donation to Matala Branch	600
4,035		Maintenance of centre	4,181
1,434		Insurance	1,524
2,981		Heat, light and water	2,657
560		Printing and stationery	236
2,071		Postage and telephone	1,732
-		Travelling	657
227		Publicity	302
2,006		Centre cleaning and refreshments	2,812
362		Training	26
1,777		Branch contribution	2,469
384		Sundry expenses	544
-		Refurbishment costs	-
7,284		Disabled w/c facility	-
<u>28,014</u>	<u>4,894</u>	Depreciation	<u>5,689</u>
			<u>23,429</u>
<u>11,725</u>		<u>(DEFICIT)/SURPLUS FOR THE YEAR</u>	<u>(7,472)</u>

ACCOUNTANTS REPORT

We certify the annexed summary accounts are in accordance with the full accounts of the branch.
A copy of the full accounts are available on request.

FRENCH LUDLAM AND CO LIMITED
Registered Auditors and Accountants
Kingswinford
23 August 2022

French Ludlam & Co Limited

THE SAMARITANS
BRIERLEY HILL BRANCH

BALANCE SHEET

31st March 2021

31ST MARCH 2022

£	£		£	£
		<u>FIXED ASSETS</u>		
		Freehold land and buildings at cost		
	102,773	as at 31st March 2021	99,563	
99,563	<u>3,210</u>	Less depreciation	<u>3,210</u>	96,353
		Fixtures and equipment		
	5,055	as at 31st March 2021	3,371	
	<u>-</u>	Additions less disposals during the year	<u>4,708</u>	
	5,055		8,079	
<u>3,371</u>	<u>1,684</u>	Less depreciation	<u>2,479</u>	<u>5,600</u>
102,934				101,953
		<u>CURRENT ASSETS</u>		
	1,582	Debtors and prepayments	195	
		Cash at bank		
	33,611	Current account	28,905	
	25,000	Shawbrook Bank 60 day notice account	25,000	
	<u>60,193</u>		<u>54,100</u>	
		<u>CURRENT LIABILITIES</u>		
	<u>3,179</u>	Creditors	<u>3,577</u>	
<u>57,014</u>		<u>NET CURRENT ASSETS</u>		<u>50,523</u>
<u>159,948</u>		<u>TOTAL NET ASSETS</u>		<u>152,476</u>
		Represented by:		
	148,223	Balance as at 31st March 2021	159,948	
<u>159,948</u>	<u>11,725</u>	(Deficit)/Surplus For The Year	<u>(7,472)</u>	<u>152,476</u>

ACCOUNTANTS REPORT

We certify the annexed summary accounts are in accordance with the full accounts of the branch.

A copy of the full accounts are available on request.

French Ludlam & Co Limited

FRENCH LUDLAM AND CO LIMITED

Registered Auditors and Accountants

Kingswinford

23 August 2022

THE SAMARITANS
BRIERLEY HILL BRANCH
NOTES TO THE ACCOUNTS

1) Accounting Policies

- a) Basis of accounting. These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities ("the Charities SORP FRS 102"), and with the Charities Act 2011.
- b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the "SOFA") when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.
- c) Gross fundraising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fundraising proceeds not yet received by the charity at the year end have also been taken to income at the Trustees' estimate of likely receivable amount.
- d) Covenant, Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.
- e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.
- f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.
- g) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their cost over their estimated useful lives as follows:

Freehold buildings	2% - straight line basis
Fixtures and equipment	15% - straight line basis

2) Staff Costs and Numbers

No members of staff were employed by the charity during the year.

3) Reconciliation of Funds

All funds held are available for the ordinary purposes of the charity.

- 4) As part of a restructuring of the national Samaritans organisation, on 1 October 2016, the assets, liabilities and activities of The Samaritans Brierley Hill Branch ("the Charity") were transferred to a new Charitable Incorporation Organisation (CIO). The transfer to the new CIO had no effect on the operations of the branch.
- 5) During the previous year, the Pears Family Charitable Trust provided a donation of £7,284 to finance the ground floor disabled w/c facility. This income has been treated as restricted funds, as it was donated specifically for this purpose.