

Samaritans of Yeovil, Sherborne & District

Charity registered in England & Wales number: 1168371

Statement of income & expenditure for the year ended 31st March 2023

Annual Trustees Report

The Trustees present their report and financial statements of the charity for the year ended 31 March 2023.

Samaritans of Yeovil, Sherborne & District is a charitable incorporated organisation registered in England & Wales, registered charity number 1168371. Samaritans of Yeovil, Sherborne & District is an affiliated branch of Samaritans.

Structure, Governance and Management

The governing document is the CIO Association Constitution and the charity was incorporated as a charitable organisation on 21 July 2016.

The Trustees who served during the year and since the year end are as follows:

- S Hicks (Director end of term 31.12.22)
- S Jones (Secretary)
- F Dimdore (Resigned 20.09.22)
- K McElligott (Treasurer)
- I Dibben
- E Willoughby-Paul (Director start of term 01.01.23)

Two co-opted trustees to cover Premises Management and Commercial (J Symonds and C Blows) were taken in January 2023. J Symonds has subsequently resigned.

The charity is managed by a Branch Leadership Team (BLT), headed by the Branch Director, and including Trustees elected annually at the Annual General Meeting, co-opted on occasion during the year, until the date of the next AGM. All members of the charity may nominate individuals for election as trustees. All trustees undergo the standard mandatory training provided by Samaritans Central Charity. At 31st March 2023 the Branch Director plus three elected trustees were in post and two co-opted trustees as listed above. The other members of the BLT are Deputy Directors responsible for particular areas of management and these are appointed by the Director.

Trustees may be appointed from outside the volunteer body but all Deputy Directors must be listening or support volunteers who have completed the mandatory training.

Decisions made at trustee or BLT meetings are disseminated to the volunteer body by email or letter and at branch meetings. Minutes are available in the Filestore on Three Rings.

All persons working at our Charity are volunteers, we have no paid staff.

Aims and Objectives

The charitable objects are:

- To enable persons in Yeovil, Sherborne & District and the surrounding area as well as elsewhere who are experiencing feelings of distress or despair, including those who may be at risk of suicide, to receive confidential emotional support at any time of the day or night in order to improve their emotional health and to reduce the incidence of suicide;
- To promote a better understanding in society of suicide, suicidal behaviour and the value of expressing feelings which may otherwise lead to suicide or impaired emotional health; and
- To collaborate with and support Samaritans Central Charity and its affiliated branches in fulfilling these Objects.

To achieve our vision of fewer people dying by suicide, Samaritans as an organisation has identified four priority areas:

- Service: We will improve the quality and consistency of our service
- Access: We will improve access to Samaritans' services
- Influence: We will have stronger and more effective external influence and connections with partners
- Evidence: We will improve collection and application of evidence.

To deliver this, we need to make a 'step change' across three key areas: volunteering, learning and development and how we use digital technology.

It is important to note that all roles within a Samaritans branch are covered by volunteers, including the administration and management of the branch. This is different to the majority of charities who will have paid staff in these roles and volunteers to cover only support roles and in trustee roles. In this branch we have a management team of 12 covering the roles of Director, Deputy Directors, Personnel, Service Delivery, Finance, Training, Premises and Administration. We have estimated that this team in total spends around 150 hours per week focussing on work for the branch which if we take a conservative hourly rate of £15 per hour accrues to £2,250 per week and £117,000 per annum. Samaritans as a whole would not be able to exist without this level of volunteer-led management.

Achievements and performance

As mentioned in the aims and objectives, to achieve the 'step change' transformation and successfully deliver our strategy Samaritans has launched a programme of work called There for Everyone. The programme is evidence-based, developed through consultation with and input from a Volunteer Reference Panel with around 500 members.

In our branch we are working towards these goals by:

- Wider and more varied methods of public awareness and advertising
- Increasing recruitment days from two to three per year
- Increasing training courses from two to three per year
- Building excellent teams for speaking to local organisations
- Expanding our valuable presentation about emotional health in Schools and Colleges
- Providing one to one peer reviews for listening volunteers on an annual basis
- Offering a flexible and varied programme on ongoing training
- Providing a service to Guys Marsh Prison in training and weekly support for a team of prisoners selected to
- We are working towards resuming our very successful emotional support work in the A&E department of Yeovil District Hospital, which stopped due to Covid-19

All these activities have, as well as being of huge benefit to the organisations we have supported, extended knowledge of Samaritans in the area covered by the branch. As a result our recruitment numbers have increased, providing more opportunity for those in need to speak to contact us.

Public benefit

The trustees report that the charitable activities, described in the Achievements and performance paragraphs, are for the public benefit. The trustees also confirm that they have complied with section 17(5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

Fundraising

Our fundraising activity is usually based around local events as each Samaritans branch covers a specific area. Examples of these events are stalls at Christmas and summer fairs and various country shows providing refreshments. We have, in the past, accepted donations from volunteers and friends who have carried out sponsored swims, treks and such. However, there have been no major fundraising events during the year ended 31st March 2023.

We do not work with professional fundraisers and thus far we have not applied for grants.

Following best practice

Samaritans as an organisation is registered with the Fundraising Regulator and we are members of the Institute of Fundraising, the Direct Marketing Association, the Gambling Commission and the Lotteries Council.

Our donor promise sets out our aim to be open, fair and honest in the way we engage with supporters. As a branch we have had no complaints regarding any of our fundraising activities.

Financial Report (to be seen in conjunction with Annual Accounts)

The branch reserves policy is for reserves to cover 18 months of running costs.

Each year, the branch makes a contribution to the national organisation based on a system set by Samaritans Central Office as follows:

Contribution to be based on a sliding scale of reserves held in excess of 18 months of total annual unrestricted revenue expenditure.

'Reserves' are defined as

- Total of Unrestricted Funds (including Designated Funds, if any) less.
- The net book value of tangible fixed assets (e.g. Property, Fixtures & Fittings, Furnishings, Computer Equipment, Motor Vehicles etc.).

Reserves *include* investments at market value (not cost).

Reserves *exclude* Restricted Funds and Endowment Funds.

The sliding scale of contribution is as follows, with percentages to be applied to each particular segment

Reserves in range:	Percentage applied to each
18 months – 2 years	5%
2-3 years	10%
3-4 years	20%
4-5 years	30%
In excess of 5 years	40%

Reserves - The charity policy is to hold reserves to cover 18-24 months of running costs; for the current financial year this continues to be difficult to assess as the property (Morley House) continues to incur costs for necessary improvements and maintenance that were not carried out during the initial renovation. In the 2023-24 financial year, the goal will be to continue to evaluate and set normal running costs for the new building and the extended number of volunteers now recruited.

The income and expenditure accounts show a net movement in funds of (£184,362) for the year (2022: increase £279,822) and funds in the bank stand at £290,371, of which £5,117 is restricted.

The Future

The Covid-19 pandemic severely affected the plans to fully utilise Morley House. Plans for the upcoming year are to extend our services, increase our volunteer body and generate income from the facilities available in Morley House.

Samaritans of Yeovil, Sherborne & District

Income and expenditure accounts for the year ended 31st March 2023

	Unrestricted	Restricted	Total 2023	Unrestricted	Restricted	Total 2022
Income						
Gift Aid donations (incl. gift aid)	530	-	530	1,485	-	1,485
Other donations and gifts	13,857	-	13,857	17,260	-	17,260
Fundraising	1,485	-	1,485	2,702	-	2,702
Prison reimbursement	-	-	-	-	2,426	2,426
Rental income	1,480	-	1,480	2,174	-	2,174
Investment income	2,129	-	2,129	2,408	-	2,408
Bank interest	768	-	768	55	-	55
Insurance claim	-	-	-	690	-	690
Sale of land	-	-	-	500,000	-	500,000
	20,248	-	20,248	526,774	2,426	529,200
Expenditure						
Direct costs:						
Light, heat, power and water	8,459	-	8,459	6,407	-	6,407
Rates	481	-	481	384	-	384
Insurance	(575)	-	(575)	2,962	-	2,962
Travel and expenses	15,139	210	15,349	9,584	-	9,584
Refreshments	1,612	-	1,612	-	-	-
Repairs and maintenance	17,898	-	17,898	16,928	-	16,928
Training	70	-	70	-	-	-
Travel and expenses (trustees)	856	-	856	592	-	592
Telephone and broadband	2,747	-	2,747	2,990	-	2,990
Software subscriptions	707	-	707	394	-	394
Cleaning	2,785	-	2,785	2,212	-	2,212
Sundry	305	-	305	871	-	871
	50,486	210	50,695	43,324	-	43,324
Support costs:						
Advertising and publicity	145	-	145	1,806	-	1,806
Printing, postage and stationery	1,009	-	1,009	1,125	-	1,125
Contribution to Samaritans South	-	-	-	-	-	-
West costs	143,993	-	143,993	188,240	-	188,240
	145,147	-	145,147	191,171	-	191,171
Governance costs:						
Independent examination	800	-	800	1,000	-	1,000
Accountancy	1,072	-	1,072	1,255	-	1,255
Professional fees	-	-	-	12,628	-	12,628
	1,872	-	1,872	14,883	-	14,883
Asset purchases:						
Office equipment	240	-	240	-	-	-
Property improvements	6,656	-	6,656	-	-	-
	6,896	-	6,896	-	-	-
Total expenditure	204,401	210	204,611	249,378	-	249,378
Surplus of expenditure over income in the year (loss)						
	(184,153)	(210)	(184,362)	277,396	2,426	279,822
Movement in bank balances						
Closing balances:						
Lloyds current account	4,652	-	4,652	7,067	-	7,067
Lloyds savings account	278,326	5,117	283,444	460,349	5,327	465,676
Santander Lotto account	2,275	-	2,275	1,990	-	1,990
Total in bank at 31 March	285,253	5,117	290,371	469,406	5,327	474,733
Opening bank balances	(469,406)	(5,327)	(474,733)	(192,010)	(2,901)	(194,911)
Net increase (reduction in bank balances)						
	(184,153)	(210)	(184,362)	277,396	2,426	279,822

Samaritans of Yeovil, Sherborne & District

Supplementary information relating to the accounts for the year ended 31st March 2023

Restricted funds

The restricted funds in the accounts relate to grants received to support specific activities.

All the restricted funds mentioned in the accounts relate to our work in Prisons.

We continued to receive the grant for some of the period that we were in lockdown and not able to continue with our work at Guys Marsh.

We anticipate that a substantial amount of these funds will be utilised during the year ended 31st March 2024.

Statement of assets and liabilities as at 31st March 2023

Fixed Assets	note	2023	2022
Freehold Property	1	484,270	477,614
Office Equipment, furniture & fittings		1,452	2,105
Investments	2	74,798	87,436
		<u>560,520</u>	<u>567,155</u>
Current Assets			
Trade		-	575
Prepayments		-	2,982
Cash at bank		290,371	474,733
		<u>290,371</u>	<u>478,290</u>
Creditors			
Trade creditors		6,559	4,374
Accruals		840	3,415
New branch contribution		63,118	143,993
		<u>70,517</u>	<u>151,782</u>

Notes:

- 1 Freehold property used by the Charity - acquisition cost £425,000 plus improvements at a cost of £59,270
- 2 Unquoted securities - value £74,798. Invested with M & G Charibond and CCLA Charities Official Investment Fund and available for withdrawal at short notice
- 3 The significant legacy that the Charity received has now 'flushed through' the accounts and, in order to reduce fees, the Trustees made the decision to revert to simple income and expenditure accounts, rather than financial statements prepared on an accrual and prepayments basis.
- 4 An independent examination is still required, as stated in the constitution of the Charity.
- 5 The figures for the year ended 31st March 2022 have been converted to an income and expenditure to provide a true comparison.
- 6 Independent examination and accountancy costs - the values reflected in the accounts relate to the final payment in relation to the year ended 31st March 2022.
- 7 The NBC, payable to Central Charity, will be £63,118.

Certificate of approval

We approve the income and expenditure accounts set out on pages 1 and 2 and confirm that to the best of our knowledge all relevant records and information for the preparation have been made available to you.

The accounts set out above were approved by the Trustees on
and signed on their behalf by:

Kate McElligott - Treasurer

Elizabeth Willoughby-Paul - Branch Director

Independent examiners report to the Trustees of Samaritans of Yeovil, Sherborne & District

I report to the trustees on my examination of the accounts for Samaritans of Yeovil, Sherborne and District ("the charity") for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act").

I report in respect of my examination of the charity'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 2011 Act.

Independent examiner's statement – matter of concern identified

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act;
or
2. the accounts do not comply with these records.

In carrying out my examination I noted that a valuation of investments was not available for the charity as at 31 March 2023 – the valuation for the most recent date available (30 September 2022) has been used in these accounts instead. This is due to the current Trustees not having access to the account and you have confirmed that steps are being taken to rectify the position. This does not have any impact on the statement of receipts and payments but does impact the investment valuation disclosed.

I confirm that there are no other matters to which your attentions should be drawn to enable a proper understanding of the accounts to be reached.

Michelle Ferris BSc (Hons) FCA DChA
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Date: 24 January 2024