

LIFELINES

England & Wales · Charity number 1168273

Details

Status Registered

Legal form CIO

Registered 2016-07-18

Register [View on the Charity Commission register](#)

Contact

Address 10 Springfield Terrace
Guiseley
Leeds
LS20 9AW

Phone 07739463571

Email secretary@lifelines-uk.org.uk

Website www.lifelines-uk.org.uk

Activities

Objects: 3. Object The object of the CIO is For the public benefit, to promote the relief of suffering and distress to those persons who are awaiting execution in any state of the USA by the promotion of friendship by letter writing to such people, in particular but not exclusively by providing:(1) advice and information about the issues likely to arise when writing to people on death row;(2) one to one advice and information on making the initial contact with a specific person in the US on death row who has requested friendship, and for the life of the friendship and beyond, in particular when the sentence of death is likely to be carried out;(3) a quarterly publication that allows people to hear the voice of those on death row and deepens their understanding of the US justice system, and the death penalty in particular;(4) advice and assistance to make informed choices about giving financial and other types of support to people on death row;(5) conferences that include speakers with personal experience of the justice system, death row, and the impact of violent crime on all those who are affected, with an opportunity to exchange experience and knowledge with other writers.Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investment (Scotland) Act 2005 and section 2 of the Charities Act (Northern Ireland) 2008.

Activities: Promotes friendship by writing to those awaiting execution in the USA by providing advice and information about the issues likely to arise when writing; a publication that allows people to hear the voice of those on death row; and conferences that include speakers with personal experience of the justice system, death row, and the impact of violent crime on all those who are affected.

Classification

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

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£23,176	£20,183	-	-
2024-06-30	£26,333	£21,375	-	-
2023-06-30	£25,607	£24,227	-	-
2022-06-30	£28,965	£23,453	-	-
2021-06-30	£31,074	£20,446	-	-

Trustees

Name	Role	Appointed
Andrea Leigh Woodside		2004-10-12
CAROLE ELIZABETH BUTCHER		2016-07-18
Deborah Murphy		2023-10-07
Edmund Faraday Conybeare		2021-10-09
James Ian Mason		2018-07-23
Patrick Francis Ballin		2019-10-05
RACHAEL MARTIN		2024-09-12
Susan Elizabeth Drysdale		2020-10-03
Tim Donovan		2025-10-11

LIFELINES

England & Wales - Charity number 1168273

Accounts



Trustees' Annual Report for the period

From 1st July 2024 Period start date To 30th June 2025 Period end date

Charity name: LifeLines

Charity registration number: 1168273

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit, to promote the relief of suffering and distress to those persons who are awaiting execution in any state of the USA by the promotion of friendship by letter writing to such people.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ol style="list-style-type: none">1. Advice and information about the issues likely to arise when writing to prisoners;2. One to one advice and information on making the initial contact with a specific prisoner on US Death Row who has requested friendship, and for the life of the friendship and beyond, in particular when a death sentence is likely to be carried out.3. A quarterly publication that allows people to hear the voices of those on Death Row and deepens their understanding of the US justice system, and the death penalty in particular:4. Advice and assistance to make informed choices about giving financial and other types of support to people on Death Row;5. Conferences that include speakers with personal experience of the justice system, Death Row, and the impact of violent crime on all those that are affected, with an opportunity to exchange experience and knowledge with other writers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	Para 1.18	Consideration is given to 'public benefit' when making any decision relevant to the activities above with a specific agenda item included in Board meetings for 'Governance' to ensure the

Commission on public benefit		objectives and activities satisfy the requirements for public benefit in accordance with Charity Commission Guidance
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	<p>The organisation has no employees and relies upon member volunteers who act as:</p> <ul style="list-style-type: none"> - State Coordinators corresponding with writers and prisoners, - Regional Coordinators who offer the facility for members to come together on a regional basis to exchange their experiences of writing to prisoners. - Editor and distributor of the organisation's newsletter, The Wing of Friendship. - Manager and Administrator of the LifeLines website. <p>Committee Members/Trustees</p>
Other		Not applicable

Achievements and Performance

	SORP reference	
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<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>We conducted one successful and well attended Conference in October 2024 which was hybrid (in person and virtual). We heard from two excellent speakers from the USA and UK. A second planned Conference in April had to be cancelled due to a number of Committee members having personal issues unconnected the charity. The October Conference was also our Annual General Meeting which was conducted in full compliance with Charity Commission guidance. Seven Regional Groups around the UK continued to meet both in person and by Zoom regularly. The London Regional Group welcomed LifeLines members from outside the UK to its virtual meetings</p> <p>LifeLines membership stood at 870 on 30/6/25. The need to change the charity's bank account led to a number of Members failing to renew their membership. The LifeLines Committee is actively recruiting new members to meet the continuing high demand for penfriends from men and women on Death Row in the USA</p> <p>The members-only LifeLines community on Facebook continues to thrive with over 25% of LifeLines Members participating.</p> <p>Our income has again exceeded our expenditure through careful attention to costs, making Committee meetings virtual and sending our newsletter, the Wing of Friendship, as a digital edition.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Not applicable</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>Not applicable</p>

Investment performance against objectives	Para 1.41	Not applicable
Other		Not applicable

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In small surplus. The breakdown of income and expenditure can be seen in the Annual Accounts of LifeLines.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	LifeLines holds an Operational Reserve which is sufficient to provide for a three-month administrative capability for the winding up of the charity in the event of its closure. The value of the Operational Reserve is reviewed annually.
Amount of reserves held	Para 1.22	£6000
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	None.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Membership subscription
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	The main risk is the decline in membership which is being addressed by investing in press and publicity and ensuring members renew with the new bank account details. The Trustees maintain an organisational risk register which is reviewed at each Trustee meeting.
Other		None.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Co-opted by Trustees, elected by Members.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All new trustees are fully inducted and assessed for training needs which are then met.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	LifeLines
Other name the charity uses	None
Registered charity number	1168273
Charity's principal address	10 Springfield Terrace, Guiseley, Leeds LS20 9AW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Nikita Mistry	Chair	From November 2024. Chair by rotation from April 2025	
2	Carole Butcher	Coordinator Representative		
3	Patrick Ballin			
4	Davina Chima			
5	Edmund Conybeare	Governance		
6	Lindesay Mace	Press and Publicity	Stood down April 2025	
7	Susan Drysdale	Membership Secretary		
8	Deborah Murphy	Wing Editor		
9	James Mason	Treasurer		
10	Rachael Martin			
11	Andrea Woodside			
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16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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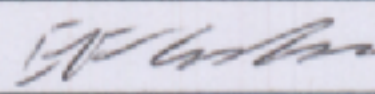
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	Edmund Conybeare
Position (eg Secretary, Chair, etc)	Governance Secretary
Date	14/4/26

		LifeLines		1168273	
		Receipts and payments accounts			
		Period start date		Period end date	
For the period from		1-Jul-24		To 30-Jun-25	
					CC16a

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
A1 Receipts					
Subscriptions	17,688			17,688	23,769
Conferences	1,276			1,276	1,145
Interest	7			7	515
Gift Aid	3,350			3,350	-
Miscellaneous	815			815	694
Merchandise	40			40	210
Sub total	23,176			23,176	26,333
Total receipts	23,176			23,176	26,333
A3 Payments					
Newsletter Costs	5,439			5,439	7,951
Conferences	3,352			3,352	2,696
Coordinator & Committee Expenses	5,825			5,825	7,909
Advertising	4,575			4,575	1,836
Website	290			290	227
Governance	149			149	569
Other Postage and Stationery	553			553	187
Sub total	20,183			20,183	21,375
Total payments	20,183			20,183	21,375
Net of receipts/(payments)	2,992			2,992	4,958
A5 Transfers between funds					
A6 Cash funds last year end	62,325			62,325	57,367
Cash funds this year end	65,318			65,318	62,325

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted	Restricted	Endowment
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Current Account and Electronic Funds	25,283		
	Savings Account	40,000		
	Conference Float	35		
		65,318		
		Unrestricted	Restricted	Endowment
	B2 Other monetary assets	to nearest £	to nearest £	to nearest £
	B3 Investment assets	Fund to which asset belongs	Cost (optional)	Current value (optional)
	B4 Assets retained for the charity's	Fund to which asset belongs	Cost (optional)	Current value (optional)
	B5 Liabilities	Fund to which liability relates	Amount due (optional)	When due (optional)
Signed by two trustees on behalf of all	Signature	Print Name		Date of

LIFELINES

England & Wales - Charity number 1168273

Accounts



Trustees' Annual Report for the period

From 1st July 2023 **Period start date** to 30th June 2024 **Period end date**

Charity name: LifeLines

Charity registration number: 1168273

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit, to promote the relief of suffering and distress to those persons who are awaiting execution in any state of the USA by the promotion of friendship by letter writing to such people.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.1making the initial contact with a specific prisoner on US Death Row who has requested friendship9	<ol style="list-style-type: none"> 1. Advice and information about the issues likely to arise when writing to prisoners; 2. One to one advice and information on making the initial contact with a specific prisoner on US Death Row who has requested friendship, and for the life of the friendship and beyond, in particular when a death sentence is likely to be carried out. 3. A quarterly publication that allows people to hear the voices of those on Death Row and deepens their understanding of the US justice system, and the death penalty in particular; 4. Advice and assistance to make informed choices about giving financial and other types of support to people on Death Row; 5. Conferences that include speakers with personal experience of the justice system, Death Row, and the impact of violent crime on all those that are affected, with an opportunity to exchange experience and knowledge with other writers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	Para 1.18	Consideration is given to 'public benefit' when making any decision relevant to the activities above with a specific agenda item included in Board meetings for 'Governance' to ensure the

Commission on public benefit		objectives and activities satisfy the requirements for public benefit in accordance with Charity Commission Guidance
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable.
Policy on social investment including program related investment	Para 1.38	Not applicable.
Contribution made by volunteers	Para 1.38	<p>The organisation has no employees and relies upon member volunteers who act as:</p> <ul style="list-style-type: none"> - State Coordinators corresponding with writers and prisoners, - Regional Coordinators who offer the facility for members to come together on a regional basis to exchange their experiences of writing to prisoners. - Editor and distributor of the organisation's newsletter, The Wing of Friendship. - Manager and Administrator of the LifeLines website. - Committee Members/Trustees
Other		Not applicable

Achievements and Performance

	SORP reference	
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<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>We conducted two successful and well attended Conferences in October 2023 and April 2024. The former was hybrid (in person and virtual) and the latter virtual only. Both heard from excellent guest speakers from the USA and UK. The October Conference was also our Annual General Meeting which was conducted in full compliance with Charity Commission guidance. Seven Regional Groups around the UK continued to meet both in person and by Zoom regularly. The London Regional Group welcomed LifeLines members from outside the UK to its virtual meetings. LifeLines membership stood at 1004 on 30/6/24. New membership applications declined during the year and the LifeLines Committee is actively recruiting new members to meet the continuing high demand for penfriends from men and women on Death Row in the USA. The members-only LifeLines community on Facebook continues to thrive with over 25% of LifeLines Members participating. Our income has again exceeded our expenditure through careful attention to costs and sending our newsletter, the Wing of Friendship as a digital edition.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Not applicable.</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>Not applicable.</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>Not applicable.</p>
<p>Other</p>		<p>Not applicable.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In small surplus. The breakdown of income and expenditure can be seen in the Annual Accounts of LifeLines.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	LifeLines holds an Operational Reserve which is sufficient to provide for a three-month administrative capability for the winding up of the charity in the event of its closure. The value of the Operational Reserve is reviewed annually.
Amount of reserves held	Para 1.22	£6000
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	None.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Membership subscription.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable.
A description of the principal risks facing the charity	Para 1.46	The main risk is the decline in membership which is being addressed by investing in press and publicity. The Trustees maintain an organisational risk register which is reviewed at every meeting.
Other		None.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Co-opted by Trustees, elected by Members.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All new trustees are fully inducted and assessed for training needs which are then met.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	LifeLines
Other name the charity uses	None
Registered charity number	1168273
Charity's principal address	10 Springfield Terrace, Guiseley, Leeds LS20 9AW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jan Hall	Vice Chair		
2	Carole Butcher	Coordinator Representative		
3	Patrick Ballin			
4	Davina Chima			
5	Lindesay Mace	Press and Publicity		
6	Edmund Conybeare	Governance		
7	Susan Drysdale	Membership Secretary		
8	Melanie Mitchell	Coordinator Care	Until AGM 7/10/23	
9	Nikita Mistry		Stood down in August 2023	
10	Deborah Murphy	Wing Editor		
11	Rachael Martin		Co-opted 1/12/23	
12	Andrea Woodside		Co-opted 1/12/23	
13	James Mason	Treasurer		
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18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

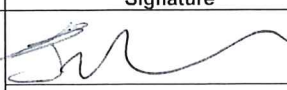
Signature(s)		
Full name(s)	Jan Hall	Edmund Conybeare
Position (eg Secretary, Chair, etc)	Vice-Chair <i>(Outgoing)</i>	Governance Secretary
Date	24/10/24	

LifeLines			1168273		CC16a
Receipts and payments accounts					
		Period start date	Period end date		
For the period from	1-Jul-23	To	30-Jun-24		

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
A1 Receipts					
Subscriptions	23,769			23,769	23,195
Conferences	1,145			1,145	984
Interest	515			515	479
Miscellaneous	694			694	793
Merchandise	210			210	156
<i>Sub total</i>	26,333			26,333	25,607
Total receipts	26,333			26,333	25,607
A3 Payments					
Newsletter Costs	7,951			7,951	13,735
Conferences	2,696			2,696	1,452
Coordinator & Committee Expenses	7,909			7,909	8,041
Advertising	1,836			1,836	47
Website	227			227	191
Governance	569			569	510
Other Postage and Stationery	187			187	251
<i>Sub total</i>	21,375			21,375	24,227
Total payments	21,375			21,375	24,227
Net of receipts/(payments)	4,958			4,958	1,380
A5 Transfers between funds					
A6 Cash funds last year end	57,367			57,367	55,987
Cash funds this year end	62,325			62,325	57,367

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
B1 Cash funds	Current Account and Electronic Funds	61,225		
	Savings Account	1,066		
	Conference and Stamp Float	35		
		62,325		
		Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
B2 Other monetary assets				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's				
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
Signed by two trustees on behalf of all	Signature	Print Name		Date of
		JAMES MASON		



Section A Independent Examiner's Report

Report to the trustees

Charity Name: LIFELINES

On accounts for the year ended

30 June 2024 Charity no (if any) 1168273

Set out on pages

Remember to include the page number of additional sheets.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 06 / 2024.

Responsibilities and basis of report

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which 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.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 23/04/25

Name: IMOKEN MCGONIGLE

Relevant professional qualification(s) or body

INSTITUTE OF CHARTERED ACCOUNTANTS OF SCOTLAND

LIFELINES

England & Wales - Charity number 1168273

Accounts



Trustees' Annual Report for the period

From 1st July 2022 Period start date To 30th June 2023 Period end date

Charity name: LifeLines

Charity registration number: 1168273

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit, to promote the relief of suffering and distress to those persons who are awaiting execution in any state of the USA by the promotion of friendship by letter writing to such people
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ol style="list-style-type: none">1. Advice and information about the issues likely to arise when writing to prisoners;2. One to one advice and information on making the initial contact with a specific prisoner on US Death Row who has requested friendship, and for the life of the friendship and beyond, in particular when a death sentence is likely to be carried out;3. A quarterly publication that allows people to hear the voice of those on Death Row and deepens their understanding of the US justice system, and the death penalty in particular;4. Advice and assistance to make informed choices about giving financial and other types of support to Death Row prisoners;5. Conferences that include speakers with personal experience of the justice system, death row, and the impact of violent crime on all those who are affected, with an opportunity to exchange experience and knowledge with other writers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Consideration is given to 'public benefit' when making any decision relevant to the activities above with a specific agenda item included in Board meetings for 'Governance' to ensure the objectives and activities satisfy the requirements for public benefit in accordance with Charity

		Commission Guidance.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable.
Policy on social investment including program related investment	Para 1.38	Not applicable.
Contribution made by volunteers	Para 1.38	<p>The organisation has no employees and relies upon member volunteers who act as:</p> <ul style="list-style-type: none"> • State Coordinators corresponding with writers and prisoners. • Regional Coordinators who offer the facility for members to come together on a regional basis to exchange their experience of writing to prisoners. • Editor and distributor of the organisation's newsletter, The Wing of Friendship. • Manager and Administrator of the LifeLines website • Committee Members/Trustees
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We conducted two successful and well attended virtual Conferences in October 2022 and April 2023 with guest speakers in from the US and UK. The October Conference was also our Annual General Meeting which continued to be conducted in line with Charity Commission guidance on virtual meetings. The Autumn Conference and AGM was due to be hybrid (both live and virtual) but this was not possible due to the rail strikes. Our Conferences have remained virtual but we will be introducing a hybrid format for them with both in person and virtual attendance.</p> <p>Seven Regional Groups around the UK continued to meet both in person and by</p>

		<p>Zoom regularly. The London Regional Group welcomed several Lifelines members based outside the UK to its virtual meetings.</p> <p>LifeLines membership stood at 1074 as at 30th June 2023. New membership applications declined during the year and the LifeLines Committee is actively looking to recruit new members to serve the continuing high level of requests for penfriends from men and women on Death Row in the USA</p> <p>The members-only Lifelines community on Facebook continues to thrive with over 25% of LifeLines members participating.</p> <p>Our income has again exceeded our expenditure through careful attention to costs, and in the last financial year we therefore ran an income surplus. This was partly due to having virtual rather than face to face conferences but this will change with the new hybrid format mentioned above.</p>
--	--	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Not applicable
Performance of fundraising activities against objectives set	Para 1.41	Not applicable
Investment performance against objectives	Para 1.41	Not applicable
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In surplus. The breakdown of income and expenditure can be seen in the Annual Accounts of Lifelines.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Lifelines holds an Operational Reserve which is sufficient to provide for a 3 month administrative capability for the winding up of the charity in the event of its closure. The value of the Operational Reserve is reviewed annually.
Amount of reserves held	Para 1.22	£6000.
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Membership subscription
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	The main risk is the decline in membership which is being addressed by investing in press and publicity. The Trustees maintain and organisational risk register which is reviewed at every meeting.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Co-opted by Trustees, elected by Members

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All new trustees are fully inducted and assessed for training needs which are then met.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	LifeLines
Other name the charity uses	none
Registered charity number	1168273
Charity's principal address	10 Springfield Terrace, Guiseley, Leeds LS20 9AW

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

--	--

Full name(s)

Jan Hall

Edmund Faraday Conybeare

Position (eg Secretary,
Chair, etc)

Vice-Chair

Governance Secretary

Date

--

	LifeLines			1168273	CC16a
	Receipts and payments accounts				
	For the period from	Period start date	To	Period end date	
		1-Jul-22		30-Jun-23	

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
A1 Receipts					
Subscriptions	23,195			23,195	25,191
Conferences	984			984	454
Interest	479			479	1
Gift Aid	-			-	2,698
Miscellaneous	793			793	216
Merchandise	156			156	141
Sub total	25,607			25,607	28,700
Total receipts	25,607			25,607	28,700
A3 Payments					
Newsletter Costs	13,735			13,735	13,052
Conferences	1,452			1,452	503
Coordinator & Committee Expenses	8,041			8,041	7,981
Advertising	47			47	-
Website	191			191	116
Governance	510			510	472
Other Postage and Stationery	251			251	1,330
Sub total	24,227			24,227	23,453
Total payments	24,227			24,227	23,453
Net of receipts/(payments)	1,380			1,380	5,247
A5 Transfers between funds					
A6 Cash funds last year end	55,987			55,987	50,740
Cash funds this year end	57,367			57,367	55,987

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
B1 Cash funds	Current Account and Electronic Funds	12,074		
	Savings Account	6,026		
	Long Term Savings Account	38,776		
	Conference and Stamp Float	491		
		57,367		
		Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
B2 Other monetary assets				
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's				
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
Signed by two trustees on behalf of all	Signature	Print Name		Date of
		Edmund Conybeare		
		James Mason		



Section A Independent Examiner's Report

Report to the trustees

LIFELINES

On accounts for the year ended

30 JUNE 2023

Charity no (if any)

1168273

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 06 2023

Responsibilities and basis of report

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 11/3/2024

Name: IMOGEN MCGONIGLE

Relevant professional qualification(s) or body

INSTITUTE OF CHARTERED ACCOUNTANTS SCOTLAND

(if any):

Address:

THE STABLES, RIVERSMEET COTTAGE,
TOPSHAM, EXETER, EX3 0BE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

LIFELINES

England & Wales - Charity number 1168273

Accounts

Trustees' Annual Report for the period

	Period start date				Period end date		
From	1	July	2021	To	30	June	2022

Section A Reference and administration details

Charity name	LifeLines
Other names charity is known by	-
Registered charity number (if any)	1168273
10 Springfield Terrace	
Guiseley, Leeds	
Postcode	LS20 9AW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Carole Butcher	Coordinators Representative		
2	Jan Hall	Vice Chair		
3	Nichola Glasse	Membership Secretary		
4	Beryl Kingsbury			
5	Margaret Shepherd		Resigned 9 Oct 2021	
6	James Mason	Treasurer		
7	Patrick Ballin	Governance Secretary		
8	Susan Drysdale	Wing Editor		
9	Nikita Mistry			
10	Davina Chima			
11	Melanie Mitchell	Coordinator Care		

12	Edmund Conybeare		Appointed 9 Oct 2021	
----	------------------	--	----------------------	--

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Not applicable	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Founder	Jan Arriens	17 Castle Street, Bishop's Castle, Shropshire SY9 5BU

Name of chief executive or names of senior staff members (Optional information)

Not applicable

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Co-opted by Trustees, elected by Members

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <input type="checkbox"/> policies and procedures adopted for the induction and training of trustees; <input type="checkbox"/> the charity's organisational structure and any wider network with which the charity works; <input type="checkbox"/> relationship with any related parties; <input type="checkbox"/> trustees' consideration of major risks and the system and procedures to manage them. 	<p>LifeLines adheres to a number of internal policies including financial risk, data protection, equality and diversity, fraud, conflicts of interest, health and safety and volunteer management. These are all provided to new Trustees upon joining the LifeLines Committee.</p> <p>An amendment to the LifeLines Constitution, approving future AGMs to be conducted virtually if required, was approved by members on 9th October 2021.</p> <p>A Skills Audit of Trustees was completed in June 2022.</p> <p>The LifeLines Health & Safety Policy was reviewed, and a new version approved in March 2022. Risk Assessments are in the process of being updated in accordance with the new policy.</p> <p>As of 30 June 2022, the following LifeLines policies were under review and revision:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conflict of Interest <input type="checkbox"/> Data Protection <input type="checkbox"/> Financial Policy
--	---

- Fraud
- Volunteer Management

All Trustees give their time voluntarily and receive no remuneration or benefits.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

For the public benefit, to promote the relief of suffering and distress to those persons who are awaiting execution in any state of the USA by the promotion of friendship by letter writing to such people.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

1. Advice and information about the issues likely to arise when writing to prisoners;
2. One to one advice and information on making the initial contact with a specific prisoner in the US on death row who has requested friendship, and for the life of the friendship and beyond, in particular when the sentence of death is likely to be carried out;
3. A quarterly publication that allows people to hear the voice of those on death row and deepens their understanding of the US justice system, and the death penalty in particular;
4. Advice and assistance to make informed choices about giving financial and other types of support to death row prisoners;
5. Conferences that include speakers with personal experience of the justice system, death row, and the impact of violent crime on all those who are affected, with an opportunity to exchange experience and knowledge with other writers.

Consideration is given to “public benefit” when making any decision relevant to the activities above with a specific agenda item included in Board meetings for “Governance” to ensure the objectives and activities satisfy the requirements for public benefit in accordance with Charity Commission guidance.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

A significant contribution to the success of Lifelines is made by member volunteers who act as:

- state coordinators corresponding with writers and prisoners
- regional coordinators who offer the facility to members to come together on a regional basis to exchange their experience of writing to prisoners
- editor and distributor of The Wing of Friendship
- manager and administrator of the LifeLines website

Summary of the main achievements of the charity during the year

Our Conferences have remained virtual because of the Coronavirus pandemic, although we hope to be able to move to a hybrid format in the next year. We conducted two successful and well attended virtual Conferences in October 2021 and April 2022, with guest speakers from the USA and UK. The October conference was also our Annual General Meeting, which continued to be conducted in line with Charity Commission guidance on virtual meetings.

Eight Regional Groups around the UK continue to meet regularly and during the latter part of the year some of these meetings have resumed in person. The London Regional Group has welcomed several LifeLines members based outside the UK to its virtual meetings.

Membership stood at 1,179 as at 30th June 2022. New membership applications have declined during the year and the LifeLines Committee is actively looking at ways to attract new members, in order to serve a continuing high level of requests for pen friends from men and women on Death Row in the USA.

Our members-only LifeLines community on Facebook continues to expand with over 25% of our members participating.

Our income has again exceeded our expenditure through careful attention to costs, and this year there continued to be a surplus of income over expenditure. Significant cost savings continued through having virtual rather than face to face conferences.

Section E Financial review

Brief statement of the charity's policy on reserves

Lifelines holds an Operational Reserve which is sufficient to provide for a 3-month administrative capability for the winding-up of the charity in the event of its closure.

The value of the Operational Reserve is reviewed annually.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The breakdown of income can be seen in the Annual Accounts of Lifelines.

Lifelines does not actively fundraise.

The level of reserves does not warrant a complex investment strategy.

Section F Other optional information

Not applicable

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

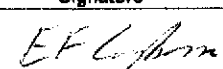
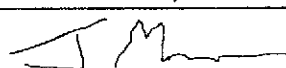
Signature(s)		
Full name(s)	Jan Hall	Patrick Ballin
Position (eg Secretary, Chair, etc)	Vice Chair	Governance Secretary
Date	17 September 2022	

		LifeLines		1168273
		Receipts and payments accounts		
For the period from	Period start date 1-Jul-21	To	Period end date 30-Jun-22	CC16a

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
A1 Receipts					
Subscriptions	25,191			25,191	28,519
Conferences	454			454	418
Interest	1			1	77
Gift Aid	2,698			2,698	1,794
Miscellaneous	216			216	106
Merchandise	141			141	160
Sub total	28,700			28,700	31,074
Total receipts	28,700			28,700	31,074
A3 Payments					
Newspaper Costs	13,052			13,052	10,163
Conferences	503			503	573
Coordinator & Committee Expenses	7,981			7,981	8,190
Website	116			116	111
Governance	472			472	358
Sundry	-			-	83
Other Postage and Stationery	1,330			1,330	970
Sub total	23,453			23,453	20,446
Total payments	23,453			23,453	20,446
Net of receipts/(payments)	5,247			5,247	10,628
A5 Transfers between funds					
A6 Cash funds last year end	50,740			50,740	40,112
Cash funds this year end	55,987			55,987	50,740

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account and Electronic Funds	10,630		
	Savings Account	6,001		
	Long Term Savings Account	38,322		
	Conference and Stamp Float	1,035		
		55,987		
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Signed by two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Edmund Conybeare	19/14/23	
		James Mason	19/04/2023	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name: LIFELINES

On accounts for the year ended

30 JUNE 2022 Charity no (if any) 1168273

Set out on pages

www.charity-commission.gov.uk to include the page numbers of additional sheets.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 06 2022

Responsibilities and basis of report

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which 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.

* Please delete the words in the brackets if they do not apply.

Signed: Imogen McGonigle

Date: 13/4/22

Name: IMOGEN MCGONIGLE

Relevant professional qualification(s) or body

INSTITUTE OF CHARTERED ACCOUNTANTS SCOTLAND

(if any):

Address: THE STABLES, RIVERSMEET COTTAGE,
TOPSHAM, EXETER, EX3 0BE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

LIFELINES

England & Wales - Charity number 1168273

Accounts

Trustees' Annual Report for the period

		Period start date			Period end date		
From	1	July	2020	To	30	June	2021

Section A Reference and administration details

Charity name

LifeLines

Other names charity is known by

-

Registered charity number (if any)

1168273

22 The Knoll

Framlingham, Woodbridge

Postcode

IP13 9DH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Carole Butcher	Coordinators Representative		
2	Caroline Dyer		Retired on rotation 3 Oct 2020	
3	Jan Hall	Vice Chair	Jan Hall	
4	Nichola Glasse	Membership Secretary		
5	Beryl Kingsbury			
6	Margaret Shepherd			
7	James Mason	Treasurer		
8	Patrick Ballin	Governance Secretary		
9	Susan Drysdale	Wing Editor	Appointed 3 Oct 2020	
10	Nikita Mistry	Joint Digital & Press Officer	Appointed 3 Oct 2020	
11	Davina Chima	Joint Digital & Press Officer	Appointed 3 Oct 2020	

12	Melanie Mitchell	Coordinator Care	Appointed 3 Oct 2020	
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Not applicable	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Founder	Jan Arriens	17 Castle Street, Bishop's Castle, Shropshire SY9 5BU

Name of chief executive or names of senior staff members (Optional information)

Not applicable

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Co-opted by Trustees, elected by Membership

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p>LifeLines adheres to a number of internal policies including financial risk, data protection, equality and diversity, fraud, conflicts of interest, health and safety and volunteer management. These are all provided to new Trustees upon joining the LifeLines Committee.</p> <p>The Website Privacy Policy was revised and agreed in December 2020.</p> <p>The Risk Management Policy and Complaints & Whistle-blowing policies were updated and approved in March 2021.</p> <p>An Organisational Risk Assessment was updated and approved in June 2021.</p> <p>All Trustees give their time voluntarily and receive no remuneration or benefits.</p>
--

Summary of the objects of the charity set out in its governing document

For the public benefit, to promote the relief of suffering and distress to those persons who are awaiting execution in any state of the USA by the promotion of friendship by letter writing to such people.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

1. Advice and information about the issues likely to arise when writing to prisoners;
2. One to one advice and information on making the initial contact with a specific prisoner in the US on death row who has requested friendship, and for the life of the friendship and beyond, in particular when the sentence of death is likely to be carried out;
3. A quarterly publication that allows people to hear the voice of those on death row and deepens their understanding of the US justice system, and the death penalty in particular;
4. Advice and assistance to make informed choices about giving financial and other types of support to death row prisoners;
5. Conferences that include speakers with personal experience of the justice system, death row, and the impact of violent crime on all those who are affected, with an opportunity to exchange experience and knowledge with other writers.

Consideration is given to “public benefit” when making any decision relevant to the activities above with a specific agenda item included in Board meetings for “Governance” to ensure the objectives and activities satisfy the requirements for public benefit in accordance with Charity Commission guidance.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

A significant contribution to the success of Lifelines is made by member volunteers who act as:

- state coordinators corresponding with writers and prisoners
- regional coordinators who offer the facility to members to come together on a regional basis to exchange their experience of writing to prisoners
- editing and distributing The Wing of Friendship
- the web site manager

Summary of the main achievements of the charity during the year

In response to the global coronavirus pandemic, we had to move our meetings for most of the year to take place virtually. We conducted two successful and well attended virtual Conferences in October 2020 and April 2021, with guest speakers from the USA and UK. The October conference was also our Annual General Meeting, conducted in line with Charity Commission guidance on virtual meetings.

We have also had regular virtual meetings of regional groups, and of writers with their State Coordinators. These have been well received.

Membership remains at over 1,000. We had many new members join early in 2021 as a result of extensive publicity about the thirteen Federal executions in the USA.

Our members-only LifeLines community on Facebook continues to expand and our new website launched with pro bono support from AND Digital.

Our income has again exceeded our expenditure through careful attention to costs, and this year there continued to be a surplus of income over expenditure. Significant cost savings arose through having virtual rather than face to face conferences.

Section E**Financial review****Brief statement of the charity's policy on reserves**

LifeLines holds an Operational Reserve which is sufficient to provide for a 3-month administrative capability for the winding-up of the charity in the event of its closure.

The value of the Operational Reserve is reviewed annually.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The breakdown of income can be seen in the Annual Accounts of LifeLines.

LifeLines does not actively fundraise.

The level of reserves does not warrant a complex investment strategy.


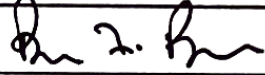
Section F**Other optional information**

Not applicable

Section G**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jan Hall	Patrick Ballin
Position (eg Secretary, Chair, etc)	Vice Chair	Governance Secretary
Date	11 September 2021	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

LIFELINES

**On accounts for the year
ended**

30 JUNE 2021

**Charity no
(if any)**

1168273

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Imogen McGonigle

Date:

29/11/21

Name:

IMOGEN MCGONIGLE

**Relevant professional
qualification(s) or body
(if any):**

INSTITUTE OF CHARTERED ACCOUNTANTS
SCOTLAND

Address:

13 MARCUS STREET, LONDON, SW18 2JT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

[Handwritten notes in a large box, including the word "Conclusion" and various illegible scribbles.]

	Charity Name			No (if any)		CC16a
	LifeLines			1168273		
	Receipts and payments accounts					
	For the period from	Period start date	To	Period end date		
	1-Jul-20		30-Jun-21			

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Subscriptions	28,519	-	-	28,519	27,370
Conferences	418	-	-	418	1,686
Money Orders	-	-	-	-	6,833
Interest	77	-	-	77	290
Gift Aid	1,794	-	-	1,794	-
Miscellaneous	106	-	-	106	223
Merchandise	160	-	-	160	524
Sub total(Gross income for AR)	31,074	-	-	31,074	36,926
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	31,074	-	-	31,074	36,926
A3 Payments					
Newsletter Costs	10,163				10,809
Conferences	573				3,524
Coordinator & Committee Expenses	8,190				8,663
Money Orders	-				5,307
Advertising	-				1,497
Inventory Purchases	-				660
Website	111				132
Governance	356				349
Sundry	83				40
Other Postage and Stationery	970				1,238
Exceptionals	-				-
Sub total	20,446				32,220
A4 Asset and investment purchases, (see table)					
Sub total					
Total payments	20,446				32,220
Net of receipts/(payments)	10,628				4,706
A5 Transfers between funds					
A6 Cash funds last year end	40,112				35,405
Cash funds this year end	50,740				40,111

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Current Account and Electronic Funds	39,686	-	-
	Savings Account	10,019		
	Long Term Savings Account	-		
	Conference and Stamp Float	1,035	-	-
			-	-
		50,740		

		Unrestricted funds	Restricted funds	Endowment funds
	Details	to nearest £	to nearest £	to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
	DRAFT	Jan Hall		DRAFT
	DRAFT	James Mason		DRAFT